



**Brunswick-Glynn County
Joint Water and Sewer Commission
700 Gloucester Street
Third Floor Conference Room
Thursday, July 9, 2009 at 4:00 P.M.**

AGENDA

DISCUSSION

- 1. Payment Plan Policy**
- 2. Benchmark Activity Update**
- 3. Two-Way Update**

APPROVAL

- 1. CDL Water Main Construction Project**
- 2. Minutes of the June 18, 2009 Meeting**

EXECUTIVE SESSION

AGENDA ITEMS FOR NEXT MEETING

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, July 9, 2009 at 4:00 P.M.**

MINUTES

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

ABSENT: Bryan Thompson, City Commissioner

STAFF PRESENT: Keith Morgan, JWSC Director
John Donaghy, JWSC Finance Director
Desiree Watson, JWSC Attorney
Barbara Rogers, JWSC
John Hunkele, P.E., JWSC Planning & Construction

Chairman Sammons called the meeting to order and provided the invocation. On behalf of the Board, Chairman Sammons welcomed Commissioner Bob Coleman to the JWSC.

DISCUSSION

1. Payment Plan Policy

Mr. John Donaghy distributed a draft Payment Plan Policy for the Commissioner's review and comments. Mr. Donaghy reviewed several of the highlights of the plan. Commissioners briefly discussed the plan and recommended changing item #6 to allow the increased deposit to be financed with the plan.

Commissioner Brooks made a motion that was seconded by Commissioner Sublett to approve the Payment Plan Policy with the identified change. Motion approved 4-0.

2. Benchmark Activity Update

Mr. Keith Morgan distributed a Gantt Chart and Addendum Benchmark Activities Update to the Commissioners. Mr. Morgan stated that only four of the benchmark activities still have not been completed. He stated that he is expecting full completion of all benchmark activities within the next two months.

3. Two-Way Update

Mr. Morgan stated that he had spoken with Glynn County staff concerning the status of this project. The Department of Transportation has approved and issued the right-of-way permit. EPD has notified the owner that they will require a screen buffer variance. The owner has not given the engineering firm approval to move ahead with the project.

Mr. Morgan requested that he meet with the owner and explore other possibilities such as a decentralized system. Commissioners approved for Mr. Morgan to request a meeting with the owner, Mr. Smith.

APPROVAL

1. CDL Water Main Construction Project

Mr. Morgan distributed the bid tabulation sheet for the CDL Water Main Construction Project.

Commissioner Sublett made a motion that was seconded by Commissioner Brooks to accept and approve the lowest responsive bid submitted by Tommy L. Griffin Plumbing & Heating Company in the amount of \$198,114.61 with funding from the North Mainland reserve account and authorize the Chairman to sign the documents upon approval of Legal Council. Motion approved 4-0.

Commissioners requested that staff research and develop a draft policy addressing Local Purchasing Preferences.

2. Minutes of the June 18, 2009 Meeting

Commissioner Brooks made a motion that was seconded by Commissioner Sublett to approve the minutes of the June 18, 2009 meeting. Motion approved 3-0-1.

EXECUTIVE SESSION

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

AGENDA ITEMS FOR NEXT MEETING

Commissioner Sammons announced that the next regular meeting of the JWSC will be held on August 6, 2009.

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

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Chairman, Tony Sammons