



**Brunswick-Glynn County
Joint Water and Sewer Commission
700 Gloucester Street
Third Floor Conference Room
Wednesday, May 7, 2008 at 10:00 A.M.**

AGENDA

COMMISSION PRESENTATION

- 1. Resolution honoring Commissioner Williams**

DISCUSSION

- 1. Reuse feasibility study for waste water treatment plants**
- 2. Flanagan's Bluff water line**
- 3. Recommendation on Auditing Services**
- 4. Update on Insurance Coverage**
- 5. FY08-09 Budget**

APPROVAL

- 1. Minutes of the April 22, 2008 Meeting**

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
Wednesday, May 7, 2008 at 10:00 A.M.**

MINUTES

PRESENT: Tony Sammons, Chairman
Mark Spaulding, City Commissioner
Uli Keller, County Commissioner
Tony Thaw, County Commissioner

ABSENT: James Brooks, City Commissioner

STAFF PRESENT: Keith Morgan, JWSC Director
John Donaghy, JWSC Finance Director
Desiree Watson, JWSC Attorney
Barbara Rogers, JWSC

Chairman Sammons called the meeting to order and provided the invocation.

COMMISSION PRESENTATION

1. Resolution honoring Commissioner Williams

Chairman Sammons presented City Commissioner Jonathan Williams with a JWSC Resolution honoring him for his hard work, dedication and leadership while serving on the Commission during the formation of the JWSC.

DISCUSSION

Commissioner Spaulding made a motion which was seconded by Commissioner Keller to add two items to the agenda, approval of Executive Session Minutes for April 22, 2007 and action on the absence of Commissioner Brooks. Motion carried 4-0.

1. Reuse feasibility study for waste water treatment plants

Executive Director Keith Morgan stated that he was asking for commission direction on how to proceed on the Reuse Feasibility study that EPD has listed as a component piece of our wastewater permits. Stantec Engineering is currently conducting this study at the Academy Creek site but nothing is in place for Exit 29 or the Saint Simons plant. The study would determine if programs could be put in place. After a brief discussion, the Commissioners stated that the State has not finalized the regulations for reuse and feel that we are meeting their requirements at this time.

2. Flanagan's Bluff water line

John Hunkele addressed the Commission on behalf of the property owners requesting assistance in getting water to the proposed development. Sewer is currently available. The Commissioners requested that staff work with Mr. Hunkele to verify needed easements and develop a cost analysis including funding sources for their review.

3. Recommendation on Auditing Services

Mr. John Donaghy distributed the recommendation for selection of an Auditing Firm. He stated that all responders to the RFP were reviewed and found to be in accordance with the requirements of the RFP and equally qualified. Mauldin Jenkins is recommended based on the lowest price.

Commissioner Thaw made a motion that was seconded by Commissioner Spaulding to select Mauldin & Jenkins, Certified Public Accountants, LLC, as auditors for the JWSC and that the Chairman, Executive Director and Chief Financial Officer be authorized to execute the documents necessary to establish a service contract in the amount of \$26,500. Motion carried 4-0.

4. Update on Insurance Coverage

Mr. Fred McGinty reviewed the commercial crime coverage including employee dishonesty, theft, and fraud with the Commissioners. Mr. Donaghy stated that security cameras and panic buttons are in place covering the Customer Service area.

Mr. McGinty answered several questions on the current flood coverage. He was asked to come back with his recommendation on flood coverage.

5. FY08-09 Budget

Mr. Donaghy stated that the draft JWSC budget had been submitted on April 30, 2008 to both the City and County for their review and comments. Comments are expected back within thirty days. Mr. Donaghy stated that he also met with both the City and County Finance Directors and had received the needed financial data and was currently in the process of reviewing the data.

APPROVAL

1. Minutes of the April 22, 2008 Meeting

Motion was made by Commissioner Keller and seconded by Commissioner Spaulding to approve the minutes of the April 22, 2008 meeting. Motion carried 4-0.

2. Minutes of the April 22, 2008 Executive Session Meeting

Motion was made by Commissioner Spaulding and seconded by Commissioner Thaw to approve the minutes of the April 22, 2008 Executive Session meeting. Motion carried 4-0.

3. Commissioner Brooks' Absence

Chairman Sammons stated that Commissioner Brooks had called and left a message for Mr. Morgan stating he would be unable to attend the meeting due to being out of town on business. It was discussed that this is the third consecutive meeting that Commissioner Brooks has missed. It was decided that Chairman Sammons would write a letter to Commissioner Brooks asking for proof by the next meeting that he was out of town on business.

Motion was made by Commissioner Spaulding to add an informational item to the Agenda. Motion seconded by Commissioner Keller. Motion carried 4-0.

Chairman Sammons advised the Commissioners that he and Mr. Morgan had met with Nathan Sparks of the Development Authority and confirmed that the JWSC policy is that MAP International would be responsible for the costs of increasing the water pressure to their new building.

EXECUTIVE SESSION

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

Following a discussion concerning the next JWSC Agenda and there being no further business, Commissioner Sammons adjourned the meeting.

Chairman, Tony Sammons