



**Brunswick-Glynn County  
700 Gloucester Street  
Third Floor Conference Room  
Thursday, October 4, 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**

- 1. Newcastle Street Property**
  - **Appraisal - Milt Leggett**
  - **Needs Assessment - Robert Ussery**

### **APPROVAL**

- 1. First Amendment to Ussery-Rule Contract – K. Morgan**
- 2. Vehicle(s) Purchase – J. Donaghy**
- 3. Sewer Combination Cleaner Purchase – K. Morgan**
- 4. Minutes of September 20, 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  
700 Gloucester Street  
Third Floor Conference Room  
Thursday, October 4, 2012 at 3:00 p.m.**

## **MINUTES**

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

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

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

### **PUBLIC COMMENT PERIOD**

Chairman Taylor recognized the following individuals to address the Commission.

1. Brady Turner, Brunswick. Mr. Turner's comments were deferred until Item 1, Discussion.
2. Bruce Whitehurst, Brunswick. Mr. Whitehurst offered his services as a broker in locating a downtown site for the JWSC Administrative Office Complex.
3. Jeff Kilgore, Brunswick. Mr. Kilgore requested that the Commission pursue the least expensive option for relocating the JWSC Administrative Offices, wait for the new board to make any decisions, and reserve the capital for infrastructure needs.

There being no additional citizens who wished to address the Commission, Chairman Taylor closed the Public Comment Period.

## **DISCUSSION**

### **1. Newcastle Street Property**

- **Appraisal - Milt Leggett**
- **Needs Assessment - Robert Ussery**

Mr. Morgan stated that at the September 20, 2012 meeting the Commission had requested additional information to be presented at today's meeting regarding the Royal Condominium Building. Specifically, an appraisal on the property and a needs assessment describing necessary building modifications along with a cost estimate.

Mr. Milt Leggett of Collins and Associates reviewed with the Commission the various approaches used to determine the value of the property taking into consideration the market currently in downtown Brunswick. Mr. Leggett stated that the market value of the fee simple interest of the subject property is \$920,000.

Mr. Robert Ussery of Ussery-Rule Architects P.C. stated that the Newcastle property is two separate buildings built over 100 years ago that were joined together. The second floor is 11,600 square feet and 4,600 square feet on the first floor, for a total of 16,200 square feet. All areas of the building are part of an existing condominium regime. Mr. Ussery reviewed modifications for ADA compliance, building codes, repairs and other adaptations the JWSC would need to make to the property prior to move in and the estimated budget of \$795,000 for modifications. Mr. Ussery stated that the biggest compromise in using this building would be for customer parking, and that a drive through window would not be possible at this site.

Mr. Turner stated that his offer was flexible and he was very interested in the JWSC relocating to the Newcastle Street site.

Commissioners held a discussion on how they wished to proceed. Commissioner Brooks stated that the Commission has been debating this issue for over two years and it was time to move forward. Commissioner Harvey stated that any new board should appreciate the due diligence this Commission has taken, and that by evaluating every piece of property that comes up is costing the JWSC money. Commissioner Taylor agreed, stating that another piece of property becomes available everyday and if the Commission is considering the Royal Hotel property then the Coastal Bank property is back on the table. Commissioner Sammons stated that this Commission needs to move forward and that by delaying a decision it is costing the JWSC rate payers money. Commissioner Coleman stated that this board should pass the findings to the new board and let them evaluate the properties and make the final decision.

Commissioner Brooks made a motion seconded by Commissioner Sammons to authorize the Chairman and Executive Director to meet and negotiate with Brady Turner and Coastal Bank representatives and bring the findings back to the next meeting for the Commission to make a final decision on these properties. Motion carried 4-1-0. Commissioner Coleman cast the opposing vote.

## **APPROVAL**

### **1. First Amendment to Ussery-Rule Contract – K. Morgan**

Mr. Morgan stated that the Commission had requested at the September 20, 2012 meeting that an amendment to the Ussery-Rule Contract be prepared to provide for the suspension of contract services. Mr. Morgan stated that Mr. Ussery was in agreement and had already signed the amendment.

Commissioner Coleman made a motion seconded by Commissioner Harvey to approve the First Amendment to the Ussery-Rule Contract as presented. Motion carried 4-0-1. Commissioner Brooks abstained.

### **2. Vehicle(s) Purchase – J. Donaghy**

Mr. Donaghy stated that an Invitation for Bid had been issued to ten local dealers and posted on our website for replacement vehicles for the utility service and meter reading crew. Five bids were received. The Kia Soul is the lowest responsive bid at \$16,500 each and has the highest overall mileage ratings.

Commissioner Sammons made a motion seconded by Commissioner Harvey to authorize a purchase order to be issued to Mike Murphy Kia in the amount of \$82,500 for the purchase of five (5) Kia Soul vehicles and that \$39,695 of Repair and Replacement reserve funds be allocated for the purchase. Motion carried 4-1-0. Commissioner Coleman cast the opposing vote.

### **3. Sewer Combination Cleaner Purchase – K. Morgan**

Mr. Morgan stated the sewer combination cleaner was publicly advertised in an Invitation for Bid consistent with the JWSC purchasing policy. During the discussion, an objection to the award was raised by one of the bidders. Mr. Morgan requested that the item be deferred to the next meeting to allow time to research the bidder's objection.

Commissioner Harvey made a motion seconded by Commissioner Sammons to defer to the next scheduled meeting the Sewer Combination Cleaner purchase. Motion carried 4-0-0. Commissioner Brooks was unavailable for the vote.

#### **4. Minutes of September 20, 2012 Regular Meeting**

Commissioner Coleman made a motion seconded by Commissioner Harvey to approve the minutes of the September 20, 2012 regular meeting. Motion carried 4-0-0. Commissioner Brooks was unavailable for the vote.

#### **EXECUTIVE SESSION**

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

Chairman Taylor adjourned the meeting.

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Clyde Taylor, Chairman

Attest:

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Barbara Rogers