



**Brunswick-Glynn County
Joint Water and Sewer Commission
700 Gloucester Street
Third Floor Conference Room
Wednesday, September 3, 2008 at 10:00 A.M.**

AGENDA

DISCUSSION

1. Reserve Fund Balances
2. Exit 29 Treatment Plant - funding
3. Creek Side Oaks – sewer problem
4. Two Way – sewer problem
5. Hurricane Preparedness
6. Palmetto & Greenwood Cemeteries

APPROVAL

1. Record Drawings – Revision
2. Water & Wastewater Development Procedures - Revision
3. Minutes of the August 20, 2008 meeting
4. Minutes of the August 20, 2008 Executive Session

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, September 3, 2008 at 10:00 A.M.**

PRESENT: Tony Sammons, Chairman
Tony Thaw, County Commissioner
James Brooks, City Commissioner
Uli Keller, County Commissioner
Bryan Thompson, City Commissioner

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

Seth Box, United Water
Morris Baisden, United Water
Todd Mackey, United Water

CITY STAFF: Roosevelt Harris, City Manager
Joe Pereles, Public Works Director

COUNTY STAFF: Phyllis McNicoll, Finance Director
David Hainley, Community Development Director
Jim Bruner, P.E., County Engineer
Will Worley, Assistant County Attorney

Chairman Sammons called the meeting to order and provided the invocation. Chairman Sammons welcomed everyone and gave an update on tropical storm Hannah. The Chairman requested that discussion on the Palmetto and Greenwood Cemeteries be moved up on the Agenda to accommodate City Manager Harris' schedule.

DISCUSSION

1. Palmetto & Greenwood Cemeteries

City Manager Harris addressed the Commission with a request that the JWSC consider making an adjustment to the City's water bill for the cemeteries. Mr. Harris explained that there were some serious leaks in the old lines and that over a period of time the bill accrued in excess of \$105,000. The City has now installed private wells throughout the cemeteries.

Mr. Morgan stated that the past practice of the City was to develop an average consumption based on the history. Staff was requested to investigate and make a recommendation.

2. Commissioner Keller made a motion to add an item, South Harrington Sewer, to the agenda. Motion seconded by Commissioner Thaw. Motion approved 5-0.

Ray Richard representing the developer addressed the Commission concerning the project delays. Mr. Richard explained that his client is being delayed and requested that the developer be allowed to move forward. Mr. Bruner stated that the County had no objection with the developer going forward and building up to the manhole. Mr. Morgan stated that this is a County project and the JWSC had no objection but that the developer needed to be aware of the risk concerning conflict with the finished manhole elevation.

3. Reserve Fund Balances

Mr. Donaghy distributed a handout showing the current reserves for the North Mainland, Saint Simons Island, and the South Mainland. Mr. Donaghy stated that these numbers did not include operating funds or customer deposits. The Commission requested that a level of operating funds be established and brought back to them. Mr. Morgan stated that excess operating funds were currently being used for repairs and rehabilitation.

4. Exit 29 Treatment Plant – funding

Mr. Donaghy stated that Glynn County has made a request that the JWSC secure a GEFA loan in the amount of \$13,318,759 to fund the Exit 29 Treatment Plant Project. He stated that the repayment of this debt plus the current debt would require a monthly payment of \$337,701. This would require a rate increase in each County base charge of 94.7%.

Mrs. Watson raised several legal and Operational Agreement issues. She stated that copies of the Operational Agreement and Act had been sent to GEFA for their review. A conference call is to be scheduled with JWSC staff, County staff, and GEFA.

Commissioner Thompson questioned how the projects already identified and any future identified projects would be funded.

Mrs. Watson said that the Operational Agreement stated that any debt incurred would be repaid by the district to be served.

Commissioner Keller made a motion that was seconded by Commissioner Thaw to complete the application for a GEFA loan in the amount of \$13,318,759 and file as quickly as possible. Motion approved 5-0.

Commissioner Thompson absent for remainder of meeting.

5. Creek Side Oaks – sewer problem

Mr. Morgan stated that Jim Bruner and David Hainley would be updating the Commission on the progress at Creek Side.

Mr. Bruner stated that the County was still trying to obtain the easements needed for the project. Mr. Tostensen has not responded to any of the outstanding issues on the dedication of Drew Circle.

6. Two Way – sewer problem

David Hainley updated the Commission that the dedication of the road into Two Way all the way to the river has been located. EMC Engineering has not submitted plans. County staff was asked to follow up with EMC Engineering.

7. Hurricane Preparedness

Mr. Morgan stated that the JWSC plans had been submitted to both the City and County earlier in the year. He advised the Commission that he continues to meet with the Division Heads and United Water Service in preparation for any severe weather event.

APPROVAL

1. Record Drawings – Revision

Commissioner Keller made a motion that was seconded by Commissioner Brooks to approve the revisions to the Record Drawings Policy. Motion approved 4-0.

2. Water & Wastewater Development Procedures – Revision

Commissioner Keller made a motion that was seconded by Commissioner Thaw to approve the revisions to the Water & Wastewater Development Procedures. Motion approved 4-0.

3. Minutes of the August 20, 2008 meeting

Motion was made by Commissioner Keller and seconded by Commissioner Brooks to approve the minutes of the August 20, 2008 meeting. Motion carried 4-0.

4. Minutes of the August 20, 2008 Executive Session

Motion was made by Commissioner Keller and seconded by Commissioner Brooks to approve the minutes of the August 20, 2008 Executive Session. Motion carried 4-0.

EXECUTIVE SESSION

No Executive Session was held.

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

Chairman, Tony Sammons

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