



Finance Committee Meeting Minutes

Glynn County Board of Commissioners

8:30 a.m., Wednesday, May 27, 2010

Third Floor Conference Room

W. Harold Pate Courthouse Annex

Brunswick, Georgia

Present:

Committee Members: *J. Clark and D. Hogan*

Other Commissioners:

Staff: *B. Boone-Cove, J. Breitenbach, J. Bruner, J. Carter, J. Catron, P. Christian, R. Coolidge, M. Doering, K. Maranville, P. McNicoll, O. Reed, B. Rowell, A. Thomas, A. Williams, W. Worley*

Press: *E. Capek, M. Permar*

Others: *Matt Berberick, Fred McGinty*

1. *Consider approval of the consent agenda.*
 - a) *Approval of the May 11, 2010 Finance Committee FY11 Budget Minutes.*
 - b) *Approval of the May 11, 2010 Finance Committee Minutes.*
 - c) *Recommend that the Board of Commissioners approve a request from Mr. David Hurd, that \$825.52 paid in penalties and interest for his 2009 property taxes be refunded.*
 - d) *Recommend that the Board of Commissioners deny a request from Mr. Terry Williams, that \$75.63 paid in penalties and interest for his 2006 property taxes be refunded.*
 - e) *Recommend that the Board of Commissioners exercise the second year option with Advanced Environmental Management, Inc. for landfill monitoring services in the amount of \$16,005 annually with funding provided by the Solid Waste Disposal Fund.*
 - f) *Recommend that the Board of Commissioners exercise the first year option of the Tree Removal/Maintenance Services contract with Locke Farms as follows with funding provided from the Engineering Department operating budget:*
 - 1) *Tree removal, trimming limbs with traffic control, per hour* \$140
 - 2) *Tree removal, trimming limbs w/o traffic control, per hour* \$115
 - 3) *Palm tree trimming per each* \$25
 - 4) *Stump grinding, per inch diameter* \$1.75
 - 5) *Crane & operator, per hour* \$85-\$115

The motion was made and seconded and Mr. Charles Stewart, County Administrator, then questioned if the rates on item 1(f) were the same as the current year. Mr. Jim Bruner, County Engineer, stated that a couple of the rates when up a few dollars. Mr. Bruner was asked to get more detailed information and the Committee moved to item #4 while

waiting. Mr. Bruner then returned with a spreadsheet from the Purchasing Agent and presented it to the Committee. Mr. Stewart stated that he was satisfied with it and the following motion made by Commissioner Clark and seconded by Commissioner Hogan passed unanimously.

Recommend approval of the consent agenda. (Vote: 2-0)

2. *Consider recommending that the Board of Commissioners authorize the payment to Tyler Technologies in the sum of \$265,334 for the Odyssey system software and services. I further move that \$100,000 of the payment be withheld until the issues list attached is resolved and payment is approved by the County Administrator. Payment is to be made from the County Administrator's Contingency budget.*

Commissioner Hogan moved this item to next on the agenda because the Judge was in attendance for this item. Mr. John Catron, Information Technology Director, presented this item and stated that the \$265,334 was the final pay request for the implementation of the judicial software system. He stated that there were 93 contract deliverables and all had been met and signed off on. He said that there were still 53 items that they were working to resolve. Superior Court Judge Amanda Williams told the Committee that she appreciates having the Judicial Software system in Glynn County. She stated that no other government in the circuit has comparable technology. She also stated that Tyler has been responsive to her requests. She informed the Committee that the State of Georgia had granted an additional \$50 thousand to the Glynn/Camden Drug Court and \$75 thousand to the Wayne Drug Court. She said that this circuit receives more state money than any other county in the state.

Commissioner Hogan asked if the Sheriff's office was on schedule and Mr. Catron stated that there are about twelve issues remaining in the Sheriff's system and that most were related to reporting. Mr. Stewart stated that he had talked with the Clerk of Superior Court and they are satisfied. State Court Clerk Brenda Boone-Cove said that they are making progress after two years of major issues. She said that she had been steadfast that the County should not pay them until they fix the problems. She said that her GCIC problem is still not working. She said that she agrees with withholding \$100 thousand until everything is resolved and complete.

The following motion made by Commissioner Clark and seconded by Commissioner Hogan passed unanimously.

Recommend that the Board of Commissioners authorize the payment to Tyler Technologies in the sum of \$265,334 for the Odyssey system software and services. I further move that \$100,000 of the payment be withheld until the issues list attached is resolved and payment is approved by the County Administrator. Payment is to be made from the County Administrator's Contingency budget. (Vote: 2-0)

3. *Consider recommending that the Board of Commissioners approve, and authorize the Chairman to sign, the SAVE program Memorandum of Agreement with the Department of Homeland Security.*

Mr. Will Worley, Assistant County Administrator, stated that the state had passed the Security and Immigration Compliance Act which requires applicants of local public benefits to sign an affidavit specifying that he or she is a citizen, legal permanent resident, or qualified alien or nonimmigrant. The County must then verify their eligibility for benefits through the Systematic Alien Verification of Entitlement (SAVE) program operated by the U.S. Department of Homeland Security. There is a charge for the County's use of the SAVE program which appears to be fifty cents per inquiry. The Department of Homeland Security requires to the County approve the SAVE program Memorandum of Agreement with them. The following motion made by Commissioner Clark and seconded by Commissioner Hogan passed unanimously.

Recommend that the Board of Commissioners approve, and authorize the Chairman to sign, the SAVE program Memorandum of Agreement with the Department of Homeland Security. (Vote: 2-0)

4. *Consider recommending Board of Commissioners award the bid for a side-arm mowing tractor in the amount of \$116,766 to the lowest responsive and responsible bidder, Reynolds-Warren, with funding to be provided by the Building, Roads and Equipment Fund (\$90,000) and the Administrator's Contingency (\$26,766).*

Mr. John Carter, Public Works Director, stated that the County opened bids for the equipment on May 11, 2010 and that staff recommended award to the lowest responsive and responsible bidder, Reynolds-Warren. He stated that the longer boom was needed to reach across wide ditches. The following motion made by Commissioner Clark and seconded by Commissioner Hogan passed unanimously.

Recommend Board of Commissioners award the bid for a side-arm mowing tractor in the amount of \$116,766 to the lowest responsive and responsible bidder, Reynolds-Warren, with funding to be provided by the Building, Roads and Equipment Fund (\$90,000) and the Administrator's Contingency (\$26,766). (Vote: 2-0)

5. *Consider recommending that the Board of Commissioners award the bid for a Tactical Support tow vehicle and trailer to the lowest responsive quotes, Nalley GMC for the tow vehicle at \$26,117 and A1A2Z Inc. for the trailer for \$13,988 with funding to be provided by SPLOST 4.*

Fire Chief Al Thomas presented this item and stated that this was the Splost 4 replacement of a 1975 converted Coca Cola truck. He stated that they took a different approach in the replacement by going to a truck/trailer combination. He stated that it would serve their purpose and would save money on the initial purchase. It was budgeted in Splost 4 in the amount of \$180 thousand. Commissioner Clark asked if this would give them more flexibility and Chief Thomas responded yes, that the trailer could be used with other trucks and vice/versa. The following motion made by Commissioner Clark and seconded by Commissioner Hogan passed unanimously.

Recommend that the Board of Commissioners award the bid for a Tactical Support tow vehicle and trailer to the lowest responsive quotes, Nalley GMC for the tow vehicle at \$26,117 and A1A2Z Inc. for the trailer for \$13,988 with funding to be provided by SPLOST 4. (Vote: 2-0)

6. *Consider recommending that the Board of Commissioners to pay off the loan balance remaining on the GEFA loan for the Buck Swamp Water Line extension project with money from SPLOST 5, Water Line Expansion, to avoid future interest payments.*

Mr. Jim Bruner, County Engineer, presented this item and stated that the GEFA loan was obtained to fund a budget shortfall for the Buck Swamp Water Line extension project. He said that the payoff is \$1.9 million and there are Splost 5 funds available. Mr. Stewart stated that it is standard procedure to pay off loans when funds are available. The following motion made by Commissioner Clark and seconded by Commissioner Hogan passed unanimously.

Recommend that the Board of Commissioners to pay off the loan balance remaining on the GEFA loan for the Buck Swamp Water Line extension project with money from SPLOST 5, Water Line Expansion, to avoid future interest payments. (Vote: 2-0)

7. *Consider recommending that the Board of Commissioners approve the following for the Harold Pate Building addition project with funding to be provided by SPLOST #5;*
 - a) *award the bid for the construction to the lowest responsive and responsible bidder, New South Construction, Savannah, GA, in the amount of \$3,391,000.*
 - b) *accept the proposal from Hussey, Gay, Bell, & DeYoung International and issue a purchase order in the amount of \$375,279.41 for furniture.*

Commissioner Hogan stated that the County Administrator had requested that 7(b) be pulled from the agenda. Mr. Matt Berberick, Carter Goble Lee project manager, stated that twelve bids had been received for this project and the amount recommended for approval included Alternate 1 to clean the exterior of the existing building, Alternate 2 to include a new security system, and three allowances. Commissioner Hogan stated that this was an excellent bid with savings on this project. Mr. Paul Christian stated that \$90 thousand was saved by using the Department of Corrections to demolish the second floor. The following motion made by Commissioner Clark and seconded by Commissioner Hogan passed unanimously.

Recommend that the Board of Commissioners award the bid for construction of the Harold Pate Building addition project to the lowest responsive and responsible bidder, New South Construction, Savannah, GA, in the amount of \$3,391,000, with funding to be provided by SPLOST #5. (Vote 2-0)

Mr. Charles Stewart then asked to comment on 7(b) and stated that the classification as "furniture" was a misnomer because some of the project was for cubicles which saves money on construction.

8. *Consider extension of the Carter Goble Lee Program Management Services.*

Mr. Charles Stewart presented this item and stated that the amount of the Carter Goble Lee amended contract is about to run out and he is requesting to continue using CGL. Mr. Stewart recommended continuing that contract and added several new projects – the St. Simons Island Sports Complex, Blythe Island ADA, and the CDL Center. He stated that the

Pate building is the majority of the contract cost. He stated that this contract revision will add fourteen months to their contract. If not approved, their contract ends July 1, 2010. Commissioner Hogan stated that CGL has save the County a tremendous amount of money in the past six years that he has been on the Board of Commissioners. He stated that they've done a good job and questioned what the percentage of this additional work would be. Commissioner Clark concurred with Commissioner Hogan's comments. Commissioner Hogan stated that the County doesn't have staff time and expertise to handle these types of projects. Mr. Matt Berberick responded that this would be 2.65% of the project costs. The following motion made by Commissioner Clark and seconded by Commissioner Hogan passed unanimously.

Recommend that the Board of Commissioners extend the Carter Goble Lee Program Management Services. (Vote: 2-0)

9. *Consider recommending that the Board of Commissioners renew the Federal Flood Insurance policies through McGinty-Gordon & Associates for the policy period of June 2010 – June 2011.*

Mr. Rick Coolidge, Human Resources Generalist, informed the Committee that the County's flood insurance will expire between June 17 and June 23. He stated that he would like the Board to approve the process of not bidding out flood insurance because there is no price difference between any insurance agents as rates are set by the federal government. The following motion made by Commissioner Clark and seconded by Commissioner Hogan passed unanimously.

Recommend that the Board of Commissioners renew the Federal Flood Insurance policies through McGinty-Gordon & Associates for the policy period of June 2010 – June 2011. (Vote: 2-0)

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

Commissioner Hogan requested that all items be placed on the Board of Commissioners consent agenda. Item 7(b) was pulled from this agenda.