

MINUTES
SPECIAL CALLED MEETING
GLYNN COUNTY BOARD OF COMMISSIONERS
HISTORIC GLYNN COUNTY COURTHOUSE
701 "G" STREET, 2ND FLOOR, COMMISSIONERS' MEETING CHAMBERS
THURSDAY, DECEMBER 3, 2020 AT 5:00 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

COMMISSION PRESENTATIONS AND ANNOUNCEMENTS

1. Received a speech from Andrew Moses, the longest serving Glynn County employee, regarding the Employee Years of Service Awards.

2. Receive an address from the Brunswick-Golden Isles Chamber of Commerce.

Commissioner Browning stated that the Chamber will come to the second regular meeting in December to give their address.

3. Received the FY21 1st Quarter Financial Report and a preliminary review of FY20 year end financials. (T. Munson) [REPORT](#)

CONSENT AGENDA – General Business

4. Approved the minutes of the regular meeting held [November 19, 2020](#), subject to any necessary corrections. (D. Patel)

5. FP4543 Ramsey Place Final Plat: Approve a final plat for a six lot subdivision, Ramsey Place, located at 299 N. Harrington Road, St. Simons Island. The property is zoned R-6 One Family Residential, and the size of the tract to be subdivided is 73,355 SF. Parcel ID: 04-05425. Brett Flanagan, Kaufmann Flanagan LLC, applicant and owner. [REPORT](#) *This item was removed from the consent agenda at the request of Commissioner O'Quinn.*

6. Accepted the Drainage Utility Easements with Valerie Harrison and Larry G. Johns and Janis F. Johns for the Highland Park Subdivision to allow Glynn County Public Works to perform maintenance as needed. (D. Austin) [REPORT](#)
7. Approved the indemnification application to submit as part of the Georgia Department of Transportation (GDOT) encroachment approval process for the SPLOST 2016 Altama Connector Spur 25 Intersection Project. (D. Austin) [REPORT](#)
8. Approved the nominations of [Michael D. Hodges](#), [Angela L Heys](#), and [James Davis](#) for consideration of the joint City-County appointment to serve on the Glynn – Brunswick Memorial Hospital Authority for the unexpired term of Mitchell Jones. The Hospital Authority will make the final appointment. The term begins immediately upon appointment and ends April 30, 2022.
9. Approved the nominations of [James E. Parker](#), [Michael D. Hodges](#), and [Angela L Heys](#) for consideration of appointment to serve on the Glynn – Brunswick Memorial Hospital Authority. The Hospital Authority will make the final appointment. The term begins immediately upon appointment and ends April 30, 2024.
10. Approved the nominations of [James E. Parker](#), [Angela L Heys](#), and [James Davis](#) for consideration of appointment to serve on the Glynn – Brunswick Memorial Hospital Authority to serve the unexpired term of Carl Alexander. The Hospital Authority will make the final appointment. The term begins immediately upon appointment and ends April 30, 2023.
11. Approved the appointment of [Shauntay Harris](#) to serve on the Coastal African-American Historic Preservation Commission (CAAHPC). The term begins immediately and ends June 30, 2024.
- ~~12.~~ Approve the agreement with Axon Enterprises and issue a Purchase Order in the amount of \$635,413.61 with funding to be provided by the Police Fund Fund Balance. (J. Wiggins) [REPORT](#) *This item was removed from the consent agenda at the request of Commissioner Brunson.*
13. Authorized staff to bid the updated *Oak Grove Cswy-Pipe Rehabilitation Project* plans for construction. (P. Thompson) [REPORT](#)
14. Authorized execution of the Hold Harmless agreement for GDOT permit number A-127-004497-5. (P. Thompson) [REPORT](#)

15. Accepted the Drainage Easement from Distinctive Housing Solutions, Inc signed November 5, 2020. (P. Thompson) [REPORT](#)
16. Approved an Encroachment Consent Agreement to allow The Gathering Place, Inc., to place certain permanent improvements within a drainage easement along the northern boundary of 3883 Altama Avenue. (Commissioner Brunson) [REPORT](#)
17. Authorized the Chairman to sign and submit the attached transmittal letter and authorizing resolution for a FY22 5303 Federal Transit Act grant application by Glynn County, on behalf of the Brunswick Area Transportation Study (BATS). (P. Thompson) [REPORT](#) Resolution #R-49-20

CONSENT AGENDA – Finance Committee

18. Accepted the donations and increase the Police Department’s FY21 revenue and expenditures budget by \$2,418. (J. Wiggins) (FC Vote: 3-0) [REPORT](#)
19. Approved the Real and Personal Property corrections and exemptions as recommended by the Board of Assessors and the Chief Appraiser at their Thursday, November 12, 2020 meeting, with clarification that this does not approve a tax refund. (R. Glisson) (FC Vote: 3-0) [REPORT](#)
20. Adopted the Resolution to amend the FY20/21 Budget. (T. Munson) (FC Vote: 3-0) [REPORT](#) Resolution #R-50-20
21. Accepted the FY21 Promoting Safe and Stable Families (PSSF) grant award and decreased the Juvenile Court’s FY21 budgeted revenues and expenditures by \$10,870. (J. Dunnagan) (FC Vote: 3-0) [REPORT](#)
22. Approved the FY 2020 Bulletproof Vest Partnership Grant Program and amend the Police Department’s FY21 budget by increasing revenues and expenditures in the amount of \$7,530 each, subject to the approval of the County Attorney. (J. Dunnagan) (FC Vote: 3-0) [REPORT](#)
23. Accepted the FY21 Summer Reading Program grant and authorize a revenue and expenditure increase in the amount of \$1,500 for the Marshes of Glynn Libraries with the funding to be provided by the Georgia Public Library Service. (G. Mullis) (FC Vote: 3-0) [REPORT](#)
24. Amended the FY20 Budget as follows:
 - a) Pension Fund – Increase in revenue and expenditures in the amount of \$327,510 (to cover final activity in the fund)

- b) Debt Service Fund – Increase in revenue and expenditures in the amount of \$8,433,224 (to adjust budget for Bond Reissuance)
- c) General Fund – increases in budget as follows:

	<u>Revenue</u>	<u>Expenditures</u>	
1) Employee Health Benefits (employee health care cost over budget)	1,201,420	1,201,420	
2) Worker Compensation (employee workers comp costs over budget)	342,914	342,914	
3) General Government Function (distribution of general fund indirect costs)		990,253	
4) Judicial Function (distribution of general fund indirect costs)		368,253	
5) Public Safety Function (distribution of general fund indirect costs)		747,482	
6) Public Works Function (distribution of general fund indirect costs)		393,810	
7) Health and Welfare Function (distribution of general fund indirect costs)		88,356	
8) Recreation Function (distribution of general fund indirect costs)		178,334	
9) Housing and Development Function (distribution of general fund indirect costs)		137,414	
10) Charges for Services (revenue collected from general fund functions for indirect cost)		2,903,902	

(T. Munson) (FC Vote: 3-0) [REPORT](#)

- 25. Approved the Officials Agreement with Gold Coast Officials Association to provide officiating services for Glynn County Recreation and Parks Youth Basketball Games for the 2020-2021 season in an amount not to exceed \$9,000 with funding to be provided by the FY2021 Operating Budget. (L. Gurganus) (FC Vote: 3-0) [REPORT](#)
- 26. Approved exercising the option to extend the Shelter Management agreement with Wesley Davis for one additional year for the operation of the Glynn County Employee’s Emergency Shelter in Waycross, GA. (L. Gurganus) (FC Vote: 3-0) [REPORT](#)
- 27. Authorized staff to issue a purchase order to Dell Inc. in the amount of \$44,872.80 to continue secure system operations with funding to be provided jointly by the FY21 Capital Projects Fund - Information Technology and E911 Fund Capital Budgets. (D. Bragdon) (FC Vote: 3-0) [REPORT](#)

28. Approved the Authorization to Proceed with the Mobile Home Search & Report Software Module to the qPublic.net in the amount \$3,240 with funding to be provided by the FY21 Tax Commissioner's Budget. (B. Nyers) (FC Vote: 3-0) [REPORT](#)
29. Exercised the second-year option to Estate Management Service, Inc. of Brunswick, GA for the maintenance of the two South Harrington Park ponds in the amount of \$6,215.28 with funding to be provided by the FY21 and FY22 Public Works Operating Budgets. (D. Austin) (FC Vote: 3-0) [REPORT](#)
30. Approved the second 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, 2021 in the amount of \$1,015,237.09 with funding to be provided by the FY21 and FY22 Public Works Budgets. (D. Austin) (FC Vote: 3-0) [REPORT](#)
31. Approved the construction of a new dog park on St. Simons in the recently cleared area of Kings Park and the expansion of the large dog area at North Glynn Regional Park for a cost of \$9,250 with funding to be provided by the Capital Projects Fund balance. (D. Austin) (FC Vote: 3-0) [REPORT](#)
32. Appropriated \$15,000 for a contract modification or change order to the upcoming LMIG 2021 contract and for in house Traffic Division work to construct a right turn lane on Atlantic Drive with funding to be provided by the Capital Projects Fund balance. (D. Austin) (FC Vote: 3-0) [REPORT](#)
33. Awarded a contract change order for the Altama Connector Spur 25 Intersection Improvement Project, to Pond Company, of Peachtree Corners, GA, in the amount of \$11,200 with funding to be provided by the SPLOST 2016 Fund. (D. Austin) (FC Vote: 3-0) [REPORT](#)
34. Exercised the second-year option for Commercial Service to Republic Services effective January 1, 2021 to Republic Services of Georgia at a projected cost of \$153,085.32 with funding to be provided by various FY21 and FY22 operating budgets. (D. Austin) (FC Vote: 3-0) [REPORT](#)
35. Approved the library shelving bid from Patterson Pope for the St. Simons Island Library in the amount of \$23,404.22 for the base bid and additional proposal of shelving dividers with funding from private donations given to the St. Simons Island Library. (G. Mullis) (FC Vote: 3-0) [REPORT](#)
36. Approved the furniture bid from PMC Commercial Interiors for new furnishings for the St. Simons Island Library in the amount of \$55,269.77 with funding from private donations given to the St. Simons Island Library. (G. Mullis) [REPORT](#)

37. Accepted the settlement payment of \$15,716.00 for the totaled 2017 Ford Explorer K-9. Glynn County will surrender the SUV and accept \$350.00 for the cost to replace the decals. (K. Munoz-Strickland) (FC Vote: 3-0) [REPORT](#)
38. Approved the agreement with PropertyRoom.com for auction services for the Glynn County Police Department. (J. Wiggins) (FC Vote: 3-0) [REPORT](#)

CONSENT AGENDA – Pension Committee

39. Extended the contract with Nyhart for the provision of actuarial services. (PC Vote 8-0) (O. Reed) [REPORT](#)
40. Exercised the second-year extension of the contract with Bowen, Hanes & Company, Inc. for Investment Management services exercising the second year extension of the contract with Synovus Trust Company for Trustee Administration Services. (PC Vote 8-0) (O. Reed) [REPORT](#)

A motion was made by Commissioner Brunson and seconded by Commissioner Neal to approve all items on the consent agenda, except item numbers 5 and 12 which were removed for discussion. The motion carried 6-0 with Commissioner Booker out of the room at the time of the vote.

ITEMS REMOVED FROM THE CONSENT AGENDA FOR DISCUSSION

5. FP4543 Ramsey Place Final Plat: Approve a final plat for a six lot subdivision, Ramsey Place, located at 299 N. Harrington Road, St. Simons Island. The property is zoned R-6 One Family Residential, and the size of the tract to be subdivided is 73,355 SF. Parcel ID: 04-05425. Brett Flanagan, Kaufmann Flanagan LLC, applicant and owner. [REPORT](#) *This item was removed from the consent agenda at the request of Commissioner O'Quinn.*

A motion was made by Commissioner O'Quinn and seconded by Commissioner Coleman to approve the final plat. The motion carried 6-0 with Commissioner Booker out of the room at the time of the vote.

12. Approve the agreement with Axon Enterprises and issue a Purchase Order in the amount of \$635,413.61 with funding to be provided by the Police Fund Fund Balance. (J. Wiggins) [REPORT](#) *This item was removed from the consent agenda at the request of Commissioner Brunson.*

Commissioner Browning clarified that this item was pulled from the Consent Agenda to modify the amount.

A motion was made by Commissioner Brunson and seconded by Commissioner Neal to approve the agreement with Axon Enterprises and issue a Purchase Order in the amount

of \$328,091.62 with funding to be provided by the Police Fund Fund Balance. The motion carried 6-0 with Commissioner Booker out of the room at the time of the vote.

GENERAL BUSINESS

41. Consider directing staff to issue a request for proposal for cloud based short-term rental software and services to manage the Short-Term Rental ordinance and to identify a funding source and consider adopting an amendment to Section 2-31-16 of the Code of Ordinances to change the effective date of the Short-Term Rental Ordinance to April 1, 2021, and for other related purposes. (D. Bragdon) (FC Vote: 3-0) [REPORT](#)

A motion was made by Commissioner Brunson and seconded by Commissioner Murphy to adopt an amendment to Section 2-31-16 of the Code of Ordinances to change the effective date of the Short-Term Rental Ordinance to April 1, 2021, and for other related purposes. The motion carried unanimously. Ordinance #O-2020-10

A motion was made by Commissioner Murphy and seconded by Commissioner Brunson to direct staff to issue a request for proposal for cloud based short-term rental software and services to manage the Short-Term Rental ordinance. The motion carried unanimously.

42. Consider awarding the contract for the provision of 401(a) Defined Contribution Plan services to Nationwide Retirement Solutions effective January 1, 2021 and authorize the Chairman to sign said contract pending the review of the County Attorney's Office. (2-0) (O. Reed) [REPORT](#)

A motion was made by Commissioner Murphy and seconded by Commissioner Coleman to award the contract for the provision of 401(a) Defined Contribution Plan services to Nationwide Retirement Solutions effective January 1, 2021 subject to final review and approval of the contract documents during the Board's December 17 meeting. The motion carried unanimously.

43. Discuss the status of the Village Creek boat ramp parking area and consider future actions regarding the parking area. [REPORT](#)

Will Worley, Senior Assistant County Attorney, summarized the background of this item. The Board discussed this item but did not take any action.

EXECUTIVE SESSION/POST EXECUTIVE SESSION ACTION

The Board did not hold an executive session during this meeting.

There being no further business, the meeting adjourned at 6:04 p.m.

Michael Browning, Chairman
Board of Commissioners
Glynn County, Georgia

Attest:

Dhwani Patel, County Clerk