

**OFFICIAL MINUTES  
COMMISSION OF THE CITY OF BRUNSWICK GEORGIA  
REGULAR MEETING  
6:30 P.M., MARCH 5, 2003**

**PRESENT:** His Honor Mayor Bradford S. Brown, Commissioners Harold E. Jennings and Jonathan Williams.

**ABSENT:** Commissioners Roosevelt Lawrence and Doris A. Davis.

**INVOCATION:** Commissioner Jonathan Williams gave the invocation.

**PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited in unison by everyone in attendance.

**MINUTES:** Regular meeting of February 19, 2003.

Commissioner Williams made a motion and Commissioner Jennings seconded the motion approving the minutes of the meeting of February 19, 2003. The motion passed.

**RECOGNITION(S)**

**Swearing in of Code Enforcement Officer II-William Friend, Public Works Department.**

**Mayor Brown administered the oath of office to William Friend the Code Enforcement Officer II, Public Works Department.**

**DELEGATION(S)**

- 1. Betsy Bean, President, Old Town Brunswick Preservation Association, to address the Glynn Peyton Building located on First Avenue.**

Betsy Bean, President of the Old Town Brunswick Preservation Association appeared before the Commission to request that the Glynn Peyton Building be torn down to make a park on First Avenue.

Jeff Homans resident of the Southend stated that he was concerned about the condition of the property and the use. He pointed out that the property is a liability to the neighborhood.

Mayor Brown mentioned that he received seven letters about the property in question. He recommended that the Commission take action and remove the facility.

Commissioner Jennings mentioned that he met one weekend with residents and was told the history of the property. He recommended that the Glynn Peyton building be destroyed or torn down and maybe Commissioners sometime in the future would build an iron fence around the park.

Ernie Craft stated that Mr. Mixon a contractor would tear the building down for the lumber.

Commissioner Jennings made a motion and Commissioner Williams seconded the motion to tear down the Glynn Peyton building to make a Park and also the Starbrite Laundry. Commissioner Jennings made an addendum to the motion to enter into a binding contract with the contractor Mr. Mixon who is willing to tear down the Glynn Peyton building as soon as possible within three months. Commissioner Williams seconded the motion to the addendum. On call for the vote, the motion passed.

**2. Betsy Bean, President, Old Town Brunswick Preservation Association, to address naming the new park to be located at the foot of old Sidney Lanier Bridge.**

Betsy bean, President of Old Town Brunswick Preservation Association appeared before the Commission to request that the Commission name the new Park at the foot of the Old Sidney Lanier Bridge, Liberty Ship Park in honor of the Liberty Ships as a memorial.

Following a discussion Commissioner Williams made a motion to name the new Park located at the Sidney Lanier Bridge, Liberty Ship Park. Commissioner Jennings seconded the motion. The motion passed.

**3. Linda Combs, Executive Director, Habitat for Humanity, to request permission to park a construction trailer at 2111 Gordon Street, and for all future construction sites, to store materials for Habitat for Humanity Houses.**

Linda Combs, Executive Director of Habitat for Humanity appeared before the Commission to request that a construction trailer be placed at 2111 Gordon Street to store building materials and a construction trailer to be placed at all future building sites.

Commissioner Jennings made a motion and Commissioner Williams seconded the motion authorizing Habitat for Humanity to place a construction trailer at 2111 Gordon Street to store building materials and for all other future building sites. The motion passed.

**4. Mickey O'Neil to request permission to temporarily park a Mobile Home next to his mother's residence at 3426 Treville Avenue as a hardship case.**

Mickey O'Neil appeared before the Commission to request that a trailer be placed on his mother's lot at 3426 Treville Avenue to be close to his mother because of health reasons.

Following a brief discussion Commissioner Jennings made a motion directing Mr. O'Neil to come back with a letter from his mother's doctor verifying that a daughter or son needs to be near her at all times because of her illness. Commissioner Williams seconded the motion. The motion passed.

**5. John Butts, Director of Public Works, to address Stormwater Phase II Permit Application-Notice of Intent.**

John Butts, Director of Public Works requested permission to submit Stormwater Phase II Permit Application to the Environmental Protection Division.

Commissioner Jennings made a motion and Commissioner Williams seconded the motion authorizing John Butts the Director of Public Works to submit the Stormwater Phase II Permit Application to the Environmental Protection Division. The motion passed.

**6. Bonnie Dvorak, Human Resource Director, to address proposed revisions to City of Brunswick's Holiday Policy and Sick Leave Policy.**

Bonnie Dvorak, Human Resource Director discussed the Holiday Pay Policy in Shift work for the Fire Department, Police Department and Recreation Department. She next requested that the Commission stop the current sick leave policy allowing employees to use sick time to take care of a family member. She stated that all Department Heads was in agreement with not allowing employees to use sick time as stated.

Following a brief discussion Commissioner Jennings made a motion and Commissioner Williams seconded the motion approving Holiday pay change and overtime and not to change the current sick leave policy. The motion passed.

**APPROVAL(S)**

**1. Policies and Procedures regarding Delegations and Proclamations placed on Agendas –M. Lynn Frey, III, City Attorney.**

The City Attorney stated that the above item would be placed on the next agenda.

**2. A Resolution changing the rates applied to Industrial Wastewater customers–M. Lynn Frey, III, City Attorney.**

The City Attorney requested to amend the resolution changing the rates for Industrial Wastewater customers.

Commissioner Jennings made a motion and Commissioner Williams seconded the motion approving the following amendments to the Industrial Wastewater resolution:

**CITY OF BRUNSWICK WATER RATE RESOLUTION**

**WHEREAS** the City of Brunswick has established a water and wastewater utility to provide for supply of potable water and to provide for sewage treatment and disposal in the community; and

**WHEREAS** an updated Water and Wastewater Rate Analysis issued November 25, 2002 and revised January 6, 2003 has been performed for the City of Brunswick by consulting engineers with the firm of Stantec Consulting of Macon, Georgia; and

**WHEREAS** the Commission of the City of Brunswick has adopted a water and sewer ordinance, Chapter 22 of the Municipal Code, which provides for establishment and revision of charges for water and sewer services to be accomplished by resolution of the City Commission; and

**WHEREAS** the Commission of the City of Brunswick passed a resolution establishing rates fees and charges for the Water and Wastewater Department which included User Charges for wastewater intended to recover all operation, maintenance and replacement costs for wastewater treatment; and

**WHEREAS** review of the figures used in developing those charges has revealed that there were flaws in development of certain charges and in preparing the rate resolution;

**NOW THEREFORE BE IT RESOLVED** that the scheduled rates for Industrial wastewater customers shall be revised to read as follows:

**Industrial Users:**

The wastewater operation and maintenance charge shall be calculated as 49% for wastewater collection system operation and maintenance cost and 51 % as wastewater treatment operation and maintenance cost for purposes of billing users discharging directly to the wastewater treatment facility without use of the wastewater collection system.

The concentration of Biochemical Oxygen Demand (BODs) and Total Suspended Solids (TSS) at which overstrength wastewater shall be subject to additional charges beyond those based on flow shall be 300 milligrams per liter (mg/L) for bills issued for the initial period covered by this resolution. As of August 1, 2003, said concentration shall be changed to 200 milligrams per liter (mg/L) effective for bills sent out in September 2003 for August 2003 usage. This change shall be self-executing unless action to the contrary is taken by the City Commission.

Wastewater Charges for any customer contributing to the system Biochemical Oxygen Demand (BODs) and Total Suspended Solids (TSS) in excess of the concentration stated above shall include overstrength charges as follows:

Biochemical Oxygen Demand (BODs), per pound \$0.39 Total Suspended Solids (TSS), per pound \$0.26

Industrial users contracting for reserved allocation of wastewater plant capacities shall pay for the reservation of capacities such amounts as shall be provided by contract. In the absence of an agreement by the industrial user to make specified capital expenditures for pretreatment, annual payments for reserved capacities shall be calculated according to the following annual unit charges:

Flow, per 1,000 gallons per day \$10.25 BOD, per pound, per day 10.75 SS, per pound, per day 4.35

Industrial users shall be assessed additional surcharges if an average of not less than five valid samples on different days in any month exceeds the reserved capacities for BOD or SS or if the user exceeds the reserved capacity for flow. For any month in which such excess usage of BOD or SS occurs, the applicable surcharge shall be assessed for each day of the month in which the user discharged industrial process wastewater. Such surcharges shall be assessed in the following amounts:

Flow, per 1,000 gallons \$0.0309 BOD, per pound 0.0325 SS, per pound 0.0131

**BE IT FURTHER RESOLVED** that the foregoing rate and fee schedules shall become effective immediately upon approval of this Resolution by the City Commission and shall be reflected in the billings to customers beginning with the bills sent out in March 2003 for February 2003 usage.

**SO RESOLVED**, upon motion duly made and seconded, this fifth day of March 2003.

Bradford S. Brown, Mayor

ATTEST:

Georgia E. Marion, City Clerk

**3. Cost for Brunswick Golden Isles Chamber of Commerce Membership Directory/Relocation Guide Display Ad – Roosevelt Harris, Jr., City Manager.**

The City Manager requested approval for the Brunswick-Golden Isles Chamber of Commerce Membership Director/Relocation Guide Display Ad in the amount of \$3,650.00.

Commissioner Williams made a motion and Commissioner Jennings seconded the motion approving the display ad for the Brunswick-Golden Isles Chamber of Commerce Membership Directory in the amount of \$3,650.00. The motion passed.

**4. Bid recommendations on the following for the Water and Wastewater Department - Keith Morgan, Director, Water and Wastewater:**

a) Sludge Hauling

Keith Morgan, Director of Water and Wastewater submitted the following bid proposals for contract negotiations to haul Sludge to the landfill:

**City of Brunswick**  
Water and Wastewater Department  
Biosolids Hauling and Disposal

Name of Company	Comments	Haul	Disposal	Proposal Amount
Waste Management		\$25.50	\$29.79	\$55.29
ERTH Products, LLC		\$20.00	\$25.00	\$45.00
Morris Transport		\$15.90	\$28.60	\$44.50
Allen Owens Construction	Would require fuel surcharge	\$ 9.00	\$20.00	\$29.00
Coastal Disposal	Roll-off	\$10.66	\$22.00	\$32.66
Coastal Disposal-2	Trailer	\$10.00	\$21.80	\$31.80

\*Engineer Recommendation Coastal Disposal 2 Coastal Disposal is local company

Commissioner Jennings made a motion and Commissioner Williams seconded the motion authorizing the Director of Water and Wastewater to negotiate with the two low bidders and comeback with the cost. The motion passed.

b) Replacement well at FLETC

**CITY OF BRUNSWICK  
WATER AND WASTEWATER DEPARTMENT**

**Water Supply Expansion**

Name & Address of Company	Comments	Average Rating	Proposal Amount
Layne Christensen Bloomingdale Georgia	Short project Time	94.8	\$438,800.00*
Rowe Drilling Savannah, Georgia		91.3	\$464,027.00

Total Possible Rating                      100.0

\*Staff Recommendation

**Layne Christensen Proposal**

Keith Morgan, Director of Water and Wastewater requested to enter into a contract with Layne Christensen the company that submitted the lowest proposal to replace the well at FLETC.

Commissioner Jennings made a motion and Commissioner Williams seconded the motion accepting the low proposal of Layne Christensen in the amount of \$438,800.00. The motion passed.

**CITY MANAGER’S ITEM(S)**

**Donations.**

The City Manager reported that he would bring before the Commission all disbursements made to any organizations.

**CITY ATTORNEY’S ITEM(S)**

- 1. Deed for alleyways located at Gordon-Armstrong Apartments from Housing Authority.**
- 2. Payment in lieu of taxes from Housing Authority.**

The City Attorney stated that the Housing Authority requested that the City deed alleyways located at Gordon Armstrong apartments in order to put in new Public Housing and to receive financing. The Housing Authority must have documentation showing that they own the entire property.

Attorney Hartman representing the Housing Authority stated that they are willing to place a clause in the transfer of the alleyways that if the Housing Authority is not using the alleyway property in fifty (50) years the property would revert back to the City of Brunswick. He further stated that the new housing complex would cost about 7 million dollars with seventy-two (72) units for mixed residential use, it would be first class housing for the City. He pointed out that the Housing Authority has acquired the old VFW building.

Don McGlamory, Executive Director of the Housing Authority stated that the City would receive about \$7,500.00 per year in lieu of taxes.

Commissioner Williams made a motion and Commissioner Jennings seconded the motion granting a deed to the alleyways located at Gordon-Armstrong Apartments to the Housing Authority with a clause reverting the property in fifty (50) years back to the City if the Housing Authority is not using the alleyway property and accepting payment in lieu of taxes. The motion passed.

**CITY CLERK'S ITEM(S)**

**BOARD APPOINTMENTS**

Park and Tree Board – 2 positions

Commissioner Jennings made a motion and Commissioner Williams seconded the motion appointing George K. Burch to fill the expired term of Victoria Carey-Gould until January 1, 2008. The motion passed.

The City Clerk was instructed to re-advertise the remaining vacancy on the Park and Tree Board.

Commissioner Jennings made a motion and Commissioner Williams seconded the motion to adjourn the meeting. All voted by standing.

**MEETING ADJOURNED.**

/s/ Bradford S. Brown  
Bradford S. Brown, Mayor

Attest: /s/ Georgia E. Marion  
City Clerk

