



**Brunswick-Glynn County
Joint Water and Sewer Commission
700 Gloucester Street
Third Floor Conference Room
Thursday, December 3, 2009 at 3:00 P.M.**

AGENDA

DISCUSSION

1. Benchmark Activities
2. Insurance – Property and Casualty
3. Epworth - Update

APPROVAL

1. Insurance
 - Health
 - Worker's Compensation
2. Acceptance of Winstead Subdivision, Phase I, as Public Water & Sewer Infrastructure
3. Minutes of the November 19, 2009 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
Thursday, December 3, 2009 at 3:00 P.M.**

MINUTES

PRESENT: Tony Sammons, Chairman
Bob Coleman, County Commissioner
Tom Sublett, County Commissioner
James Brooks, City Commissioner
Bryan Thompson, City Commissioner

STAFF PRESENT: Keith P. Morgan, JWSC Executive Director
John Donaghy, JWSC Chief Financial Officer
Desiree E. Watson, JWSC Attorney
Barbara Rogers, JWSC
Morris Baisden, United Water Services

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

Commissioner Thompson made a motion that was seconded by Commissioner Sublett to add Reconnect Fees to the discussion agenda. Motion approved 5-0.

DISCUSSION

1. Benchmark Activities

Keith Morgan, JWSC Executive Director, advised the Commissioners that all the benchmark activities identified in the Addendum to the Operational Agreement have been completed. Mr. Morgan distributed draft correspondence as notice to the City and County that the JWSC is ready to move forward into Phase II of the Addendum.

Mrs. Desiree Watson, JWSC Attorney, reviewed the procedures that would be followed should any dispute be raised by either the City or County within 30 days of receipt of the notification.

Commissioner Sublett made a motion that was seconded by Commissioner Thompson to approve the determination and findings that all benchmark activities in the Addendum to the Operational Agreement have been completed, and to approve sending the Benchmark Activities Report and correspondence, dated December 9, 2009, to the City and County for their action. Motion approved 5-0.

2. Insurance – Property and Casualty

Mr. John Donaghy, JWSC Chief Financial Officer, updated the Commissioners on the information received from McGinty-Gordon on the status of the property and casualty renewals. Mr. Donaghy stated that all quotes should be received no later than December 10, 2009 and the recommendations would be on the December 17, 2009 regular meeting agenda for action.

3. Epworth – Update

Mr. John Hunkele, P.E., advised the Commissioners that all the sewer lines had been located and that the final plats should be finished today. Once received, the JWSC will move forward by sending to Glynn County for approval.

4. Reconnect Fees

Commissioner Coleman stated that he had been contacted by a local realtor, Neil Foster, who was concerned with the procedures for pulling meters when an account goes into a vacant status. He stated that Mr. Foster did not want to open accounts on property that he was representing. Commission Sublett stated that the policy being following by the JWSC was outlined in the County Ordinance.

APPROVAL

1. Insurance

- Health

Greg Bell and other members of Teamwork Services addressed the Commission with their recommendation to stay with the current providers for Basic Life and AD&D, Dental, Long Term Disability, Vision, Short Term Disability and Supplemental Life.

Teamwork Services also recommended staying with the current provider, Blue Cross and Blue Shield for Medical Coverage and offering a dual option to employees of either a \$500 or \$1000 annual deductible.

Commissioner Thompson made a motion that was seconded by Commissioner Coleman to accept the recommendations of Teamwork Services for renewal of

the employee insurance plans with a 96/85 premium split on the \$1000 deductible and a 93/88 split on the \$500 deductible for medical insurance coverage. Motion approved 5-0.

- Workers' Compensation

Teamwork Services staff reviewed the 2009 Workers' Compensation frequency and severity statistics. Based on a decrease from the prior year, Zenith Insurance renewal rates are approximately 2.7% lower than the current rates. Teamwork Services' recommendation is for renewal with Zenith Insurance at an annual total estimated premium of \$176,828.

Commissioner Brooks made a motion that was seconded by Commissioner Sublett to accept the recommendation of Teamwork Services for renewal of Workers' Compensation for 2010 at an annual estimated premium of \$176,828. Motion approved 5-0.

2. Acceptance of Winstead Subdivision, Phase I,
as Public Water & Sewer Infrastructure

Keith Morgan gave a brief overview of the project, stating that all requirements of the BGJWSC Development Procedures have been met.

Motion made by Commissioner Brooks and seconded by Commissioner Coleman to approve acceptance of the Winstead Subdivision, Phase I water and sewer facilities as public infrastructure for ownership, operation and maintenance. Motion approved 5-0.

3. Minutes of the November 19, 2009 meeting

Motion was made by Commissioner Brooks and seconded by Commissioner Coleman to approve the minutes of the November 19, 2009 regular meeting. Motion carried 4-0-1.

EXECUTIVE SESSION

Commissioner Thompson made a motion to close the public meeting and convene an executive session to discuss pending litigation. Motion seconded by Commissioner Coleman. Motion approved 5-0.

Back in open session.

Commissioner Thompson made a motion that was seconded by Commissioner Sublett to accept the JWSC Attorney's recommendation. Motion approved 5-0.

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

Tony Sammons, Chairman

Attest:

Barbara Rogers, JWSC