

MINUTES  
REGULAR MEETING  
GLYNN COUNTY BOARD OF COMMISSIONERS  
HISTORIC GLYNN COUNTY COURTHOUSE  
701 "G" STREET, 2<sup>ND</sup> FLOOR, COMMISSIONERS' MEETING CHAMBERS  
THURSDAY, MARCH 05, 2020 AT 6:00 PM

PRESENT: Michael Browning, Chairman, District 1  
Bill Brunson, Vice Chairman, District 4  
Dr. Peter Murphy, Commissioner, District 2  
Wayne Neal, Commissioner, District 3  
Allen Booker, Commissioner, District 5  
David O'Quinn, Commissioner, At Large Post 1  
Bob Coleman, Commissioner, At Large Post 2

ALSO PRESENT: Alan Ours, County Manager  
Aaron Mumford, County Attorney  
Dhwani Patel, County Clerk

INVOCATION AND PLEDGE

PUBLIC COMMENT PERIOD

Margaret Herman spoke regarding the Kings Park pickleball courts.

George Ragsdale spoke regarding the Kings Park pickleball courts.

COMMISSION PRESENTATIONS AND ANNOUNCEMENTS

A motion was made by Commissioner Brunson and seconded by Commissioner Booker to add item number 13.1 to the consent agenda to approve the Memorandum of Understanding (MOU) with the City of Brunswick, and the Georgia Department of Transportation (GDOT) to continue the comprehensive, cooperative urban transportation planning process known as the "Brunswick Area Transportation Study" (BATS). The motion carried unanimously.

PUBLIC HEARING – Alcoholic Beverage License

*Public Hearings will be limited to 30 minutes for each opposing side, with 5 minutes allocated to each individual speaker. Comments are to be limited to relevant information regarding your position and should avoid being repetitious. If your group has a spokesperson, please allow that individual to present your group's position in the time allocated. Your cooperation in this process will be greatly appreciated.*

1. Consider the issuance of a 2020 provisional alcoholic beverage license to Leslie Youmans for Satilla Grocery INC. DBA Satilla Grocery, 6892 New Jesup Hwy., Brunswick, GA. The license is to sell malt beverages and wines not for consumption on premise of a grocery

store. Sunday sales permitted. Leslie Youmans, licensee. The provisional license does not entitle the applicant to sell alcoholic beverages until all necessary work at the premises has been inspected and approved by Glynn County, a certificate of occupancy issued, and the alcoholic beverage license issued by the License Officer. (Occupation Tax/Police Chief) [REPORT](#)

Leslie Youmans was present at the meeting as required by ordinance. Interim Chief Wiggins said the applicant met the requirements for consideration of issuance of the license. This item was opened for public comment, yet no one addressed the Board.

Aaron Mumford, County Attorney, explained the purpose of a provisional license and the time frame in which the applicant has to complete the required work.

A motion was made by Commissioner Brunson and seconded by Commissioner Murphy to approve the provisional alcoholic beverage license. The motion carried unanimously.

2. Consider the issuance of a 2020 provisional alcoholic beverage license to Daniel Wilson for Mack's BBQ and Produce, LLC. 6900 New Jesup Hwy., Brunswick, GA. The license is to sell malt beverages and wines for consumption on premise of a restaurant. Sunday sales permitted. Daniel Wilson, licensee. The provisional license does not entitle the applicant to sell alcoholic beverages until all necessary work at the premises has been inspected and approved by Glynn County, a certificate of occupancy issued, and the alcoholic beverage license issued by the License Officer. (Occupation Tax/Police Chief) [REPORT](#)

Daniel Wilson was present at the meeting as required by ordinance. Interim Chief Wiggins said the applicant met the requirements for consideration of issuance of the license. This item was opened for public comment, yet no one addressed the Board.

A motion was made by Commissioner Booker and seconded by Commissioner O'Quinn to approve the provisional alcoholic beverage license. The motion carried 6-1 with Commissioner Coleman opposed.

3. Consider the issuance of a 2020 provisional alcoholic beverage license to James Westenskow for Brunswick Hospitality of Virginia, LLC DBA Home 2 Suites. 475 Millennium Blvd., Brunswick, GA. The license is to sell distilled spirits, malt beverages and wines for consumption on premise of a hotel/motel in room service. Sunday sales permitted. James Westenskow, licensee. The provisional license does not entitle the applicant to sell alcoholic beverages until all necessary work at the premises has been inspected and approved by Glynn County, a certificate of occupancy issued, and the alcoholic beverage license issued by the License Officer. (Occupation Tax/Police Chief) [REPORT](#)

James Westenskow was present at the meeting as required by ordinance. Interim Chief Wiggins said the applicant met the requirements for consideration of issuance of the license. This item was opened for public comment, yet no one addressed the Board.

A motion was made by Commissioner Murphy and seconded by Commissioner Booker to approve the provisional alcoholic beverage license. The motion carried unanimously.

4. Consider the issuance of a 2020 provisional alcoholic beverage license to James Westenskow for Brunswick Hospitality of Virginia, LLC DBA Hilton Garden Inn. 475 Millennium Blvd., Brunswick, GA. The license is to sell distilled spirits, malt beverages and wines for consumption on premise of a hotel/motel in room service. Sunday sales permitted. James Westenskow, licensee. The provisional license does not entitle the applicant to sell alcoholic beverages until all necessary work at the premises has been inspected and approved by Glynn County, a certificate of occupancy issued, and the alcoholic beverage license issued by the License Officer. (Occupation Tax/Police Chief) [REPORT](#)

James Westenskow was present at the meeting as required by ordinance. Interim Chief Wiggins said the applicant met the requirements for consideration of issuance of the license. This item was opened for public comment, yet no one addressed the Board.

A motion was made by Commissioner Brunson and seconded by Commissioner Booker to approve the provisional alcoholic beverage license. The motion carried unanimously.

6. Consider the issuance of a 2020 provisional alcoholic beverage license to James Westenskow for Brunswick Hospitality of Virginia, LLC DBA Hilton Garden Inn. 475 Millennium Blvd., Brunswick, GA. The license is to sell malt beverages and wines not for consumption on premise of a retail gift shop. Sunday sales permitted. James Westenskow, licensee. The provisional license does not entitle the applicant to sell alcoholic beverages until all necessary work at the premises has been inspected and approved by Glynn County, a certificate of occupancy issued, and the alcoholic beverage license issued by the License Officer. (Occupation Tax/Police Chief) [REPORT](#) *This item was heard before item number 5.*

James Westenskow was present at the meeting as required by ordinance. Interim Chief Wiggins said the applicant met the requirements for consideration of issuance of the license. This item was opened for public comment, yet no one addressed the Board.

A motion was made by Commissioner Murphy and seconded by Commissioner Neal to approve the provisional alcoholic beverage license. The motion carried unanimously.

5. Consider the issuance of a 2020 provisional alcoholic beverage license to James Westenskow for Brunswick Hospitality of Virginia, LLC DBA Hilton Garden Inn-Home 2 Suites Restaurant. 475 Millennium Blvd., Brunswick, GA. The license is to sell distilled

spirits, malt beverages and wines for consumption on premise of a restaurant. Sunday sales permitted. James Westenskow, licensee. The provisional license does not entitle the applicant to sell alcoholic beverages until all necessary work at the premises has been inspected and approved by Glynn County, a certificate of occupancy issued, and the alcoholic beverage license issued by the License Officer. (Occupation Tax/Police Chief) [REPORT](#) *This item was heard after item number 6.*

James Westenskow was present at the meeting as required by ordinance. Interim Chief Wiggins said the applicant met the requirements for consideration of issuance of the license. This item was opened for public comment, yet no one addressed the Board.

A motion was made by Commissioner Murphy and seconded by Commissioner O'Quinn to approve the provisional alcoholic beverage license. The motion carried unanimously.

#### PUBLIC HEARING – Establishment of Fees

7. Consider adopting an amendment to Sections 2-16-10, 2-16-61, 2-16-62, and 2-16-63 of the Glynn County Water and Sewer Ordinance as proposed by the Brunswick-Glynn County Joint Water and Sewer Commission (JWSC) to revise metering provisions to allow flat-rate billing and require lockable plugs for sewer only accounts that are delinquent in payment; to update phrasing to reflect current billing practices to bill by gallons of water measured; to allow for the crediting of non-residential deposits after 60 months of consecutive payment; and to update the leak adjustment policy to simplify the process; and for other purposes. [REPORT](#)

Andrew Burroughs, Executive Director of the Brunswick-Glynn County Joint Water and Sewer Commission (JWSC), explained the reasoning behind each of the proposed changes to the Board. Mr. Burroughs also answered various questions from the Board regarding the proposed amendment.

This item was opened for public comment, and Julian Smith spoke in opposition. No one spoke in favor.

A motion was made by Commissioner Booker and seconded by Commissioner Neal to adopt an amendment to Sections 2-16-10, 2-16-61, 2-16-62, and 2-16-63 of the Glynn County Water and Sewer Ordinance as proposed by the Brunswick-Glynn County Joint Water and Sewer Commission (JWSC). The motion carried unanimously. Ordinance #O-2020-01

#### PUBLIC HEARING – Land Use

8. ZM4224 – Potlikker Farm: Consider the request to rezone a 7.42 acre property at 136 Potlikkers Place on Blythe Island from R-20 One-Family Residential and Conservation Preservation (CP) to Forest Agricultural (FA) with conditions limiting uses and

Conservation Preservation (CP). The applicant is proposing to operate a commercial farm to include field crops, truck gardening products, fruit and nut trees, poultry for egg production, and bees for honey production. Parcel ID: 03-06708. Potlikker Farm, LLC, owner and applicant. [REPORT](#) *The applicant has requested to defer the application and public hearing.*

Pamela Thompson, Director of Community Development, reported that the applicant has requested that the Board defer the application so they can refine their proposal before it comes back to the Board, however staff is ready to make a presentation if the Board would prefer to do so. The Board discussed their options with Ms. Thompson and Mr. Mumford.

Zack Gowen, owner of the property, reported that they plan to make some changes to the application and invited citizens from Blythe Island and the Board to come to the property to get a closer look next Tuesday.

A motion was made by Commissioner Coleman and seconded by Commissioner Brunson to defer this item to the April 2, 2020, meeting. The motion carried unanimously.

#### CONSENT AGENDA – General Business

9. Approved the minutes of the regular meeting held [February 20, 2020](#), and the special called meeting held [February 18, 2020](#), subject to any necessary corrections. (D. Patel)
10. Approved the oyster restoration habitat and/or artificial reef project on the South Brunswick River near Blythe Island Regional Park (BIRP) fishing pier as recommended by the BIRP Advisory Board and granted permission for DNR to conduct the project as specified on County-owned property. (L. Gurganus) [REPORT](#)
11. Authorized the submittal of a letter to the Georgia Department of Transportation (GDOT) requesting for a US 17 / SR 25 Resurfacing Project from Sidney Lanier Bridge south to SR 303. (D. Austin) [REPORT](#)
12. Authorized the Chairman to execute a quitclaim deed to Clarence H. Goolsby to release a tax deed for Lot 13 and the eastern portion of Lot 12 in the Troupe Creek Subdivision. (W. Worley) [REPORT](#)
13. Approved the Consent and Conditional Assignment of Contracts with SLAM Collaborative, Inc., and transfer any open contracts and purchase orders with Heery Design (CBRE Heery, Inc.) to SLAM. (A. Ours) [REPORT](#)
- 13.1 Approved the Memorandum of Understanding (MOU) with the City of Brunswick, and the Georgia Department of Transportation (GDOT) to continue the comprehensive, cooperative urban transportation planning process known as the "Brunswick Area Transportation Study" (BATS). (P. Thompson) [REPORT](#)

CONSENT AGENDA – Finance Committee

14. Authorized submittal of the 2020 Community Oriented Policing Grant application requesting the salaries and benefits of eight additional sworn officers for a three (3) year grand period which also requires a 25% local cash match. (J. Dunnagan) (FC Vote: 3-0) [REPORT](#)
15. Increased the FY20 Fire Fund Budget revenue and expenditures in the amount of \$5,000 with funding to be provided by the donation from ADT in order to purchase “Freddy the Fire Truck” fire prevention robot. (R. Jordan) (FC Vote: 3-0) [REPORT](#)
16. Approved the Glynn County EMS Medical Director Agreement with Todd Lucas M.D. for the calendar year 2020, with funding to be provided by the FY20 and FY21 EMS Budgets. (R. Jordan) (FC Vote: 3-0) [REPORT](#)
17. Approved the submittal of the Department of Homeland Security 2020 Assistance to Firefighter (AFG) grant application requesting 92 breathing apparatus for the Fire Department in the amount of \$792,376. The grant requires a 10% local cash match, at up to \$72,937. (R. Jordan) (FC Vote: 3-0) [REPORT](#)
18. Denied a request from Donald H. Harbaugh that penalties and interest paid on 2019 property taxes for parcels 04-13331 and 04-13332 in the amounts of \$20.72 and \$14.33, respectively, be refunded. (J. Chapman) (FC Vote: 3-0) [REPORT](#)
19. Denied a request from Carol Lane that penalties and interest paid on 2019 property taxes on account #215311 in the amount of \$91.32 be refunded. (J. Chapman) (FC Vote: 3-0) [REPORT](#)
20. Denied a request from Charles N. Smaha that penalties and interest paid on 2018 property taxes on parcel #04-11340 in the amount of \$970.95 be refunded. (J. Chapman) (FC Vote: 3-0) [REPORT](#)
21. Amended the FY20 budgets as outlined on the attached memo for each department with funding to be provided by the Revenue Stabilization fund for a total of \$722,471 for Hurricane Dorian expenditures. (J. Dunnagan) (FC Vote: 3-0) [REPORT](#)
22. Exercised the third (3<sup>rd</sup>) year option with Ameris Bank for the County’s banking services at no cost to Glynn County. (J. Dunnagan) (FC Vote: 3-0) [REPORT](#)

23. Exercised the second (2<sup>nd</sup>) year extension option for Audit Services with Nichols, Cauley & Associates, LLC, Dublin, GA, in the amount of \$55,000 with funding to be provided by the FY21 Finance Department Operating Budget. (B. Jones) (FC Vote: 3-0) [REPORT](#)
24. Authorized the agreement with Stifel relating to a potential municipal securities transaction. (A. Ours) (FC Vote: 3-0) [REPORT](#)
25. Approved the amendment to the Tyler Technologies Munis contract to remove the project cost of unused data conversions in the amount of \$16,000 and adding 100 implementation hours in the amount of \$16,000 with a net change in the contract amount of zero. (J. Catron) (FC Vote: 3-0) [REPORT](#)
26. Approved the Elavon Merchant Processing Service for online payment processing utilizing the Information Technology Purchasing Exemption, with funding provided by the Community Development Operating Budget and amended RSA Ameris Bank agreement for merchant processing. (J. Catron) (FC Vote: 3-0) [REPORT](#)
27. Approved the Lighting Services Agreement with Georgia Power to provide additional exterior lighting at Selden Park with funding to be provided by the Facilities Management's Operating Budget. (L. Gurganus) (FC Vote: 3-0) [REPORT](#)
28. Approve the Facility Use Agreement with Aquatic Facility Training and Consultants, LLC, to offer a Certified Pool/Spa Operation Certification Course at Casino Room 114 in October 2020, and authorized waiving the facility rental fee in exchange for allowing two Recreation and Parks employees to attend the course at no charge. (L. Gurganus) (FC Vote: 3-0) [REPORT](#)
29. Authorized execution of a Service Agreement for the application of Chipco Choice insecticide to sixty-five (65) acres of athletic fields in ten (10) County parks with Bayer in the amount of \$14,300 with funding to be provided by the FY20 Recreation Operating Budget. (L. Gurganus) (FC Vote: 3-0) [REPORT](#)
30. Rejected all bids for the Neptune Park Kiddie Pool Re-Plaster Project and authorized staff to reduce the scope of work and obtain new quotes. (L. Gurganus) [REPORT](#)
31. Approved the Concession License Agreement for Coast Guard Park and Beach Concessions operations for Summer 2020 to TNR Investments LLC dba Sunset Slush of St. Simons Island in the amount of \$8,513. (L. Gurganus) (FC Vote: 3-0) [REPORT](#)
32. Approved the first (1<sup>st</sup>) year option for copier maintenance services to Ashley's Business Solutions, Brunswick, GA, to be provided at an estimated cost not to exceed \$87,944.28

- annually with funding to be provided by the FY21 operating budgets of the departments utilizing the service. (B. Jones) (FC Vote: 3-0) [REPORT](#)
33. Approved a request to develop a scope of work and solicit an Invitation for Bid to determine the cost of contract maintenance for the Courthouse grounds maintenance. (D. Austin) (FC Vote: 3-0) [REPORT](#)
34. Exercised the third (3<sup>rd</sup>) option year for debris removal and disposal services with Ceres, Inc should such services be needed following an event resulting in large quantities of debris. (D. Austin) (FC Vote: 3-0) [REPORT](#)
35. Awarded a contract for the On-call Contract Services for Stormsewer Cleaning and Rehabilitation, to Southeast Pipe Survey, Inc., of Patterson, GA in the amount of \$40,000 with funding to be provided by the FY20 Public Works Department Operating Budget. (D. Austin) (FC Vote: 3-0) [REPORT](#)
36. Approved demolition of the Demere Park Community Building by the Public Works Department. (D. Austin) (FC Vote: 3-0) [REPORT](#)
37. Awarded a contract for the Blackbank River Tributary Bridge Repair Project, to the lowest responsive and responsible bidder, Massana, Inc, Tyrone, GA, in the amount of \$172,013 with funding to be provided by the FY2020 Capital Projects Fund, with an additional amount of \$30,000 for project contingency, for a total of \$202,013 and amend the capital projects budget for FY20 LMIG as follows for the FY20 Grant award of \$1,032,681 received as follows:
- Decreased FY20 Capital Projects Fund Bridges Revenue in the amount of \$36,350 and Expenditures in the amount of \$47,254; and,
  - Increased FY20 Capital Projects Fund Roads Revenue and Expenditures in the amount of \$722,877 each. (D. Austin) [REPORT](#)
38. Exercised the third (3<sup>rd</sup>) year option to contract for Bulk Fuel Delivery to Sommers Oil Company, Richmond Hill, GA, for .060 total mark-up over Opus low rack Regular Unleaded 87 Octane fuel and .067 total mark-up over Opus low rack #2 Low Sulfur Diesel fuel which includes freight with funding to be provided by the FY21 Fuel Budget in various funds. (D. Austin) (FC Vote: 3-0) [REPORT](#)
39. Exercised the first (1<sup>st</sup>) option with Creative Landscapes, Brunswick, GA for ground maintenance services at the Recreation Department, Facilities Maintenance, and Fire Department, in the amount of \$82,020 with funding to be provided by the FY21 Recreation Department, Facilities Maintenance and Fire Department's operating budgets. (D. Austin) (FC Vote: 3-0) [REPORT](#)



40. Exercised the second (2<sup>nd</sup>) option year with Creative Landscapes for right-of-way mowing and landscaping services for a total project amount of \$37,600 with funding to be provided by the FY21 Public Works Operating Budget broken down as follows: at the Demere/Frederica Roundabout in the amount of \$7,500; for the Frederica/Lawrence Roundabout in the amount of \$2,800; for Sea Island Road-Demere to Frederica in the amount of \$8,700; for Lawrence Rd Roundabout to Hampton Point in the amount of \$16,600. (D. Austin) (FC Vote: 3-0) [REPORT](#)
41. Approved the first (1<sup>st</sup>) year option with Mosquito Control Services of Georgia for the provision of inspection, surveillance, chemical control, biological control, efficacy testing, and reporting effective January 1, 2020, at a yearly cost of \$1,005,407 with funding to be provided by the FY20 and FY21 Public Works Operating Budget. (D. Austin) (FC Vote: 3-0) [REPORT](#)
42. Exercised the first-year option with Estate Management Service, Inc. of Brunswick, GA, for maintenance of the two South Harrington Park ponds in the amount of \$6,034.20 with funding provided by the FY2020 and FY2021 Public Works Operating Budget. (D. Austin) (FC Vote: 3-0) [REPORT](#)
43. Authorized the issuance of a Purchase Order for the purchase and training of three Police Service Dogs and training for the dogs' assigned handlers per IFB 01148 to Highland Canine Training, Harmony, NC, in the amount of \$35,445 with funding to be provided by the Police Seizure Fund. (J. Wiggins) (FC Vote: 3-0) [REPORT](#)

A motion was made by Commissioner Brunson and seconded by Commissioner Neal to approve all items on the consent agenda. The motion carried unanimously.

#### GENERAL BUSINESS

44. Consider approving the reallocation of funding currently established within the Animal Control Facility purchase order to Ussery-Rule Architects of St. Simons Island, Georgia, in the amount of \$172,000, with a transfer of funds in the amount of \$7,500 from the Geotechnical Allowance to the Plans and Specifications item to cover redesign expenses required by changes in the building codes in the time since substantial completion of the plans and submittal for review. (D. Austin) (FC Vote: 3-0) [REPORT](#)

Dave Austin, Director of Public Works, outlined the timeline for the Animal Control Facility project. He stated that the original contract amount for the design services was \$172,000 and so far, \$82,225 has been paid to date. Robert Ussery, Architect for the project, briefed the Board regarding the details of the design of the building.

A motion was made by Commissioner Coleman and seconded by Commissioner O'Quinn to approve the request. The motion carried unanimously.

45. Consider providing staff direction regarding the Kings Park Pickleball Court Construction Project. (L. Gurganus) (FC Vote: 3-0) [REPORT](#)

Lisa Gurganus, Director of Parks and Recreation, reported that the Board approved \$150,000 in the FY20 Capital Projects Budget to construct 6 new Pickleball Courts at Kings Park. She stated that specifications and site plan were developed by staff using guidelines and best practices outlined in the American Sports Builders Association Pickleball Courts: A Construction and Maintenance Manual 2017. She stated that three (3) bids were received on February 6, 2020, however all bids were significantly over the project budget of \$150,000. Moving forward, staff needs direction from the Board on how to proceed and the options before them include rejecting all bids, revising the scope of work, and re-advertising the project; or awarding the lowest bid with FY20 Recreation Capital excess with the possibility of exploring value engineering options; or providing alternative solutions.

She reported that staff had looked for alternative sites including Epworth and Demere, and explored a variety of options. Staff believed that Kings Park would be the best location because there is already pickleball at the park. The other options would have disturbed other amenities already at those parks and were closer to other neighborhoods.

The Board discussed options on how to move forward with this project.

A motion was made by Commissioner Murphy and seconded by Commissioner Booker to reject all bids for the Kings Park Pickleball Court Construction Project, direct staff to revise the scope of work to put in four courts, and re-advertise the project. The motion carried 5 – 2 with Commissioner Coleman and Commissioner O’Quinn opposed.

#### EXECUTIVE SESSION/POST EXECUTIVE SESSION ACTION

A motion was made by Commissioner O’Quinn and seconded by Commissioner Booker to adjourn to executive session to discuss potential litigation. The motion carried 5-0. Commissioner Murphy and Commissioner Neal did not indicate their vote.

#### BACK IN SESSION

A motion was made by Commissioner Brunson and seconded by Commissioner Booker to adjourn executive session and enter regular session. The motion carried unanimously.

A motion was made by Commissioner Booker and seconded by Commissioner Brunson to approve the executive session minutes of February 20, 2020. The motion carried unanimously.

There being no further business, the meeting was adjourned at 8:15 p.m.

---

Michael Browning, Chairman

Board of Commissioners  
Glynn County, Georgia

Attest:

---

Dhwani Patel, County Clerk