



MINUTES
FINANCE COMMITTEE REGULAR SESSION
FINANCE COMMITTEE
W. HAROLD PATE COURTHOUSE ANNEX 2ND FLOOR,
MEETING ROOM 224
TUESDAY, APRIL 25, 2023 AT 2:00 PM

Present:

Committee Members: Commissioners A. Booker, D. Sweat and W. Rafolski

Elected Officials/Staff: D. Austin, D. Bragdon, D. Carver, V. DiCristofalo, J. Dunnagan, S. Ebner, W. Fallon, J. Hagen, M. Hardin, T. Harris, J. Hartman, N. Jump, J. Manning, T. Moran, T. Munson (online), B. Nyers, A. Sapp, R. Talbert, R. Vakulich, and W. Worley

Others:

1. *Accepting the agenda as is (or to add items / defer items if needed)*

A motion was made by Commissioner Rafolski and seconded by Commissioner Sweat to amend Agenda as follows:

Amend recommended action on item #23, add item #29 and move #29 to immediately after the Consent Agenda - Passed unanimously. Vote: 3-0

CONSENT

A motion made by Commissioner Rafolski and seconded by Commissioner Sweat to approve all items on the CONSENT AGENDA except item numbers 8, 16, 17, and 20, that were pulled for discussion, passed unanimously. Vote: 3-0

2. *Approve the March 28, 2023 Finance Committee Minutes. (J. Dunnagan)*
[REPORT](#)
3. *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](#)
4. *Authorize payment of the excess tax proceeds from the tax sale of parcel number 01-04160 in the amount of Thirteen Thousand and One Dollars (\$13,001.00) to McQuigg, Smith & Corry, LLC, f/b/o Karen Lindborg. (J. Wilbanks)* [REPORT](#)
5. *Accept the donation in the amount of \$500 from Susan McIntyre and amend the FY23 Emergency Medical Services Fund revenues and expenditures in said amount. (V. DiCristofalo)* [REPORT](#)
6. *Accept the Grant Donation from the Molly and Dean Cottrill Family Foundation Fund at The Chicago Community Foundation in the amount of \$1,000 and amend the FY23 Fire Fund Budget revenues and expenditures in said amount. (V. DiCristofalo)* [REPORT](#)

7. Approve a waiver of the festival event fee of \$192 for event to be held on May 6, 2023, at 325 Old Jesup Highway for 4-H and the Glynn County UGA extension office Spring into Summer event. (T. Harris) [REPORT](#)
8. ~~Adopt a resolution to approve the amended Glynn County Occupation Tax (Penalty) Ordinance.~~ (T. Harris) [REPORT – Pulled from Consent.](#)
9. Accept the grant money from the CSX Foundation, First Responders Grant in the amount of \$10,000 to be used to purchase HazMat equipment and increase the FY23 Fire Department's revenue and expenditures by said amount. (J. Dunnagan) [REPORT](#)
10. Approve the FY24 Circuit Public Defender Contract in the amount of \$731,422.56 with funding to be provided by the FY24 General Fund Operating Budget. (J. Dunnagan) [REPORT](#)
11. Approve the FY24 Memorandum of Understanding with Special Olympics of Coastal Georgia for an annual appropriation of \$10,000 with funding to be provided by the FY24 General Fund Operating Budget. (J. Dunnagan) [REPORT](#)
12. Approve the FY24 Agreement with DFACS in the amount of \$68,500 with funding to be provided by the FY24 General Fund Operating Budget. (J. Dunnagan) [REPORT](#)
13. Approve the FY24 contract with the Coastal Georgia Community Action Authority, Inc. in the amount of \$22,500 with funding to be provided by the FY24 Budget. (J. Dunnagan) [REPORT](#)
14. Approve the agreement between Glynn County and the Coastal Regional Commission for the FY24 Budget year with an appropriation for the Rural Transit System of not more than \$55,000 and annual dues of \$90,075.70 with the funding to be provided by the FY24 General Fund Operating Budget. (J. Dunnagan) [REPORT](#)
15. Approve the Second Amendment increasing the annual funding to \$62,100 and renew the contract with Keep Golden Isles Beautiful (KGIB), with funding to be provided by the FY24 Solid Waste Fund Operating Budget. (T. Harris) [REPORT](#)
16. ~~Authorize procurement to issue bids for approved Tier 1 SPLOST 2022 projects.~~ (R. Talbert) [REPORT – Pulled from Consent.](#)
17. ~~Authorize procurement to issue a Request for Qualifications to establish a pool of engineering and design firms to be used for Capital and SPLOST Projects.~~ (R. Talbert) [REPORT – Pulled from Consent.](#)
18. Award a contract for the July 4th fireworks display to Starfire Corporation in the amount of \$35,000 with funding to be provided by the FY24 General Fund - Recreation Operating Budget. (R. Talbert) [REPORT](#)
19. Approve the "First Amendment To Agreement And Authorization To Proceed" to Glynn County's

existing Professional Services Agreement between Schneider Geospatial(qPublic) and the Glynn County Board of Commissioners to provide a one-time service to assist in the upgrade from Glynn County's existing Govern software system to the new Tyler Enterprise Assessment and Tax data system in the amount of \$3,528 with funding to be provided by the FY23 GIS Operating Budget. (D. Bragdon) [REPORT](#)

20. ~~Accept service agreement with Axon Enterprise for the installation of thirteen cameras for Fleet vehicles in the amount of \$6,000 with funding to be provided by the FY23 Police Fund. (O. Jackson) [REPORT](#) – Pulled from Consent.~~
21. Approve a contract between the Glynn County Board of Commissioners and Comfort Systems USA (Southeast), INC. for the purpose of providing scheduled preventative maintenance to the county's eight water chiller units. Funding to be provided by the Facilities Maintenance repairs and maintenance budget in the amount of \$3,747.00 quarterly. (D. Austin) [REPORT](#)
22. Approve the Amendment to the Munis Software as a Service agreement with Tyler Technologies. (D. Bragdon) [REPORT](#)
23. ~~Approve the contract renewal with Shanna M Knight, DVM LLC., valid for one year or until a permanent veterinarian can be hired on as full time staff, whichever comes first, in an amount not to exceed \$54,600 with funding to be provided by the FY23 and FY24 Animal Control Operating Budgets.~~ Approve the Second Amendment to the contract with Shanna M. Knight, DVM LLC, for providing veterinarian services for a one-year term, with up to three one-year renewals, in an amount not to exceed \$54,600 per year, with funding to be provided by the FY23 and FY24 Animal Control Operating Budgets. (L. Austin) [REPORT](#)
24. Accept the FY23 Marketing Grant and authorize a revenue and expenditure increase in the amount of \$2,000 for the Marshes of Glynn Libraries with the funding to be provided by the Georgia Public Library Service. (G. Mullis) [REPORT](#)

ITEM #29 MOVED TO IMMEDIATELY AFTER CONSENT

29. Consider authorizing the purchase of the 2023 Dodge Charger in the amount of \$36,305.98 with funding to be provided by the General Fund undesignated fund balance. (N. Jump) This item was added to the agenda at the meeting.

A motion was made by Commissioner Sweat and seconded by Commissioner Rafolski to authorize the purchase of the 2023 Dodge Charger in the amount of \$36,305.98 with funding to be provided by the General Fund undesignated fund balance passed unanimously. Vote: 3-0

ITEMS REMOVED FROM CONSENT AGENDA FOR DISCUSSION

8. Adopt a resolution to approve the amended Glynn County Occupation Tax (Penalty) Ordinance. – This item was removed from the consent agenda at the request of Commissioner Booker.

A motion made by Commissioner Sweat and seconded by Commissioner Rafolski to adopt a resolution to approve the amended Glynn County Occupation Tax (Penalty) Ordinance passed unanimously. (T. Harris) **REPORT Vote: 3-0**

16. *Authorize procurement to issue bids for approved Tier 1 SPLOST 2022 projects.* – This item was removed from the consent agenda at the request of Commissioner Booker.

A motion was made by Commissioner Rafolski and seconded by Commissioner Sweat to authorize procurement to issue bids for approved Tier 1 SPLOST 2022 projects passed unanimously. (R. Talbert) **REPORT Vote: 3-0**

17. *Authorize procurement to issue a Request for Qualifications to establish a pool of engineering and design firms to be used for Capital and SPLOST Projects.* – This item was removed from the consent agenda at the request of Commissioner Booker.

A motion was made by Commissioner Rafolski and seconded by Commissioner Sweat to authorize procurement to issue a Request for Qualifications to establish a pool of engineering and design firms to be used for Capital and SPLOST Projects passed unanimously. (R. Talbert) **REPORT Vote: 3-0**

18. *Accept service agreement with Axon Enterprise for the installation of thirteen cameras for Fleet vehicles in the amount of \$6,000 with funding to be provided by the FY23 Police Fund.* – This item was removed from the consent agenda at the request of Commissioner Booker.

A motion was made by Commissioner Rafolski and seconded by Commissioner Sweat to accept service agreement with Axon Enterprise for the installation of thirteen cameras for Fleet vehicles in the amount of \$6,000 with funding to be provided by the FY23 Police Fund passed unanimously. (O. Jackson) **REPORT Vote: 3-0**

GENERAL BUSINESS

25. **Approve or deny** a refund request from property owners, Lawrence and Amy Y. Kenny for interest and penalties paid on property taxes for 2022 in the amount of \$1,882.61 on Parcel 05- 00314 located at 216 W. Twenty First Street, Sea Island, GA.

A motion was made by Commissioner Rafolski and seconded by Commissioner Sweat to deny a refund request from property owners, Lawrence and Amy Y. Kenny for interest and penalties paid on property taxes for 2022 in the amount of \$1,882.61 on Parcel 05- 00314 located at 216 W. Twenty First Street, Sea Island, GA, passed unanimously. (J. Chapman) **REPORT Vote: 3-0**

26. *Award a contract for the East Beach Sidewalk Improvements Construction to Swindell Construction Company, Glennville, Georgia, in the amount of \$249,615 with funding in the amount of \$199,615 to be provided by the Accommodation Excise Tax Fund undesignated fund balance and the amount of \$50,000 to be provided SPLOST 2022 Funds, funded with an advance from Capital Projects Fund unreserved cash which will be paid back once SPLOST 2022 collections begin for the Island Sidewalks*

portion.

A motion was made by Commissioner Rafolski and seconded by Commissioner Sweat to award a contract for the East Beach Sidewalk Improvements Construction to Swindell Construction Company, Glennville, Georgia, in the amount of \$249,615 with funding in the amount of \$199,615 to be provided by the Accommodation Excise Tax Fund undesignated fund balance and the amount of \$50,000 to be provided SPLOST 2022 Funds, funded with an advance from Capital Projects Fund unreserved cash which will be paid back once SPLOST 2022 collections begin for the Island Sidewalks portion passed unanimously. (D. Austin) **REPORT** Vote: 3-0

27. *Authorize staff to issue an invitation to bid to pave the remaining 2.3 miles of Pennick Road.*

A motion was made by Commissioner Sweat and seconded by Commissioner Rafolski to staff to issue an invitation to bid to pave the remaining 2.3 miles of Pennick Road passed unanimously. (D. Austin) **REPORT** Vote: 3-0

28. *Approve the design award to TSW for the Coast Guard Beach Park Renovation Project in the amount of \$606,000 with funding to be provided by the Accommodation Excise Tax Fund fund balance.*

Or

Reject TSW's proposal for Code of Ordinance violations under Section 2-2-44, and approve the design award to GMC for the Coast Guard Beach Renovation Project in an amount not to exceed \$575,500 with funding to be provided by the Accommodation Excise Tax Fund fund balance.

Or

*Approve a contract award to TSW for design services as part of the Coast Guard Beach Park renovation project in the amount of \$606,000 with funding to be provided by the Accommodation Excise Tax Fund fund balance, **contingent upon ensuring no subcontractor hired has a conflict of interest in the project.***

A motion was made by Commissioner Rafolski and seconded by Commissioner Sweat to refer to the full Board for consideration without a recommendation from the Finance Committee passed unanimously. - Vote: 3-0:

- a) approve the design award to TSW for the Coast Guard Beach Park Renovation Project in the amount of \$606,000 with funding to be provided by the Accommodation Excise Tax Fund fund balance; **Or**
- b) reject TSW's proposal for Code of Ordinance violations under Section 2-2-44, and approve the design award to GMC for the Coast Guard Beach Renovation Project in an amount not to exceed \$575,500 with funding to be provided by the Accommodation Excise Tax Fund fund balance; **Or**
- c) Approve a contract award to TSW for design services as part of the Coast Guard Beach Park renovation project in the amount of \$606,000 with funding to be provided by the Accommodation Excise Tax Fund fund balance, contingent upon ensuring no subcontractor hired has a conflict of interest in the project. (J. Hagen) **REPORT**

29. *Authorize the purchase of the 2023 Dodge Charger in the amount of \$36,305.98 with funding to be provided by the General Fund undesignated fund balance. (N. Jump) **This item was added to the agenda at the meeting. – Item heard immediately after the Consent Agenda.***