



A Golden Past.
A Shining Future.

Finance Committee Meeting Minutes

Glynn County Board of Commissioners

2:00 PM, Tuesday, October 27, 2020

VIRTUAL TELECONFERENCE MEETING VIA MICROSOFT TEAMS SIMULTANEOUS PUBLIC

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please call the Board of Commissioners Office at 554-7400.*

Present:

Committee Members: A. Booker, B. Brunson, and D. O'Quinn

Elected Officials/Staff: D. Austin, D. Bragdon, K. Downs, J. Dunnagan, A. Eaton, M. Kent, J. Hagen, M. Hardin, R. Jordan, C. Kinstle, G. Mullis, T. Munson, R. Oliver, A. Ours, R. Talbert, C. Toler, L. Wicker-Johnson, J. Wiggins, W. Worley, and T. York

Others: N/A

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

1. Consider accepting the agenda as is (or to add items / defer items if needed).

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Accepted the agenda as is. (J. Dunnagan) FC Vote: 3-0

2. Consider approving the September 22, 2020 Finance Committee Minutes.

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Approved the September 22, 2020 Finance Committee Minutes. (J. Dunnagan) [REPORT](#) FC Vote: 3-0

3. Consider cancelling the regular scheduled Finance Committee Meeting on December 29, 2020 and hold a special called Finance Committee Meeting on December 8, 2020 at 2:00pm.

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Cancelled the regular scheduled Finance Committee Meeting on December 29, 2020 and approved to hold a special called Finance Committee Meeting on December 8, 2020 at 2:00pm. (J. Dunnagan) FC Vote: 3-0

Public Safety Items

4. Consider recommending the Board of Commissioners approve the issuance of two Purchase Orders, through GA State Contracts, to Allan Vigil Ford-Lincoln in the amount of \$57,338 for the purchase of two (2) Ford F-150's and to Akins Ford Dodge Jeep Chrysler in the amount of \$56,766 for the purchase of two (2) Dodge Durango's with funding to be provided by the FY21 Police Fund.

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners approve the issuance of two Purchase Orders, through GA State Contracts, to Allan Vigil Ford-Lincoln in the amount of \$57,338 for the purchase of two (2) Ford F-150's and to Akins Ford Dodge Jeep Chrysler in the amount of \$56,766 for the purchase of two (2) Dodge Durango's with funding to be provided by the FY21 Police Fund. (J. Wiggins) [REPORT](#) FC Vote: 3-0

5. *Consider recommending the Board of Commissioners approve the agreement with West Publishing Corporation for CLEAR PRO Service for one year at a cost of \$317.10 per month with funding to be provided by the FY21 Police Fund.*

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Recommend the Board of Commissioners approve the agreement with West Publishing Corporation for CLEAR PRO Service for one year at a cost of \$317.10 per month with funding to be provided by the FY21 Police Fund. (J. Wiggins) [REPORT](#) FC Vote: 3-0

6. *Consider recommending the Board of Commissioners declare Police Service Dogs Canto and Argus as surplus and authorize their retirement from service and authorize the adoption of Canto by Sgt. Lori Austin and Argus by Mr. Jacob Weaver with the requirement that the new owners take possession within ten days of approval and have the dogs neutered within 60 days of adoption.*

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Recommend the Board of Commissioners declare Police Service Dogs Canto and Argus as surplus and authorize their retirement from service and authorize the adoption of Canto by Sgt. Lori Austin and Argus by Mr. Jacob Weaver with the requirement that the new owners take possession within ten days of approval and have the dogs neutered within 60 days of adoption. (J. Wiggins) [REPORT](#) FC Vote: 3-0

7. *Consider recommending the Board of Commissioners approve the issuance of a Purchase Order to STRYKER Medical, in the amount of \$53,472.45 for the purchase of (1) Power Pro XT Cot, and (1) LifePak-15 monitor/defibrillator with accessories with the funding to be provided by the FY21 Emergency Medical Services Fund.*

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners approve the issuance of a Purchase Order to STRYKER Medical, in the amount of \$53,472.45 for the purchase of (1) Power Pro XT Cot, and (1) LifePak-15 monitor/defibrillator with accessories with the funding to be provided by the FY21 Emergency Medical Services Fund. (R. Jordan) [REPORT](#) FC Vote: 3-0

8. *Consider recommending the Board of Commissioners approve the issuance of a Purchase Order to Rescue Systems Unlimited, of Tallahassee, FL in the amount of \$39,841 to purchase two sets of extrication equipment, with the funding to be provided by the FY21 Fire Fund Budget (2703500.542500) and the Fire Fund Balance.*

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Recommend the Board of Commissioners approve the issuance of a Purchase Order to Rescue Systems Unlimited, of Tallahassee, FL in the amount of \$39,841 to purchase two sets of extrication equipment, with the funding to be provided by the FY21 Fire Fund Budget (2703500.542500) and the Fire Fund Balance. (R. Jordan) [REPORT](#) FC Vote: 3-0

Property Appraisal Item

9. *Consider recommending the Board of Commissioners approve the Real and Personal Property corrections and exemptions as recommended by the Board of Assessors and the Chief Appraiser at their Thursday, October 8, 2020 meeting, with clarification that this does not approve a tax refund.*

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners approve the Real and Personal Property corrections and exemptions as recommended by the Board of Assessors and the Chief Appraiser at their Thursday, October 8, 2020 meeting, with clarification that this does not approve a tax refund. (R. Glisson) [REPORT](#) FC Vote: 3-0

Budget / Grants

10. *Consider recommending the Board of Commissioners approve the FY20 Homeland Security Grant Program and increase the Police Department's FY21 revenue & expenditure budgets in the amount of \$10,000 each, subject to the approval of the County Attorney.*

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Recommend the Board of Commissioners approve the FY20 Homeland Security Grant Program and increase the Police Department's FY21 revenue & expenditure budgets in the amount of \$10,000 each, subject to the approval of the County Attorney. (J. Dunnagan) [REPORT](#) FC Vote: 3-0

11. *Consider recommending the Board of Commissioners accept the 2020 Victims of Crime Act (VOCA) grant.*

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Recommend the Board of Commissioners accept the 2020 Victims of Crime Act (VOCA) grant. (J. Dunnagan) [REPORT](#) FC Vote: 3-0

12. *Consider recommending the Board of Commissioners approve the Glynn County 2021 LMIG suggested list of roads and bridges as the Georgia Department of Transportation 2021 LMIG project with funding from SPLOST 2016, FY21 Capital Budget and the GDOT 2021 LMIG funding, as we as authorize the Glynn County Commission Chairperson to sign the 2021 LMIG application on behalf of Glynn County and to go out to bid for the proposed work once the application has been approved by GDOT.*

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners approve the Glynn County 2021 LMIG suggested list of roads and bridges as the Georgia Department of Transportation 2021 LMIG project with funding from SPLOST 2016, FY21 Capital Budget and the GDOT 2021 LMIG funding, as we as authorize the Glynn County Commission Chairperson to sign the 2021

LMIG application on behalf of Glynn County and to go out to bid for the proposed work once the application has been approved by GDOT. (D. Austin) [REPORT](#) FC Vote: 3-0

13. *Consider recommending the Board of Commissioners accept the FY21 Lib Tech Funding Grant and authorize a revenue and expenditure budget increase in the amount of \$6,374 for the Marshes of Glynn Libraries with the funding to be provided by the Georgia Public Library Service.*

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners accept the FY21 Lib Tech Funding Grant and authorize a revenue and expenditure budget increase in the amount of \$6,374 for the Marshes of Glynn Libraries with the funding to be provided by the Georgia Public Library Service. (G. Mullis) [REPORT](#) FC Vote: 3-0

14. *Consider recommending the Board of Commissioners amend the FY21 budget to include the attached list of prior year budgeted items that were not completed in FY20.*

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners amend the FY21 budget to include the attached list of prior year budgeted items that were not completed in FY20. (J. Dunnagan) [REPORT](#) FC Vote: 3-0

15. *Consider recommending the Board of Commissioners declare the unusable items listed on the attached page as surplus and approve disposing of these items in a manner that is in the best interest of the County.*

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners declare the unusable items listed on the attached page as surplus and approve disposing of these items in a manner that is in the best interest of the County. (J. Dunnagan) [REPORT](#) FC Vote: 3-0

Contracts/Procurement

16. *Consider recommending the Board of Commissioners approve the personnel contracts with the University System of Georgia's (UGA) Cooperative Extension Office to extend the contracts of one County Ag Agent, one County Extension Associate, and one Cooperative Extension Coordinator through June 30, 2021 with funding in the amount of \$96,230 to be provided by the-FY20 FY21 GA Extension Operating Budget.*

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners approve the personnel contracts with the University System of Georgia's (UGA) Cooperative Extension Office to extend the contracts of one County Ag Agent, one County Extension Associate, and one Cooperative Extension Coordinator through June 30, 2021 with funding in the amount of \$96,230 to be provided by the FY21 GA Extension Operating Budget. (A. Ours) [REPORT](#) FC Vote: 3-0

17. *Consider recommending the Board of Commissioners exercise the 4th year option with Ameris Bank for the County's banking services at no cost to Glynn County.*

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Recommend the Board of Commissioners exercise the 4th year option with Ameris Bank for the County's banking services at no cost to Glynn County. (J. Dunnagan) [REPORT](#) FC Vote: 3-0

18. *Consider recommending the Board of Commissioners approve the purchase of a small SUV utilizing a Georgia State Contract and amend the FY21 Drug Court Fund by increasing revenues and expenditures of up to \$35,000 to cover the cost of the vehicle.*

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners approve the purchase of a small SUV utilizing a Georgia State Contract and amend the FY21 Drug Court Fund by increasing revenues and expenditures of up to \$35,000 to cover the cost of the vehicle. (Judge S. Kelley) [REPORT](#) FC Vote: 3-0

19. *Consider recommending the Board of Commissioners award the bid for the ADA Compliance of the Golden Isle Center to the lowest responsive and responsible bidder, M.D. McDonald Construction, Co., in the amount of \$239,768 with funding to be provided by FY21 Capital Projects Fund Budget.*

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Recommend the Board of Commissioners award the bid for the ADA Compliance of the Golden Isle Center to the lowest responsive and responsible bidder, M.D. McDonald Construction, Co., in the amount of \$239,768 with funding to be provided by FY21 Capital Projects Fund Budget. (D. Austin) [REPORT](#) FC Vote: 3-0

20. *Consider recommending the Board of Commissioners approve to bid the repairs required for the Saint Simons Island Fishing Pier and direct Public Works to generate a construction solicitation package for the emergency repairs needed for the fender system as well as the structural repairs identified by EMC Engineering in their October 2020 plans.*

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Recommend the Board of Commissioners approve to bid the repairs required for the Saint Simons Island Fishing Pier and direct Public Works to generate a construction solicitation package for the emergency repairs needed for the fender system as well as the structural repairs identified by EMC Engineering in their October 2020 plans. (D. Austin) [REPORT](#) FC Vote: 3-0

21. *Consider recommending the Board of Commissioners award the base year contract for county wide facilities pest control service to Knox Pest Control Co. from Brunswick, GA in the amount of \$5,400 with funding to be provided by Public Works Department, Facilities Division operating budget.*

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners award the base year contract for county wide facilities pest control service to Knox Pest Control Co. from Brunswick, GA in the amount of \$5,400 with funding to be provided by Public Works Department, Facilities Division operating budget. (D. Austin) [REPORT](#) FC Vote: 3-0

22. Consider recommending the Board of Commissioners approve the issuance of a purchase order for the CAT 308E2 Excavator undercarriage repairs to Yancy Caterpillar of Brunswick, GA in the amount of \$29,944.49 with funding to be provided by the FY21 Public Works - Fleet Division Operating Budget.

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Recommend the Board of Commissioners approve the issuance of a purchase order for the CAT 308E2 Excavator undercarriage repairs to Yancy Caterpillar of Brunswick, GA in the amount of \$29,944.49 with funding to be provided by the FY21 Public Works - Fleet Division Operating Budget. (D. Austin) [REPORT](#) FC Vote: 3-0

23. Consider recommending the Board of Commissioners agree to accept the renewal of the Tower and Ground Lease Agreement with New Cingular Wireless PCS, for space on the Brookman Tower. The renewal is five years beginning November1, 2020 to October 31, 2025.

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners agree to accept the renewal of the Tower and Ground Lease Agreement with New Cingular Wireless PCS, for space on the Brookman Tower. The renewal is five years beginning November1, 2020 to October 31, 2025. (D. Bragdon) [REPORT](#) FC Vote: 3-0

24. Consider recommending the Board of Commissioners approve a purchase order for one (1) 2021 F-250 in the amount of \$26,322 with and additional \$1,500 to purchase a light bar with all funding provided by the FY21 Capital Projects Fund.

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners approve a purchase order for one (1) 2021 F-250 in the amount of \$26,322 with and additional \$1,500 to purchase a light bar with all funding provided by the FY21 Capital Projects Fund. (K. Downs) [REPORT](#) FC Vote: 3-0

25. Consider recommending the Board of Commissioners approve the contract extension with Goodwyn, Mills, and Cawood, Brunswick, GA, through March 31, 2021, to carry out the Shoreline Protection Implementation Plan of the Coastal Incentive Grant.

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Recommend the Board of Commissioners approve the contract extension with Goodwyn, Mills, and Cawood, Brunswick, GA, through March 31, 2021, to carry out the Shoreline Protection Implementation Plan of the Coastal Incentive Grant. (K. Downs) [REPORT](#) FC Vote: 3-0

26. Consider recommending the Board of Commissioners award a permanent contract for veterinary services and DEA licensing to Shanna M. Knight DVM, LLC Vet Services.

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Recommend the Board of Commissioners award a permanent contract for veterinary services and DEA licensing to Shanna M. Knight DVM, LLC Vet Services – (K. Downs) [REPORT](#) FC Vote: 3-0

27. Consider recommending the Board of Commissioner exercise the second option year with Early Alert for comprehensive disaster support services.

The following motion made by Commissioner Brunson and seconded by Commissioner O’Quinn passed unanimously.

Recommend the Board of Commissioner exercise the second option year with Early Alert for comprehensive disaster support services. (A. Eaton) [REPORT](#) FC Vote: 3-0

Other Items

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

Items #4-27 will be placed on the November 5, 2020 Board of Commissioners’ Consent Agenda.

Items #1-3 and #28 will not be forwarded to the Board of Commissioners Agenda.