



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, June 28, 2022

Present:

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

Elected Officials/Staff: J. Battiste, D. Carver, S. Cook, I. Carter, J. Dunnagan, W. Fallon, R. Glisson, L. Gurganus, J. Hagen, M. Hardin, J. Lane, R. Lawhorne, B. Munden, K. Munson, K. Munoz-Strickland, T. Munson-(online), R. Talbert, R. Vakulich, T. Vincent, W. Worley, and T. York-(online)

Others: The Brunswick News, J. Herrin, and B. Pierce

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 Rafolski and seconded by Commissioner Neal passed unanimously.

Added item 12.1 to the Consent the agendas. (J. Dunnagan) FC Vote: 3-0

Consent Agenda

2. Approve the May 24, 2022 Finance Committee Minutes. (J. Dunnagan) [REPORT](#)
3. Recommend the Board of Commissioners adopt the Resolution to amend the FY21/22 Budget. (T. Munson) [REPORT](#)
4. Recommend the Board of Commissioners authorize payment of the excess tax proceeds from the tax sale of parcel number 03-14612 in the amount of Four Thousand Five Hundred and One dollars (\$4,501.00) to The Law Office of Vincent D. Sowerby, P.C., f/b/o Randall Lamar Cooper. (J. Wilbanks) [REPORT](#)
5. Recommend the Board of Commissioners authorize payment of the excess tax proceeds from the tax sale of parcel number 03-04903 in the amount of Nine Thousand and 50/100 dollars (\$9,000.50) to McQuigg, Smith & Corry, LLC, f/b/o Pamela Fussell Jones and Elijah Jones. (J. Wilbanks) [REPORT](#)
6. Recommend the Board of Commissioners authorize payment of the excess tax proceeds from the tax sale of parcel number 02-01306 in the amount of One Thousand Five Hundred and 50/100 dollars (\$1,500.50) to McQuigg, Smith & Corry, LLC, f/b/o Yvonne C. Fussell. (J. Wilbanks) [REPORT](#)
7. Recommend the Board of Commissioners authorize payment of the excess tax proceeds from the tax sales of parcel number 03-21704 in the amount Six Thousand Five Hundred and Fifty-Five dollars and 10/100 (\$6,552.00) to Lee A. Carmical, Attorney at Law, on behalf of Grace P. Owens. (C. Provano) [REPORT](#)
8. Recommend the Board of Commissioners authorize payment of the excess tax proceeds from the tax sales of parcel number 01-04922 in the amount of Two Thousand Two Hundred and Five and 00/100 dollars (\$2,205.00) to Chapell Wolfston, Attorney at Law, on behalf of Five Star Credit Union. (C. Provano) [REPORT](#)

9. *Recommend the Board of Commissioners allow the Golden Isles Kingfish Tournament the use of Gascoigne Bluff Park on August 19 and 20, 2022 at no cost for their 2022 Golden Isles Kingfish Tournament as requested, contingent upon Police Department approval of a Public Conduct Permit. (L. Gurganus) [REPORT](#)*
10. *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, June 9, 2022 meeting, with clarification that this does not approve a tax refund. (R. Glisson) [REPORT](#)*
11. *Recommend the Board of Commissioners accept the total loss settlement of \$28,137 from Allstate for Unit 3282 a 2019 Dodge Charger patrol car and transfer ownership to Allstate. (K. Munoz-Strickland) [REPORT](#)*
12. *Recommend the Board of Commissioners approve the ACCG-IRMA renewal for property and liability insurance coverage at a cost of \$980,723 for the July 1, 2022 – July 1, 2023 period and flood insurance for selected buildings at standard NFIP rates for Glynn County with funding to be provided in the General Fund. (K. Munoz-Strickland) [REPORT](#)*
- 12.1 *Recommend to the Board of Commissioners accept the additional grant funds of the FY19 Adult Drug Court Discretionary Grant program managed by the Georgia Criminal Justice Coordinating Council through the Georgia Council of Accountability Court Judges, for funds to support the Brunswick Judicial Circuit Drug Court, additional grant funds are \$60,813 and amend the FY23 Brunswick's Judicial Circuit Drug Court Fund budget in the same amount. (J. Dunnagan) [REPORT](#)*
13. *Recommend the Board of Commissioners approve the second year of a three-year agreement with QPublic to host the County's property information portal in the amount of \$11,640 with funding to be provided by the FY23 GIS Operating Budget. (B. Nyers) [REPORT](#)*
14. *Recommend the Board of Commissioners amend the March 3, 2022 action exercising the second-year option for tree removal and maintenance services with Jones Maintenance Company of St. Simons Island to change the funding source to the FY23 Public Works Department operating budget effective July 1, 2022. (T. Munson) [REPORT](#)*
15. *Recommend the Board of Commissioners approve the submission of the 2022 Generator and Warning-Communications pre-applications to the Georgia Emergency Management Agency/Homeland Security and execute the grant related forms. (J. Dunnagan) [REPORT](#)*
16. *Recommend the Board of Commissioners accept the 2022 Collective Impact Grant and authorize a revenue and expenditure increase in the amount of \$10,000 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](#)*
17. *Recommend the Board of Commissioners approve the Tidal Water Bottoms Lease Renewal for Blythe Island Regional Park. (L. Gurganus) [REPORT](#)*
18. *Recommend the Board of Commissioners approve the Independent Contractor Agreement (Shelter Management Agreement) with Jeffrey Lindsey for the operation of the Glynn County Employee Evacuation Shelter in Waycross, GA. (L. Gurganus) [REPORT](#)*
19. *Recommend the Board of Commissioners approve the donation of office furniture from FLETC. (R. Jordan) [REPORT](#)*
20. *Recommend the Board of Commissioners approve the Accreditation Program for Law Enforcement Accreditation Agreement and the Publications Subscription and Access Agreement with CALEA and payment of the first installment of \$3,940 with funding to be provided by the FY23 Police Fund. (J. Battiste) [REPORT](#)*
21. *Recommend the Board of Commissioners award the contract for Bulk Fuel Delivery to Sommers Oil Company, Richmond Hill, GA for .098 total mark-up over Regular Unleaded 87 Octane fuel and .0825 total mark-up over #2 Low Sulfur Diesel fuel which includes freight with funding to be provided by the FY23 Fuel Budget in various funds. (D. Austin) [REPORT](#)*

22. *Recommend the Board of Commissioners approve the contract with the Department of Corrections for two work details at a cost of \$49,318 per year per detail at a total contract cost of \$98,636 with funding to be provided by the Public Works FY23 Operating Budget. (D. Austin) [REPORT](#)*
23. *Recommend the Board of Commissioners award the contract for copier lease/maintenance services to Golden Isles Business Solutions at an estimated cost of \$54,600 for FY23 with funding to be provided by the FY23 operating budgets of the departments utilizing the service. (J. Hagan) [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

24. *Recommend the Board of Commissioners **approve or deny** a request from property owner, Sea Island 169, LLC to refund penalties and interest paid on property taxes for 2021 in the amount of \$6,517.91 on Parcels 05-00598 located at 105 E Eighth St & 05-00389 located at 207 W Tenth St, Sea Island, GA 31561.*

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

Recommend the Board of Commissioners *deny* a request from property owner, Sea Island 169, LLC to refund penalties and interest paid on property taxes for 2021 in the amount of \$6,517.91 on Parcels 05-00598 located at 105 E Eighth St & 05-00389 located at 207 W Tenth St, Sea Island, GA 31561. (J. Chapman) [REPORT](#) FC Vote: 3-0

25. *Recommend the Board of Commissioners **approve or deny** adding Gateway Community Service Board to the list of groups authorized to use County park facilities at no charge.*

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

Recommend the Board of Commissioners **approve adding Gateway Community Service Board to the list of groups authorized to use County park facilities at no charge. (L. Gurganus) [REPORT](#) FC Vote: 3-0**

26. *Recommend the Board of Commissioners approve the Forestry Consultant Services Agreement with Professional Land and Timber Services, Inc. of Brunswick, GA, subject to approval by the County Attorney.*

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

Recommend the Board of Commissioners **approve the Forestry Consultant Services Agreement with Professional Land and Timber Services, Inc. of Brunswick, GA. (L. Gurganus) [REPORT](#) FC Vote: 3-0**

27. *Recommend the Board of Commissioners issue a Purchase Order to US Lawns to re-landscape Neptune Park Miniature Golf Course per the specifications in RFQ #22-RP201 in the amount of \$97,595 with funding from FY22 additional Accommodations Excise Tax Fund collections.*

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

Recommend the Board of Commissioners **reject the bid for the re-landscape Neptune Park Miniature Golf Course Project and authorize staff to re-bid. (L. Gurganus) [REPORT](#) FC Vote: 3-0**

28. *Recommend the Board of Commissioners approve the Coquina Drainage system Improvements for drainage basing calculations, permitting, and design to GWES, LLS for Task 1 and 2 in the amount of \$86,400 with funding to be provided by the American Rescue Plan Act and approve the project to be bid for construction.*

The following motion made by Commissioner Neal and seconded by Commissioner Booker passed.

Recommend the Board of Commissioners approve the Coquina Drainage system Improvements for drainage basing calculations, permitting, and design to GWES, LLS for Task 1 and 2 in the amount of \$86,400 with funding to be provided by the American Rescue Plan Act and approve the project to be bid for construction. (D. Austin) REPORT FC Vote: 2-1

29. *Recommend the Board of Commissioners award the Neptune Park Turtle Friendly Bollard light replacement project to HDI Power and Controls Company of Screven, GA in the amount of \$135,894.92 with funding provided by the FY22 Capital Projects Fund allocation in the amount of \$44,125 from Neptune Park Picnic Area Expansion, \$15,000 from Neptune Park Sandblast and repaint benches and trash cans and \$76,769.92 FY22 Accommodation Excise Tax Fund fund balance.*

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

Recommend the Board of Commissioners award the Neptune Park Turtle Friendly Bollard light replacement project to HDI Power and Controls Company of Screven, GA in the amount of \$135,894.92 with funding provided by the FY22 Capital Projects Fund allocation in the amount of \$44,125 from Neptune Park Picnic Area Expansion, \$15,000 from Neptune Park Sandblast and repaint benches and trash cans and \$76,769.92 FY22 Accommodation Excise Tax Fund fund balance. (D. Austin) REPORT FC Vote: 3-0

30. *Recommend the Board of Commissioners accept and execute the attached Master Service Agreement and the Service Order (Exhibit A) dated June 21, 2022 from Advanced Technology and Management with funding to be provided by the FY22 County Manager's Contingency for support of the Benefit Cost Analysis submittal as part of the FEMA Hazard Mitigation Assistance Grant for the Johnson Rock Revetment.*

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

Recommend the Board of Commissioners accept and execute the attached Master Service Agreement and the Service Order (Exhibit A) dated June 21, 2022 from Advanced Technology and Management with funding to be provided by the FY22 County Manager's Contingency for support of the Benefit Cost Analysis submittal as part of the FEMA Hazard Mitigation Assistance Grant for the Johnson Rock Revetment. (P. Andrews) 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 # 3-30 will be placed on the Board of Commissioners' July 14, 2022 consent Agenda.

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