



*A Golden Past.
A Shining Future.*

Finance Committee Meeting Minutes

Glynn County Board of Commissioners

2:00 PM, Tuesday, April 27, 2021

Present:

Committee Members: C. Fendig, D. O'Quinn, and W. Rafolski

Elected Officials/Staff: D. Austin, D. Bragdon, L. Bunkley, K. Downs, J. Dunnagan, R. Evans, L. Gurganus, J. Hagen, T. Hill, M. Kent, G. Mullis, T. Munson, T. Vincent, Y. Ward, and W. Worley

Others: The Brunswick News – Gordon Jackson; Marty Crabtree, and Ted Nelson

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). (J. Dunnagan)

The following motion made by Commissioner Fendig and seconded by Commissioner Rafolski passed unanimously.

Accepted the agenda as is (or to add items / defer items if needed). (J. Dunnagan) FC Vote: 3-0

2. Consider approving the March 23, 2021 Finance Committee Minutes.

The following motion made by Commissioner Fendig and seconded by Commissioner Rafolski passed unanimously.

Approved the March 23, 2021 Finance Committee Minutes. (J. Dunnagan) [REPORT](#) FC Vote: 3-0

3. Consider recommending the Board of Commissioners approve the agreement with Tyler Technologies for ten additional eCitation units, pending approval by the County Attorney, and approve the issuance of a Purchase Order in the amount of \$36,756 with funding to be provided by the FY21 Police Fund.

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Recommend the Board of Commissioners approve the agreement with Tyler Technologies for ten additional eCitation units, pending approval by the County Attorney, and approve the issuance of a Purchase Order in the amount of \$36,756 with funding to be provided by the FY21 Police Fund. (R. Evans) [REPORT](#) FC Vote: 3-0

4. Consider recommending the Board of Commissioners accept donations from The Brunswick Paternal Order of Elks-Ladies Auxiliary and Mr. Edward Weiss and increase the Police Department's FY21 revenue and expenditures budget by \$2,661.

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Recommend the Board of Commissioners accept donations from The Brunswick Paternal Order of Elks-Ladies Auxiliary and Mr. Edward Weiss and increase the Police Department's FY21 revenue and expenditures budget by \$2,661. (R. Evans) [REPORT](#) FC Vote: 3-0

5. *Consider recommending the Board of Commissioners **approve or deny** a request from Mr. Ted Nelson that penalties and interest paid on Parcel #03-20986 for tax years 2018 and 2019 in the amount of \$7,137.77 be refunded.*

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

Recommend the Board of Commissioners *deny* a request from Mr. Ted Nelson that penalties and interest paid on Parcel #03-20986 for tax years 2018 and 2019 in the amount of \$7,137.77 be refunded. (J. Chapman) [REPORT](#) FC Vote: 2-1-0

6. *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 last meeting, Thursday, April 8, 2021 with clarification that this does not approve a tax refund. (R. Glisson) [REPORT](#)*

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig 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 last meeting, Thursday, April 8, 2021 with clarification that this does not approve a tax refund. (R. Glisson) [REPORT](#) FC Vote: 3-0

7. *Consider recommending the Board of Commissioners that it authorize payment of the excess tax proceeds from the tax sale of parcel number 03-06561 in the amount of Eight Thousand Eight Hundred Seventeen and 86/100 dollars (\$8,817.86) to the United States Treasury.*

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Recommend the Board of Commissioners authorize payment of the excess tax proceeds from the tax sale of parcel number 03-06561 in the amount of Eight Thousand Eight Hundred Seventeen and 86/100 dollars (\$8,817.86) to the United States Treasury. (J. Wilbanks) [REPORT](#) FC Vote: 3-0

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

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig 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 the best interest of the County. (J. Dunnagan) [REPORT](#) FC Vote: 3-0

9. *Consider recommending the Board of Commissioners amend the FY21 Library Operating Budget revenues and expenditures in the amount of \$6,543 with the funding provided by the Georgia Public Library Service.*

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Recommend the Board of Commissioners amend the FY21 Library Operating Budget revenues and expenditures in the amount of \$6,543 with the funding provided by the Georgia Public Library Service. (G. Mullis) [REPORT](#) FC Vote: 3-0

10. *Consider recommending the Board of Commissioners accept the 2021 Collective Impact Grant and authorize a revenue and expenditure increase in the amount of \$25,000 for the Marshes of Glynn Libraries with the funding to be provided by the Sandra Dunagan Deal Center for Early Language and Literacy at Georgia College.*

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Recommend the Board of Commissioners accept the 2021 Collective Impact Grant and authorize a revenue and expenditure increase in the amount of \$25,000 for the Marshes of Glynn Libraries with the funding to be provided by the Sandra Dunagan Deal Center for Early Language and Literacy at Georgia College. (G. Mullis) [REPORT](#) FC Vote: 3-0

11. *Consider recommending the Board of Commissioners approve entering into instructor agreements with Bluewater Diving, Inc., Jeanne Dismer, Jane Drake, Allan Rosing, Bridget Probst, SSI Tennis Academy, Alex Binkney, Judie Wallace, and Robert Brown to instruct recreational programs for youth and adults with funds from the FY21 and FY22 Recreation and Parks Department Budgets.*

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Recommend the Board of Commissioners approve entering into instructor agreements with Bluewater Diving, Inc., Jeanne Dismer, Jane Drake, Allan Rosing, Bridget Probst, SSI Tennis Academy, Alex Binkney, Judie Wallace, and Robert Brown to instruct recreational programs for youth and adults with funds from the FY21 and FY22 Recreation and Parks Department Budgets. (L. Gurganus) [REPORT](#) FC Vote: 3-0

12. *Consider recommending the Board of Commissioners approve and execute the FY22 contract with the Coastal Georgia Community Action Authority, Inc. in the amount of \$22,500 with funding to be provided by the FY22 Budget.*

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Recommend the Board of Commissioners approve and execute the FY22 contract with the Coastal Georgia Community Action Authority, Inc. in the amount of \$22,500 with funding to be provided by the FY22 Budget. (J. Dunnagan) [REPORT](#) FC Vote: 3-0

13. *Consider recommending the Board of Commissioners approve and execute the addendum with Coastal Regional Commission for FY22 appropriation in the amount of \$36,000 and dues in the amount of \$83,516.*

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Recommend the Board of Commissioners approve and execute the addendum with Coastal Regional Commission for FY22 appropriation in the amount of \$36,000 and dues in the amount of \$83,516. (J. Dunnagan) [REPORT](#) FC Vote: 3-0

14. *Consider recommending the Board of Commissioners approve the attached Memorandum of Understanding with Social Opportunities & Active Recreation, Inc. (SOAR), and issue payment for \$10,000 to Special Olympics of Georgia in support of the local Special Olympics Program for FY22 which will begin on 07/01/2021 with funding to be provided by the FY22 General Fund Operating Budget.*

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Recommend the Board of Commissioners approve the attached Memorandum of Understanding with Social Opportunities & Active Recreation, Inc. (SOAR), and issue payment for \$10,000 to Special Olympics of Georgia in support of the local Special Olympics Program for FY22 which will begin on 07/01/2021 with funding to be provided by the FY22 General Fund Operating Budget. (J. Dunnagan) [REPORT](#) FC Vote: 3-0

15. *Consider recommending the Board of Commissioners approve the Memorandum of Understanding (MOU) with the JWSC for the reimbursement of work to be performed on the Public Safety Lift Station by Southern Civil, LLC, the lowest responsive bidder, in an amount not to exceed \$498,499, with funding in the amount of \$350,000 from FY 21 for the Capital Funds and \$148,499 from the FY21 Capital Fund fund balance.*

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Recommend the Board of Commissioners approve the Memorandum of Understanding (MOU) with the JWSC for the reimbursement of work to be performed on the Public Safety Lift Station by Southern Civil, LLC, the lowest responsive bidder, in an amount not to exceed \$498,499, with funding in the amount of \$350,000 from FY 21 for the Capital Funds and \$148,499 from the FY21 Capital Fund fund balance. (D. Austin) [REPORT](#) FC Vote: 3-0

16. *Consider recommending the Board of Commissioners approve a request for staff to finalize plans and solicit an IFB for construction of stormwater system to fix ponding in front of the Taylor House on Frederica Road.*

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Recommend the Board of Commissioners approve a request for staff to finalize plans and solicit an IFB for construction of stormwater system to fix ponding in front of the Taylor House on Frederica Road. (D. Austin) [REPORT](#) FC Vote: 3-0

17. *Consider recommending the Board of Commissioners approve an agreement with Kno2 for an annual subscription of \$1950 with funding to be provided by the FY21 Fire IT Operating Budget.*

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Recommend the Board of Commissioners approve an agreement with Kno2 for an annual subscription of \$1950 with funding to be provided by the FY21 Fire IT Operating Budget. (D Bragdon) [REPORT](#) FC Vote: 3-0

18. *Consider recommending the Board of Commissioners award the contract amendment for copier lease/maintenance services to Ashley's Business Solutions at an estimated cost not to exceed \$65,991.24 for FY22 with funding to be provided by the FY22 operating budgets of the departments utilizing the service.*

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Recommend the Board of Commissioners award the contract amendment for copier lease/maintenance services to Ashley's Business Solutions at an estimated cost not to exceed \$65,991.24 for FY22 with funding to be provided by the FY22 operating budgets of the departments utilizing the service. (J. Hagen) [REPORT](#) FC Vote: 3-0

19. Consider recommending the Board of Commissioners approve the Bissell Pet Foundation Empty the Shelter event agreement, which will bring in a grant award of \$100 for each dog adoption and \$50 for each cat adoption during the event in May 2021.

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Recommend the Board of Commissioners approve the Bissell Pet Foundation Empty the Shelter event agreement, which will bring in a grant award of \$100 for each dog adoption and \$50 for each cat adoption during the event in May 2021. (T. Hill) [REPORT](#) FC Vote: 3-0

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

Items # 3-19 will be placed on the Board of Commissioners' May 6, 2021 consent Agenda.

Items #1-2, #20 and #20.1 will not be forwarded to the Board of Commissioners Agenda.

20.1) The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Approved moving the Finance Committee Meetings from 2:00 pm to 3:00 pm for the remainder of calendar year 2021. FC Vote: 3-0