



**Brunswick-Glynn County
Joint Water and Sewer Commission
700 Gloucester Street
Third Floor Conference Room
Thursday, August 18, 2011 at 3:00 p.m.**

AGENDA

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.

DISCUSSION

- 1. United Water Contract**
- 2. Facilities Committee Update**
- 3. Marketing Plan**

APPROVAL

- 1. Sterling Industrial Park Proposed Water Line Project**
- 2. Minutes of August 4, 2011 Regular Meeting**
- 3. Minutes of August 11, 2011 Work Session**

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, August 18, 2011 at 3:00 p.m.**

MINUTES

PRESENT: **Tony Sammons, Chairman
James Brooks, City Commissioner
Bob Coleman, County Commissioner
Cornell Harvey, City Commissioner
Clyde Taylor, County Commissioner**

ALSO PRESENT: **Keith P. Morgan, Executive Director
John Donaghy, Chief Financial Officer
Desiree E. Watson, JWSC Attorney
Barbara Rogers, JWSC**

Chairman Sammons called the meeting to order and Commissioner Harvey gave the invocation.

PUBLIC COMMENT PERIOD

Chairman Sammons recognized the following individuals to address the Commission.

1. Mr. J. C. Goldman, United Water Services, addressed the Commission stating that United Water Services, Inc. wished to withdraw from consideration the extension of the contract past August 31, 2011 and would begin immediately the process of transitioning their responsibilities to the JWSC.

Commissioners thanked United Water Services for their service.

2. Ms. Sandy Dean questioned if consideration had been given to moving into the County Office Park Building.

There being no additional citizens who wished to address the Commission, Chairman Sammons closed the public comment period.

DISCUSSION

1. United Water Contract

This item was addressed as part of the Public Comment Period.

2. Facilities Committee Update

Mr. Bill Smith, Facilities Committee Chairman, presented recommendations from the committee as to Bay Street and Gloucester Street properties. The committee recommends tearing down the structure on Bay Street due to its deteriorated condition. Concerning the Gloucester Street location, much of the committee's work has been to determine applicable FEMA regulations and JWSC's needs for administrative office space. The committee recommends the JWSC issue a design/build RFP for a two-story, 10,000 to 11,000 square foot building.

Commissioner Brooks excused himself from the meeting.

3. Marketing Plan

Mr. Morgan stated that Jessica Deal, P.C. and John Hunkele, P.C. with the Planning and Construction division had prepared handouts of existing commercial and residential areas that were in close proximity to the public infrastructure and represented potential new customers. Mr. Hunkele reviewed the maps of those areas and answered Commissioner's questions.

APPROVAL

1. Sterling Industrial Park Proposed Water Line Project

Mr. Morgan reviewed the status of securing the easements from the property owners and the proposed routes. Mr. Morgan stated that the JWSC has received letters of intent from four property owners in the Sterling Industrial Park. The Commission had requested in their August 11, 2011 work session to place this on today's agenda for their consideration.

Commissioner Taylor made a motion seconded by Commissioner Harvey to approve the Sterling Industrial Park water line project and authorize staff to prepare and advertise a Request for Proposal for such project to be brought back before the Commission for approval and award. Motion carried 4-0-0.

2. Minutes of August 4, 2011 Regular Meeting

Commissioner Taylor made a motion seconded by Commissioner Coleman to approve the minutes of the August 4, 2011 regular meeting. Motion carried 3-0-1. (Commissioner Harvey abstained)

3. Minutes of August 11, 2011 Work Session

Commissioner Harvey made a motion seconded by Commissioner Taylor to approve the minutes of the August 11, 2011 work session. Motion carried 4-0-0.

EXECUTIVE SESSION

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

Commissioner Harvey made a motion seconded by Commissioner Coleman to adjourn the meeting. Motion carried 4-0-0.

Tony Sammons, Chairman

Attest:

Barbara Rogers
JWSC