



## Finance Committee Meeting Minutes

Glynn County Board of Commissioners

W. Harold Pate Courthouse Annex, 2<sup>nd</sup> Floor Meeting Room 224

2:00 PM, Tuesday, November 22, 2022

A Golden Past.  
A Shining Future.

### Present:

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

**Elected Officials/Staff:** D. Austin, J. Battiste, I. Carter, J. Dunnagan, W. Fallon, O. Jackson, J. Lane, S. Lief, K. Munoz-Strickland, T. Munson (online), O. Reed, A. Swiger, R. Talbert, R. Vakulich, D. West, W. Worley, and T. York (online)

**Others:** Commissioners-Elect D. Sweat

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

1. 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.

**Pulled Items 5 & 6. (J. Dunnagan) FC Vote: 3-0**

### Consent Agenda

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

**Approve the Consent Agenda except items #5 and #6 pulled from agenda; and items #15 and #20 moved from consent for discussion. FC Vote: 3-0**

2. Approve the October 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 adopt the Resolution to amend the FY22/23 Budget. (T. Munson) [REPORT](#)
5. ~~Recommend the Board of Commissioners accept the donation of \$1,000 from Coastal Community Health and increase the FY23 Fire Fund revenue and expenditures budget in said amount. (V. DiCristofalo) [REPORT](#) **This item was pulled from the Agenda.**~~
6. ~~Recommend the Board of Commissioners accept the donation of the \$1,000 from Coastal Community Health and use the proceeds to support the GCPD K-9 program. (J. Battiste) [REPORT](#) **This item was pulled from the Agenda.**~~
7. Recommend the Board of Commissioners accept the donation of the 3 Office Desks and 1 Credenza from Gardner Kiem Real Estate for use by the Glynn County Police Department (GCPD). (J. Battiste) [REPORT](#)
8. Recommend the Board of Commissioners approve "Agreement Between Glynn County, Georgia and The Southeast Georgia Health system for the Transfer of Motor Vehicles", declare the unusable vehicles as surplus and approve transferring these vehicles to the Southeast Georgia Health System Police Department per agreement. (J. Battiste) [REPORT](#)
9. 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 20, 2022 meeting, with clarification that this does not approve a tax refund. (R. Glisson) [REPORT](#)

10. 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. (D. Austin) [REPORT](#)
11. Recommend the Board of Commissioners accept the 2022 Victims of Crime Act (VOCA) grant in the amount of \$51,787 and increase the FY23 Police Department's revenue and expenditure budgets by \$1,787 (J. Dunnagan) [REPORT](#)
12. Recommend the Board of Commissioners accept the Project Funding Agreement between the Glynn County Board of Commissioners and Safe Harbor Children's Center, Inc. to provide System Navigator services to Glynn County residents affected by the COVID-19 pandemic. (J. Dunnagan) [REPORT](#)
13. Recommend the Board of Commissioners accept the American Rescue Plan Act Funding Grant awarded to the Brunswick's Judicial Circuit in the amount of \$993,314 and amend the Court's FY23 revenues and expenditures budget by \$993,314. (J. Dunnagan) [REPORT](#)
14. Recommend the Board of Commissioners approve the AT&T contracts for Dedicated Internet Circuits and authorize the Chairman to sign as the subscriber. (D. West) [REPORT](#)
15. ~~Recommend the Board of Commissioners authorize acceptance of the Employee Safety Grant from Association County Commissioners of Georgia Group Self-Insurance Workers' Compensation Fund in the amount of \$5,908.67 and to authorize an increase in the revenues and expenditures of the department by said amount. (O. Reed) [REPORT](#)~~ **This item was moved from consent for discussion.**
16. Recommend the Board of Commissioners amend the contract from a calendar year to a fiscal year for county wide facilities pest control service with Knox Pest Control Co., Brunswick, GA, in the total amount of \$8,100 for 18 months, commencing on January 1, 2023, and ending on June 30, 2024, with funding of \$2,700 provided by the FY23 operating budget and \$5,400 to be provided by the FY24 operating budgets of the Facilities Division of Public Works. (D. Austin) [REPORT](#)
17. Recommend the Board of Commissioners amend the contract with Mosquito Control Services of Georgia for inspection, surveillance, chemical control, biological control, efficacy testing, and reporting from a calendar year to a fiscal year contract, commencing on January 1, 2023 and ending June 30, 2024. Total contract amendment will be \$1,517,162.37 for the 18 months with \$505,720.79 funded from the FY23 operating budget and \$1,011,441.58 funded from the FY24 operating budget. (D. Austin) [REPORT](#)
18. Recommend the Board of Commissioners amend the contract for Solid Waste Collection Services with Republic Services of Georgia changing the 2023 contract from a calendar year to a fiscal year with an annual unit cost of \$110.16 per unit, for a total 18-month estimated amount of \$4,826,660.40 commencing on January 1, 2023, and ending on June 30, 2024, with \$1,608,886.80 in funding to be provided by the FY23 operating budget and \$3,217,773.60 the FY24 operating budget in the Solid Waste Fund. (D. Austin) [REPORT](#)
19. Recommend the Board of Commissioners amend the contract for collection of Commercial Solid Waste at County buildings and parks with Republic Services by changing the 2023 contract from a calendar year to a fiscal year in the total amount of \$241,868.86 for 18 months, commencing on January 1, 2023, and ending on June 30, 2024, with \$80,622.96 in funding to be provided by the FY23 operating budget and \$161,245.92 from the FY24 operating budget. (D. Austin) [REPORT](#)
20. ~~Recommend the Board of Commissioners reject all bids for the Americas Second Harvest building project and to allow for a redesign and a future rebid. (D. Austin) [REPORT](#)~~ **This item was moved from consent for discussion.**
21. Recommend the Board of Commissioners approve funding the Director of Public Safety position for FY23 with 50% of the funding to be provided by the FY23 Police Fund Operating Budget and 50% by the FY23 Fire Fund Operating Budget and authorize the County Manager to post the position and offer the selected candidate a salary above the entry level as necessary to secure a well-qualified employee. (W. Fallon) [REPORT](#)

15. *Recommend the Board of Commissioners authorize acceptance of the Employee Safety Grant from Association County Commissioners of Georgia Group Self-Insurance Workers' Compensation Fund in the amount of \$5,908.67 and to authorize an increase in the revenues and expenditures of the department by said amount. **This item was moved from consent for discussion.***

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

**Recommend the Board of Commissioners authorize acceptance of the Employee Safety Grant from Association County Commissioners of Georgia Group Self-Insurance Workers' Compensation Fund in the amount of \$5,908.67 and to authorize an increase in the revenues and expenditures of the department by said amount. (O. Reed) [REPORT](#) FC Vote: 3-0**

20. *Recommend the Board of Commissioners reject all bids for the Americas Second Harvest building project and to allow for a redesign and a future rebid. **This item was moved from consent for discussion.***

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

**Recommend the Board of Commissioners reject all bids for the Americas Second Harvest building project and to allow for a redesign and a future rebid. (D. Austin) [REPORT](#) FC Vote: 3-0**

### **General Business**

22. *Recommend the Board of Commissioners award a contract to Mobile Communications America in the amount of \$125,216.94, to purchase and install police equipment for ten (10) Ford Explorer pursuit vehicles with funding to be provided by the FY23 Police Fund Budget.*

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

**Recommend the Board of Commissioners award a contract to Mobile Communications America in the amount of \$125,216.94, to purchase and install police equipment for ten (10) Ford Explorer pursuit vehicles with funding to be provided by the FY23 Police Fund Budget. (J. Battiste) [REPORT](#) FC Vote: 3-0**

23. *Recommend the Board of Commissioners approve the agreement with OpenGov, Inc. to purchase Citizen Services, Procurement, Budget & Planning Software as a Service (SAAS) utilizing the Information Technology purchasing exemption with \$299,701.60 in funding to be provided by SPLOST 2022, funded with an advance from the unreserved cash which will be paid back once SPLOST 2022 collections begin for the Community Development portion and \$222,106.40 in funding provided by the Glynn County ARPA Federal Allocation.*

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

**Recommend the Board of Commissioners approve the agreement with OpenGov, Inc. to purchase Citizen Services, Procurement, Budget & Planning Software as a Service (SAAS) utilizing the Information Technology purchasing exemption with \$299,701.60 in funding to be provided by SPLOST 2022, funded with an advance from the unreserved cash which will be paid back once SPLOST 2022 collections begin for the Community Development portion and \$222,106.40 in funding provided by the Glynn County ARPA Federal Allocation. (T. Munson and D. Bragdon) [REPORT](#) FC Vote: 3-0**

24. *Recommend the Board of Commissioners approve the issuance of a purchase order, utilizing Information Technology Exemption, to Stage Front Presentation Systems for the replacement of the audio/video system in the Historic Courthouse and in the amount of \$116,536 with funding in the amount of \$100,000 to be provided by the FY23 Capital Projects Fund A/V Upgrade Budget and \$16,536 to be provided by Capital Projects Fund Capital Allocation At Large Post 1.*

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

**Recommend the Board of Commissioners approve the issuance of a purchase order, utilizing Information Technology Exemption, to Stage Front Presentation Systems for the replacement of the audio/video system in the Historic Courthouse and in the amount of \$116,536 with funding in the amount of \$100,000 to be provided by the FY23 Capital Projects Fund A/V Upgrade Budget and \$16,536 to be provided by Capital Projects Fund Capital Allocation At Large Post 1. (D. West) [REPORT](#) FC Vote: 3-0**

*25. Recommend the Board of Commissioners approve the allocation in the amount of \$20,000 for the construction of an Office Park Sally Port for the Juvenile Services Center with funding to be provided by the Capital Projects Fund Capital Allocation District 2.*

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

**Recommend the Board of Commissioners approve the allocation in the amount of \$20,000 for the construction of an Office Park Sally Port for the Juvenile Services Center with funding to be provided by the Capital Projects Fund Capital Allocation District 2. (D. Austin) [REPORT](#) FC Vote: 3-0**

*26. Recommend the Board of Commissioners accepts the Georgia Department of Transportation, Brunswick Area Transportation Contract for the Sea Island at Dunbar Creek Bridge Corridor Study in the amount of \$120,000, with funding in the amount of \$96,000 from Federal PL Funds and \$24,000 local match with funding to be provided by FY23 Community Development Budget.*

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

**Recommend the Board of Commissioners accepts the Georgia Department of Transportation, Brunswick Area Transportation Contract for the Sea Island at Dunbar Creek Bridge Corridor Study in the amount of \$120,000, with funding in the amount of \$96,000 from Federal PL Funds and \$24,000 local match with funding to be provided by FY23 Community Development Budget. (S. Leif) [REPORT](#) FC Vote: 3-0**

*27. Recommend the Board of Commissioners authorize awarding the contract for the College Park Phase I Acquisition and Construction Administration Services Project to Atlas Technical Consultants, LLC, with funding in the amount of \$210,500 from the SPLOST 2016-Drainage Projects (College Park Drainage Outfall Improvements).*

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

**Recommend the Board of Commissioners authorize awarding the contract for the College Park Phase I Acquisition and Construction Administration Services Project to Atlas Technical Consultants, LLC, with funding in the amount of \$210,500 from the SPLOST 2016-Drainage Projects (College Park Drainage Outfall Improvements). (S. Leif) [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 #3-4 and 7-27 will be placed on the Board of Commissioners' December 1, 2022 consent Agenda.  
Items #1-2, #5-6 and #28 will not be forwarded to the Board of Commissioners' Agenda.**