



**Brunswick-Glynn County  
Joint Water and Sewer Commission  
700 Gloucester Street  
Third Floor Conference Room  
Thursday, May 20, 2010 at 3:00 P.M.**

## **AGENDA**

### **Plaque Presentation for Excellence in Wastewater Pretreatment**

- 1. King & Prince**
- 2. Rich Products**

### **DISCUSSION**

- 1. Rate Plan**

### **APPROVAL**

- 1. Hendrix Walk Utility Dedication  
Village Creek Utility Dedication**
- 2. Bank Selection for Exit 29 Interim Financing**
- 3. Award RFP for Title Search Services**
- 4. Belle Point HOA Sublease**
- 5. Minutes of the April 19, 2010 meeting**

### **EXECUTIVE SESSION**

### **AGENDA ITEMS FOR NEXT MEETING**

**All citizens are invited to attend. There is a possibility of a quorum of City or County Commissioners being present.**



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## **MINUTES**

**PRESENT:** Tony Sammons, Chairman  
Tom Sublett, County Commissioner  
Bob Coleman, County Commissioner  
Bryan Thompson, City Commissioner  
James Brooks, City Commissioner

**STAFF PRESENT:** Keith P. Morgan, JWSC Executive Director  
John Donaghy, Chief Financial Officer  
Desiree E. Watson, JWSC Attorney  
Barbara Rogers, JWSC

### **Plaque Presentation for Excellence in Wastewater Pretreatment**

- 1. King & Prince**
- 2. Rich Products**

Chairman Sammons presented King & Prince and Rich Products with a plaque for their excellence in wastewater pretreatment. Both companies had zero permit violations for the year. Chairman Sammons thanked them for their continuing efforts in keeping our coastal waters clean and safe.

Chairman Sammons called the meeting to order and provided the invocation.

## **DISCUSSION**

### **1. Rate Plan**

Mr. Morgan introduced Andrew Burnham, Senior Vice-President of Burton & Associates. Mr. Burnham reviewed what the JWSC would need to have in place

in order to acquire the existing City and County debt. He reviewed the 2010 Revenue Sufficiency Analysis and the impact of not adopting the July 2009 rate increases on the current rate schedules. Mr. Burnham stated that the goal was to develop a financial management plan to support the JWSC acquisition and continued operation of the systems.

## **APPROVAL**

### **1. Hendrix Walk Utility Dedication Village Creek Utility Dedication**

Mr. Morgan stated that Hendrix Walk is a 7 lot single family residential subdivision located on Demere Road near the Saint Simons Airport. The water and sewer systems have been constructed in accordance with applicable standards and in accordance with the JWSC Development Procedures.

Commissioner Sublett made a motion and seconded by Commissioner Thompson that in as much as all requirements of the BGJWSC Development Procedures have been met and all easements and related documents approved as to form by the BGJWSC Attorney, that the Commission recommend to Glynn County the acceptance of the Hendrix Walk water and sewer facilities as public infrastructure for ownership, operation and maintenance. Motion approved 4-0. (Commission Brooks unavailable for vote)

Mr. Morgan stated that the Village Creek Force Main project involved construction of approximately 2200 LF of 2" forcemain beginning at a private pumping station serving Village Creek Landing at the end of South Harrington. A portion of the forcemain is located within public right of way and is a portion to be dedicated as public infrastructure.

Commissioner Thompson made a motion and seconded by Commissioner Coleman that in as much as all requirements of the BGJWSC Development Procedures has been met the Commission recommend to Glynn County the acceptance of the Village Creek sewer facilities as public infrastructure for ownership, operation and maintenance. Motion approved 4-0. (Commissioner Brooks unavailable for vote)

### **2. Bank Selection for Exit 29 Interim Financing**

Mr. Donaghy reviewed the background of the existing construction loan with Heritage Bank for the construction of the Exit 29 Wastewater Treatment Facility. The loan has a maturity date of May 31, 2010. At this time, the JWSC is in need of short term financing between the due date of the Heritage Bank construction loan and the issuance of revenue bonds. David Lucas of Sterne Agee has marketed the short term borrowing to several banks. Based on the responses and analysis of Sterne Agee, Ameris Bank is the most advantageous proposal.

Commissioner Sublett disclosed that he and Chairman Sammons were on the Advisory Board of Ameris Bank, however, neither Commissioner has a financial interest involved. No objection was made by any of the other Commissioners.

Commissioner Coleman made a motion and seconded by Commissioner Thompson to approve the short term refinancing of the Exit 29 construction loan with Ameris Bank with an interest rate of 4.5% per annum: and, that the Chairman, Executive Director and Chief Financial Officer are authorized to execute the required documents, subject to approval of the JWSC legal counsel. Also, that the Chairman be authorized to sign a fourth supplemental bond resolution to amend and supplement the Master Bond Resolution adopted by the Commission on December 17, 2008. Motion approved 4-0. (Commissioner Brooks unavailable for vote)

### **3. Award RFP for Title Search Services**

Mr. Morgan stated that in anticipation of completing Phase One of the Addendum and entering into Phase Two, the ownership of assets, the Chairman sent letters to the City and County requesting that each government identify and list their real property and easements assets and provide the information to the JWSC. The City has provided some deeds of record as to lift stations. The County has made their files available for research, and as time has allowed, some deeds of record have been identified. An RFP was issued for Title Search Services. Only two proposals were received. Staff recommends that all bids be rejected, and the scope of work outlined in the RFP be changed and an RFP be sent out for proposals.

Commissioner Sublett made a motion and seconded by Commissioner Thompson to reject all bids received for Title Search Services, and authorize a set aside in the amount of \$125,000 in the defeasing of the bonds for Phase Two ownership to complete the process of identification of assets and to reissue the RFP as recommended by staff. Motion approved 4-0. (Commissioner Brooks unavailable for vote)

### **4. Belle Point HOA Sublease**

Mr. Morgan stated that the City has authorized the JWSC to sublease to the Belle Point HOA a portion of a five-acre site for the sole purpose of providing a recreational area for the benefit of the HOA members.

Commissioner Sublett made a motion and seconded by Commissioner Thompson to authorize this sublease agreement between the JWSC and the Belle Point Home Owners' Association, Inc. for an initial term of one year

commencing on May 20, 2010 with three renewal one year options. Lessee shall pay one hundred dollars per year beginning June 1, 2010. Motion approved 4-0. (Commissioner Brooks unavailable for vote)

#### **5. Minutes of the April 19, 2010 meeting**

Motion was made by Commissioner Thompson and seconded by Commissioner Sublett to approve the minutes of the April 19, 2010 Regular meeting. Motion approved 4-0-1. (Commissioner Brooks unavailable for vote)

#### **EXECUTIVE SESSION**

Commissioner Sublett made a motion to close the public meeting and convene an executive session to discuss pending litigation and potential real estate acquisition. Motion seconded by Commissioner Thompson. Motion approved 4-0. (Commissioner Brooks unavailable for vote)

Back in open session.

Commissioners directed staff to begin investigation on potential real estate sites.

#### **AGENDA ITEMS FOR NEXT MEETING**

Following a discussion concerning scheduling the next JWSC on June 17, 2010 and the Agenda and there being no further business, Chairman Sammons adjourned the meeting.

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Chairman, Tony Sammons

Attest:

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Barbara Rogers