



**Brunswick-Glynn County  
Joint Water and Sewer Commission  
1703 Gloucester Street  
Commission Meeting Room  
Thursday, August 20, 2015 at 2:00 p.m.**

## **COMMISSION MINUTES**

### **PRESENT:**

**Donald M. Elliott, Chairman  
Clifford Adams, Commissioner  
Thomas Boland, Commissioner  
Allen Booker, County Commissioner  
Ronald Perry, Commissioner  
John A. Cason, III, City Commissioner  
David H. Ford, Commissioner**

### **ALSO PRESENT:**

**Stephen A. Swan, Executive Director  
John D. Donaghy, Director of Administration  
Charles A. Dorminy, Legal Counsel**

Chairman Elliott called the meeting to order at 2:00 PM. Commissioner Booker provided the invocation, and Chairman Elliott let the pledge.

### **PUBLIC COMMENT PERIOD**

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

### **COMMITTEE UPDATES**

#### **Communications & Customer Service Committee – Commissioner Ford**

There was nothing new to report.

#### **Economic Development Committee – Commissioner Elliott**

There was nothing new to report.

#### **Facilities Committee – Commissioner Perry**

There was nothing new to report.

#### **Finance Committee – Commissioner Elliott**

The committee met and discussed policy, rate resolution & estimates, collusion statements in contracts, City Works update.

#### **Human Resources Committee – Commissioner Cason**

The committee met and discussed bylaws, Worker's Comp Insurance Policy updates, Advertisement for Employment.

#### **Legislative Committee – Commissioner Boland**

There have been updates to the bylaws that will be discussed at a later time.

## APPROVAL

### 1. **Minutes from the August 6, 2015 Regular Meeting.**

Commissioner Perry made a motion seconded by Commissioner Cason to approve the minutes from the August 6, 2015 regular meeting. Motion carried 7-0-0.

### 2. **Minutes from the August 6, 2015 Executive Session Meeting.**

Commissioner Perry made a motion seconded by Commissioner Cason to approve the minutes from the August 6, 2015 Executive Session. Motion carried 7-0-0.

### 3. **USGS Funding– Steve Swan**

Steve Swan updated the Commissioners regarding the WRMAC (Water Resources Management Advisory Committee) stating he has met with the Development Authority and there are plans to form this committee by joining with the top 10 water users. The plan is to register with the state as an entity. Mr. Swan summarized the memorandum and stated the United States Geological Survey has conducted a study of salt water intrusion in the Brunswick area. This monitoring is critical to the provision of potable water to customers by the JWSC. To further the study the USGS requires a joint-funding agreement with the JWSC in the amount of \$129,050.00 for the period of July 1, 2015 to June 30, 2016. This survey information is very useful to us and other companies. There is a situation in Savannah called the Red Zone where they are not permitting any further wells and are under restrictions. It was noted that it is good to see the federal match and requesting WRMAC get organized and gather the large users together to help fund this.

Commissioner Boland made a motion seconded by Commissioner Cason that Brunswick-Glynn County Joint Water and Sewer Commission approve a joint funding agreement with the USGS in the amount of \$129,050.00 for period of July 1, 2015 to June 30, 2016 and authorize the Chairman and Executive Director to execute the agreement, subject to approval by legal counsel.

There was further discussion stating last year we had the same request. Commissioner Ford suggested tracking it as a 5 year plan instead of yearly as we may get the same results. Mr. Swan stated WRMAC was originally an active program by the City of Brunswick and Glynn County prior to the formation of the JWSC. The Development Authority, county, and the city saw that it was a needed program. It was stated that GP Koch Cellulose, King and Prince and Pinova actively use this information.

Motion was approved 5-2-0 (Commissioner Ford and Commissioner Adams cast the opposing votes).

## **DISCUSSION**

### **1. Septic to Public Sewer Proposal – S. Swan**

Steve Swan updated the Commissioners on Epworth Acres stating JWSC was asked by homeowners in that subdivision to provide relief on their failing septic systems. It was stated that they are having difficulty repairing or replacing them in accordance with new health regulations – that is county, state and federal ordinance. Mr. Swan stated we offered a gravity system where they could connect to JWSC lines. The staff was asked to speak at a meeting held at the request of Epworth Acres homeowners. Mr. Swan summarized the memo on the Proposed BGJWSC Policy on Transitioning Septic Systems to Public Sewer System. It was noted that there are several subdivisions in the same situation as Epworth Acres like Blythe Island, Bell Point, Marshes of McKay, and Oak Grove Island. Mr. Swan stated we, as JWSC, want to move forward and offer help to these homeowners, that's our job. There is a cost to that help and we want to move forward and put a system in that makes sense to us and also the subdivisions. It was noted that at some point all 126 lots will have to tie into our collection systems under current ordinance, federal and state laws. In the long term the JWSC staff recommends a gravity system. There was further discussion regarding costs, timing and other possible sewer collections options. The commissioners agreed to forward to facility committee for further review.

### **2. Master Plan Update – S. Swan**

Steve Swan updated the Commissioners regarding the Master Plan and letter received from ATM (Applied Technology & Management, Inc.). It was stated that one of the main items to overcome is the transfer of the Brookman facility. The facility needs to be fixed in several areas prior to JWSC taking possession. There was further discussion regarding the costs and the 5, 10, 15, and 20 year plan.

### **3. Terry Creek Fire Protection and Potable Water Ext. – T. Kline**

Todd Kline, Senior Engineer, summarized the memo on the Terry Creek Fire Protection. Mr. Kline stated the Terry Creek community is not supplied by public potable water and obtains their potable water via private and presumably shallow wells. This community is located adjacent to the Hercules Brunswick Terry Creek Superfund Site (TCSS). There is concern if the potential exists the plume of contamination could continue its movement eastward. The lack of public water service in that area also effects fire protection and associated insurance rates for the City of Brunswick. The JWSC staff requests the Commission approach Hercules/Pinova and the U.S. EPA to explore available grants or funding sources to construct this beneficial extension of the JWSC water system. All Commissioners agreed to proceed.

## **EXECUTIVE DIRECTOR'S UPDATE**

- A completed walk through of the new building today. A few items to update and complete.
- Steve attended the City of Brunswick Commission meeting last evening and was asked to speak. There are many joint project we are working on together and going well. SPLOST projects were discussed.
- We have received the request for remediation of water discharge from Pinova. The staff wants to discuss with Brown and Caldwell.

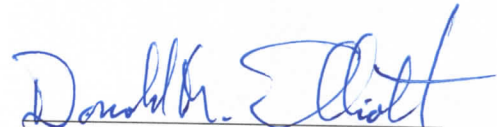
- Urbana projects are going well.
- The burner at Academy Creek was discussed and a possible bid in the future.
- We are replacing the halogen lights at Academy Creek with LED lights.
- We are getting the service charges ready for the Rate Resolution with the help of Burton and Associates.
- Our staff have completed the Worksite Traffic Control Certification by the state of Georgia. This is new for JWSC and was a very informative class and took up to three days. This is something that was very needed.

## CHAIRMAN'S UPDATE

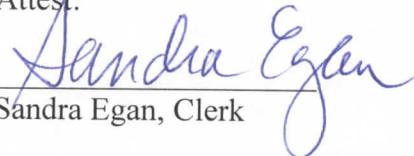
## EXECUTIVE SESSION

Commissioner Cason made a motion seconded by Commissioner Boland to close the regular meeting and adjourn to Executive Session to discuss potential litigation. Motion carried 7-0-0.

There being no additional business to bring before the Commission, Chairman Elliott adjourned the open meeting at 4:00 pm.

  
Donald M. Elliott, Chairman

Attest:

  
Sandra Egan, Clerk