



## Public Notice

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

**Brunswick-Glynn Joint  
Water and Sewer Commission**  
1703 Gloucester Street  
Brunswick, Georgia 31520

**Wednesday, January 19, 2022  
8:30 AM- 11:30 AM**

**Location: Hall Booth Smith, P.C.  
3528 Darien Hwy #300  
Brunswick, Georgia 31525**

## **Commissioner's Orientation Workshop and Retreat**

Agenda

**Call to Order**

**Invocation**

**Commission Discussion**

**Executive Session**

**Lunch**

**Adjourn**

*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, January 19, 2022 at 8:30 AM**

**COMMISSIONERS' RETREAT  
WORKSHOP MINUTES**

- PRESENT:** Ben Turnipseed, Chairman  
Bob Duncan, Vice-Chairman  
Chuck Cook, Commissioner  
Tripp Stephens, Commissioner  
Wayne Neal, Commissioner  
Kendra Rolle, Commissioner
- ALSO PRESENT:** Andrew Burroughs, Executive Director  
Charlie Dorminy, Legal Counsel
- ABSENT:** Chad Strickland, Commissioner
- LOCATION:** Conference Room – Office of Hall Booth Smith P.C.  
3528 Darien Hwy., Suite #300, Brunswick, GA 31525

Chairman Turnipseed called the workshop to order at 8:30 AM.

**INVOCATION**

Chairman Turnipseed provided the invocation.

**WELCOME**

Chairman Turnipseed welcomed new, re-appointed, and current Commissioners' to the Board for 2022.

**INTRODUCTIONS OF COMMISSIONERS**

**DISCUSSION**

1. **Commissioners' Goals for Calendar Year 2022:**
  - a. **Stephens:**
    - i. Improve customer service
    - ii. Evaluate personnel compensation
  - b. **Neal:**
    - i. Efficiencies
    - ii. SPLOST utilization and passing
  - c. **Cook:**
    - i. Personnel – Fill Finance position
    - ii. Billing process
    - iii. Website improvements

- d. **Duncan:**
  - i. Focus on 20-year Master Plan
  - ii. Unified support for SPLOST
  - iii. Rate Adjustment
- e. **Rolle:**
  - i. Assist residential tenants with leaks
- f. **Turnipseed:**
  - i. Academy Creek WTP renovations
  - ii. Dunbar Creek WTP rehab and expansion
  - iii. Obtain property for North Mainland plant
  - iv. Service extension to unserved areas on septic tanks
  - v. Start on bond projects
  - vi. Obtain title to private infrastructure
  - vii. Replacing old sewer lines
  - viii. Improve operations maintenance at all WTPs
  - ix. Improve image in community

2. **Infrastructure Scorecard Review – A. Burroughs**

3. **Executive Director’s Priorities for Calendar Year 2022 – A. Burroughs**

- a. New service expansion
- b. Customer deposits
- c. Leak adjustment policy
- d. Improve safety
  - i. Smith driving system
  - ii. Safety manual
- e. Planned work
- f. Cross-training of personnel
- g. Overtime reduction
- h. Project management
  - i. Pre-qualified engineering
  - ii. Governmental coordination meetings
  - iii. Schedule performance index from 80 to 85
  - iv. Bond/SPLOST projects started
- i. Public perception
- j. Design standards revised

4. **2022 Projects Plan – A. Burroughs**

5. **Rates and Adjustments – A. Burroughs**

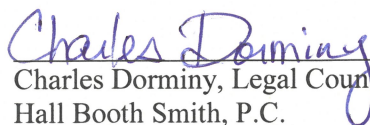
**LUNCH**

**ADJOURN**

There being no further discussion the meeting was adjourned at 12:15 PM.

  
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G. Ben Turnipseed, Chairman

Attest:

  
Charles Dorminy, Legal Counsel  
Hall Booth Smith, P.C.