



**Brunswick-Glynn Joint Water & Sewer Commission
1703 Gloucester Street, Brunswick, GA 31520
Commission Meeting Room
Wednesday, September 16, 2026, at 3:00 PM**

FINANCE COMMITTEE MINUTES

MEMBERS PRESENT: **Finance Committee Chairman, Chuck Cook
Commissioner Clayton Watson
Commissioner Bill Edgy
Andrew Burroughs, Executive Director**

ALSO PRESENT: **LaDonnah Roberts, Deputy Executive Director
Pam Crosby, Director of Procurement
David Owens, Director of Finance
Adina Wilder, Executive Commission Administrator**

MEDIA PRESENT: **None**

Committee Chairman Cook called the meeting to order at 3:00 p.m.

PUBLIC COMMENT PERIOD

Committee Chairman Cook opened the Public Comment Period. There being no citizens that wished to address the Committee, Committee Chairman Cook closed the Public Comment Period.

APPROVAL

1. Minutes from August 19, 2026, Finance Committee Meeting

Commissioner Watson made a motion seconded by Commissioner Edgy to approve the minutes of August 19, 2026, Finance Committee Meeting. Motion carried 3-0.

2. 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 is part of an agreement to install water and sewer infrastructure along Highway 99 and the future Whiskey Road public right-of-way. The work will extend infrastructure beyond the current development area and facilitate long-term water and sewer capacity, including a future looped water connection under I-95.

Staff noted that the Commission separately procured the project materials, except for four sanitary sewer manholes. The contractor will procure and install the manholes to ensure proper alignment and compatibility.

Eight bids were received on September 1, 2026, with Reeves Construction Company submitting the low bid in the amount of \$373,253.48. Staff confirmed that Reeves Construction is a local firm and previously acquired Seabird Construction.

The project will be funded with remaining ARPA funds, which must be obligated and liquidated by December 31, 2026. Reeves Construction indicated that, if awarded the contract, they intend to mobilize no later than October 1. The contract provides for 45 days to substantial completion and 60 days to final completion, allowing sufficient time to complete the project and utilize the ARPA funding prior to the deadline.

Commissioner Edgy made a motion seconded by Commissioner Watson that the Finance Committee recommend the full Commission award a contract for the Highway 99 Water and Sewer Extension project to Reeves Construction Company in the amount of \$373,253.48. Motion carried 3-0.

3. 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 Reclamation Facility. The system contains 36 bulbs, and 32 bulbs have exceeded the manufacturer's recommended 12,000-hour service life. Although the bulbs are currently functioning properly, staff noted that performance can decline rapidly once the bulbs reach the end of their useful life.

The bulbs have been in service since February 2024. Staff recommended proactively replacing the bulbs to maintain reliable disinfection performance and avoid potential operational issues.

Staff solicited a quote directly from Trojan Technologies, the system manufacturer, for replacement bulbs at a total cost of \$35,669.85. Staff will complete the installation in-house upon receipt of the bulbs, and the purchase will be funded through the Dunbar Creek operating budget.

Staff also discussed the availability of aftermarket or secondhand bulbs. Based on prior experience, these alternatives have resulted in poorer performance and may create difficulties with manufacturer support if system issues arise. Staff therefore recommended purchasing the manufacturer-recommended bulbs to ensure proper system performance and reliable disinfection.

Commissioner Watson made a motion seconded by Commissioner Edgy that the Finance Committee recommend the full Commission approve purchasing UV bulbs from Trojan Technologies in the amount of \$25,669.85. Motion carried 3-0.

4. 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 Watson that the Finance Committee recommend the full Commission approve the purchase of a new polymer system for the South Port WPCF from Polydyne, Inc. in the amount of \$18,375. Motion carried 2-0-1.

5. 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 Watson made a motion seconded by Commissioner Edgy that the Finance Committee recommend the full Commission approve the presented items as surplus to be disposed of in a manner most beneficial to the JWSC. Motion carried 3-0.

DISCUSSION

1. Preliminary Financial Statements Month End August 31, 2026 – D. Owens

Mr. Owens presented the preliminary financial statements for the month ending August 31, 2026. He reviewed the Balance Sheet noting the Current Assets and Current Liabilities, and he briefed the Committee on the Combined Revenue Statement. The various Operating Revenues accounts were noted, and details on the Summary of Revenues and Summary of Expenses were highlighted.

Committee Chairman Cook asked if there was any further business to discuss. Hearing none, Committee Edgy made a motion seconded by Commissioner Watson to adjourn. Motion carried 3-0.

Commissioner Cook adjourned the meeting at 3:31 p.m.



Chuck Cook,
Finance Committee Chairman

Attest:



Adina Wilder,
Executive Committee Administrator