



**Brunswick-Glynn County
Joint Water and Sewer Commission
700 Gloucester Street
Third Floor Conference Room
Thursday, February 16, 2012 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

APPROVAL

- 1. Standards for Water and Sewer Design and Construction – K. Morgan**
- 2. Dedication as Public Infrastructure – K. Morgan**
 - **Saint Clair Low Pressure Force Main – Phase I**
 - **Saint Clair Low Pressure Force Main – Phase II**
- 3. Property and Casualty Insurance Renewal – J. Donaghy**
- 4. Minutes of the February 2, 2012 Regular 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, February 16, 2012 at 3:00 p.m.**

MINUTES

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

ABSENT: James Brooks, City Commissioner

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

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

PUBLIC COMMENT PERIOD

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

DISCUSSION

APPROVAL

1. Standards for Water and Sewer Design and Construction – K. Morgan

Mr. Morgan stated that immediately after the start of the JWSC the standards used for the installation of public water and sewer infrastructure depended upon the location of the proposed improvements. A single, comprehensive design and construction standard for use system wide is necessary to allow a reasonable

and consistent approach to ensure the acceptability of publically owned water and sewer infrastructure.

Commissioner Sammons made a motion seconded by Commissioner Harvey to adopt the "Standards for Water and Sewer Design and Construction" as the policy document defining the minimum standards for the planning, design, construction and acceptance of water and sewer utility systems as public infrastructure by the JWSC. Motion carried 4-0-0.

2. Dedication as Public Infrastructure – K. Morgan

- **Saint Clair Low Pressure Force Main – Phase I**
- **Saint Clair Low Pressure Force Main – Phase II**

Mr. Morgan stated that Phase I of Saint Clair Estates low pressure sewer force main consists of approximately 1500 LF of 2" force main beginning at a private pumping station serving 138 Saint Clair Drive. Phase II of Saint Clair Estates low pressure sewer force main consists of 1350 LF of 2" force main starting at 138 Saint Clair Drive and ending at 121 Saint Clair Drive. Both sections of the force main are located entirely within the public right of way. The combined extension will make sewer available to an additional 34 existing residences.

Commissioner Harvey made a motion seconded by Commissioner Coleman that in as much as all requirements of the BGJWSC Development Procedures have been met, the JWSC accept the Saint Clair low pressure force main, Phase I and Phase II, as public infrastructure for ownership, operation and maintenance. Motion carried 4-0-0.

3. Property and Casualty Insurance Renewal – J. Donaghy

Mr. Donaghy advised the Commission that Fred McGinty, McGinty Gordon, has secured extensions to March 15, 2012 for all property and casualty coverage. Mr. McGinty will be attending the next meeting to present the market results and his recommendations.

4. Minutes of the February 2, 2012 Regular Meeting

Commissioner Sammons made a motion seconded by Commissioner Harvey to approve the minutes of the February 2, 2012 Regular Meeting. Motion carried 4-0-0.

Commissioner Harvey made a motion seconded by Commissioner Sammons to add Facilities Landscaping Service to the approval agenda. Motion carried 4-0-0.

Mr. Morgan stated that the bid results for Facilities Landscaping Service had been evaluated and staff was recommending that Coastal Landscaping & Design, Inc. of Brunswick, GA be awarded the contract.

Commissioner Coleman made a motion seconded by Commissioner Sammons to award the bid for Facilities Landscaping Service to Coastal Landscaping & Design of Brunswick, GA at an annual cost of \$61,536.00. Motion carried 4-0-0

EXECUTIVE SESSION

Commissioner Harvey made a motion to close the public meeting and convene an executive session to discuss future property acquisition. Motion seconded by Commissioner Coleman. Motion carried 4-0-0.

Back in open session, no action taken.

AGENDA ITEMS FOR NEXT MEETING

A short discussion was held concerning the next JWSC Agenda.

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

Clyde Taylor, Chairman

Attest:

Barbara Rogers, JWSC