



Brunswick-Glynn County Joint Water and Sewer Commission
1703 Gloucester Street, Brunswick, GA 31520
Thursday, August 10, 2017 at 3:00 PM
Commission Meeting Room

FACILITIES COMMITTEE MEETING AGENDA

Committee Members: **Commissioner Cliff Adams, Chairman**
 Commissioner Robert Bowen
 Commissioner David Ford
 Executive Director Jimmy Junkin
 Senior Engineer Todd Kline

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.

APPROVAL

- 1. Minutes From Facilities Committee Regular Meeting, July 13, 2017** *(Subject to any necessary changes)*
- 2. Surplus Property** – P. Crosby

DISCUSSION

- 1. Surplus Update** – P. Crosby
- 2. Fleet Storm Preparedness / Fuel & Generators** – P. Crosby
- 3. R & R Capital Projects Update** – H. Patel

EXECUTIVE DIRECTOR'S UPDATE

MEETING ADJOURNED

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



Brunswick-Glynn County Joint Water & Sewer Commission
1703 Gloucester Street, Brunswick, GA 31520
Commission Meeting Room
Thursday, August 10, 2017 at 3:00 PM

FACILITIES COMMITTEE MINUTES

PRESENT: **Cliff Adams, Committee Chairman**
 Robert Bowen, Commissioner
 David Ford, Commissioner
 Todd Kline, Senior Engineer
 Jimmy Junkin, Executive Director

ALSO PRESENT: **Thomas Boland, Deputy Director**
 John Donaghy, Director of Finance
 Pam Crosby, Director of Procurement

Chairman Adams called the meeting to order at 3:01 PM.

PUBLIC COMMENT PERIOD

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

APPROVAL:

1. Minutes from July 13, 2017 Facilities Committee Meeting
Commissioner Ford made a motion, seconded by Commissioner Bowen to approve the minutes from the Facilities Committee Meeting on July 13, 2017. Motion carried 4-0-0.

2. Surplus Property – P. Crosby

Pam Crosby presented the recommendation for the declaration of the property located at 101 Hampton River Club Marine Drive, SSI as surplus. She advised that this property currently has a 6" fire well and pump enclosure building on it. Also noted was the fact that this property is in a developed residential area and the lot will need to have the building structure removed and the well abandoned. Mrs. Crosby also added that Georgia Power has a transformer located on this property of which they will need to remove and relocated. This property will be appraised after the building, well, and power structures are removed. Everything above the ground will be removed and the well will be grouted. Included in the packet for the Committee to review are the quotes for the grouting of the well, and pictures and maps of the property. The proposed plan is to advertise the sale of the property and accept sealed bids for the property. Today, Mrs. Crosby is requesting recommendation to move this item forward to the full Commission for approval to declare the property as surplus.

Commissioner Ford made a motion seconded by Commissioner Bowen to recommend forwarding this item to full Commission for approval at the August 17, 2017 meeting. Motion carried 4-0-0.

DISCUSSION:

1. Surplus Update – P. Crosby

Pam Crosby presented an update on the surplus that has been sold on the GovDeals website during the past Fiscal Year of 2016-2017 to the Committee. She advised that the 18 items ranged from office furniture and shelving to vehicles and machinery that had been declared as no longer of value to BGJWSC. She also noted that the total funds received from the surplus sales on GovDeals.com for the last Fiscal Year totaled \$194,150.00.

2. Fleet Storm Preparedness / Fuel & Generators – P. Crosby

Pam Crosby presented fleet storm preparedness regarding fuel and generators. During the storm of 2016, there were concerns as to fuel availability. Even though J.D. Moore has 2 locations, 1 on SSI and 1 in Brunswick, a back-up plan was formed. The back-up plan is to use Lewis and Raulerson out of Waycross. Their brand is the Friendly Express Gas Station of which there are several locations in Glynn County. The program with them is very similar to what JWSC is already doing with Fuel-Pro. Employees with vehicles will have a gas card and can use it at any Friendly Express Gas Station to fuel up. There are also locations outside of Glynn County as well that can be used. This will allow managing the use of fuel more effective and efficient during storms. Also noted was that 6 of their locations have back-up generators to use during storm power outages. Mrs. Crosby then continued to discuss generators. She addressed one generator that is not being used at a lift station, which is expected to be relocated to the administration building as a back-up in case of a power outage during an emergency or storm. At the request of the Committee procurement did obtain some additional quotes for the relocation and installation of this generator to the administration building. She then noted a rental reservation program for obtaining generators in an emergency, which is being reviewed by staff.

3. R & R Capital Projects Update – H. Patel / D. Read


Harry Patel discussed the R & R Capital Projects update with the Committee. While referencing a display of the report, he gave a brief update on all listed projects, noting the specifics and details as to the current status of each. Having been asked, he confirmed that all of JWSC's work is basically complete regarding the system on the Mansfield Street Project. The work for the City is still to be completed. Mr. Patel also mentioned that there was a public meeting held at Brunswick High on August 3rd to share the information on the LS4048 project on the North Mainland. Regarding Phase 4 of the SPLOST projects, he noted that the County has plans to widen Harry Driggers Blvd. and JWSC is not able to do the project until this has happened. This will be due to the infrastructure having to be moved if placed prior to the County widening the road, and the side for widening is not clear from the intersection of Glynnco Parkway and Canal Road up toward the intersection of Canal Road and SPUR 25. Not sure which side of the road is to be widened on the part of Canal Road. Dana Read gave an update regarding Pump Station 2029 and the number of customers that are discharging to that Pump Station. He presented a map he was created and prepared for the purpose of analyzing the number of customers in that area and the services they are using. (i.e. water only, or water & sewer) This style of modeling map and additional data will be used to analyze the entire island by sewer basins. Mr. Read also noted that it can be used to help determine the size of pumps that should be used in particular lift stations.

EXECUTIVE DIRECTOR'S UPDATE

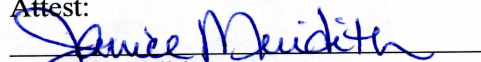
There was no additional update at this time.

The Facilities Committee agreed to change the meeting days and start meeting on the Thursday before the 1st Commission meeting of each month.

Meeting was adjourned at 3:55 pm.


Clifford Adams, Chairman

Attest:


Janice Meridith,
Executive Commission Administrator



Brunswick-Glynn County Joint Water and Sewer Commission

MEMORANDUM

To: JWSC Facilities Committee

From: Pamela Crosby, Director of Procurement

Cc: Executive Director, Jimmy Junkin

Date: August 10, 2017

Re: Surplus Property– 101 Hampton River Club Marina Drive, SSI - APPROVAL

Background:

JWSC staff has determined the property at 101 Hampton River Club Marina Drive, SSI, to no longer be of use to the mission of the JWSC. The property includes a 6" fire well and pump enclosure building. The property is in a developed residential area and the lot will need to have the building structure removed and the well abandoned. Quotes for the well work are attached for your reference. This work will be made in preparation of an appraisal being performed to determine market value.

To dispose of this property, the Brunswick-Glynn County Joint Water and Sewer Commission must declare the property as surplus. Once declared surplus, the Director of Procurement will move forward with the necessary site modifications, obtain an appraisal and offer the property for sale under sealed bid.

Recommendation:

Staff recommends forwarding this item to full commission for approval at the August 17, 2017 meeting.

Enclosures:

Woodrow Sapp Well Drilling quote dated 27JUN2017

Rowe Drilling Company quote dated 20JUL2017

WOODROW SAPP

WELL DRILLING, INC.

*Serving Glynn and Surrounding Counties
Since 1932*



Residential – Commercial
Industrial – Municipal
Water Systems

4774 NEW JESUP HIGHWAY
BRUNSWICK, GEORGIA 31520
Tel: 912 / 265-2603
FAX: 912 / 262-0423

June 27, 2017

**Brunswick Glynn County Joint Water Sewer Commission
Attn: Donnie Bankston**

**RE: WELL ABANDONMENT AT RIDGEWOOD (PERRY LANE) & HAMPTON POINT,
GLYNN COUNTY, GEORGIA**

Dear Mr. Bankston:

Pursuant to your request, we appreciate very much the opportunity to provide you with the following written proposal for your review and consideration:

HAMPTON POINT WELL ABANDONMENT - \$8,250.00

We will pull the existing pump and motor from the well. We will then cement and abandon the existing 12"x8" water well. This inside casing abandonment will be done in complete accordance with the State of Georgia's rules, regulations and requirements. Upon completion, we will provide a letter of certification stating that the job has been completed pursuant to the Rules of the Georgia Department of Natural Resources, Environmental Protection Division.

As always, we appreciate very much the opportunity to be of service to you. If you should have any questions, or if we can be of further assistance to you, please do not hesitate to give us a call.

With kindest regards, I am

Sincerely,

**WOODROW SAPP
WELL DRILLING, INC.**



Rowe Drilling Co.

PO Box 2526
Savannah, GA 31402
(912)965-0351

1-800-524-6238

Professional Services for Water Systems

Fax: (912)966-2194

TO: Bwk.- Glynn Co. JWSC
700 Gloucester St.
Brunswick, GA 31520
Attn: Billy Simmons

PROPOSAL

DATE: 7/20/2017

VIA FACSIMILE:

NO. OF PAGES: 1

REFERENCE: Hampton Point - Abandonment Proposal

1 L.S.	To provide equipment, labor and materials to permanently seal and abandon Hampton Point well in accordance with Georgia State E.P.D. regulations.	\$17,750.00
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Total Estimated Cost **\$17,750.00**

Please note that our quantities and total price are estimates only. Our invoice will be based on actual time and materials incurred to complete the project in accordance with the scope of work as described. Charges will be billed according to our Standard Confirming Order Schedule of Rates. Our price does not include any applicable tax or freight.

Payment Terms: Net 10

The foregoing prices are subject to Federal, State, and Local Sales and Use Taxes. This Quotation will automatically expire if Purchaser does not deliver a written acceptance to Contractor by 30 days.

The undersigned accepts the above proposal at the prices shown, subject to any necessary revision in the list of estimated quantities, and hereby authorizes and instructs Contractor to proceed with the described work. Purchaser's pumps, motors, parts, and/or accessories may be stored by Contractor for thirty (30) days from the date of invoice or other written notice from Contractor. After thirty days, disposal of equipment may be made by Contractor without incurring any liability.

Purchaser:

Contractor: Rowe Drilling Co.

L. Blake Hare, Jr., Asst. District Manager



Any information provided by the JWSC relating to the size and location of existing utilities (i.e. GIS maps, records drawings, etc.) are offered to assist the designers and others in identifying available points of connection. Such information is offered for the user's information only and is not guaranteed. Use of such information for detailed design purposes without proper field verification shall be at the user's own risk.

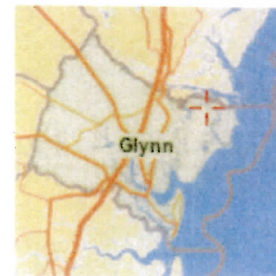


North Hampton Well

Brunswick-Glynn County Joint Water & Sewer Commission



Glynn County Assessor			
Parcel: 04-11702 Acres: 0.16			
101 HAMPTON RIVER CLUB MARINA DR ST SIMONS IS	Land Value		\$0.00
	Building Value		\$0.00
Sale: \$0 on 06-2010 Reason= Qual=	Misc Value		\$0.00
BRUNSWICK GLYNN COUNTY JOINT WATER & SEW	Total Value:		\$0.00
1703 GLOUCESTER ST			
BRUNSWICK, GA 31520			



The Glynn County Assessor's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation. The assessment information is from the last certified taxroll. All data is subject to change before the next certified taxroll. PLEASE NOTE THAT THE PROPERTY APPRAISER MAPS ARE FOR ASSESSMENT PURPOSES ONLY NEITHER GLYNN COUNTY NOR ITS EMPLOYEES ASSUME RESPONSIBILITY FOR ERRORS OR OMISSIONS —THIS IS NOT A SURVEY—

Date printed: 03/22/17 : 08:22:28



130 Hampton River Club Marina Dr

Saint Simons Island, Georgia

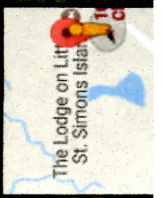
Street View - Mar 2014

The Lodge on Little
St. Simons Island

Butler Pt



130 Hampton River Club Marina Dr
Saint Simons Island, Georgia
Street View - Mar 2014





Brunswick-Glynn County Joint Water and Sewer Commission

Voice (912) 261-7122

Fax (912) 261-7178

Memo

To: JWSC Facilities Committee
From: Pam Crosby
Date: August 10, 2017
Re: Discussion – Fiscal Year 2016-2017 Surplus Recap (GovDeals)

For Fiscal Year beginning July 2016 and ending July 2017, the Brunswick-Glynn Joint Water & Sewer Commission placed 18 items on GovDeals.com for Surplus sale. Items ranged from shelving and camera equipment to vehicles and machinery that had been declared as no longer of value to BGJWSC.

The total funds received from Surplus sales on GovDeals.com for FY 2016-2017 amounts to \$194,150.00. BGJWSC has been pleased with the responses from GovDeals.com and will continue to use the website as a means of selling items that have been deemed as Surplus by the Commission. GovDeals.com offers BGJWSC a way of selling surplus items at no cost to the Commission. They also provide standardized paperwork for items that are sold, eliminating any confusion over pickup or the condition of a surplus item.

A copy of the GovDeals.com Sold Asset Report for FY 2016-2017 for Facilities Committee review.

Enclosures:
GovDeals.com 2016-2017 Sold Asset Report



([https://chat.govdeals.com/chat?locale=en&group=3&name=Christa Free&info=Christa Free, Brunswick-Glynn County Joint Water & Sewer Commission, GA \(7482\)\)](https://chat.govdeals.com/chat?locale=en&group=3&name=Christa Free&info=Christa Free, Brunswick-Glynn County Joint Water & Sewer Commission, GA (7482))))

Sold Asset Report

Select any of the items to display the data or check all items.

Asset

- ☒ Asset ID ☐ Asset POC ☒ Category ☐ Department
☒ Description ☒ Inventory ID ☐ Location Name ☐ Dept. #
☐ Tier ☐ Secondary Inventory ID ☐ Location Address ☒ Status
☐ VIN/Serial # ☐ Make / Brand ☐ Model ☐ Miles/Hours
☐ Year ☐ Long Description ☐ Title Restriction ☐ Authorized Bid Restriction

Auction

- ☒ Starting Bid ☐ Reserve ☐ Bid Increment ☐ # of Visitors ☐ Auto Extension
☒ # of Bids ☐ Start Date ☒ End Date ☐ # of Hits

Buyer

- ☒ Full Name ☐ Agency/Company ☐ City ☐ State ☐ ID #
☐ Title To

Monetary

- ☐ Additional Fees ☒ Sold Amount ☐ Tax ☐ GovDeals Fee
☐ Picked Up Date ☐ Net Results ☐ Tax % ☐ Paid Date
☐ Credit Reason ☐ Check Date ☐ Bill of Sale Other \$ ☒ Credit Date
☐ Check # ☐ Buyer's Premium ☐ Bill of Sale Other \$ Description ☐ Seller Payment
☐ Admin Fee

Start Date End Date

or ☐ Check here to get all assets from the beginning.

or Search by Payment #:

- ☐ Hide credits taken outside of date range
☐ Hide all credits
☐ Remember my selections
☐ Export to Excel

[Continue](#)

Brunswick-Glynn County Joint Water & Sewer Commission, GA
Date range: 06/30/2016 - 07/31/2017

ID#	Inventory ID	Description	Category	Buyer	Starting Bid	Sold Amount	Bids	Auction Ended	Status	Credit Da
8	G.I. II	Used Cubicle and Partition Components	Furniture/Furni	CHRISTOPHER JOHNSON	\$100.00	\$100.00	1	7/12/16 4:45 PM	PU	
9	Miscellaneous 001	Used Bank Drive-Through Components	Communication/E	Djordje Markovic	(\$50.00)	(\$50.00)	1	7/13/16 10:17 AM	NP	8/19/2016
14	21879	Protech 67R03 Locator - Used	Public Utility	Roger Watson	\$100.00	\$130.00	3	8/1/16 5:00 PM	PU	
15	1151-18533-1002N312-1	Cues Night Owl Camera With Hard Case - Used	Public Utility	Marc Hoffman	\$250.00	\$360.00	7	7/28/16 4:40 PM	PU	

IDs:	Inventory ID	Description	Category	Buyer	Starting Bid	Sold Amount	Bids	Auction Ended	Status	Credit Da
16	28858	Metrotech 810 Line Tracer With Hard Case - Used	Public Utility	john latshaw	\$50.00	\$255.00	11	7/21/16 4:45 PM	PU	
17	100790	Everest VIT Quickview, 18' Pole Camera W/ Battery Pack, Charger & Case-Used	Public Utility	john latshaw	\$500.00	\$3,675.00	31	7/21/16 4:40 PM	PU	
18	Asset # 18	Used Shelving Components	Office Equipmen	John Donaghy	\$20.00	\$20.00	1	7/21/16 4:30 PM	PU	
20	Asset #20	Cherne Sleeve Style By Pass Plugs; 6", 8", 12", and 15" - Used	Public Utility	Christopher Sheffield	\$100.00	\$135.00	4	7/27/16 4:55 PM	PU	
26	CR3606	Cues CR3606 Cable Carrier with DTM-200E Footage Counter - Used.	Public Utility	Roger Watson	\$50.00	\$50.00	1	8/3/16 4:50 PM	PU	
28	28	2001 Dodge Dakota 2WD - White	Trucks, Light D	NgocKieu Nguyen	\$850.00	\$1,000.00	5	1/17/17 4:30 PM	PU	
29	29	2000 GMC Sonoma SL Ext. Cab Short Bed 2WD - White	Trucks, Light D	david jackson	\$750.00	\$900.00	4	1/17/17 4:45 PM	PU	
30	P/CD-103	2002 Ford F-150 XL Long Bed 2WD	Trucks, Light D	Jake carter	\$1,000.00	\$1,050.00	2	1/17/17 5:00 PM	PU	
31	SP/MD 404 (S35)	2004 Sterling LT7500 Vac-Con	Trucks, Heavy D	Sheila Weir	(\$3,500.00)	(\$35,000.00)	6	2/10/17 5:00 PM	NP	3/15/201
31	SP/MD 404 (S35)	2004 Sterling LT7500 Vac-Con	Trucks, Heavy D	Paul Twigg	\$25,000.00	\$25,000.00	1	4/12/17 10:56 AM	PU	
32	SP/MD-405 (S9)	2004 Sterling LT7500 Vac-Con.	Public Utility	Rodney James	\$26,000.00	\$30,000.00	2	1/30/17 5:30 PM	PU	
33	SPMD-403	2008 Sterling LT8511 Vac-Con	Trucks, Heavy D	Ryan Puffer	\$89,100.00	\$89,100.00	1	6/15/17 5:00 PM	PU	

ID#	Inventory ID	Description	Category	Buyer	Starting Bid	Sold Amount	Bids	Auction Ended	Status	Credit Da
34	34	2004 Sterling LT7501 Vac-Con	Trucks, Heavy D	Craig VanThyne	\$40,200.00	\$40,200.00	1	4/7/17 7:44 PM	PU	
35	35	Mobile Office Trailer (Acton)	Buildings	George Thomas	\$500.00	\$2,175.00	14	6/9/17 4:30 AM	PU	
					\$184,570.00	\$194,150.00				

For Support, contact your CSR: Rick Jones (mailto:rjones@govdeals.com) (864-552-0443) or call 1-800-613-0156 from 8 am - 7 pm ET or email Support (mailto:clientservices@govdeals.com).

Site Map (index.cfm?
fa=Main.SiteMap)

Acct ID: 7482 - P2A