



**Brunswick-Glynn Joint Water and Sewer Commission
1703 Gloucester Street, Brunswick, GA 31520
Commission Meeting Room
Thursday, September 17, 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
Hayden Garvin, HBS Legal Counsel
LaDonnah Roberts, Deputy Executive Director
Todd Kline, Director of Engineering
Pam Crosby, Director of Procurement
David Owens, Director of Finance/CFO
Adina Wilder, Executive Commission Administrator
Paul Christian, Roberts Civil Engineering**

MEDIA PRESENT:

None

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

Commissioner Sabbe 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 September 17, 2026.

Finance Committee – Committee Chairman Cook provided an update on the Finance Committee Meeting held on September 16, 2026.

APPROVAL

1. Minutes from August 20, 2026, Commission Meeting

Commissioner Sabbe made a motion seconded by Commissioner Neal to approve the minutes from August 20, 2026, regular Commission Meeting. Motion carried 7-0.

2. Executive Session Minutes from August 20, 2026

Commissioner Cook made a motion seconded by Commissioner Edgy to approve the minutes from August 20, 2026, Executive Session. Motion carried 7-0.

3. Contract Award – Highway 99 Water and Sewer Extension – A. Burroughs

Mr. Burroughs presented the proposed contract award for the Highway 99 Water and Sewer Extension project. The project will install water and sewer infrastructure along Highway 99, from Shell Road to the future Whiskey Road public right-of-way, to facilitate long-term water and sewer capacity in the North Mainland district.

The water main will extend beyond the currently developing portion of the property to the billboard easement area, allowing for a future looped water connection under I-95. The Commission has separately purchased the project materials. The contractor will be responsible for providing four sanitary sewer manholes to allow for field fitting and alignment.

Eight bids were received on September 1, 2026, with Reeves Construction Company submitting the low bid of \$373,253.48. Staff confirmed that Reeves can meet the project schedule and intends to mobilize no later than October 1 if awarded. The contract provides for 45 days to substantial completion and 60 days to final completion.

Staff noted that the project is funded with ARPA funds that must be liquidated by December 31, 2026. Beginning work by October 1, 2026, is expected to allow the project to be completed in early December, providing sufficient time to complete the required ARPA funding liquidation.

Commissioner Neal made a motion seconded by Commissioner Sabbe that the Brunswick-Glynn Joint Water and Sewer Commission approves the award of a contract for the Highway 99 Water and Sewer Extension project. Motion carried 7-0.

4. Equipment Purchase – Dunbar Creek UV Bulbs – A. Burroughs

Mr. Burroughs presented a request to purchase replacement UV bulbs for the Trojan Sigma UV disinfection system at the Dunbar Creek Water Pollution Control Facility. The system was commissioned in February 2024 and consists of 36 bulbs that ramp up and down based on flow and UV transmittance.

Trojan recommends a service life of 12,000 hours for the bulbs. Staff identified 32 bulbs that have exceeded the recommended service life. Although the bulbs are currently functioning, staff noted that failures can occur rapidly once the bulbs reach the end of their useful life, potentially affecting the facility's disinfection capability. Staff recommended proactively replacing the bulbs as the best management practice.

Staff obtained a quote from Trojan Technologies for the replacement bulbs at a total cost of \$35,669.85. The bulbs will be installed by Commission staff upon shipment, and the purchase will be funded through the Dunbar Creek operating budget.

Commissioner Cook made a motion seconded by Commissioner Fields that the Brunswick-Glynn Joint Water and Sewer Commission purchase UV bulbs from Trojan Technologies in the amount of \$35,669.85. Motion carried 7-0.

5. Capital Equipment Purchase – South Port Polymer System – A. Burroughs

Mr. Burroughs presented a request to replace the existing polymer system at the Southport Wastewater Treatment Plant. Staff explained that emulsion polymer is used in the solids-handling process to create floc, allowing water to drain from the sludge through the gravity section of the belt filter press and helping the solids remain together during the pressing process.

The existing polymer system at Southport has reached the end of its useful life. The replacement was included as a FY2027 budgeted capital purchase, with \$20,000 budgeted for the equipment.

Staff solicited quotes from multiple providers and received six quotes from five different manufacturers/providers. Polydyne submitted the lowest quote at \$18,375 for the replacement polymer skid. Staff indicated that the replacement should be a straightforward changeout and will be completed by staff upon delivery.

Commissioner Edgy made a motion seconded by Commissioner Neal that the Brunswick-Glynn Joint Water and Sewer Commission purchase a new polymer system for the South Port WPCF from Polydyne Inc. in the amount of \$18,375. Motion carried 7-0.

6. Surplus Equipment – WWTD-107 – A. Burroughs

Mr. Burroughs presented a request to declare WWTD-107, a 2012 Ford F-150 long-bed truck located at the wastewater treatment facility, as surplus equipment. The vehicle has not been operated or utilized for approximately two years and requires significant repairs that exceed the vehicle's current value.

In accordance with Commission policy, staff recommended declaring the vehicle surplus and offering it for sale through GovDeals, with the equipment to be disposed of in the manner most beneficial to the JWSC.

Commissioner Sabbe made a motion seconded by Commissioner Neal that the Brunswick-Glynn Joint Water and Sewer Commission approve the presented item as surplus to be disposed of in a manner most beneficial to the JWSC. 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. Cart Drive Force Main

Commissioner Fields made a motion seconded by Commissioner Edgy 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

The Executive Director provided the following updates:

- **Golden Isles Parkway Force Main Project:** The project is currently out for bid and will extend a force main from approximately the Public Safety Complex along Golden Isles Parkway to the Trade

Winds Industrial Park, providing a point of connection in accordance with the Commission's agreement with the development. Bids are due October 13, 2026, with an award anticipated for consideration at the next meeting.

- **Belle Cutoff to Baumgardner Water Loop:** The Commission has awarded a small survey contract to a local surveying company to survey the area from Belle Cutoff to Baumgardner, near the former Winn-Dixie site. The survey will support a future water loop project in the area.
- **Wastewater Smoke Testing Repairs:** The Executive Director commended the wastewater construction team for its progress following a recent smoke testing project. More than 900 defects were identified, and the team has already completed repairs on more than 500 of those defects.
- **Exit 29 Well Site:** The SPLOST-funded Exit 29 well site is nearing completion and is expected to be placed into service before the next meeting. Recent testing was successful, with only one piece of equipment requiring replacement before the well can be brought online. Mr. Burroughs noted that the project demonstrates the effective use of SPLOST funds.

COMMISSIONERS DISCUSSION

Commissioners discussed the Commission's current fuel purchasing arrangements in light of increasing fuel costs. Staff explained that the Commission utilizes FuelPro stations on U.S. 341 and St. Simons Island, as well as the FuelLoc system through Friendly Express. The Commission receives volume-based discounts and is exempt from state fuel taxes.

Commissioners also discussed a proposed change to the approval process for budgeted capital purchases under \$50,000. The Commission will review returning to the process previously used approximately three years ago, under which budgeted capital items under \$50,000 would not require individual approval by the full Commission.

It was noted that the change would reduce meeting preparation and time spent presenting individual motions while still allowing Commissioners to discuss the items as needed. Commissioners also noted that the implementation of new financial software will provide improved tracking and reporting of capital expenditures against the capital budget, as well as controllable day-to-day expenses.

CHAIRMAN'S UPDATE

The Chairman provided an update regarding the North Mainland elevated tank, noting that construction has officially begun. The project is expected to become visibly underway in the coming weeks, marking a significant milestone for the Northern Mainland area.

ADJOURN

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

Commissioner Edgy made a motion seconded by Commissioner Sabbe to adjourn the meeting. Motion carried 7-0.

The Vice Chairman adjourned the meeting at 2:17 PM.


Clayton Watson,
Vice Chairman

Attest:


Adina Wilder,
Executive Commission Administrator