



*A Golden Past.
A Shining Future.*

Finance Committee Meeting Minutes

Glynn County Board of Commissioners

2:00 pm, Tuesday, March 07, 2017

Third Floor Conference Room

W. Harold Pate Courthouse Annex Building

Brunswick, Georgia

Present:

Committee Members: *P. Murphy, J.R. Stambaugh, and R. Strickland*

Elected Officials/Staff: *D. Austin, D. Deloach, K. Downs, M. Hardin, J. Johnson, C. Kinstle, A. Lawson, V. McClinton, T. Miller, A. Ours, C. Overstreet, J. Powell, D. Strickland, D. Waters, and W. Worley*

Press: *P. Permar, The Islander and T. Cooper, The Brunswick News*

Others: *C. Fendig, T. Holder, J. Howes, R. Nagy, and S. Tillman*

To view an item's support documentation, click on its [REPORT](#).

- 1) Consider approval of the February 7, 2017 Finance Committee Minutes. *3 pages*

The following motion made by Commissioner Strickland and seconded by Commissioner Murphy passed unanimously.

Approved the February 7, 2017 Finance Committee Minutes. (V. McClinton) [REPORT](#) (FC Vote: 3-0)

- 2) Consider recommending that the Board of Commissioners authorize payment of the excess tax proceeds from the tax sale of parcel nos. 03-22345 and 03-22346 in the amount of \$2,335.02 to Theodore J. May. *10 pages*

The following motion made by Commissioner Strickland and seconded by Commissioner Murphy passed unanimously.

Recommend that the Board of Commissioners authorize payment of the excess tax proceeds from the tax sale of parcel nos. 03-22345 and 03-22346 in the amount of \$2,335.02 to Theodore J. May. (N. Priest-Goodsett) [REPORT](#) (FC Vote: 3-0)

- 3) Consider recommending that the Board of Commissioners authorize a fee waiver for the use of the North Glynn Baseball and Softball Complexes on Saturday, May 27, 2017 for the Dylan Coen Memorial Baseball Tournament and to authorize operation of the concession stands at those facilities by the Coen family at no charge. *2 pages*

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.

Recommend that the Board of Commissioners authorize a fee waiver for the use of the North Glynn Baseball and Softball Complexes on Saturday, May 27, 2017 for the Dylan Coen Memorial Baseball Tournament and to authorize operation of the concession stands at those facilities by the Coen family at no charge. (J. Powell) [REPORT](#) (FC Vote: 3-0)

- 4) Consider recommending that the Board of Commissioners authorize the Community Services Department to advertise a public hearing to increase the Security Deposit on Facility Rentals at which alcohol will be served to \$500 per rental. *1 page*

The following motion made by Commissioner Strickland and seconded by Commissioner Murphy passed unanimously.

Recommend that the Board of Commissioners authorize the Community Services Department to advertise a public hearing to increase the Security Deposit on Facility Rentals at which alcohol will be served to \$500 per rental. (J. Powell) [REPORT](#) (FC Vote: 3-0)

- 5) Consider recommending that the Board of Commissioners approve the vehicle allowance amendments to the Financial Management Policies for the Coroner, Community Services Director, and Commissioners. *38 pages*

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.

Recommend Board of Commissioners approve the vehicle allowance amendments to the Financial Management Policies for the Coroner, Community Services Director, and Commissioners. (V. McClinton) [REPORT](#) (FC Vote: 3-0)

Budget/Grants

- 6) Consider recommending that the Board of Commissioners accept the summer 2017 Georgia County Internship grant awards in the amount of \$4,346 subject to final approval by the County Attorney and increase the revenues and expenditures in the amount of \$2,173 each in the FY17 GIS and Animal Control's Operating Budgets. *42 pages*

The following motion made by Commissioner Strickland and seconded by Commissioner Murphy passed unanimously.

Recommend that the Board of Commissioners accept the summer 2017 Georgia County Internship grant awards in the amount of \$4,346 and increase the revenues and expenditures in the amount of \$2,173 each in the FY17 GIS and Animal Control's Operating Budgets. (T. Miller) [REPORT](#) (FC Vote: 3-0)

- 7) Consider recommending that the Board of Commissioners increase the FY17 Sheriff's Seized Funds revenue and expenditures budget by \$12,000. *1 page*

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.

Recommend that the Board of Commissioners increase the FY17 Sheriff's Seized Funds revenue and expenditures budget by \$12,000. (V. McClinton) *1 page* [REPORT](#) (FC Vote: 3-0)

- 8) Consider recommending that the Board of Commissioners amend the FY17 Budget for Hurricane Matthew expenditures with funding to be provided by the General Fund Committed Funds for the Revenue Stabilization funds. *2 pages*

The following motion made by Commissioner Strickland and seconded by Commissioner Murphy passed unanimously.

Recommend that the Board of Commissioners amend the FY17 Budget for Hurricane Matthew expenditures with funding to be provided by the General Fund Committed Funds for the Revenue Stabilization funds. (T. Miller) [REPORT](#) (FC Vote: 3-0)

Property Appraisal Items

- 9) Consider recommending that the Board of Commissioners approve the Personal Property corrections to the digest as recommended by the Board of Assessors and the Chief Appraiser at their Thursday, February 2, 2017 meeting, with clarification that this does not approve a tax refund. *2 pages*

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.

Recommend that the Board of Commissioners approve the Personal Property corrections to the digest as recommended by the Board of Assessors and the Chief Appraiser at their Thursday, February 2, 2017 meeting, with clarification that this does not approve a tax refund. (R. Glisson) [REPORT](#) (FC Vote: 3-0)

- 10) Consider recommending that the Board of Commissioners approve the Personal Property Mobile Home corrections to the digest as recommended by the Board of Assessors and the Chief Appraiser at their Thursday, February 16, 2017 meeting, with clarification that this does not approve a tax refund. *4 pages*

The following motion made by Commissioner Strickland and seconded by Commissioner Murphy passed unanimously.

Recommend that the Board of Commissioners approve the Personal Property Mobile Home corrections to the digest as recommended by the Board of Assessors and the Chief Appraiser at their Thursday, February 16, 2017 meeting, with clarification that this does not approve a tax refund. (R. Glisson) [REPORT](#) (FC Vote: 3-0)

Bids, Contracts and Agreements

- 11) Consider recommending that the Board of Commissioners exercise the 2nd year extension of the concession agreement with Timothy Holder, on behalf of Sunset Slush, at the Coast Guard Concession Facility for the amount of \$5,000 from May 1, 2017 to September 30, 2017 with the option to operate on Friday, October 27, 2017 for an additional fee of \$250, subject to the County Attorney's approval. *2 pages*

The following motion made by Commissioner Strickland and seconded by Commissioner Murphy passed unanimously.

Recommend that the Board of Commissioners exercise the 2nd year extension of the concession agreement with Timothy Holder, on behalf of Sunset Slush, at the Coast Guard Concession Facility for the amount of \$5,000 from May 1, 2017 to September 30, 2017 with the option to operate on Friday, October 27, 2017 for an additional fee of \$250 with the option to allow sales on the beach, subject to the County Attorney's approval. (J. Powell) [REPORT](#) (FC Vote: 3-0)

- 12) Consider recommending that the Board of Commissioners exercise the 2nd year extension option of the concession agreement with Cap Fendig, on behalf of Cap's Place, at the Neptune Fun Zone Concession Facility during the hours and dates of operation of the pool for the 2017 season, in the amount of \$5,000, subject to the County Attorney's approval. *3 pages*

The following motion made by Commissioner Strickland and seconded by Commissioner Murphy passed unanimously.

Recommend that the Board of Commissioners exercise the 2nd year extension option of the concession agreement with Cap Fendig, on behalf of Cap's Place, at the Neptune Fun Zone Concession Facility during the hours and dates of operation of the pool for the 2017 season, in the amount of \$5,000. (J. Powell) [REPORT](#) (FC Vote: 3-0)

- 13) Consider recommending that the Board of Commissioners approve and execute the FY18 contract with the Brunswick Judicial Circuit Public Defender. *13 pages*

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.

Recommend that the Board of Commissioners approve and execute the FY18 contract with the Brunswick Judicial Circuit Public Defender. (T. Miller) *13 pages* [REPORT](#) (FC Vote: 3-0)

- 14) Consider recommending that the Board of Commissioners approve the CSXT Construction Agreement for the U.S. Highway 341 Sidewalk project and provide the required initial funding of: 1) the estimated CSXT Reimbursable Expenses in the amount of \$10,700, to be corrected after all final expenses have been determined, and 2) additional insurance coverages required by the contractor on behalf of CSXT in the amount of \$2,500 for a total amount of \$13,200 with funding to be provided by the General Fund fund balance. *24 pages*

The following motion made by Commissioner Strickland and seconded by Commissioner Murphy passed unanimously.

Recommend that the Board of Commissioners approve the CSXT Construction Agreement for the U.S. Highway 341 Sidewalk project and provide the required initial funding of: 1) the estimated CSXT Reimbursable Expenses in the amount of \$10,700, to be corrected after all final expenses have been determined, and 2) additional insurance coverages required by the contractor on behalf of CSXT in the amount of \$2,500 for a total amount of \$13,200 with funding to be provided by the General Fund fund balance. (D. Austin) 24 pages [REPORT](#) (FC Vote: 3-0)

15) Consider recommending that the Board of Commissioners award the bid for the Baldwin Park ADA Improvements located at 11 Calvin Way Lane Brunswick, Georgia, to the lowest responsive bidder to A&M Builders, Brunswick, GA, in the amount of \$115,290 with funding to be provided by Capital Projects Fund - ADA Improvements. 2 pages

The following motion made by Commissioner Strickland and seconded by Commissioner Murphy passed unanimously.

Recommend that the Board of Commissioners award the bid for the Baldwin Park ADA Improvements located at 11 Calvin Way Lane Brunswick, Georgia, to the lowest responsive bidder to A&M Builders, Brunswick, GA, in the amount of \$115,290 with funding to be provided by Capital Projects Fund - ADA Improvements. (D. Austin) [REPORT](#) (FC Vote: 3-0)

16) Consider recommending that the Board of Commissioners exercise the second option year for the July 4, 2017 fireworks show to J&M Displays for \$35,000 with funding to be provided by the FY17 Operating Budget. 2 pages

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.

Recommend that the Board of Commissioners exercise the second option year for the July 4, 2017 fireworks show to J&M Displays for \$35,000 with funding to be provided by the FY17 Operating Budget. (J. Johnson) [REPORT](#) (FC Vote: 3-0)

17) Consider recommending that the Board of Commissioners reject the bid for the 2017 LMIG Resurfacing and Restriping of County Roads submitted by Seaboard Construction Company of Brunswick, Georgia, the only responsive and responsible bidder, in the amount \$1,777,857.56 modify the scope, and rebid the project. 1 page

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.

Recommend that the Board of Commissioners reject the bid for the 2017 LMIG Resurfacing and Restriping of County Roads submitted by Seaboard Construction Company of Brunswick, Georgia, the only responsive and responsible bidder, in the amount \$1,777,857.56 modify the scope, and rebid the project. (D. DeLoach) [REPORT](#) (FC Vote: 3-0)

18) Consider recommending that the Board of Commissioners award a contract to Defensive Aspects Group Services, Brunswick, GA, for Coroner Transport Services in the amount of \$250 per decedent from within Glynn County to Southeast Georgia Hospital, Brunswick GA, \$350 per decedent from within Glynn County, Georgia to the GBI Crime Lab in Savannah, GA and \$250 plus \$2.60 per mile for any transports to areas other than Southeast Georgia Hospital in Brunswick, GA or the GBI Crime Lab in Savannah, GA, with funding to be provided by the FY17 and FY18 Coroner's Operating Budget. 20 pages

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.

Recommend that the Board of Commissioners award a contract to Defensive Aspects Group Services, Brunswick, GA, for Coroner Transport Services in the amount of \$250 per decedent from within Glynn County to Southeast Georgia Hospital, Brunswick GA, \$350 per decedent from within Glynn County, Georgia to the GBI Crime Lab in Savannah, GA and \$250

plus \$2.60 per mile for any transports to areas other than Southeast Georgia Hospital in Brunswick, GA or the GBI Crime Lab in Savannah, GA, with funding to be provided by the FY17 and FY18 Coroner's Operating Budget. (M. Neu) [REPORT](#)
(FC Vote: 3-0)

Other Items

- 19) Request that the Chairman identify the Finance Committee items which should be included as consent items in the Commission's Meeting Agenda.
- a) **Items # 2-18 will be placed on the Board of Commissioners' Consent Agenda.**
 - b) **Items #1 and #19 will not be forwarded to the Board of Commissioners' Agenda.**