



## **Finance Committee Meeting Minutes**

Glynn County Board of Commissioners

**4:00 p.m., Tuesday, July 29, 2008**

**Third Floor Conference Room**

**W. Harold Pate Courthouse Annex**

**Brunswick, Georgia**

**Present:**

**Committee Members:** *C. Johnson, U. Keller and T. Thaw*

**Other Commissioners:**

**Staff:** *D. Bragdon, J. Breitenbach, B. Brewer, J. Bruner, J. Carter, J. Catron, D. Chunn, B. Gerhardt, D. Hainley, P. McNicoll, B. Rowell, C. Stewart, W. Worley*

**Press:** *J. Davis, M. Permar*

**Others:** *Mr. & Mrs. Donnie Tindall*

1. *Consider approval of the consent agenda.*
  - a) *Approve of the July 8, 2008 Finance Committee Minutes.*
  - b) *Recommend that the Board of Commissioners adopt the Resolution to amend the FY07/08 Budget.*
  - c) *Recommend that the Board of Commissioners declare the 1997 Ford F-350 First Response Type 1 ambulance, County ID #1865, as surplus and approve the donation of this item to the Golden Isles Career Academy as a training aid for the EMS curriculum.*
  - d) *Recommend that the Board of Commissioners approve the corrections to the digest(s) as recommended by the Board of Assessors and the Chief Appraiser at their Tuesday, June 3, 2008 meeting.*
  - e) *Recommend that the Board of Commissioners approve the corrections to the digest(s) as recommended by the Board of Assessors and the Chief Appraiser at their Tuesday, June 17, 2008 meeting.*
  - f) *Recommend that the Board of Commissioners approve the corrections to the digest(s) as recommended by the Board of Assessors and the Chief Appraiser at their Tuesday, July 1, 2008 meeting.*

Mr. Will Worley, Assistant County Attorney, requested that item (c) be pulled for discussion. The following motion made by Commissioner Keller and seconded by Commissioner Johnson passed unanimously.

**Recommend approval of the consent agenda items a, b, d, e, and f. (Vote: 3-0)**

1(c). Mr. Worley stated that the County needed to approve an agreement with the Golden Isles Career Academy in order to transfer the vehicle to it. He submitted a proposed agreement to the Committee for their consideration. The following motion made by Commissioner Keller and seconded by Commissioner Johnson passed unanimously.

**Recommend that the Board of Commissioners declare the 1997 Ford F-350 First Response Type 1 ambulance, County ID #1865, as surplus, approve the agreement between Glynn**

**County and the Golden Isles Career Academy and approve the donation of the ambulance to the Golden Isles Career Academy as a training aid for the EMS curriculum. (Vote: 3-0)**

2. *Consider recommending that the Board of Commissioners approve allowing Mr. Donnie Tindall to pay the principle amount owed on a County held Tax Deed dated November 6, 1984.*

Mr. and Mrs. Donnie Tindall informed the Committee that they purchased a tax deed in 1996 but was not informed that the County held a tax deed on the property that was dated in 1984. He stated that the penalties and interest had grown from \$1,339 to over six thousand dollars and requested that he be allowed to only pay the principle since he had not been notified of the 1984 tax deed. The Tax Commissioner stated in a memo to the Finance Committee that she recommended that he be allowed to pay only the principle amount owed. The following motion made by Commissioner Johnson and seconded by Commissioner Keller passed unanimously.

**Recommend that the Board of Commissioners approve allowing Mr. Donnie Tindall to pay the principle amount owed on a County held Tax Deed dated November 6, 1984. (Vote: 3-0)**

3. *Consider recommending that the Board of Commissioners approve the contract in the amount of \$310,138 with the Georgia DHR Division of Mental Health, Developmental Disabilities, and Addictive Diseases to assist in funding the Glynn/Camden Drug Court for FY 2008/09.*

Mr. David Hainley, Community Development Director, presented this item and stated that this was an ongoing grant which the County had received for several years to supplement the funding of the County's Drug Court. The following motion made by Commissioner Keller and seconded by Commissioner Johnson passed unanimously.

**Recommend that the Board of Commissioners approve the contract in the amount of \$310,138 with the Georgia DHR Division of Mental Health, Developmental Disabilities, and Addictive Diseases to assist in funding the Glynn/Camden Drug Court for FY 2008/09. (Vote: 3-0)**

4. *Consider recommending that the Board of Commissioners approve Amendment #1 of the Administrative Award Agreement with GA DNR for the Coastal Incentive Grant which will fund \$18,300 of the Historic Resource Survey Update.*

Mr. David Hainley stated that the County had received the grant award from the State and that this amendment extends the grant period. The following motion made by Commissioner Keller and seconded by Commissioner Johnson passed unanimously.

**Recommend that the Board of Commissioners approve Amendment #1 of the Administrative Award Agreement with GA DNR for the Coastal Incentive Grant which will fund \$18,300 of the Historic Resource Survey Update. (Vote: 3-0)**

5. *Consider recommending that the Board of Commissioners award the bid for two Freightliner 15 cu yd Dump Trucks to the lowest responsive bidder, Savannah Freightliner Sterling, Savannah, GA, in the amount of \$159,800.00 with funding to be provided by SPLOST 5.*

Mr. John Carter, Public Works Director, informed the Committee that the County had received eight bids for the dump trucks and that Savannah Freightliner submitted the lowest bid. He stated that the bid was for a 2007 truck and there was discussion about the models of the trucks being bid. Mr. Carter stated that there was no problem with purchasing a 2007 truck. The following motion made by Commissioner Keller and seconded by Commissioner Johnson passed unanimously.

**Recommend that the Board of Commissioners award the bid for two Freightliner 15 cu yd Dump Trucks to the lowest responsive bidder, Savannah Freightliner Sterling, Savannah, GA, in the amount of \$159,800.00 with funding to be provided by SPLOST 5. (Vote: 3-0)**

6. *Consider recommending that the Board of Commissioners award the bid for a heavy duty 4 wheel drive fork lift for the Public Works Fleet Division to the lowest responsive bidder, Unified Equipment, Pooler, GA, in the amount of \$52,579.00 with funding to be provided by SPLOST 5.*

Mr. John Carter stated that the 1972 fork lift which was being replaced had burned several months ago and was a total loss. He recommended approval of the low bid submitted by Unified Equipment in Pooler, GA. The following motion made by Commissioner Keller and seconded by Commissioner Johnson passed unanimously.

**Recommend that the Board of Commissioners award the bid for a heavy duty 4 wheel drive fork lift for the Public Works Fleet Division to the lowest responsive bidder, Unified Equipment, Pooler, GA, in the amount of \$52,579.00 with funding to be provided by SPLOST 5. (Vote: 3-0)**

7. *Consider recommending that the Board of Commissioners approve the lowest responsive and responsible bid prices for each individual chemical in an amount not to exceed the FY08-09 Mosquito Control chemical budget.*

Mr. John Carter presented this item and stated that the bid was for the Mosquito Control Division's chemical stock for Fiscal Year 2009 and recommended award to the vendors that submitted the lowest bids for individual items. Commissioner Thaw questioned whether the County is currently flying the helicopter and Mr. Ben Brewer, Mosquito Control Division Manager, stated that they have a purchase order with Southern Helicopter Leasing to fly as needed. The Company has contracts with several local counties but for this region they are based in Glynn County. Commissioner Thaw stated that the County needs to surplus and dispose of the old helicopter. The following motion made by Commissioner Keller and seconded by Commissioner Johnson passed unanimously.

**Recommend that the Board of Commissioners approve the lowest responsive and responsible bid prices for each individual chemical in an amount not to exceed the FY08-09 Mosquito Control chemical budget. (Vote: 3-0)**

8. *Consider recommending that the Glynn County Board of Commissioners award a contract for landfill monitoring services for the Cate Road Landfill with Advanced Environmental Management, Inc. in the amount of \$14,405 annually with an option to renew for two years following the base year with funding provided by the Cate Road Landfill closure budget.*

Mr. Jim Bruner, County Engineer, stated that six quotes had been received for landfill monitoring services and the low bid was received by the vendor who had had the contract for the past three years. He stated that they had done an excellent job and recommended award to them. The following motion made by Commissioner Keller and seconded by Commissioner Johnson passed unanimously.

**Recommend that the Glynn County Board of Commissioners award a contract for landfill monitoring services for the Cate Road Landfill with Advanced Environmental Management, Inc. in the amount of \$14,405 annually with an option to renew for two years following the base year with funding provided by the Cate Road Landfill closure budget. (Vote: 3-0)**

9. *Consider recommending that the Board of Commissioners authorize a three year Software Enterprise contract with Microsoft Corporation at a cost of \$92,136.10 per year with funding to be provided by the operating budget of the Information Technology Department.*

Mr. John Catron, Information Technology Director, presented this item and stated that the authorization of this contract would allow the County to upgrade its Microsoft software in the most economical method. He stated that the County had previously had a contract with Microsoft but had let it lapse because there was no need for it until now. The following motion made by Commissioner Keller and seconded by Commissioner Johnson passed unanimously.

**Recommend that the Board of Commissioners authorize a three year Software Enterprise contract with Microsoft Corporation at a cost of \$92,136.10 per year with funding to be provided by the operating budget of the Information Technology Department. (Vote: 3-0)**

*10. Consider recommending that the Board of Commissioners accept the proposed contract extension with Keep Brunswick- Golden Isles Beautiful for FY09 with and option to renew for three additional years.*

Mr. David Hainley, Community Development Director, stated that this was the same agreement that was presented at the last meeting and that discrepancies in the memo had been corrected. He recommended approval of the contract. The following motion made by Commissioner Johnson and seconded by Commissioner Keller passed unanimously.

**Recommend that the Board of Commissioners accept the proposed contract extension with Keep Brunswick- Golden Isles Beautiful for FY09 with and option to renew for three additional years. (Vote: 3-0)**

*11. Request that Chairman Thaw identify the Finance Committee items which should be included as consent items in the Commission's Meeting Agenda.*

**Commissioner Thaw identified all items as consent.**