



**Brunswick-Glynn County  
Joint Water and Sewer Commission  
700 Gloucester Street  
Third Floor Conference Room  
Thursday, March 17, 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. Financial Update – Donaghy**
  - **Audit Status**
  - **ProForma Projection**
  - **Unified Reporting & Billing Format**
  
- 2. Facilities & Finance Committee Update - Sammons**

### **APPROVAL**

- 1. BioConversion Technology Contract - Tarker**
  
- 2. Minutes of March 3, 2011 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.**



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## **MINUTES**

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

**ABSENT:**           **James Brooks, City Commissioner**

**ALSO PRESENT:** **John Donaghy, Chief Financial Officer  
Desiree E. Watson, JWSC Attorney  
Barbara Rogers, JWSC  
Ray Tarker, JWSC Systems & Pumping Superintendent  
Todd Zino, United Water Services**

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

Commissioner Harvey made a motion seconded by Commissioner Coleman to reverse the order of the Agenda and address the Approval items first. Motion carried 4-0-0.

## **PUBLIC COMMENT PERIOD**

Chairman Sammons recognized the following citizen, Sandy Dean, to address the Commission.

1. Ms. Dean spoke on the rezoning of 14 acres at the Exit 29 WWTP. Also, she advised the Commission that several local art groups were interested in speaking to the JWSC about the mural project.

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

## **APPROVAL**

### **1. BioConversion Technology Contract – Tarker**

Mr. Tarker stated that hydrogen sulfide gases, inherent to a sewer collection system, is a leading cause of system degradation and must be controlled to increase the life of our infrastructure, eliminate odors, and promote service reliability. Mr. Tarker explained the benefits of including Saint Simons Island and South Mainland service areas.

Commissioner Taylor made a motion seconded by Commissioner Harvey to approve the second option year of the contract with BioConversion Technology and the Addendum thereto retroactive to March 5, 2011 for the price of \$4.29 per pound of sulfide removed and to institute the program on Saint Simons Island and the South Mainland areas and authorize the Chairman and Executive Director to sign the necessary documents(s) subject to legal review as to form. Motion carried 4-0-0.

### **2. Minutes of March 3, 2011 meeting**

Commissioner Taylor made a motion seconded by Commissioner Coleman to approve the minutes of the March 3, 2011 regular meeting. Motion carried 4-0-0.

## **DISCUSSION**

### **1. Financial Update – Donaghy**

- **Audit Status**

Mr. Donaghy reviewed with the Commissioners the delays encountered with the completion of the audit. He stated that the last and only piece of information the auditors had requested was submitted this week. The Commissioners requested that Mr. Donaghy research the RFP for a completion date and to send a letter to the accounting firm advising that the Commission was dissatisfied with the length of time it has taken to perform the audit.

- **ProForma Projection**

Mr. Donaghy stated that the financial projections performed by the JWSC at the time of formation were limited to combining the City and County enterprise fund budgets and making adjustments for the combined administrative changes. Work began on long-term financial planning on a system wide basis once the Master Plan and a long term rate study were

completed in preparation for the issuing of the Series 2010C Revenue Bonds. The pro formas developed in that rate study are essentially the baseline for the JWSC. JWSC is nearing completion of another fiscal year which will facilitate the process of assessment of our performance at the end of this year.

- **Unified Reporting & Billing Format**

Mr. Donaghy reviewed with the Commission the Combined Revenue and Expenditures statement for February 28, 2011. Commissioners discussed several items including explanations for variances, billing, phasing in an equalized rate for all districts and capital tap fees.

## **2. Facilities & Finance Committee Update - Sammons**

Chairman Sammons announced that a Finance Committee meeting had been scheduled for Tuesday, March 29, 2011. Burton and Associates will be attending that meeting.

### **EXECUTIVE SESSION**

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

### **AGENDA ITEMS FOR NEXT MEETING**

A short discussion was held concerning the next JWSC Agenda.

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

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Chairman, Tony Sammons

Attest:

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Barbara Rogers