



## **Public Notice**

**This Notice is Posted in Accordance with O.C.G.A. 50-14-1 (e) (1)**

**Brunswick-Glynn County  
Joint Water and Sewer Commission  
Executive Conference Room  
1703 Gloucester Street  
Brunswick, Georgia**

**Wednesday, February 17, 2021 at 10:00 AM**

## **Special Called Facilities Committee Meeting**

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### **Agenda**

**CALL TO ORDER**

**DISCUSSION:**

- 1. Master Plan** – Angela Bryan, Four Water Engineering

**ADJOURN MEETING**

*All citizens are invited to attend  
There is a possibility of a quorum of City or County Commissioners being present*



**Brunswick-Glynn Joint Water and Sewer Commission  
1703 Gloucester Street, Brunswick, GA 31520  
Wednesday, February 17, 2021 at 10:00 AM**

**SPECIAL CALLED  
FACILITIES COMMITTEE  
MEETING MINUTES**

**PRESENT:**

**G. Ben Turnipseed, Chairman  
Bob Duncan, Commissioner  
Charles Cook, Commissioner  
Wayne Neal, Commissioner  
Andrew Burroughs, Executive Director  
LaDonnah Roberts, Deputy Exec. Director  
Todd Kline, Director of Engineering  
Jay Sellers, Director of Administration  
Janice Meridith, Exec. Commission Admin.**

**ALSO PRESENT:**

**Angela Bryan, Four Waters Engineering  
Laura Constantino, Four Waters Engineering  
Tony Hairston, Raftelis Financial Consultants  
Joe Williams, Raftelis Financial Consultants  
Mr. Don Elliott, JWSC Commissioner 2013-2020**

Chairman Turnipseed called the meeting to order at 10:00 a.m.

Commissioner Turnipseed provided the invocation.

**DISCUSSION**

**1. Water and Sewer Master Plan Update 2020 – 2040: Draft Version**

Angela Bryan opened the discussion with an overview of the goals of the Water and Sewer Master Plan Update for the Commissioners. The goals were listed as follows: 1.) Water and sewer 20-year population projections; 2.) Major transmission water and sewer systems condition assessment; 3.) Rehabilitation Capital Improvement Plan; 4.) Expansion needs of major transmission water & sewer systems; 5.) Cash flow needs; and, 6.) Project database. Mrs. Bryan then provided a review of the 2015 – 2020 Water and Sewer System projects and improvements. A map of the Brunswick-Glynn Joint Water and Sewer Commission Service Area was provided indicating the North Mainland service area, South Mainland service area, St. Simons Island service area and also the City of Brunswick service area.

Laura Constantino discussed the population projections and existing base customers. She explained the processes and use of data for projecting future populations and customers of the JWSC, as well as provided examples of the data used to calculate these population projections for water and sewer service areas. A detailed map indicating the various uses of land areas in Glynn County was displayed for review with the Commissioners.

After discussing the future population projections for JWSC water and sewer customers, system capacities were reviewed. Charts were provided for comparisons of the capacities of the water production facilities and their corresponding wastewater treatment plant. The permitted water production and/or permitted sewer capacities were also plotted for comparison between the permit levels and the future projected population requirements.

Angela Bryan, Laura Constantino and Charles Cobb with Chatham Engineers worked together in performing inspections of the major assets of JWSC. This included field mechanical and electrical assessments at the water production facilities, remote wells, water pollution control facilities and sewer pump stations. The condition of each asset was rated from 1 to 5 with 1 being "Excellent Condition" and 5 being "Catastrophic Condition". All of the various major asset condition assessments were discussed in addition to inflow and infiltration of the systems.

The next discussion concentrated on the Rehabilitation Capital Improvement Plan and Methodology. The "Probability of Failure" and "Consequence of Failure" were used to calculate the "Risk Priority" for project prioritization of future water and sewer projects as determined by the "Risk Priority". The Expansion Capital Improvement Plan and Methodology were then explained and discussed.

Tony Hairston then presented the financial elements of the Master Plan Update and anticipated projects. There were financial assumptions required in considering funding for future system rehabilitation and expansion. Those assumptions included: Capital costs escalating, SPLOST funding being used for neighborhood expansion projects, No new loans anticipated to fund capital projects, R&R funding maintained at \$6.8M/year, Operating budget is increased annually, and the Rates will be adjusted annually to approximately match inflation. Mr. Hairston reported the results for JWSC's Financial Element: Adequate debt service coverage, adequate reserves, debt capacity is strong, and rates are comparable. A Rates Comparison chart was then presented allowing the rates to be visually compared from the JWSC and fifteen (15) Public Water & Sewer Utilities.

The next step in the process of updating the Master Plan is for the Project Database to be properly loaded with all applicable data, being easily programmed, and readily interfaced with GIS. The Master Plan Update Draft is expected to be ready to present to the full Commission on Thursday, March 18, 2021. Finalization and delivery of the Master Plan documentation will then be completed and delivered to JWSC staff.

Chairman Turnipseed adjourned the meeting at 11:40 a.m.

Attest:

  
Janice Meridith,  
Executive Commission Administrator

  
G. Ben Turnipseed, Chairman