



**Brunswick-Glynn Joint Water and Sewer Commission
1703 Gloucester Street, Brunswick, GA 31520
Commission Meeting Room
Thursday, September 17, 2026, at 10:30 am**

FACILITIES COMMITTEE MEETING MINUTES

PRESENT: G. Ben Turnipseed, Chairman of Facilities Committee (Dialed in Remote)
Mike Fields, Commissioner
Wayne Neal, Commissioner

ALSO PRESENT: Andrew Burroughs, Executive Director
LaDonnah Roberts, Deputy Executive Director
Pam Crosby, Director of Procurement
Todd Kline, Director of Engineering
Adina Wilder, Executive Commission Administrator

MEDIA PRESENT: None

Chairman Turnipseed called the meeting to order at 10:30am.

Chairman Turnipseed provided an invocation.

PUBLIC COMMENT PERIOD

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

APPROVAL

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

Commissioner Fields made a motion seconded by Commissioner Neal to approve the minutes of the Facilities Committee Meeting held on August 19, 2026. 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 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 Fields that the Facilities Committee recommend 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 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 Fields made a motion seconded by Commissioner Neal that the Facilities Committee recommend the purchase of UV bulbs from Trojan Technologies in the amount of \$35,669.85. Motion carried 3-0.

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

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

1. Cart Drive Force Main

Commissioner Neal made a motion seconded by Commissioner Fields that the Facilities Committee recommend full Commission approval and accept the requests to accept infrastructure with associated easements, as applicable. Motion carried 3-0.

DISCUSSION

1. Water Production Report – A. Burroughs

Mr. Burroughs presented the Water Production Report for the month of August 2026 to the Facilities Committee. This report provides the Committee with monthly and daily water production in millions of gallons for each of the BGJWSC water production facilities (wells). The following are Brunswick District production facilities: Howard Coffin, Goodyear Park, Brunswick Villa, FLETC, I-95, Golden Isles I, Golden Isles II, Canal, and Ridgewood. The South Mainland District wells include Fancy Bluff, Exit 29, and Brookman. Mallery, Airport, Harrington, and Hampton South are the wells located in the St. Simons Island District.

2. WPCF Plant Flows Report – A. Burroughs

Mr. Burroughs reviewed the August 2026 Monthly Wastewater Flow Report with the Committee. This report contains data regarding the influent and effluent flows, concentration of elements and chemicals, plant capacity, etc.

3. Capital Project Report – T. Kline / A. Burroughs

Mr. Kline presented an update on the monthly Project Report for Capital Projects currently in operation. The Commissioners were provided with a packet containing: the Capital Project Photographs, Capital Project Report Spreadsheet, and the Capital Project Gantt Chart of project timelines. Mr. Kline presented the update by highlighting projects along with photographs and descriptive details on scopes of work completed as well as portions remaining for final project completion.

ADJOURN

There being no additional business to bring before the Committee, Chairman Turnipseed requested a motion to adjourn the meeting.

Commissioner Fields made a motion seconded by Commissioner Neal to adjourn the meeting. Motion carried 3-0.

Chairman Turnipseed adjourned the meeting at 10:57 p.m.



G. Ben Turnipseed, Vice Chairman

Attest:



Adina Wilder, Executive Committee Administrator