



**Brunswick-Glynn County
Joint Water and Sewer Commission
700 Gloucester Street
Third Floor Conference Room
Thursday, May 1, 2014 at 3:00 P.M.**

REVISED AGENDA

Call to Order

Invocation

Pledge

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

PRESENTATION

Industrial Pretreatment Awards

- Rich Products
- King and Prince Seafood

GAWP Biosolids/Residuals Award

- Academy Creek

COMMITTEE UPDATES

**Communications & Customer Service – Commissioner Dean
Economic Development - Chairman Provenzano
Facilities – Commissioner Perry
Finance – Commissioner Elliott
Human Resources – Commissioner Cason
Legislative – Chairman Provenzano**

APPROVAL

1. Minutes of the April 17, 2014 regular meeting, *(subject to any necessary changes)*.

DISCUSSION

1. Director's Update
2. Chairman's Update

EXECUTIVE SESSION

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, May 1, 2014 at 3:00 P.M.**

MINUTES

PRESENT:

- Dale Provenzano, Chairman**
- Thomas A. Boland, Commissioner**
- John A. Cason, III, City Commissioner**
- Sandra J. Dean, Commissioner**
- Donald M. Elliott, Commissioner**
- David H. Ford, Commissioner**
- Ronald E. Perry, Commissioner**

ALSO PRESENT:

- Stephen A. Swan, Executive Director**
- John D. Donaghy, Director of Administration**
- Desiree E. Watson, JWSC Attorney**
- Barbara Rogers, JWSC Acting Clerk**

Chairman Provenzano called the meeting to order. Commissioner Perry provided the invocation and Commissioner Boland led the pledge.

PUBLIC COMMENT PERIOD

There being no citizens that wished to address the Commission, Chairman Provenzano closed the Public Comment Period.

Commissioner Cason made a motion seconded by Commissioner Ford to add termination of the Carl Vinson Institute's Agreement to the discussion agenda. Motion carried 7-0-0.

PRESENTATION

Industrial Pretreatment Awards

- **Rich Products**
- **King and Prince Seafood**

Chairman Provenzano presented Rich Products and King and Prince Seafood with plaques for their excellence in wastewater pretreatment. Chairman Provenzano thanked them for their continuing efforts in keeping our coastal waters environmentally clean.

GAWP Biosolids/Residuals Award

- **Academy Creek**

Chairman Provenzano presented Mark Ryals and his staff with a plaque in recognition of the GAWP award for exceptional performance in the protection of our water resources.

COMMITTEE UPDATES

Communications & Customer Service – Commissioner Dean

Commissioner Dean stated the Committee did not have any updates at this time.

Economic Development - Chairman Provenzano

Chairman Provenzano stated the Glynn County has cleared all obstacles and is one of the counties being considered for a solar farm that would mean additional jobs for the area.

Facilities – Commissioner Perry

Commissioner Perry asked Executive Director Steve Swan to update the Commission on the Georgia Power LED Security Light Program. Converting to the LED light program has the potential to decrease the cost to the JWSC for electricity. Georgia Power will be providing an update for the next meeting.

Commissioner Perry stated the Facilities Committee reviewed Liberty Harbor and Sea Island punch lists and the creek bank stabilization project at the Howard Coffin water production facility. Commissioner Perry stated that a Hazardous Disaster Mitigation Assistance Program grant from FEMA is being researched to apply for permanently installed generators for lift stations.

Finance – Commissioner Elliott

Commissioner Elliott stated all Commissioners should have been given a read-ahead budget package to prepare for the May 13, 2014 Budget Meeting.

Human Resources – Commissioner Cason

Commissioner Cason stated the Committee reviewed several items, such as, electronic time card, uniforms and safety shoes. The wage and benefits survey responses are in and a recommendation from Teamwork Services and staff is expected to come before the Commission in June. Teamwork Services has been receiving applications for the purchasing position and the position posting will close the end of next week.

Commissioner Cason stated the Committee would like to bring the recommendation forward that the JWSC cancel the Agreement with the Carl Vinson Institute based on lack of performance. Commissioner Perry stated he also agreed that the Institute had not performed as expected. However, a meeting was held with the Carl Vinson Institute last week and the JWSC was assured that the JWSC would have something within a couple of weeks. Commissioner Elliott asked if we would be responsible for paying them for the work done to date. Mrs. Watson clarified what the JWSC would be responsible for such payments. Executive Director Swan stated in the meeting with the Institute that several additional tasks were identified. Chairman Provenzano reviewed the original intent of the study was to evaluate staffing levels, determine if the JWSC had the right people in the jobs and compare the JWSC to like size utilities.

Commissioners agreed to evaluate the product when received and if the product is unsatisfactory, request the Institute provide training classes to the JWSC for the gap in value.

Legislative – Chairman Provenzano

Chairman Provenzano stated the items from the Committee will be discussed at the May 13, 2014 meeting.

APPROVAL

- 1. Minutes of the April 17, 2014 regular meeting, (*subject to any necessary changes*).**

Commissioner Dean made a motion seconded by Commissioner Elliott to approve the Minutes of the April 17, 2014 regular meeting. Motion carried 7-0-0.

DISCUSSION

- 1. Director's Update**

Executive Director Swan reported that he was pleased with the budget preparation and the input from the division heads. The division heads identified

needs and additional programs that should be in place, and they also identified cost savings.

The Georgia Power LED program is moving forward and the JWSC will have something next week. The SCADA system installation is nearing completion and cost savings are being realized. Staff is working on creating equipment, fleet, and generator inventory and computer upgrades.

2. Chairman's Update

Chairman Provenzano requested the Commissioners give serious thought to the issues and items for long range planning. He stated this was the time for the Commission to come together and determine how the JWSC will go forward. He asked Commissioners to provide issues, changes, future growth projections and planning for industrial and residential areas. Commissioner Perry discussed the potential growth areas in the county. Chairman Provenzano requested everyone to get the issues to Executive Director Swan. The date for the planning retreat is May 22, 2014.

EXECUTIVE SESSION

Commissioner Perry made a motion seconded by Commissioner Cason to close the public meeting and adjourn to executive session to discuss authorizing negotiations to purchase property. Motion carried 7-0-0.

Back in session, no action taken.

Commissioner Perry made a motion seconded by Commissioner Ford to authorize Chairman Provenzano and Commissioners Perry and Ford to negotiate a counter offer and authorize the Chairman to sign an amendment to the purchase and sale agreement with UCB. Motion carried 7-0-0.

There being no further business to bring before the Commission, Chairman Provenzano adjourned the meeting.

Chairman, Dale Provenzano

Attest:

Barbara W. Rogers
Acting Clerk