



Finance Committee Meeting Minutes

Glynn County Board of Commissioners

4:00 p.m., Tuesday, July 8, 2008

Third Floor Conference Room

W. Harold Pate Courthouse Annex

Brunswick, Georgia

Present:

Committee Members: C. Johnson, U. Keller and T. Thaw

Other Commissioners:

Staff: J. Breitenbach, J. Bruner, J. Carter, D. Chunn, R. Coolidge, P. McNicoll, O. Reed, B. Rowell, C. Stewart, C. Temple, W. Worley

Press: J. Davis, P. Shierling

Others:

1. Consider approval of the consent agenda.

a) Approve of the June 24, 2008 Finance Committee Minutes.

b) Declare the unusable items listed on the attached page as surplus and approve the disposal of these items in the best interest of the County.

The following motion made by Commissioner Keller and seconded by Commissioner Johnson passed unanimously.

Recommend approval of the consent agenda. (Vote: 3-0)

2. Consider recommending that the Board of Commissioners to contract for tree removal/maintenance services with Locke Farms as follows with funding provided from the Engineering Department operating budget:

- | | |
|---|-------------------|
| • Tree removal, trimming limbs with traffic control, per hour | \$145.00 |
| • Tree removal, trimming limbs w/o traffic control, per hour | \$120.00 |
| • Palm tree trimming per each | \$25.00 |
| • Stump grinding, per inch diameter | \$2.25 |
| • Crane & operator, per hour | \$90.00-\$165.00. |

Mr. Jim Bruner, County Engineer, presented this item and stated that Locke Farms had been the County's tree removal contractor for several years and had done an outstanding job. Commissioner Keller stated that he had personally seen this vendor's work and was satisfied. Mr. Bruner stated that Custom Tree Works had also had a good bid but that they had no certified arborist on staff which was a requirement of the contract. The following motion made by Commissioner Keller and seconded by Commissioner Johnson passed unanimously.

Recommend that the Board of Commissioners to contract for tree removal/maintenance services with Locke Farms as follows with funding provided from the Engineering Department operating budget:

- | | |
|---|----------|
| • Tree removal, trimming limbs with traffic control, per hour | \$145.00 |
| • Tree removal, trimming limbs w/o traffic control, per hour | \$120.00 |
| • Palm tree trimming per each | \$25.00 |

- **Stump grinding, per inch diameter** **\$2.25**
- **Crane & operator, per hour** **\$90.00-\$165.00.(Vote:3-0)**

3. Consider recommending that the Board of Commissioners accept the settlement offer from Mercury Insurance, in the amount of \$12,553.25 for unit 2461, a 2008 Ford Ranger.

Mr. Rick Coolidge, Human Resources Generalist, stated that he had checked with several insurance companies and they had confirmed that 25 cents per mile devaluation was the standard. He also stated that the memo submitted to them needed to be changed as it stated that this was a Code Enforcement truck and it was actually a Building Inspection truck. Commissioner Keller made a motion to accept the settlement offer from Mercury Insurance in the amount of \$12,553.25 for unit 2461, a 2008 Ford Ranger, but the motion died for lack of a second.

Commissioner Johnson was concerned that the truck had been out of service since March 3, 2008 and said that they should not have devalued the truck since they didn't provide a rental vehicle for the County's use. Commissioner Thaw agreed that they should give the County the rental fee that they should have paid for. The following motion made by Commissioner Johnson and seconded by Commissioner Keller passed unanimously.

Direct staff to contact Mercury Insurance Company and request compensation for the time the wrecked vehicle has been out of service or the full purchase price (\$13,315) of the 2008 Ford Ranger (unit 2461) and report the response to the full Board of Commissioners for their consideration.

4. Consider recommending that the Board of Commissioners amend FY08 Human Resource Budget for the health plan expenses in the amount of \$670,481 and the workers' compensation expenses in the amount of \$110,403 with funding to be provided as follows:

<u>Fund</u>	<u>Health Ins</u>	<u>Worker's Comp</u>	<u>Total</u>
General Fund	\$589,327	\$ 89,815	\$679,142
Administrative Services Fund	7,604	177	7,781
Emergency 911 Fund	7,354	217	7,571
Fire Fund	58,331	16,938	75,269
Sea Island Fund	1,966	480	2,446
Solid Waste Fund	<u>5,899</u>	<u>2,776</u>	<u>8,675</u>
	<u>\$670,481</u>	<u>\$110,403</u>	<u>\$780,884</u>

Mr. Charles Stewart, County Administrator requested that this item be deferred to the next Finance Committee meeting and the Chairman agreed.

5. Consider recommending to the Glynn County Board of Commissioners to award the IAP Lift Station and Sewer Force Main project to the lowest responsive bidder, Palm Coast Utilities in the amount of \$635,181.50 with funding to be provided by a DCA grant in the amount of \$356,160 with the remainder from SPLOST 5 (Sewer Line Expansion, \$2 M). If additional funding is obtained from grants or the Georgia Ports Authority then the additional funds will be used to repay SPLOST 5.

Mr. Jim Bruner informed the Committee that bids were opened on July 1, 2008 and the lowest responsive bid was \$635,181.50 from Palm Coast Utilities. He stated that the engineering estimated was \$805 thousand. County staff is researching grants to supplement the funding sources identified and if any additional grants are secured, the Splost 5 project will be reimbursed if possible. The

following motion made by Commissioner Keller and seconded by Commissioner Johnson passed unanimously.

Recommend that the Board of Commissioners to award the IAP Lift Station and Sewer Force Main project to the lowest responsive bidder, Palm Coast Utilities in the amount of \$635,181.50 with funding to be provided by a DCA grant in the amount of \$356,160 with the remainder from SPLOST V (Sewer Line Expansion, \$2 M). If additional funding is obtained from grants or the Georgia Ports Authority then the additional funds will be used to repay SPLOST V. (Vote: 3-0)

6. *Request that Chairman Thaw identify the Finance Committee items which should be included as consent items in the Commission's Meeting Agenda.*

Commissioner Thaw identified all items as consent except #3 which will be presented to the full Board of Commissioners and #4 which was deferred to the next Finance Committee meeting.