



Finance Committee Meeting Minutes

Glynn County Board of Commissioners

4:00 p.m., Tuesday, October 28, 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. Bruner, D. Chunn, W. Davis, B. Gerhardt, J. Hurlbut, P. McNicoll, D. Newbern, B. Rowell, C. Stewart, W. Worley*

Press: *J. Davis, M. Permar*

Others: *K. Kellogg, V. Lewis, A. McCann, M. McCormick*

1. *Consider approval of the consent agenda.*
 - a) *Approve of the October 7, 2008 Finance Committee Minutes.*
 - b) *Recommend that the Board of Commissioners adopt the Resolution to amend the FY08/09 Budget.*
 - c) *Recommend that the Board of Commissioners 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 Johnson and seconded by Commissioner Keller passed unanimously.

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

2. *Consider recommending that the Board of Commissioners amend section 2-16-262 of the Code of Ordinances to include citizens who are disabled regardless of age who meet property ownership and income criteria to qualify for the exemption.*

Ms. Becky Rowell, Assistant County Administrator, introduced Ms. Karen Kellogg who had appealed the decision to deny a solid waste exemption. Ms. Rowell stated that under the current rules there is no consideration for individuals who are disabled if they are under age 62. Ms. Rowell recommended that the exemption be allowed for individuals who are disabled regardless of age but who meet the income requirements. Commissioner Keller stated that the County needs a clear disability definition. The following motion made by Commissioner Johnson and seconded by Commissioner Keller passed unanimously.

Recommend that the Board of Commissioners amend section 2-16-262 of the Code of Ordinances to include citizens who are disabled regardless of age who meet property ownership and income criteria to qualify for the exemption to include a disability definition. (Vote: 3-0)

3. *Consider recommending that the Board of Commissioners accept the Statement of Grant Amount of \$5,000 in federal funds from the Council of Juvenile Court Judges and to authorize the inclusion of these funds in the Juvenile Court budget.*

Mr. Dick Newbern, Grants Administrator, presented this item and stated that this is the seventh year that the County has been awarded this grants. The following motion made by Commissioner Keller and seconded by Commissioner Johnson passed unanimously.

Recommend that the Board of Commissioners accept the Statement of Grant Amount of \$5,000 in federal funds from the Council of Juvenile Court Judges and to authorize the inclusion of these funds in the Juvenile Court budget. (Vote: 3-0)

4. *Consider recommending that the Board of Commissioners award the contract for construction of the St. Simons Island Gateway Project to Sayer Enterprises, Inc. dba Southern Development Corp. in the amount of \$3,273,412 with funding provided from Program. Object 4560.54375.*

Mr. Jim Bruner, County Engineer, informed the Committee that four bids were received on 10/21/08 for the construction of the Gateway Project and Sayer Enterprises, Inc., dba Southern Development Corp. of Jacksonville, Florida submitted the lowest responsive bid in the amount of \$3,273,412. He recommended award to the low bidder. Mr. Rick Smith, Vice President of Sayer Enterprises was introduced by Mr. Bruner and was available to answer questions. Mr. Bruner told Mr. Smith that Commissioner Thaw was concerned about the disruption of traffic while the project was going on. Mr. Smith stated that the contract has a good traffic control plan. Commissioner Thaw stated that the intersection gets 100% of traffic onto and off of the island and asked if night-time work could be added into the contract. Mr. Smith said that the specs were very specific about lane closures. He stated that the traffic control plan would need to be modified and he would then review it. Commissioner Johnson agreed with Mr. Thaw that there should be no lane closures during the day.

Commissioner Keller agreed with Mr. Smith's concerns but stated that the project shouldn't impede traffic flow and questioned whether the bid documents could be changed. Mr. Will Worley, Assistant County Attorney, stated that minor items or technicalities could be changed but that night-time work sounds like a change in the scope of work and that the law would require that everyone be allowed to bid on a change in scope. Mr. Smith stated that Kings Way would be closed at some point but the rest of the job would maintain 2-way traffic throughout the job. The only time exclusion would be when changing from phase 1 to phase 2. Commissioner Keller stated that they must maintain two lanes on and off the island at all times. Commissioner Thaw asked Mr. Worley is a change order could be issued after the award and Mr. Worley stated that it could be it could not be changed before the award. Commissioner Keller requested that Mr. Bruner, Mr. Smith and all departments involved in traffic look at this and come back with a recommendation at the November 12, 2008 meeting.

Commissioner Johnson questioned who had reviewed the bids and Mr. Bruner stated that he and the Purchasing Agent had. Commissioner questioned who check references and Mr. Bruner listed the four references provided by Mr. Smith and two additional ones that Mr. Bruner selected were called by Mr. Bruner. He stated that all references were good. Commissioner Johnson asked if Sayer Enterprises has a Georgia contractor license and Mr. Bruner stated that they had pre-qualified through the County and that they were not required to have a Georgia contractor license. Commissioner Johnson questioned how long the project would last and Mr. Bruner stated that it was a 270 day project.

Commissioner Keller made a motion to defer this item until the November 12, 2008 meeting to determine if night work would be done at the current price. Mr. Charles Stewart, County Administrator, stated that he believed that staff could be ready with a recommendation by the November 6, 2008 Board of Commissioners meeting. Mr. Keller amended his motion. The following motion made by Commissioner Keller and seconded by Commissioner Johnson passed unanimously.

Defer to the full Board of Commissioners the consideration of the award of the contract for construction of the St. Simons Island Gateway Project to Sayer Enterprises, Inc. dba

Southern Development Corp. in the amount of \$3,273,412 with funding provided from Program.Object 4560.54375. (Vote: 3-0)

5. *Consider recommending that the Board of Commissioners award the contract for construction of the Lift Station 45 Village Creek Rehabilitation to Underground Excavating in the amount of \$208,556.17 with funding provided from Program.Object 4360.54375.*

Mr. Jim Bruner presented this item and stated that there were nine bidders for this project and recommended award to Underground Excavating who was the lowest responsive and responsible bidder. The following motion made by Commissioner Johnson and seconded by Commissioner Keller passed unanimously.

Recommend that the Board of Commissioners award the contract for construction of the Lift Station 45 Village Creek Rehabilitation to Underground Excavating in the amount of \$208,556.17 with funding provided from Program.Object 4360.54375. (Vote: 3-0)

6. *Consider recommending that the Board of Commissioners*
- *Authorize staff to perform parcel inspections of all 45,297 parcels,*
 - *Approve the addition of nine temporary positions, and*
 - *Increase the FY09 Property Appraisal Operating Budget by \$176,700.*

Mr. Bobby Gerhardt, Chief Property Appraiser, and Ms. Ann McCann, Chairman of Board of Assessors, were available to answer questions. Commissioner Thaw stated that he didn't see the need to inspect all parcels and that inspection of undeveloped land was unnecessary. Mr. Gerhardt responded that the County is required by law to inspect all parcels every three years and he would like to do them all at this time. Commissioner Keller was concerned that they would not be able to do the job in 8 months and felt that the accuracy rate would be lower during that length of time than if they finished in 12 months. Mr. Gerhardt stated that additional time needed would cost \$19 thousand per month. Ms. McCann stated that they had sent a team out to test the amount of time it would take and felt that they were accurate in their projections. Commissioner Thaw stated that they could come back and ask for additional funds if it took longer than 8 months. Commissioner Keller stated that he would rather give them more time now and have them finish early than have to ask for more funding in the future. Mr. Stewart suggested that the money be appropriated but have them come in every three months to report on their progress. The following motion made by Commissioner Keller and seconded by Commissioner Johnson passed unanimously.

Recommend that the Board of Commissioners

- **Authorize staff to perform parcel inspections of all 45,297 parcels,**
 - **Approve the addition of nine temporary positions, and**
 - **Increase the FY09 Property Appraisal Operating Budget by \$22 thousand for eight months and \$19 thousand for additional months needed with funding to be provided by the General Fund fund balance. (Vote: 3-0)**
7. *Consider recommending that the Board of Commissioners authorize the renewal of the St. Simons Surf Sailors agreement for another 5 year period subject to payment of the annual rent and the amount equal to the increase in the Consumer Price Index (CPI) or 5%, whichever is greater.*

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

Recommend that the Board of Commissioners authorize the renewal of the St. Simons Surf Sailors agreement for another 5 year period subject to payment of the annual rent and the

amount equal to the increase in the Consumer Price Index (CPI) or 5%, whichever is greater and approve the amendment to the lease. (Vote: 3-0)

8. *Discuss the liability insurance situation at the Altamaha Park as outlined in Mr. Vernon Lewis's letter of October 9, 2008.*

Mr. Vernon Lewis, President of the Altamaha Park Board of Directors, requested that this item be deferred. The following motion made by Commissioner Keller and seconded by Commissioner Johnson passed unanimously.

Motion to defer this item to the November 12, 2008 Finance Committee meeting. (Vote: 3-0)

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

Commissioner Thaw stated that all items will be on the Board of Commissioners consent agenda except for item #4 which was referred to the full Board for consideration and #8 which was deferred to the next Finance Committee meeting.