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## Finance Committee Meeting Minutes

Glynn County Board of Commissioners

**2:00 pm, Tuesday, July 24, 2018**

**Second Floor Conference Room 224**

W. Harold Pate Courthouse Annex Building  
Brunswick, Georgia

*Anyone requiring additional information or disability assistance,  
please call the Board of Commissioners Office at 554-7400.*

### Present:

**Committee Members:** A. Booker, P. Murphy, and R. Strickland

**Elected Officials/Staff:** P. Andrews, D. Bragdon, J. Catron, S. Culbreath, R. Hatcher, T. Munson, K. Munoz-Strickland, A. Ours, J. Powell, A. Randolph, A. Sapp, P. Thompson, D. West, and W. Worley

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

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

I move to remove item #9 from the agenda at the request of staff - Consideration to recommend the Board of Commissioners accept the terms of the agreement and authorize issuance of a payment to AT&T in the amount of \$300 with funding provided by the FY18 Accommodation Excise Tax Fund.

**Approved removing item #9 from the agenda at the request of staff: Consider recommending the Board of Commissioners accept the terms of the agreement and authorize issuance of a payment to AT&T in the amount of \$300 with funding provided by the FY18 Accommodation Excise Tax Fund. (J. Catron) [REPORT](#) FC Vote: 3-0**

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

I move to add item #14.1 - Consider recommending that the Board of Commissioners approve the payment to Bates, Carter and Co., LLC for professional services rendered concerning the case involving missing funds in the Clerk of Superior Court's office in the amount of \$4,200 in FY18 with funding to be provided by the County Manager's contingency.

**Recommend the Board of Commissioners approve the payment to Bates, Carter and Co., LLC for professional services rendered concerning the case involving missing funds in the Clerk of Superior Court's office in the amount of \$4,200 in FY18 with funding to be provided by the County Manager's contingency. (T. Miller) [REPORT](#) FC Vote: 3-0**

1. Consider approval of the July 10, 2018 Finance Committee Minutes.

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

**Approved the July 10, 2018 Finance Committee Minutes. (T. Munson) [REPORT](#) FC Vote: 3-0**

2. Consider recommending the Board of Commissioners accept the settlement offer for unit 1941, a Ford Ranger assigned to Community Development in the amount of \$2,743.84.

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

**Recommend the Board of Commissioners accept the settlement offer for unit 1941, a Ford Ranger assigned to Community Development in the amount of \$2,743.84. (O. Reed) [REPORT](#) FC Vote: 3-0**

3. *Consider recommending the Board of Commissioners authorize the Chairman to sign various financial reports for Fiscal Year 2019.*

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

**Recommend the Board of Commissioners authorize the Chairman to sign various financial reports for Fiscal Year 2019. (T. Munson) [REPORT](#) FC Vote: 3-0**

4. *Consider recommending the Board of Commissioners approve the hiring of a full time Accountant III position for the finance department to facilitate the implantation of the new ERP system, with funding to come from the capital projects fund, ERP project.*

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

**Recommend the Board of Commissioners approve the hiring of a full time Accountant III position for the finance department to facilitate the implantation of the new ERP system, with funding to come from the capital projects fund, ERP project. (T. Munson) [REPORT](#) FC Vote: 3-0**

#### **Tax Commissioner Items**

5. *Consider recommending the Board of Commissioners **approve or deny** a request from Ms. Elizabeth Sepulveda of Omega Air, Inc. that penalties and interest paid for 2016 and 2017 Property Taxes on Parcel #03-22174 in the amount of \$6,445.90 be refunded.*

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

**Recommend the Board of Commissioners *approve* a request from Ms. Elizabeth Sepulveda of Omega Air, Inc. that penalties and interest paid for 2016 and 2017 Property Taxes on Parcel #03-22174 in the amount of \$6,445.90 be refunded. (J. Chapman) [REPORT](#) FC Vote: 3-0**

6. *Consider recommending the Board of Commissioners **approve or deny** a request from Mrs. Kay Reibolt of SSREI LLC that penalties and interest paid for 2014, 2015, 2016, and 2017 Property Taxes on Parcel #04-13068 in the amount of \$3,534.39 be refunded.*

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

**Recommend the Board of Commissioners *deny* a request from Mrs. Kay Reibolt of SSREI LLC that penalties and interest paid for 2014, 2015, 2016, and 2017 Property Taxes on Parcel #04-13068 in the amount of \$3,534.39 be refunded. (J. Chapman) [REPORT](#) FC Vote: 3-0**

**Contracts/Bids**

7. Consider recommending the Board of Commissioners approve the issuance of a Purchase Order, utilizing GA State Contract, to Akins Ford Dodge Jeep Chrysler of Winder, GA in the amount of \$302,701.75 for the purchase of thirteen (13) Dodge Charger Pursuit Vehicles with funding to be provided by the FY19 Capital Projects Fund Budget.

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

**Recommend the Board of Commissioners approve the issuance of a Purchase Order, utilizing GA State Contract, to Akins Ford Dodge Jeep Chrysler of Winder, GA in the amount of \$302,701.75 for the purchase of thirteen (13) Dodge Charger Pursuit Vehicles with funding to be provided by the FY19 Capital Projects Fund Budget. (J. Powell) [REPORT](#) FC Vote: 3-0**

8. Consider recommending the Board of Commissioners approve the "Eighth Amendment to Contract for Service by and between Glynn County, Georgia and Spillman Technologies, Inc." for the purchase of the Community Connect module in the amount of \$26,478 with funding to be provided by the FY19 Capital Projects Fund Budget.

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

**Recommend the Board of Commissioners approve the "Eighth Amendment to Contract for Service by and between Glynn County, Georgia and Spillman Technologies, Inc." for the purchase of the Community Connect module in the amount of \$26,478 with funding to be provided by the FY19 Capital Projects Fund Budget. (J. Catron) [REPORT](#) FC Vote: 3-0**

9. Consider recommending the Board of Commissioners accept the terms of the agreement and authorize issuance of a payment to AT&T in the amount of \$300 with funding provided by the FY18 Accommodation Excise Tax Fund. (J. Catron) [REPORT](#)

**PULLED – Voted on earlier in meeting**

10. Consider recommending the Board of Commissioners approve the attached Memorandum of Understanding with Social Opportunities & Active Recreation, Inc. (SOAR), issue payment for \$10,000 to Special Olympics of Georgia in support of the local Special Olympics Program for FY19 that ends 6/30/19.

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

**Recommend the Board of Commissioners approve the attached Memorandum of Understanding with Social Opportunities & Active Recreation, Inc. (SOAR), issue payment for \$10,000 to Special Olympics of Georgia in support of the local Special Olympics Program for FY19 that ends 6/30/19. (T. Miller and J. Christian) [REPORT](#) FC Vote: 3-0**

11. Consider recommending the Board of Commissioners award a professional services contract to EMC Engineering for the Preliminary Engineering of the Harry Driggers Boulevard Pedestrian Path, Phase II project with funding from SPLOST 5- Sidewalks and Bike Paths in the amount not to exceed \$196,900 (\$179,000 + \$17,900) - (10% project contingency.)

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

**Recommend the Board of Commissioners award a professional services contract to EMC Engineering for the Preliminary Engineering of the Harry Driggers Boulevard Pedestrian Path, Phase II project with funding from SPLOST 5-Sidewalks and Bike Paths in the amount not to exceed \$196,900 (\$179,000 + \$17,900) - (10% project contingency.) (P. Thompson) [REPORT](#) FC Vote: 3-0**

12. *Consider recommending the Board of Commissioners approve change order #7 in the amount of \$187,015.55 to the East Coast Construction Contract for the Canal Road Crossing Project with funding to be provided by the funds previously committed.*

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

**Recommend the Board of Commissioners approve change order #7 in the amount of \$187,015.55 to the East Coast Construction Contract for the Canal Road Crossing Project with funding to be provided by the funds previously committed. (P. Thompson) [REPORT](#) FC Vote: 3-0**

13. *Consider recommending the Board of Commissioners approve the resolution for commitment of \$55,890 as the local 20% match for the submission of a grant application for the 2045 BATS Metropolitan Transportation Plan Update with funding to be provided by the Capital Projects Fund fund balance.*

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

**Recommend the Board of Commissioners approve the resolution for commitment of \$55,890 as the local 20% match for the submission of a grant application for the 2045 BATS Metropolitan Transportation Plan Update with funding to be provided by the Capital Projects Fund fund balance. (P. Thompson) [REPORT](#) FC Vote: 3-0**

14. *Consider recommending the Board of Commissioners authorize the execution of the FY19 Metropolitan Transportation Services Contract between the Georgia Department of Transportation and Glynn County for funding in the amount of \$117,769.83 with funding to be provided by the FY19 Community Development approved budget, subject to the County Attorney approving the contract.*

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

**Recommend the Board of Commissioners authorize the execution of the FY19 Metropolitan Transportation Services Contract between the Georgia Department of Transportation and Glynn County for funding in the amount of \$117,769.83 with funding to be provided by the FY19 Community Development approved budget. (P. Thompson) [REPORT](#) FC Vote: 3-0**

### **Other Items**

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

- a) **Item #2-8 and 10-14.1 will be placed on the August 2, 2018 Board of Commissioners' Consent Agenda.**
- b) **Items #1 and #9 will not be forwarded to the Board of Commissioners' Agenda.**