



A Golden Past.
A Shining Future.

Finance Committee Meeting Minutes
Glynn County Board of Commissioners
W. Harold Pate Courthouse Annex, 2nd Floor Meeting Room 224
2:00 PM, Tuesday, May 24, 2022

Present:

Committee Members: A. Booker, W. Neal, and W. Rafolski

Elected Officials/Staff: P. Andrews, D. Austin, J. Battiste, B. Boone-Cove, D. Bragdon, I. Carter, J. Dunnagan, W. Fallon, L. Gurganus, J. Hagen, J. Lane, R. Lawhorne, A. Leanza, N. Mann, K. Munson, T. Munson, D. Ringle, R. Talbert, R. Vakulich, W. Worley, and T. York

Others:

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 Neal and seconded by Commissioner Rafolski passed unanimously.

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

Consent Agenda

2. Consider approving the April 26, 2022 Finance Committee Minutes. (J. Dunnagan) [REPORT](#)
3. 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, April 21, 2022 meeting, with clarification that this does not approve a tax refund. (R. Glisson) [REPORT](#)
4. Consider recommending the Board of Commissioners accept the donation of office furniture from FLETC. (J. Battiste) [REPORT](#)
5. Consider recommending the Board of Commissioners accept donations and increase the Police Department's FY22 revenue and expenditures budget in the amount of \$2,145. (J. Battiste) [REPORT](#)
6. Consider recommending the Board of Commissioners approve the Stryker ProCare Services maintenance agreement in the amount of \$60,588 with funding to be provided by the FY22 and FY23 Emergency Medical Services Fund Operating Budgets. (R. Jordan) [REPORT](#)
7. Consider recommending the Board of Commissioners accept the recommended changes to Glynn County's Financial Management Policies. (T. Munson) [REPORT](#)
8. Consider recommending the Board of Commissioners enter into instructor agreements with Jeanne Dismar, Jane Drake, Alex Binkney, SSI Tennis Academy LLC, Robert Brown, TRF Health LLC dba VegeCooking Camden, and Tia Raiford to instruct various recreational programs for youth and adults for Glynn County Recreation and Parks Department in FY23. (L. Gurganus) [REPORT](#)

9. Consider recommending the Board of Commissioners exercise the fourth option year of the County's Contract with Goodwyn Mills & Cawood, Inc. to continue to provide professional services for the NPDES Phase 2 permit in the amount of \$50,942 with funding to be provided by the FY23 Community Development Operating Budget. (P. Thompson) [REPORT](#)
10. Consider recommending the Board of Commissioners exercise the last option year with Advanced Environmental Management, Inc. for landfill monitoring services in the amount of \$17,800 with funding to be provided by the FY23 Solid Waste Fund Operating Budget. (P. Thompson) [REPORT](#)
11. Consider recommending the Board of Commissioners approve the Client Success Management and Consulting agreement from Tyler Technologies for a dedicated Odyssey Client Success Account Manager (CSAM) in the amount of \$50,000 with funding to be provided by the FY23 Information Technology Operating Budget. (D. Bragdon) [REPORT](#)
12. Consider recommending the Board of Commissioners approve the purchase of the Granicus Meeting and Agenda Management software in the amount of \$39,402 with funding to be provided by the FY23 Information Technology Budget. (D. Bragdon) [REPORT](#)
13. Consider recommending the Board of Commissioners approve the 1987 Fire Ladder Truck #22 be declared surplus and sold. (D. Austin) [REPORT](#)
14. Consider recommending the Board of Commissioners approve the reallocation of Station 6 ADA Funds to Capital Improvements fund and authorize staff to proceed with the needed facilities improvements to Station 6. (D. Austin) [REPORT](#)
15. Consider recommending the Board of Commissioners award the bid to Ceres Environmental of Sarasota, Florida, for debris removal and disposal services should such services be needed following an event resulting in large quantities of debris. (D. Austin) [REPORT](#)
16. Consider recommending the Board of Commissioners approve the FY23 contract with Georgia Department of Transportation for the mowing of rights-of-way and litter pickup on 22.23 miles of state routes in Glynn County at a reimbursement rate of \$2,625 per mile for a total annual reimbursement of \$58,353.75. (D. Austin) [REPORT](#)

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

I move to approve the Consent Agenda. FC Vote: 3-0

General Business

17. Consider recommending the Board of Commissioners authorize County personnel to initiate the process to develop specifications/scope of work and issue Invitations for Bids to repair and resurface the Northwood Estates tennis courts with District 3 capital allocation as the intended funding source.

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

Authorize County personnel to initiate the process to develop specifications/scope of work and issue Invitations for Bids to repair and resurface the Northwood Estates tennis courts with District 3 capital allocation as the intended funding source.

(L. Gurganus) REPORT FC Vote: 3-0

18. Consider recommending the Board of Commissioners award the contract for the Engineering Services for the Chapel Crossing Drainage - FY22 project to GWES, LLC, with funding in the amount of \$175,000 (\$147,000 bid + 19% contingency) from the SPLOST 2016-Drainage Projects (Chapel Crossing Road Drainage Improvements project).

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

Award the contract for the Engineering Services for the Chapel Crossing Drainage - FY22 project to GWES, LLC, with funding in the amount of \$175,000 (\$147,000 bid + 19% contingency) from the SPLOST 2016-Drainage Projects (Chapel Crossing Road Drainage Improvements project). (P. Thompson) REPORT FC Vote: 3-0

19. Consider recommending the Board of Commissioners authorize staff to reimburse the City of Brunswick for resurfacing the Glynn County portion of Habersham Street (from Community Road to the city/county boundary past Newman Drive) and approve funding to be provided by SPLOST 2016 unallocated funds with a not to exceed amount of \$93,093.

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

Authorize staff to reimburse the City of Brunswick for resurfacing the Glynn County portion of Habersham Street (from Community Road to the city/county boundary past Newman Drive) and approve funding to be provided by SPLOST 2016 unallocated funds with an amount not to exceed \$93,093. (D. Austin) REPORT FC Vote: 3-0

20. Consider recommending the Board of Commissioners approve funding to Georgia DNR to allow for the award of the Village Creek Landing boat ramp project in the amount of \$50,000 with funding to be provided by the Capital fund allocation for At-Large Post #1.

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

Approve funding to Georgia DNR to allow for the award of the Village Creek Landing boat ramp project in the amount of \$50,000 with funding to be provided by the Capital fund allocation for At-Large Post #1. (D. Austin) REPORT FC Vote: 3-0

21. Consider recommending the Board of Commissioners authorize staff to solicit quotes for Gascoigne Bluff Park Pier repair with funding provided by Capital fund allocation for At-Large Post #1.

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

Authorize staff to solicit quotes for Gascoigne Bluff Park Pier repair with funding provided by Capital fund allocation for At-Large Post #1. (D. Austin) REPORT FC Vote: 3-0

22. Consider recommending the Board of Commissioners award the Generator Grant project to Boyette Electric Inc of Blackshear, GA in the amount of \$143,524.48 with funding to be provided by the GEMA Generator Grant pending GEMA approval and a 10% local match funded by FY23 operating budget.

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

Award the Generator Grant project to Boyette Electric Inc of Blackshear, GA in the amount of \$143,524.48 with funding to be provided by the GEMA Generator Grant pending GEMA approval and a 10% local match funded by FY23 operating budget. (D. Austin) REPORT FC Vote: 3-0

Other Items

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

Items # 3-22 will be placed on the Board of Commissioners' June 2, 2022 consent Agenda.

Items #1 and #2 will not be forwarded to the Board of Commissioners' Agenda.