



Finance Committee Meeting Minutes

Glynn County Board of Commissioners

4:00 p.m., Tuesday, July 6, 2010

Third Floor Conference Room

W. Harold Pate Courthouse Annex

Brunswick, Georgia

Present:

Committee Members: J. Clark, D. Hogan and T. Thaw

Other Commissioners: H. Lynn

Staff: J. Bruner, J. Carter, P. Christian, D. Chunn, R. Coolidge, M. Doering, C. Hilton, P. McNicoll, O. Reed, B. Rowell, A. Thomas, W. Worley

Press: M. Permar

Others: Matt Berberick, Joe, Floyd, Mark McClellan, Mark Pickren, Marsha Smith, Robert Ussery

1. Consider approval of the consent agenda.
 - a) Approval of the May 27, 2010 Finance Committee Minutes.
 - b) Recommend that the Board of Commissioners deny a request from Mr. Herman LaCount, that \$107.19 paid in interest for his 2009 property taxes be refunded.
 - c) Recommend that the Board of Commissioners authorize bidding of those materiel, goods, projects, or services whose funding has been approved in the FY 2010/2011 budget.
 - d) Recommend that the Board of Commissioners declare the unusable items listed on the attached pages as surplus and approve the disposal of these items in the best interest of the County.
 - e) Recommend that the Board of Commissioners approve the continuation of the cost-per-copy program and extension of the current contract with Herrin Document Systems for an additional year at \$.01 per copy with funding to be provided by each user's operating budget.
 - f) Recommend that the Board of Commissioners approve the 2010/2011 renewal of the Inmate Detail Contract with Ware State Prison for cleaning ditches and maintenance of rights of way at a cost of \$39,500 with funding to be provided by the Public Works General Fund budget.
 - g) Recommend that the Board of Commissioners exercise the 1st option year for Police Department uniform requirements with the companies offering the lowest price per item as shown on the attached spreadsheet with funding to be provided by the Police Department's operating budget.

- h) *Recommend that the Board of Commissioners approve, and authorize the Chairman to sign, the proposed Memorandum of Agreement with Wayne County for use of Drug Court grant funds.*

Commissioner Thaw informed the Committee that the cost of item (f) was \$39,500 instead of \$39 thousand as shown on the agenda. The following motion made by Commissioner Clark and seconded by Commissioner Hogan passed unanimously.

Recommend approval of the consent agenda. (Vote: 3-0)

2. *Consider recommending that the Board of Commissioners approve:*
- *the existing recycling customer base be transitioned from the 18 gallon bins to 95 gallon blue carts for recycling*
 - *carts be picked up every other week on the same day as garbage collection*
 - *that the contract with Southland Waste Services be amended to reflect the above changes and a price of \$4.95 per household per month for this service for the remainder of this contract period which ends December 31, 2011*
 - *the program go into effect October 1, 2010.*

Ms. Becky Rowell, Assistant County Administrator, presented this item. Commissioner Hogan questioned whether there would be a recycling statement delivered with the carts and Ms. Rowell responded that there is and that staff and Southland will be working with KBGIB to revise the pamphlet. The following motion made by Commissioner Hogan and seconded by Commissioner Clark passed unanimously.

Recommend that the Board of Commissioners approve:

- **the existing recycling customer base be transitioned from the 18 gallon bins to 95 gallon blue carts for recycling**
 - **carts be picked up every other week on the same day as garbage collection**
 - **that the contract with Southland Waste Services be amended to reflect the above changes and a price of \$4.95 per household per month for this service for the remainder of this contract period which ends December 31, 2011**
 - **the program go into effect October 1, 2010. (Vote: 3-0)**
3. *Consider recommending that the Board of Commissioners exempt itself from the bidding process for professional services and accept the Thomas & Hutton proposal in the amount of \$158,300 to revise the project documents in accordance with the approved Value Engineering Study recommendations for the SR 25 Spur extension project with funds to be provided from SPLOST 3.*

Mr. Jim Bruner, County Engineer, presented this item and the County is responsible for funding engineering, rights of way acquisition, and utility relocates costs and all else will be funded by state and federal funds. He stated that the County will not spend much on ROW acquisition because most of the property needed has been donated. The total cost of the paving project will be approximately \$12 million. After the four-lane project is completed, Georgia DOT will take over maintenance of the road. DOT has programmed this project for 2013. The following motion made by Commissioner Hogan and seconded by Commissioner Clark passed unanimously.

Recommend that the Board of Commissioners exempt itself from the bidding process for professional services and accept the Thomas & Hutton proposal in the amount of \$158,300 to revise the project documents in accordance with the approved Value Engineering Study recommendations for the SR 25 Spur extension project with funds to be provided from SPLOST 3. (Vote: 3-0)

4. *Consider recommending that the Board of Commissioners award the contract for the High Hill Lakes Water Service project to J H Stone Construction of Brunswick, Georgia in the amount of \$561,137.74 with funding to be provided by the General Fund fund balance to be paid back, with interest, from SPLOST 5, Water Line Expansion when funds become available.*

Mr. Jim Bruner presented this item and stated that twelve bids were received and the two low bids were from local contractors. Commissioner Thaw requested that the funding source be changed to Splost 4. The following motion made by Commissioner Hogan and seconded by Commissioner Clark passed unanimously.

Recommend that the Board of Commissioners award the contract for the High Hill Lakes Water Service project to J H Stone Construction of Brunswick, Georgia in the amount of \$561,137.74 and recommend that the Board of Commissioners amend its previous action on this project on February 7, 2008, to change the funding source from Splost 5 to Splost 4, Highway 341 Water and Sewer Expansion. (Vote: 3-0)

5. *Consider recommending that the Board of Commissioners to direct staff to work with Ussery-Rule Architects to develop and bid the pier rehabilitation project as two separate projects known as St. Simons Island Pier Rehabilitation, Phase I and St. Simons Island Pier Rehabilitation, Phase II. The first Phase being the structural rehabilitation work outlined in the EMC report. The second Phase being the remaining work as proposed by Ussery-Rule Architects including roofing, railings, benches, lights, water, etc. with funding provided from the FY10 Administrators Contingency budget.*

Mr. Jim Bruner presented this item and Commissioner Thaw requested that both projects be bid as soon as possible. Mr. Robert Ussery showed the project drawings to the Committee. The following motion made by Commissioner Clark and seconded by Commissioner Hogan passed unanimously.

Recommend that the Board of Commissioners to direct staff to work with Ussery-Rule Architects to develop and bid the pier rehabilitation project as two separate projects known as St. Simons Island Pier Rehabilitation, Phase I and St. Simons Island Pier Rehabilitation, Phase II. The first Phase being the structural rehabilitation work outlined in the EMC report. The second Phase being the remaining work as proposed by Ussery-Rule Architects including roofing, railings, benches, lights, water, etc. with funding provided from the FY10 Administrators Contingency budget. (Vote: 3-0)

6. *Consider recommending that the Board of Commissioners approve the ACCG-IRMA proposal for property and liability coverage including TPA services for Glynn County for FY11 with funding to be provided by the County Insurance Fund.*

Mr. Rick Coolidge, HR Generalist, presented this item and the following motion made by Commissioner Hogan and seconded by Commissioner Clark passed unanimously.

Recommend that the Board of Commissioners approve the ACCG-IRMA proposal for property and liability coverage including TPA services for Glynn County for FY11 with funding to be provided by the County Insurance Fund. (Vote: 3-0)

7. *Consider recommending that the Board of Commissioners increase the FY11 Georgia Forestry budget in the General Fund by \$8,092 with funding to be provided by the General Fund fund balance.*

Mr. Mark McClellan, Georgia Forestry, requested the increase in funding and the following motion made by Commissioner Hogan and seconded by Commissioner Clark passed unanimously.

Recommend that the Board of Commissioners increase the FY11 Georgia Forestry budget in the General Fund by \$8,092 with funding to be provided by the General Fund fund balance or the Administrator's Contingency budget. (Vote: 3-0)

8. *Consider recommending that the Board of Commissioners Board of approve the attached First Amendment to the Operational and Funding Agreement between Glynn County and the Brunswick and Glynn County Development Authority, and that the Chairman be authorized to execute same.*

Mr. Will Worley, Assistant County Attorney, stated that the current contract with the Development Authority was for \$900 thousand and they agreed to reduce the funding to \$800 thousand. This amendment reflects the change in the appropriation. The following motion made by Commissioner Clark and seconded by Commissioner Hogan passed unanimously.

Recommend that the Board of Commissioners Board of approve the attached First Amendment to the Operational and Funding Agreement between Glynn County and the Brunswick and Glynn County Development Authority, and that the Chairman be authorized to execute same. (Vote: 3-0)

9. *Consider recommending that the Board of Commissioners approve a Glynn County Economic Development Revolving Loan in the amount of \$100,000 to TUTCO, LLC.*

Mr. Will Worley presented this item and the following motion made by Commissioner Hogan and seconded by Commissioner Clark passed unanimously.

Recommend that the Board of Commissioners approve the Glynn County Economic Development Revolving Loan in the amount of \$100,000 to TUTCO, LLC, and that the loan documents, consisting of the Loan Agreement, Promissory Note, Deed to Secure Debt from TUTCO, LLC, Assignment of Rents, and Subordination, Non-Disturbance and Attornment Agreement be approved and executed where necessary by the Glynn County Chairman. I also move that the Glynn County Board of Commissioners approve the Cancellation of Deed to Secure Debt, Cancellation of Promissory Note, and Termination of UCC-! Statement for the previous economic development revolving loan to Glynco Machine Company, and that the Chairman be authorized to execute same. (Vote: 3-0)

10. *Consider recommending that the Board of Commissioners enter into a twelve-month service contract with Certified Air Contractors, Inc. for maintenance of the chillers in the Public Safety, Harold Pate, Office Park, New Courthouse, and Health Department buildings at an annual cost of \$21,044.*

There was no discussion on the item. The following motion made by Commissioner Hogan and seconded by Commissioner Clark passed unanimously.

Recommend that the Board of Commissioners enter into a twelve-month service contract with Certified Air Contractors, Inc. for maintenance of the chillers in the Public Safety, Harold Pate, Office Park, New Courthouse, and Health Department buildings at an annual cost of \$21,044. (Vote: 3-0)

11. *Consider recommending that the Board of Commissioners approve the change order in the amount of \$30,195 to Hussey, Gay, Bell & DeYoung for testing requirements under the Georgia Building Code for the Harold Pate Building addition project, with funding to be provided by SPLOST #5.*

Mr. Paul Christian, Assistant County Administrator, presented this item and stated that the building code concerning inspections changed in March, 2006 after Hussey, Gay, Bell & DeYoung was awarded the project. The following motion made by Commissioner Hogan and seconded by Commissioner Clark passed unanimously.

Recommend that the Board of Commissioners approve the change order in the amount of \$30,195 to Hussey, Gay, Bell & DeYoung for testing requirements under the Georgia Building Code for the Harold Pate Building addition project, with funding to be provided by SPLOST #5. (Vote: 3-0)

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

Commissioner requested that all items be placed on the Board of Commissioners consent agenda.