



Finance Committee Meeting Minutes

Glynn County Board of Commissioners

4:00 p.m., Tuesday, December 9, 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: *D. Bragdon, J. Bruner, P. Christian, W. Davis, D. Hainley, P. McNicoll, B. Nyers, B. Rowell, C. Stewart, S. Trautz, W. Worley*

Press: *J. Davis, M. Permar*

Others: *J. Andrews, M. Baxter, V. Lewis, S. Shipman, J. Willis*

Chairman Thaw called the meeting to order and stated that it was an honor to work with Commissioners Johnson and Keller on Finance Committee in the past year.

1. *Consider approval of the consent agenda.*
 - a) *Approve of the November 25, 2008 Finance Committee Minutes.*
 - b) *Recommend that the Board of Commissioners deny a request from Mr. Roger Mogford that \$284.37 paid on 2008 property taxes that he would have received in savings if he would have filed homestead exemption be refunded.*
 - c) *Recommend that the Board of Commissioners authorize payment of the excess tax proceeds from the tax sale of parcel number 01-04980, in the amount of nine thousand one hundred thirteen dollars and seventy-two cents (\$9,113.72) to Doug Mathis on behalf of Jerry Jones.*
 - d) *Recommend that the Board of Commissioners renew the contract with Southeast Georgia Health System for the provision of medical services to persons in the custody of the Police Department. Glynn County will receive a 35% discount for medical services when payment is made within 60 days.*

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 award a contract for construction of the Altamaha Park Bathhouse to B&B Builders d/b/a Rebco Construction in the amount of \$299,752.00 with funding provided from Program.Object 1217-54375.*

Mr. Paul Christian, Assistant County Administrator, presented this item. Commissioner Johnson commented that there were only a few hundred dollars difference in the low bidder and two local bidders. This project is classified as a public works contract under state law and the bid must be awarded to the lowest responsive and responsible bidder. Commissioner Thaw stated that he has requested legislation to give consideration to local bidders. Mr. Christian commented that this company had done an excellent job on other projects for the County and Commissioner Keller voiced his concern that they may not be able to handle all the projects that have been awarded to them. Mr. Christian assured him that they could. The following motion made by Commissioner Johnson and seconded by Commissioner Keller passed unanimously.

Recommend that the Board of Commissioners award a contract for construction of the Altamaha Park Bathhouse to B&B Builders d/b/a Rebco Construction in the amount of \$299,752.00 with funding provided from Program.Object 1217-54375. (Vote: 3-0)

3. *Consider recommending that the Board of Commissioners authorize staff to bid the sale of approximately 5.6 acres of timber at North Glynn Park, to stump this disturbed area by the cruising contractor and have the service fee deducted from the cruising revenue, and allow Public Works to haul and spread St. Andrews material across this area for additional parking.*

Mr. Wesley Davis, Recreation Director, was available to answer questions. The following motion made by Commissioner Keller and seconded by Commissioner Johnson passed unanimously.

Recommend that the Board of Commissioners authorize staff to bid the sale of approximately 5.6 acres of timber at North Glynn Park, to stump this disturbed area by the cruising contractor and have the service fee deducted from the cruising revenue, and allow Public Works to haul and spread St. Andrews material across this area for additional parking. (Vote: 3-0)

4. *Consider recommending that the Board of Commissioners authorize the GIS Division to provide a full dataset of LiDAR Infrared and ortho-photography to Georgia Department of Natural Resources Coastal Resource Division with these use and cost stipulations –*
 - *Payment will be required in the amount of \$1000.00 for the LiDAR dataset to cover the costs of producing the dataset for the CRD.*
 - *Payment will be required in the amount of \$1,000.00 for the true color/color infrared photography to cover the costs of producing the dataset for the CRD.*
 - *The GADNR will not sell or distribute any of the dataset in its raw format. Maps, models and analysis of the data may be provided to those requesting it.*
 - *The data is provided for mapping and analysis to aid in the further progress of the two original projects. Any additional projects that require the use of the data will need to be requested of Glynn County.*
 - *Glynn County will have full participation and input in the sea level change pilot project. A liaison from the County will be chosen to work directly with the CRD and University of Georgia River Basin Center to provide information about the County's needs and to relay project updates to County Administration.*

Mr. Bob Nyers, GIS Analyst, introduced Ms. Susan Shipman and Ms. Jill Andrews from the Department of Natural Resources. Ms. Andrews stated that the original wetlands maps were created in the '80's and are not very useful. She stated that if this item is approved, they will deliver the updated wetlands maps to the County within one year. The following motion made by Commissioner Johnson and seconded by Commissioner Keller passed unanimously.

Recommend that the Board of Commissioners authorize the GIS Division to provide a full dataset of LiDAR Infrared and ortho-photography to Georgia Department of Natural Resources Coastal Resource Division subject to a Memorandum of Understanding between the County and DNR with these use and cost stipulations –

- **Payment will be required in the amount of \$1000.00 for the LiDAR dataset to cover the costs of producing the dataset for the CRD.**
- **Payment will be required in the amount of \$1,000.00 for the true color/color infrared photography to cover the costs of producing the dataset for the CRD.**
- **The GADNR will not sell or distribute any of the dataset in its raw format. Maps, models and analysis of the data may be provided to those requesting it.**

- **The data is provided for mapping and analysis to aid in the further progress of the two original projects. Any additional projects that require the use of the data will need to be requested of Glynn County.**
 - **Glynn County will have full participation and input in the sea level change pilot project. A liaison from the County will be chosen to work directly with the CRD and University of Georgia River Basin Center to provide information about the County's needs and to relay project updates to County Administration. (Vote:3-0)**
5. *Consider recommending that the Board of Commissioners approve the agreements with TCI (\$30,960), Firehouse (\$11,340), Positron(\$76,525.89) and Quality recording Solutions (\$4,730) as sole source providers to provide annual support for the JPSCD Systems with funding to be provided by the JPSCD Operating Budget.*

Ms. Debra Bragdon, Information Technology Analyst, informed the Committee that TDS, would no longer provide software support to the JPSCD and the County is required to contract directly with the various software vendors for support. She explained what each system is used for and stated that the County will save \$58 thousand by contracting directly with each vendor. The following motion made by Commissioner Johnson and seconded by Commissioner Keller passed unanimously.

Recommend that the Board of Commissioners approve the agreements with TCI (\$30,960), Firehouse (\$11,340), Positron(\$76,525.89) and Quality recording Solutions (\$4,730) as sole source providers to provide annual support for the JPSCD Systems with funding to be provided by the JPSCD Operating Budget. (Vote: 3-0)

6. *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 Altamaha Park Board of Directors, stated that the Board has provided all insurance as required and Mr. Charles Stewart, County Administrator, stated that they have complied with the agreement. No action was required by the Finance Committee.

No action was taken on this item.

7. *Consider recommending to the Glynn County Board of Commissioners that it approve an operational and funding agreement between Glynn County and the Brunswick and Glynn County Development Authority.*

Mr. Will Worley, Assistant County Attorney, stated that the new version of the contract covers the next ten years starting on 1/1/09 and that it sets out the way the County will fund the Development Authority during the contract period. Commissioner Johnson requested that the Development Authority appropriation budget be tied to the Accommodation Excise Tax. He stated that the Board needs to have the authority to set the EDA appropriation budget and requested that this item be deferred to a later date. He stated that the County must pay for public safety departments ahead of the EDA. After further discussion the following motion made by Commissioner Keller and seconded by Commissioner Johnson passed unanimously.

Defer to the full Board of Commissioners the consideration of an operational and funding agreement between Glynn County and the Brunswick and Glynn County Development Authority. (Vote: 3-0)

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

Motion to add an item to the Finance Committee agenda. (Vote: 3-0)

8. Consider recommending that the Board of Commissioners award the Altamaha Regional Park Boat Ramp Shoaling Study Phase 1, Task 1 at a cost of \$31,100 to Olsen Associates and Phase 1, Task 2 at a cost of \$29,613.12 to Southern Research Historical Preservation Consultants, Inc. for a total of \$60,713.12 all in accordance with the proposal dated November 13, 2008 from Olsen Associates, Inc. with funding provided by the General Fund fund balance.

Mr. Jim Bruner, County Engineer, presented this item and stated that the Corps of Engineers has outlined that these tasks must be done. Commissioner Johnson stated that this project is imperative for the park. The following motion made by Commissioner Johnson and seconded by Commissioner Keller passed unanimously.

Recommend that the Board of Commissioners award the Altamaha Regional Park Boat Ramp Shoaling Study Phase 1, Task 1 at a cost of \$31,100 to Olsen Associates and Phase 1, Task 2 at a cost of \$29,613.12 to Southern Research Historical Preservation Consultants, Inc. for a total of \$60,713.12 all in accordance with the proposal dated November 13, 2008 from Olsen Associates, Inc. with funding provided by the General Fund fund balance. (Vote: 3-0)

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

Commissioner Thaw designated all items as Consent Agenda except #6 which required no action by the Board of Commissioners and #1(b) and #7 which will be presented to the full Board of Commissioners.