



**Brunswick-Glynn County
Joint Water and Sewer Commission
700 Gloucester Street
Third Floor Conference Room
Thursday, July 19, 2012 at 3:00 p.m.**

AGENDA

PUBLIC COMMENT PERIOD

Public Comments will be limited to 3 minutes per speaker. Comments are to be limited to relevant information regarding your position and should avoid being repetitious. Individuals should sign in stating your name, address and the subject matter on which you wish to speak. Your cooperation in this process will be greatly appreciated.

DISCUSSION

1. "F" Street Demolition Project – K. Morgan
2. Flood Insurance – F. McGinty

APPROVAL

1. 30" Major Sewer Transmission Main Collapse - K. Morgan
2. Exit 29 WWTP Access Easement Relocation – K. Morgan
3. Minutes of June 21, 2012 Regular 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



**Brunswick-Glynn County
Joint Water and Sewer Commission
700 Gloucester Street
Third Floor Conference Room
Thursday, July 19, 2012 at 3:00 p.m.**

MINUTES

PRESENT: Clyde Taylor, Chairman
Bob Coleman, County Commissioner
Cornell Harvey, City Commissioner
Tony Sammons, Commissioner

ABSENT: James Brooks, City Commissioner

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

Chairman Taylor called the meeting to order and Commissioner Harvey provided the invocation.

PUBLIC COMMENT PERIOD

There being no citizens who wished to address the Commission, Chairman Taylor closed the public comment period.

DISCUSSION

1. "F" Street Demolition Project – K. Morgan

Mr. Morgan stated the project was first advertised on April 6, 2012 with a bid opening date of May 8, 2012. A mandatory pre-bid site visit was required and four prospective bidders attended. However, no bids were received and the project was advertised again on May 14, 2012 with a bid opening date of June 19, 2012. As before a mandatory pre-bid site visit was required and seven (7) prospective bidders attended. Prior to the bid opening one of the attendees from the previous site visit called to ask if his previous site visit would qualify him to bid the second time. He was told that it would. Prior to the second bid opening

date an addendum was issued which listed all the site visit attendees at any of the pre-bid meetings as qualified bidders. On June 19, 2012 two bids were received. The RFP contains the following language: "The JWSC reserves the right to reject any and all bids, waive technicalities and make an award in the best interest of the JWSC."

Commissioner Sammons made a motion seconded by Commissioner Harvey to waive the technicality that Liberty Roll Off & Recycling, LLC did not attend the mandatory site visits for the second bid period, and that they be approved as a qualified bidder. Motion carried 3-0-0. (Commissioner Coleman not present for the vote)

Commissioner Harvey made a motion seconded by Commissioner Sammons to award a contract for Building Demolition and Asbestos and Lead Paint Abatement – 200 "F" Street to Liberty Roll Off & Recycling, LLC in the amount of \$32,500.00. Motion carried 3-0-0. (Commissioner Coleman not present for the vote)

2. Flood Insurance – F. McGinty

Mr. Fred McGinty, McGinty-Gordon & Associates, stated that the Commission's master property insurance policy with CNA has a limit of \$5 million for flood. In addition the JWSC has a National Flood Insurance policy for \$500,000 building coverage at Academy Creek WWTP. The cost to add \$500,000 building coverage for both the Dunbar Creek WWTP and Exit 29 WWTP would be \$6,386. Mr. Morgan stated that funding for this coverage was available in the savings realized from cancellation of the United Water Services contract.

Commissioner Sammons made a motion seconded by Commissioner Coleman to place \$500,000 facilities coverage at Dunbar Creek WWTP and Exit 29 WWTP with National Flood Insurance at a cost of \$6,386. Motion carried 4-0-0.

APPROVAL

1. 30" Major Sewer Transmission Main Collapse - K. Morgan

Mr. Morgan stated that the 30" major sewer transmission main transports all wastewater generated and collected in the I-95 and Highway 341 interchange, a majority of the I-95 and Spur 25 interchange and numerous residential neighborhoods to Academy Creek. The sewer main was installed approximately 40 years ago and is constructed of reinforced concrete pipe which is now known to be an unsuitable material for sewer pipe installations. Due to the severity of the collapse and the resulting service deliver implications staff requests that the Commission declare the project as an emergency to streamline the RFP process

and bring the bid recommendation to the Commission for their consideration in the shortest time possible.

Commissioner Sammons made a motion seconded by Commissioner Coleman, that the system failure and collapse of the 30" major sewer transmission main, as presented, constitutes an emergency resulting in imminent danger to the public's health and the loss of essential utility services, and authorize the Director to proceed with plan and specifications to respond to this emergency. Motion carried 4-0-0.

2. Exit 29 WWTP Access Easement Relocation – K. Morgan

Causeway Properties, LLC currently has a recorded access easement across the Exit 29 WWTP property for access to billboards located along the southbound lanes of I-95. The existing access easement does not conform to the currently built access road and is in conflict with future expansion of the Exit 29 WWTP. A new routing, which does conform to the current access road and does not conflict with future expansion, has been proposed.

Commissioner Harvey made a motion seconded by Commissioner Coleman to approve the access easement relocation across Parcel ID No. 03-16474 and authorize the Chairman and the Executive Director to sign the easement. Motion carried 4-0-0.

Commissioner Coleman made a motion seconded by Commissioner Harvey to add as Item 3, under Approval, Utility Services Maintenance Contract on Elevated Storage Tanks. Motion carried 4-0-0.

3. Utility Services Maintenance Contract on Elevated Storage Tanks

The Operational Agreement provided for the assignment of contracts, memorandums of understanding, agreements, and other such agreements that the City and County had relative to the O&M of their respective water and sewer systems to the JWSC. Recently it was discovered that the contract for elevated storage tank maintenance that the City had with Utility Services did not get assigned to the JWSC. As such, the matter needs to be rectified by executing the requisite paperwork and/or assignment.

Commissioner Sammons made a motion seconded by Commissioner Coleman to approve the assignment of the maintenance contract on elevated storage tanks with Utility Services from the City of Brunswick to the JWSC and authorize the Chairman and Executive Director to sign accordingly subject to legal review. Motion carried 4-0-0.

4. Minutes of June 21, 2012 Regular Meeting

Commissioner Harvey made a motion seconded by Commissioner Sammons to approve the minutes of the June 21, 2012 regular meeting. Motion carried 4-0-0.

EXECUTIVE SESSION

The JWSC members did not have any items to discuss in an Executive Session.

Commissioner Harvey made a motion seconded by Commissioner Sammons to adjourn the meeting. Motion carried 4-0-0.

Clyde Taylor, Chairman

Attest:

Barbara Rogers, JWSC