



*A Golden Past.  
A Shining Future.*

## Finance Committee Meeting Minutes

Glynn County Board of Commissioners

**3:00 PM, Tuesday, July 27, 2021**

### **Present:**

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

**Elected Officials/Staff:** *D. Austin, D. Bragdon, L. Bunkley, S. Cook, J. Dunnagan, L. Gurganus, T. Johnson, R. Jordan, M. Kent, C. Kinstle, V. McClinton, G. Mullis, T. Munson (virtually), C. Richardson, A. Sapp, D. Stewart, P. Thompson, Y. Ward, and W. Worley*

**Others:** *Dennis Gailey*

**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.

**Pull item #24 at staff's request. FC Vote: 3-0**

2. *Consider approving the June 29, 2021 Finance Committee Minutes.*

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

**Approved the June 29, 2021 Finance Committee Minutes. (J. Dunnagan) [REPORT](#) FC Vote: 3-0**

### **Public Safety Item**

3. *Consider recommending the Board of Commissioners approve the purchase of the Self-Contained Breathing Apparatus (SCBAs), necessary accessories, and training from a single-source vendor, Ten-8 Fire & Safety, LLC, utilizing the NPPGov Purchase Contract #PS20125 with funding to be provided by the FY22 Fire Fund Capital Budget in an amount not to exceed \$710,000.*

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

**Recommend the Board of Commissioners approve the purchase of the Self-Contained Breathing Apparatus (SCBAs), necessary accessories, and training from a single-source vendor, Ten-8 Fire & Safety, LLC, utilizing the NPPGov Purchase Contract #PS20125 with funding to be provided by the FY22 Fire Fund Capital Budget in an amount not to exceed \$710,000. (R. Jordan) [REPORT](#) FC Vote: 3-0**

4. *Consider recommending the Board of Commissioners approve the purchase of the Water Tanker Apparatus from a single-source vendor, Ten-8 Fire & Safety, LLC, utilizing the NPPGov Purchase Contract #PS20240 with funding to be provided by the FY22 Fire Fund Capital Budget in an amount not to exceed \$300,000.*

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

**Recommend the Board of Commissioners approve the purchase of the Water Tanker Apparatus from a single-source vendor, Ten-8 Fire & Safety, LLC, utilizing the NPPGov Purchase Contract #PS20240 with funding to be provided by the FY22 Fire Fund Capital Budget in an amount not to exceed \$300,000. (R. Jordan) [REPORT](#) FC Vote: 3-0**

5. *Consider recommending the Board of Commissioners approve the Support Agreement with Stryker® in the amount of \$55,575.20, with funding to be provided by the FY22 Emergency Rescue Operating Budget.*

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

**Recommend the Board of Commissioners approve the Support Agreement with Stryker® in the amount of \$55,575.20, with funding to be provided by the FY22 Emergency Rescue Operating Budget. (R. Jordan) [REPORT](#) FC Vote: 3-0**

6. *Consider recommending the Board of Commissioners approve the issuance of a Purchase Order, utilizing HGAC Buy Contract, to FRAZER LTD, Houston, TX, in the amount of \$238,174 for the purchase of (1) 2022 Frazer Ambulance and the issuance of a Purchase Order to STYKER Medical, Chicago, IL, in the amount of \$75,230.35 for the purchase of (1) Power Load floor system, (1) Power Pro Cot, and (1) LifePak-15 with the funding to be provided by the FY22 Emergency Medical Services Fund.*

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

**Recommend the Board of Commissioners approve the issuance of a Purchase Order, utilizing HGAC Buy Contract, to FRAZER LTD, Houston, TX, in the amount of \$238,174 for the purchase of (1) 2022 Frazer Ambulance and the issuance of a Purchase Order to STYKER Medical, Chicago, IL, in the amount of \$75,230.35 for the purchase of (1) Power Load floor system, (1) Power Pro Cot, and (1) LifePak-15 with the funding to be provided by the FY22 Emergency Medical Services Fund. (R. Jordan) [REPORT](#) FC Vote: 3-0**

7. *Consider recommending the Board of Commissioners approve the issuance of a Purchase Order utilizing Single Source Vendor to STRYKER Medical, Chicago, IL, in the amount of \$101,532.64 for the purchase of (3) Lucas CPR machines, (1) Power Pro Cot, and (1) LifePak-15 monitor/defibrillator with accessories with the funding to be provided by the FY22 Emergency Medical Services Fund.*

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

**Recommend the Board of Commissioners approve the issuance of a Purchase Order utilizing Single Source Vendor to STRYKER Medical, Chicago, IL, in the amount of \$101,532.64 for the purchase of (3) Lucas CPR machines, (1) Power Pro Cot, and (1) LifePak-15 monitor/defibrillator with accessories with the funding to be provided by the FY22 Emergency Medical Services Fund. (R. Jordan) [REPORT](#) FC Vote: 3-0**

8. *Consider recommending the Board of Commissioners approve the 1-year contract between the Joint Public Safety Communications Department and the Jekyll Island Authority that GB-911 provide dispatch services to Jekyll Island Fire & EMS.*

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

**Recommend the Board of Commissioners approve the 1-year contract between the Joint Public Safety Communications Department and the Jekyll Island Authority that GB-911 provide dispatch services to Jekyll Island Fire & EMS. (C. Richardson) [REPORT](#) FC Vote: 3-0**

**Property Appraisal**

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 last meeting, Thursday, July 8, 2021 with clarification that this does not approve a tax refund.*

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, July 8, 2021 with clarification that this does not approve a tax refund. (R. Glisson) [REPORT](#) FC Vote: 3-0**

**Tax Commissioner Item**

10. *Consider recommending the Board of Commissioners **approve or deny** a request from Claire Carruth that penalties and interest paid on Parcel #03-16518 for tax year 2020 in the amount of \$2,188.74 be refunded.*

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

**Recommend the Board of Commissioners deny a request from Claire Carruth that penalties and interest paid on Parcel #03-16518 for tax year 2020 in the amount of \$2,188.74 be refunded. (J. Chapman) [REPORT](#) FC Vote: 3-0**

**Other**

11. *Consider recommending the Board of Commissioners approve the sale of 5,416 square feet of a strip of upland adjoining Lot 8, Compass Point Subdivision, to Moy 1, LLC, and Richard Thompson for \$8,000 total. Said approval being contingent upon Moy 1, LLC, Richard Thompson, and Glynn County re-subdividing the property to incorporate the parcel into their existing lots.*

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

**Recommend the Board of Commissioners approve the sale of 5,416 square feet of a strip of upland adjoining Lot 8, Compass Point Subdivision, to Moy 1, LLC, and Richard Thompson for \$8,000 total. Said approval being contingent upon Moy 1, LLC, Richard Thompson, and Glynn County re-subdividing the property to incorporate the parcel into their existing lots. (W. Worley) [REPORT](#) FC Vote: 3-0**

12. *Consider recommending the Board of Commissioners allow the Golden Isles Kingfish Tournament the use of Gascoigne Bluff Park on August 13 and 14, 2021 at no cost for their 2021 Golden Isles Kingfish Tournament as requested, contingent upon Police Department approval of a Public Conduct Permit.*

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

**Recommend the Board of Commissioners allow the Golden Isles Kingfish Tournament the use of Gascoigne Bluff Park on August 13 and 14, 2021 at no cost for their 2021 Golden Isles Kingfish Tournament as requested, contingent upon Police Department approval of a Public Conduct Permit. (L. Gurganus) [REPORT](#) FC Vote: 3-0**

13. *Consider recommending the Board of Commissioners approve a waiver of late fees and penalties for June 2021 Accommodation Excise Tax payments received between July 21 - July 31, 2021.*

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

**Recommend the Board of Commissioners approve a waiver of late fees and penalties for June 2021 Accommodation Excise Tax payments received between July 21 - July 31, 2021. (J. Dunnagan) [REPORT](#) FC Vote: 3-0**

### **Budget/Grants**

14. *Consider recommending the Board of Commissioners accept donation from the Communities of Coastal Georgia Foundation made to Animal Control and increase the revenues (Contributions 1003910-371000) and expenditures (Animal Food and Supplies 1003910-531715) in the FY22 Animal Control budget by \$2,219.50.*

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

**Recommend the Board of Commissioners accept donation from the Communities of Coastal Georgia Foundation made to Animal Control and increase the revenues (Contributions 1003910-371000) and expenditures (Animal Food and Supplies 1003910-531715) in the FY22 Animal Control budget by \$2,219.50. (T. Hill) [REPORT](#) FC Vote: 3-0**

15. *Consider recommending the Board of Commissioners amend the FY22 Library Operating Budget revenues and expenditures in the amount of \$17,587 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 FY22 Library Operating Budget revenues and expenditures in the amount of \$17,587 with the funding provided by the Georgia Public Library Service. (G. Mullis) [REPORT](#) FC Vote: 3-0**

16. *Consider recommending the Board of Commissioners accept the Georgia Department of Transportation, Brunswick Area Transportation Study Grant in the amount of \$120,856.24.*

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

**Recommend the Board of Commissioners accept the Georgia Department of Transportation, Brunswick Area Transportation Study Grant in the amount of \$120,856.24 pending the County Attorney's approval. (P. Thompson) [REPORT](#) FC Vote: 3-0**

17. *Consider recommending the Board of Commissioners accept and execute the BATS FY 2022 Contract for MLK-Altama Bicycle Corridor Study PI 0018098-PLN.*

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

**Recommend the Board of Commissioners accept and execute the BATS FY 2022 Contract for MLK-Altama Bicycle Corridor Study PI 0018098-PLN. (P. Thompson) [REPORT](#) FC Vote: 3-0**

**Contracts/Procurement**

18. *Consider recommending the Board of Commissioners approve and authorize the Chairman to sign the Memorandum of Understanding with the University of Georgia for the County Extension Agents.*

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

**Recommend the Board of Commissioners approve and authorize the Chairman to sign the Memorandum of Understanding with the University of Georgia for the County Extension Agents. (J. Dunnagan) [REPORT](#) FC Vote: 3-0**

19. *Consider recommending the Board of Commissioners approve and authorize the Chairman to sign the agreement with the University of Georgia for the County Extension ANR Agent shared interim position at an annual cost of \$7,014 with funding to be provided by the approved FY22 GA Extension Operating Budget.*

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

**Recommend the Board of Commissioners approve and authorize the Chairman to sign the agreement with the University of Georgia for the County Extension ANR Agent shared interim position at an annual cost of \$7,014 with funding to be provided by the approved FY22 GA Extension Operating Budget. (J. Dunnagan) [REPORT](#) FC Vote: 3-0**

20. *Consider recommending the Board of Commissioners approve and execute the FY22 contract with the Department of Family and Children Services in the amount of \$52,500 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 and authorize the Chairman to sign the agreement with the University of Georgia for the County Extension ANR Agent shared interim position at an annual cost of \$7,014 with funding to be provided by the approved FY22 GA Extension Operating Budget. (J. Dunnagan) [REPORT](#) FC Vote: 3-0**

21. *Consider recommending the Board of Commissioners approve the Concession License Agreement with Davis Concessions for thirty-one percent (31%) of Gross Revenue for operations of designated mainland concessions facilities at Glynn County Recreation and Parks athletic events and activities from September 1, 2021 to August 31, 2022.*

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

**Recommend the Board of Commissioners approve the Concession License Agreement with Davis Concessions for thirty-one percent (31%) of Gross Revenue for operations of designated mainland concessions facilities at Glynn**

**County Recreation and Parks athletic events and activities from September 1, 2021 to August 31, 2022. (L. Gurganus)**  
**REPORT FC Vote: 3-0**

22. *Consider recommending the Board of Commissioners approve the 2nd amendment to the Civic Plus, LLC agreement to add (4) renewal terms of one year each to begin Oct 1<sup>st</sup>.*

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

**Recommend the Board of Commissioners approve the 2nd amendment to the Civic Plus, LLC agreement to add (4) renewal terms of one year each to begin Oct 1<sup>st</sup>. (D. Bragdon) REPORT FC Vote: 3-0**

23. *Consider recommending the Board of Commissioners authorize staff to implement a new firewall and cyber security software and authorize the issuance of a purchase order utilizing State Contract NASPO AR3229 to DISYS Solutions Incorporated (DSI) in the amount of \$134,510 with funding to be provided by the FY22 Capital Projects Fund - Information Technology Hardware.*

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

**Recommend the Board of Commissioners authorize staff to implement a new firewall and cyber security software and authorize the issuance of a purchase order utilizing State Contract NASPO AR3229 to DISYS Solutions Incorporated (DSI) in the amount of \$134,510 with funding to be provided by the FY22 Capital Projects Fund - Information Technology Hardware. (D. Bragdon) REPORT FC Vote: 3-0**

24. *Consider recommending the Board of Commissioners approve the Priority Dispatch Pricing agreement for three years at a rate of \$14,080 annually with funding provided by the FY-22 911 IT Operating Budget, subject to the County Attorney's approval. (D. Bragdon) REPORT*  
**PULLED AT THE REQUEST OF STAFF**

25. *Consider recommending the Board of Commissioners awarding the contract for the Engineering Services Design and Permitting for Sterling Ditch Drainage Improvements project to GWES, LLC, with funding in the amount of \$33,400 bid from the SPLOST 2016-Drainage Projects (Golden Isles Parkway Extension Drainage Improvements).*

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

**Recommend the Board of Commissioners awarding the contract for the Engineering Services Design and Permitting for Sterling Ditch Drainage Improvements project to GWES, LLC, with funding in the amount of \$33,400 bid from the SPLOST 2016-Drainage Projects (Golden Isles Parkway Extension Drainage Improvements). (P. Thompson) REPORT FC Vote: 3-0**

26. *Consider recommending the Board of Commissioners approve the issuance of a purchase order for one (1) Excavator utilizing the Statewide Contract 99999-001-SPD0000177-0024, to Yancey Caterpillar in the amount of \$149,910 with funding to be provided by the FY22 Capital Projects Fund.*

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

**Recommend the Board of Commissioners approve the issuance of a purchase order for one (1) Excavator utilizing the Statewide Contract 99999-001-SPD0000177-0024, to Yancey Caterpillar in the amount of \$149,910 with funding to be provided by the FY22 Capital Projects Fund. (D. Austin) [REPORT](#) FC Vote: 3-0**

27. *Consider recommending the Board of Commissioners approve installation of a new traffic signal at the intersection of Scranton Connector, Altama and Stafford Avenue in an amount not to exceed \$200,000 with funding to be provided by the Capital fund allocation for Commission District #4.*

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

**Recommend the Board of Commissioners approve installation of a new traffic signal at the intersection of Scranton Connector, Altama and Stafford Avenue in an amount not to exceed \$200,000 with funding to be provided by the Capital fund allocation for Commission District #4. (D. Austin) [REPORT](#) FC Vote: 3-0**

28. *Consider recommending the Board of Commissioners award the contract for the SPLOST 2016 Pennick Road construction project to Riverstone Construction of Jacksonville, FL for Bid Alternate #1 in the amount of \$5,216,127 with \$2,332,660 to be provided by SPLOST 2016 project line, \$599,470 in Major Roads projects, \$130,777 left in SPLOST 4 Dirt Road Paving and \$2,153,220 to be provided by the SPLOST 2016 excess funds.*

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

**Recommend the Board of Commissioners award the contract for the SPLOST 2016 Pennick Road construction project to Riverstone Construction of Jacksonville, FL for Bid Alternate #1 in the amount of \$5,216,127 with \$2,332,660 to be provided by SPLOST 2016 project line, \$599,470 in Major Roads projects, \$130,777 left in SPLOST 4 Dirt Road Paving and \$2,153,220 to be provided by the SPLOST 2016 excess funds. (D. Austin) [REPORT](#) FC Vote: 3-0**

29. *Consider recommending the Board of Commissioners authorize the purchase of two Kubota RTVs in place of the F-150 approved in the FY22 budget and authorize issuance of a Purchase Order for one RTV-900 Diesel - \$13,500 and one RTV-520 Gas - \$10,200, for a total price of \$23,700 to Sapelo Equipment Company, of Brunswick, GA.*

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

**Recommend the Board of Commissioners authorize the purchase of two Kubota RTVs in place of the F-150 approved in the FY22 budget and authorize issuance of a Purchase Order for one RTV-900 Diesel - \$13,500 and one RTV-520 Gas - \$10,200, for a total price of \$23,700 to Sapelo Equipment Company, of Brunswick, GA. (D. Austin) [REPORT](#) FC Vote: 3-0**

30. *Consider recommending the Board of Commissioners*

a) *award the contract of the Solid Waste Collection and Recycle Services to the lowest responsible Bidder, Republic Services of Georgia d/b/a Southland Waste Systems, to provide residential trash and recycling collection effective January 1, 2022 with a base year cost of \$3,559,147.20. I also move to approve increasing the annual Solid Waste Special Assessment to \$185 per household, an increase of \$60 per year.*

**OR**

b) *award the contract of the Solid Waste Collection and Recycle Services to the lowest responsible Bidder, Republic Services of Georgia d/b/a Southland Waste Systems, to provide residential trash collection effective January 1, 2022 with a base year cost of \$2,961,144 and no change to the annual \$125 Solid Waste Special Assessment fee.*

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

Defer to the full Board of Commissioners for consideration to:

- a) award the contract of the Solid Waste Collection and Recycle Services to the lowest responsible Bidder, Republic Services of Georgia d/b/a Southland Waste Systems, to provide residential trash and recycling collection effective January 1, 2022 with a base year cost of \$3,559,147.20. I also move to approve increasing the annual Solid Waste Special Assessment to \$185 per household, an increase of \$60 per year.  
OR
- b) award the contract of the Solid Waste Collection and Recycle Services to the lowest responsible Bidder, Republic Services of Georgia d/b/a Southland Waste Systems, to provide residential trash collection effective January 1, 2022 with a base year cost of \$2,961,144 and no change to the annual \$125 Solid Waste Special Assessment fee. (D. Austin) [REPORT](#) FC Vote: 3-0

**Other Items**

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

**Items #3-23 and #25-29 will be placed on the Board of Commissioners' August 5, 2021 consent Agenda.**

**Item #30 will be placed on the Board of Commissioners' August 5, 2021 General Business Agenda.**

**Items #1-2, #24 and #31 will not be forwarded to the Board of Commissioners Agenda.**