



**Brunswick-Glynn County Joint Water & Sewer Commission
700 Gloucester Street
Third Floor Conference Room
Thursday, March 14, 2013 at 3:00 p.m.**

SPECIAL CALLED MEETING

AGENDA

Call to Order ** Pledge ** Invocation

DISCUSSION

- 1. Property and Casualty Insurance Renewal**
- 2. Performance Audit**

EXECUTIVE SESSION

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



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Thursday, March 14, 2013 at 3:00 p.m.**

SPECIAL CALLED MEETING

MINUTES

PRESENT: **Ronald E. Perry, Chairman
Sandra J. Dean, Commissioner
George M. Dupuy, Commissioner
Donald M. Elliott, Commissioner
Dale Provenzano, County Commissioner
Tony Sammons, Commissioner**

ABSENT: **James Brooks, City Commissioner**

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

Chairman Perry called the meeting to order and Commissioner Sammons provided the invocation. Chairman Perry led the pledge of allegiance.

DISCUSSION

1. Property and Casualty Insurance Renewal

Mr. Fred McGinty, McGinty, Gordon and Associates, reviewed with Commissioners the updated quotes he had received for the JWSC property and casualty renewals. He discussed the differences in coverage on the CNA quote versus the Lloyds of London quote. Commissioner Elliott stated that the Finance Committee was recommending that the JWSC approve the Lloyds of London quotation.

Commissioner Elliott made a motion seconded by Commissioner Dean that the JWSC approve the Lloyds of London quotation of \$383,985 for property and

casualty insurance coverage. Motion carried 5-0-0. Commissioner Provenzano was not present for the vote.

Chairman Perry recognized Bill Powell, Georgia Rural Water Association, to speak to the Commission. Mr. Powell distributed a handout on a Water and Wastewater Rate Analysis Program that Georgia Rural Water provides to members of the Association at no cost to the utility. Mr. Powell also handed out a letter he had written to *The Brunswick News* Editor in 2010 on rate calculation. Chairman Perry requested that Mr. Powell be on the next regular meeting agenda.

2. Performance Audit

Mr. Elmo Richardson reviewed with Commissioners his background in utility management. He stated that he had been conducting interviews with all JWSC key staff personnel and gathering information for his assessment. The issuance of the revenue bonds in 2010 had allowed the JWSC the opportunity to set up reserve and capital funds. Even though the JWSC is a young operating utility the structures are now in place that will allow it to meet the challenges going forward. Mr. Richardson stated that master planning and customer service are critical to any utility. He told Commissioners that the JWSC is a young utility with an old system but is making good progress. Mr. Morgan stated that measurable progress is dependent on a stable funding stream.

Chairman Perry questioned how the JWSC can generate new customers within our system. Commissioners discussed the current requirements which are in place for tapping on to JWSC systems.

Mr. Richardson recommended considering a drive through window for our customer service function and the possibility of a billing stuffer containing information for customers similar to the one used by the Macon Water Authority.

Mr. Richardson stated that his audit will be presented to the Commission within the next few weeks and will be available to be uploaded to our website as required in House Bill 540.

EXECUTIVE SESSION

Commissioner Sammons made a motion seconded by Commissioner Elliott to adjourn to Executive Session to discuss pending litigation. Motion carried 5-0-0. Commissioner Provenzano was not present for the vote.

Back in session, no action taken.

Meeting Adjourned.

Ronald E. Perry, Chairman

Attest:

Barbara Rogers
Acting Clerk