



**Brunswick-Glynn Joint Water and Sewer Commission
1703 Gloucester Street, Brunswick, GA 31520
Commission Meeting Room
Thursday, August 20, 2026, at 2:00 PM**

COMMISSION MINUTES

PRESENT:

**G. Ben Turnipseed, Chairman (Dialed in Remote)
Clayton Watson, Vice-Chairman
Charles Cook, Commissioner
Mike Fields, Commissioner
Wayne Neal, Commissioner
Bill Edgy, Commissioner
Lance Sabbe, Commissioner**

ALSO PRESENT:

**Andrew Burroughs, Executive Director
Charles A. Dorminy, HBS Legal Counsel
LaDonnah Roberts, Deputy Executive Director
Todd Kline, Director of Engineering
Harry Patel, Assistant Engineer
Pam Crosby, Director of Procurement
David Owens, Director of Finance/CFO
Adina Wilder, Executive Commission Administrator
Carla Reed, Administrative Coordinator
Timothy Ransom, Planning & Development Coordinator
Kalem Head, Director of Administration
Juwan Burden, AMI/IT Technician
Michael Lindine, AMI/IT Services Manager
Jim Durham, HBS Legal Counsel
Paul Christian, Roberts Civil Engineering
Michael Melton, GAWP
Chuck Mathis, Dougherty Co. Public Works Dept.
Michael Frye, Southern Corrosion**

MEDIA PRESENT:

None

Vice Chairman Watson called the meeting to order at 2:00 PM.

Commissioner Neal provided the Invocation, and Commissioner Cook led the Pledge of Allegiance.

PUBLIC COMMENT PERIOD

Vice Chairman Watson opened the Public Comment Period. There being no citizens that wished to address the Commission, Vice Chairman Watson closed the Public Comment Period.

COMMITTEE UPDATES

Facilities Committee – Chairman Turnipseed provided an update on the Facilities Committee Meeting held on August 19, 2026.

Finance Committee – Committee Chairman Cook provided an update on the Finance Committee Meeting held on August 19, 2026.

STAFF RECOGNITION

Jason Vo, 2026 Technical Management Innovation Award (APWA)

Chuck Mathis, GA Chapter

Jason Vo, 2026 Alva T. Storey Award (GAWP)

Mike Melton

Michael Lindine – CompTIA Network + Certification

Juwan Burden – CompTIA A+ Certification

APPROVAL

1. Minutes from July 16, 2026, Commission Meeting

Commissioner Edgy made a motion seconded by Commissioner Sabbe to approve the minutes from July 16, 2026, regular Commission Meeting. Motion carried 7-0.

2. Final Deductive Change Order – Community Road W&S Extensions – T. Kline

Mr. Kline presented the final adjusting change order for the Community Road Water and Sewer Extension Project. The Change Order shows a net deduction of \$723,523, primarily due to unused bid and contract items that were not required or were completed more efficiently by the contractor. The Change Order also documents approximately 100 additional contract days resulting from weather delays, unforeseen field conditions, final easement acquisitions, and subcontractor and manufacturer delays. Staff noted that the project has resulted in several new customers being connected to the system, including warehouse projects in the area.

Staff received the final Pay Application No. 7 package from Hussey Gay Bell, the Engineer of Record, which included the final adjusting change order request. Staff conducted routine monthly progress meetings throughout the project to review schedule and progress. The work completed by the contractor was reported to be satisfactory and in accordance with contract requirements. The final change order will serve as the complete and final settlement of the contract. The Engineer of Record's supporting review and recommendation letter was included with the agenda materials.

Commissioner Sabbe made a motion seconded by Commissioner Neal that the Brunswick-Glynn Joint Water and Sewer Commission approves Final Adjusting Change Order as a project time extension with an adjusted final project completion date of July 21, 2026, and adjusted final contract amount of \$2,334,284.00. Motion carried 7-0.

3. Contract Award – FY2027 Long-Term Water Quality Monitoring – A. Burroughs

Mr. Burroughs presented the proposed annual contract renewal with Integrated Science & Engineering (ISE) for long-term water quality monitoring and watershed protection plan services for FY2027. The proposed contract amount is \$76,850, representing a 7.8% reduction from the prior year's proposal due to the completion of additional monitoring requirements included in the previous year's scope.

Staff noted ISE's long-standing relationship with the Commission and satisfactory performance in providing watershed protection plans and water quality monitoring services. The scope of work includes sampling at designated locations during summer and winter monitoring events, with both dry- and wet-weather sampling conducted to evaluate changes in water quality characteristics. The applicable work authorizations detailing sampling locations and parameters were included with the agenda materials.

Commissioner Fields made a motion seconded by Commissioner Neal that the Brunswick-Glynn Joint Water and Sewer Commission awards a contract to Integrated Science & Engineering for the Fiscal Year 2027 Watershed Protection Plans in the amount of \$76,850. Motion carried 7-0.

4. Contract Award – McElroy HDPE Fusion Machine Repairs – A. Burroughs

Mr. Burroughs presented a proposed contract with Consolidated Pipe & Supply Company to repair the existing McElroy high-density polyethylene (HDPE) fusion machine, which can fuse pipe up to 12 inches in diameter. Staff explained that HDPE fusion creates a welded connection between pipe sections, eliminating joints that can be potential points of failure.

The existing fusion machine has been inoperable for several months. Consolidated Pipe & Supply Company, the McElroy provider, provided repair quotes totaling \$29,145.30. Staff also obtained pricing for a new fusion machine at approximately \$97,000 and recommended repairing the existing equipment as the more cost-effective option.

Commissioner Neal made a motion seconded by Commissioner Edgy that the Brunswick-Glynn Joint Water and Sewer Commission awards a contract to Consolidated Pipe & Supply Co. to repair the existing McElroy HDPE Fusion Machine in the amount of \$29,145.03. Motion carried 7-0.

5. Contract Award – First Street EST Wind Rod Replacements – A. Burroughs

Mr. Burroughs presented a proposed contract for replacement of six wind rods at the First Street Elevated Storage Tank in the City of Brunswick. The wind rods provide structural bracing between the tank's legs and have experienced significant erosion, reportedly due to electrolysis. Staff noted that while the rods have not completely deteriorated, their condition presents a potential structural concern, and replacement is needed before a planned full rehabilitation of the tank.

Due to the specialized nature of the elevated work, local fabrication shops were unable to provide quotes. Two qualified providers submitted pricing, with Southern Corrosion providing the lowest quote at \$73,000, compared to a second quote exceeding \$100,000. Staff recommended proceeding with the repair rather than waiting for the tank's future rehabilitation and painting project.

Staff advised that the condition was identified during the most recent tank inspection and that the First Street tank, believed to date to the late 1960s, is among the tanks anticipated to require rehabilitation and repainting in a future tank painting contract.

Commissioner Cook made a motion seconded by Commissioner Fields that the Brunswick-Glynn Joint Water and Sewer Commission awards a contract to Southern Corrosion for the replacement of six wind rods at the First Street Elevated Storage Tank in the amount of \$73,000. Motion carried 7-0.

6. Capital Equipment Purchase – Dunbar Creek Belt Press Transfer Pumps – A. Burroughs

Mr. Burroughs presented a request to replace two existing transfer pumps used to move digested solids from the aerobic digesters to the belt presses for dewatering prior to landfill disposal. The existing Gorman-Rupp Super T Series pumps were installed in the early 2000s and have provided approximately 25 years of service.

Staff obtained three quotes for replacement pumps. While two alternative manufacturers submitted slightly lower pricing, staff recommended maintaining the existing Gorman-Rupp equipment for compatibility and ease of replacement. The purchase is an approved capital item in the FY2027 budget. The recommended like-kind replacement from Templeton & Associates is \$13,000.

Commissioner Fields made a motion seconded by Commissioner Sabbe that the Brunswick-Glynn Joint Water and Sewer Commission approves the purchase of two Gorman Rupp for replacement of the Dunbar Creek Belt Press Transfer Pumps from Templeton & Associates in the amount of \$13,000. Motion carried 7-0.

6. Capital Equipment Purchase – South Port Air Compressor – A. Burroughs

Mr. Burroughs presented a request to purchase an air compressor for the Southport facility. The compressor operates the pneumatic wiper system for the existing UV disinfection system and supplies air to a pneumatic tank used to pressurize the plant's reuse-system water.

Staff explained that, unlike the newer Trojan UV systems installed at Dunbar Creek and Academy Creek, the Southport system uses a pneumatic wiping system. The wiper is necessary to prevent fouling of the UV bulbs and maintain effective disinfection. The existing air compressor has become a recurring point of failure and requires replacement.

The purchase is included in the FY2027 wastewater division capital budget, with an original budget of \$8,000. Staff obtained multiple online quotes for the standard equipment, with the lowest price, including shipping, from Grainger at \$5,646.34.

Commissioner Edgy made a motion seconded by Commissioner Neal that the Brunswick-Glynn Joint Water and Sewer Commission approves the purchase of a new air compressor for the South Port WPCF from Grainger in the amount of \$5,646.34. Motion carried 7-0.

7. Equipment Purchase – Academy Creek Aeration Basin Mixer Components – A. Burroughs

Mr. Burroughs presented a request to purchase replacement components for two aeration basin mixers at the Academy Creek Water Reclamation Facility. Staff explained that the mixers assist with oxygen transfer and keep solids suspended within the aeration basins. Aeration Basin 1 contains 12 mixers, while Aeration Basins 2 and 3 contain four mixers each.

The gearbox on AB1 Mixer No. 8 failed and was evaluated for repair. The repair quote was \$43,570; however, a new replacement gearbox is available from the manufacturer for \$25,532, with an estimated delivery time of approximately 50 days. Staff recommended purchasing the new gearbox rather than repairing the existing unit.

During the recent cleaning of AB2, staff identified a second mixer with a warped shaft and broken blades requiring replacement. A replacement shaft and blades were quoted at \$41,994. Staff recommended proceeding with the purchase in advance of taking AB2 offline in November to allow sufficient time for manufacturing and shipment so the work can be completed while the basin is out of service.

Commissioner Fields made a motion seconded by Commissioner Sabbe that the Brunswick-Glynn Joint Water and Sewer Commission approves the purchase of one gearbox and one aerator shaft for Academy Creek WPCF from Rodgers-Turner & Associates, Inc. in the amount of \$67,526.00. Motion carried 7-0.

7. Capital Equipment Purchase – Distribution System Pressure Monitoring – A. Burroughs

Mr. Burroughs made a request to purchase equipment for installation of a remote water distribution system and pressure monitoring system. JWSC currently monitors system pressures at elevated storage tanks and, where appropriate, through local pressure transducers near well sites. The proposed project would expand monitoring by installing real-time pressure transducers at water connections serving the Commission's more than 160 sewer pump stations throughout Glynn County.

Staff explained that the additional monitoring will provide a real-time pressure map of the distribution system and allow staff to more quickly identify and narrow the location of potential leaks, identify valves that may have been left closed following maintenance, and assist with future system planning, including pressure and fire-flow needs. Staff cited a recent overnight pressure decrease of approximately 5 PSI in the City of Brunswick system as an example of how expanded monitoring could help narrow the area requiring investigation.

The project is included as an organizational goal in the FY2027 budget. Equipment will be purchased from USA Blue Book, Graybar, and World Electric in total amounts of \$41,841.30. Staff anticipates an additional \$5,000–\$6,000 in materials from the warehouse, which will be charged to the project. Installation will be performed in-house, with integration into the ongoing water production SCADA project.

Commissioner Cook made a motion seconded by Commissioner Neal that the Brunswick-Glynn Joint Water and Sewer Commission approves the purchase of the components for installation of a water distribution remote pressure monitoring system as presented in the amount of \$41,841.03. Motion carried 7-0.

7. Dedication of Infrastructure and/or Easements – T. Kline

Mr. Kline presented items for review under infrastructure dedications, conveyance of easement for the following infrastructures:

- 1. Covington Pointe Phase 3B**
- 2. McKenzie Gardens**

Commissioner Neal made a motion seconded by Commissioner Cook that the Brunswick-Glynn Joint Water and Sewer Commission accept this infrastructure with associated easements, as applicable. Motion carried 7-0.

EXECUTIVE DIRECTOR'S UPDATE

Mr. Burroughs provided an update on several ongoing initiatives. Two projects are currently out for bid, including the installation of owner-provided water and sewer materials for the Highway 99 Water and Sewer Extension Project, with bids due September 1, 2026, and anticipated for consideration at the next Commission meeting. Staff have also issued a survey request for qualifications to begin preliminary survey work for a proposed water looping project between Bell Cutoff Road and Baumgardner Road on the South Mainland. The project would reconnect two sections of water line and improve system flows, particularly as the Splice project is completed and the new well site and elevated storage tank are brought online.

The Executive Director also provided an update regarding cybersecurity threats to water and sewer utilities. He noted that utilities nationwide have experienced increased cyber-attacks targeting certain types of programmable logic controllers (PLCs). JWSC does not utilize one of the identified vulnerable PLC types and has limited use of the other. Staff previously separated the operations network from the public internet and have implemented multiple security measures, including multifactor authentication and additional access

controls. JWSC has not experienced a breach and continues to actively monitor cybersecurity threats and guidance from federal and state agencies.

CHAIRMAN'S UPDATE

The Chairman congratulated Jason on receiving two awards and expressed appreciation for the successful completion of the Community Road project, noting the favorable final change order. He also suggested that the Commission discuss potential opportunities to address existing water lines throughout the County that may not currently be owned by the Commission. The Chairman thanked the Committee and Mr. Watson for conducting the meeting in his absence.

Vice Chairman Watson requested a motion to adjourn to Executive Session for matters of Legal & Property.

Commissioner Sabbe made a motion seconded by Commissioner Neal to adjourn to Executive Session to discuss Legal & Property. Motion carried 7-0.

Commissioners returned to the Commission Chambers. Vice Chairman Watson entertained a motion to return from Executive Session.

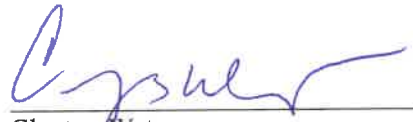
Commissioner Neal made a motion seconded by Commissioner Sabbe to return from Executive Session. Motion carried 6-0.

ADJOURN

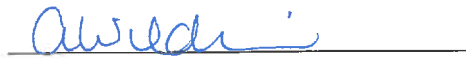
There being no additional business to bring before the Commission, Vice Chairman Watson requested a motion to adjourn the meeting.

Commissioner Neal made a motion seconded by Commissioner Fields to adjourn the meeting. Motion carried 6-0.

The Vice Chairman adjourned the meeting at 3:18 PM.


Clayton Watson,
Vice Chairman

Attest:


Adina Wilder,
Executive Commission Administrator