



Finance Committee Meeting Minutes

Glynn County Board of Commissioners

4:00 p.m., Tuesday, June 9, 2009

Third Floor Conference Room

W. Harold Pate Courthouse Annex

Brunswick, Georgia

Present:

Committee Members: *D. Hogan, and T. Thaw*

Other Commissioners:

Staff: *J. Bruner, J. Carter, P. Christian, R. Coolidge, D. Hainley, D. Newbern, P. McNicoll, B. Rowell, C. Stewart, A. Thomas, W. Worley*

Press: *J. Davis, P. Shierling*

Others: *Altamaha Park Representative, M. Berberic, J. Donaghy, V. Lewis, F. McGinty, W. Stewart, R. Ussery*

Chairman Tony Thaw called the meeting to order and announced that item #7 had been pulled from the agenda and would be considered at a later date.

1. *Consider approval of the consent agenda.*
 - a) *Approve of the May 26, 2009 Finance Committee Minutes.*
 - b) *Recommend that the Board of Commissioners exercise the 1st Year Option with Langford Auto Parts of Brunswick for auto parts and material for Glynn County Fleet maintenance with funding to be provided by the FY10 Fleet Maintenance Budget.*

The following motion made by Commissioner Hogan and seconded by Commissioner Thaw passed unanimously.

Recommend approval of the consent agenda. (Vote: 2-0)

2. *Consider recommending that the Board of Commissioners approve the contract with the Georgia Department of Corrections in the amount of \$39,500 for a prison detail to perform roadside litter abatement and other work as necessary with funding to be provided by the Public Works Budget.*

There was no discussion on this item and the following motion made by Commissioner Hogan and seconded by Commissioner Thaw passed unanimously.

Recommend that the Board of Commissioners approve the contract with the Georgia Department of Corrections in the amount of \$39,500 for a prison detail to perform roadside litter abatement and other work as necessary with funding to be provided by the Public Works Budget. (Vote: 2-0)

3. *Consider recommending that the Board of Commissioners approve the Interlocal Agreement with the City of Brunswick that designates Glynn County as the Fiscal Agent and sets forth the funding distribution for \$394,468 in Justice Assistance Grant funds.*

There was no discussion on this item and the following motion made by Commissioner Hogan and seconded by Commissioner Thaw passed unanimously.

Recommend that the Board of Commissioners approve the Interlocal Agreement with the City of Brunswick that designates Glynn County as the Fiscal Agent and sets forth the funding distribution for \$394,468 in Justice Assistance Grant funds. (Vote: 2-0)

- 4. *Consider recommending that the Board of Commissioners accept the \$32,336 (85%) grant plus \$1,141 in administrative cost reimbursement from GEMA to help Glynn County finance its Multi-jurisdictional Hazard Mitigation Plan Update.*

Mr. Dick Newbern, Grants Administrator, presented this item and stated that this grant would fund the update of the 2005 Hazard Mitigation Plan. The 2005 plan expires in 2010 and it must be updated in order for the County to be eligible for federal grants. Mr. Charles Stewart, County Administrator, stated that the update will be done in-house and the grant funds would be used to reimburse for County expenses. The following motion made by Commissioner Hogan and seconded by Commissioner Thaw passed unanimously.

Recommend that the Board of Commissioners accept the \$32,336 (85%) grant plus \$1,141 in administrative cost reimbursement from GEMA to help Glynn County finance its Multi-jurisdictional Hazard Mitigation Plan Update. (Vote: 2-0)

- 5. *Consider recommending that the Board of Commissioners renew the Federal Flood Insurance policies through McGinty-Gordon & Associates on the noted properties for the policy period of June 2009 to June 2010 to be funded by the Glynn County Insurance fund.*

Mr. Charles Stewart, County Administrator, stated that this is a renewal of the flood insurance on nine buildings. Staff received bids from ACCG-IRMA and McGinty Gordon. He stated that both bids were approximately the same and he recommended awarding the bid to McGinty Gordon. The following motion made by Commissioner Hogan and seconded by Commissioner Thaw passed unanimously.

Recommend that the Board of Commissioners renew the Federal Flood Insurance policies through McGinty-Gordon & Associates on the noted properties for the policy period of June 2009 to June 2010 to be funded by the Glynn County Insurance fund. (Vote: 2-0)

- 6. *Consider recommending that the Board of Commissioners contract for tree removal and maintenance services with Locke Farms, LLC as follows with funding provided from the Engineering Department operating budget:*

<i>Tree removal, trimming limbs with traffic control, per hour</i>	<i>\$135.00</i>
<i>Tree removal, trimming limbs w/o traffic control, per hour</i>	<i>\$110.00</i>
<i>Palm tree trimming per each</i>	<i>\$20.00</i>
<i>Stump grinding, per inch diameter</i>	<i>\$1.75</i>
<i>Crane & operator, per hour</i>	<i>\$85.00-\$115.00</i>

Mr. Jim Bruner, County Engineer, presented this item and stated that three bids were received for the services which cover tree removal of hazardous trees and maintenance done based on the Tree Board's recommendation. Commissioner Thaw questioned why there was only one local bid and Mr. Bruner stated that they all have locations in Glynn County but two of the bidders had home offices in other locations. The local bidder submitted the lowest bid. The following motion made by Commissioner Hogan and seconded by Commissioner Thaw passed unanimously.

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

Tree removal, trimming limbs with traffic control, per hour	\$135.00
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Tree removal, trimming limbs w/o traffic control, per hour	\$110.00
Palm tree trimming per each	\$20.00
Stump grinding, per inch diameter	\$1.75
Crane & operator, per hour	\$85.00-\$115.00. (Vote: 2-0)

7. *Consider revisions to the lease agreement between Glynn County and Altamaha Park of Glynn, Inc.*

This item was pulled from the agenda.

8. *Consider recommending that the Board of Commissioners exercise the Board's rights to exempt themselves from all bidding requirements for professional services in accordance with Purchasing Ordinance Section 2-2-13(c) 2 for Architectural and Landscape Design Services for Neptune Park and issue a purchase order to Ussery/Rule in the amount of \$45,000 with funding to be provided by General Fund fund balance to be reimbursed, with interest, from SPLOST V when funds become available.*

Mr. Charles Stewart presented this request and stated that Ussery Rule had done the design for Phase 1 and had given him a proposal for Phase 2. Mr. Stewart stated that Mr. Ussery had been involved in the project since inception and had given the County a valuable service at a very reasonable rate. He stated that he believed if he had bid this project, Mr. Ussery would have submitted the lowest bid. Mr. Robert Ussery stated that Phase 2 has a little bit of everything in it, such as sidewalks, pier roof, etc. Commissioner Thaw stated that he would like to see this project move forward and be finished by Memorial Day weekend in 2010. Mr. Stewart responded that it would be no problem to meet that timetable and Mr. Ussery said that the project could be underway by October and would be ready by Memorial Day weekend. The following motion made by Commissioner Hogan and seconded by Commissioner Thaw passed unanimously.

Recommend that the Board of Commissioners exercise the Board's rights to exempt themselves from all bidding requirements for professional services in accordance with Purchasing Ordinance Section 2-2-13(c) 2 for Architectural and Landscape Design Services for Neptune Park and issue a purchase order to Ussery/Rule in the amount of \$45,000 with funding to be provided by General Fund fund balance to be reimbursed, with interest, from SPLOST V when funds become available. (Vote: 2-0)

9. *Receive update on Debt Financing for Exit 29 Wastewater Treatment Plant.*

Mr. John Donaghy, Finance, Chief Financial Officer of the Joint Water and Sewer Commission (JWSC), informed the Committee that the interim financing for the Exit 29 Wastewater Treatment Plant comes due on July 1, 2009. The JWSC approved Sterne Agee as placement agent for the interim financing. He stated that Sterne Agee recommended placing an Interim Construction loan of \$10 million to be draw down in an initial amount of \$1 million by July 1, 2009 and in increments on a monthly basis for subsequent monthly construction draw requests. He stated that they would save on interest expense by doing it as recommended. Commissioner Thaw questioned exactly what would be the basis of Sterne Agee's fee. Mr. Donaghy stated that he would get that information and send it to Mr. Stewart. The following motion made by Commissioner and seconded by Commissioner passed unanimously.

No action was taken on this item.

10. *Discuss concept plan for the Harold Pate building addition.*

Mr. Paul Christian, Assistant County Administrator, and Mr. Matt Berberick, Carter Goble Lee Project Manager, presented the current plan along with proposed occupants for the Pate building addition. The following motion made by Commissioner Hogan and seconded by Commissioner Thaw passed unanimously.

Recommend that the Board of Commissioners authorize staff to move forward with the design of the Harold Pate building addition. (Vote: 2-0)

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

Chairman Thaw requested that all items except #7 be placed on the Board of Commissioners' Consent Agenda. Item #7 was pulled from the Finance Committee agenda.