



Finance Committee Meeting Minutes

Glynn County Board of Commissioners

4:00 p.m., Tuesday, November 10, 2009

Third Floor Conference Room

W. Harold Pate Courthouse Annex

Brunswick, Georgia

Present:

Committee Members: *T. Sublett, and T. Thaw*

Other Commissioners: *J. Clark*

Staff: *J. Bruner, M. Doering, D. Hainley, P. McNicoll, D. Newbern, Y. Phillips, O. Reed, B. Rowell, C. Stewart, A. Thomas, W. Worley*

Press: *N. Batiwalla, M. Permar*

Others: *F. McGinty, G. Neville, B. Viggiano*

1. *Consider approval of the consent agenda.*
 - a) *Approval of the October 27, 2009 Finance Committee Minutes.*
 - b) *Recommend that the Board of Commissioners approve the corrections to the digest as recommended by the Board of Assessors and the Chief Appraiser at their Thursday, October 22, 2009 meeting with clarification that this does not approve a tax refund.*
 - c) *Recommend that the Board of Commissioners adopt the Resolution to amend the FY08/09 Budget.*
 - d) *Recommend that the Board of Commissioners approve the attached list of FY09 Budgeted items be carried forward to FY10.*
 - e) *Recommend that the Board of Commissioners declare the unusable items listed on the attached pages as surplus and approve the disposal of these items in the best interest of the County.*
 - f) *Recommend that the Board of Commissioners approve application WSV1705 for the sewer variance and deny the water variance due to the fact that the water line is adjacent to the property being subdivided. In addition, the existing dwelling units be given one year to connect to public water.*
 - g) *Recommend that the Board of Commissioners approve application WSV1709 for the sewer variance due to the distance (12,000 feet) to a sewer line that is not restricted, and deny the water variance due to the proximity of the water line to the property being subdivided.*
 - h) *Recommend that the Board of Commissioners approve application WSV1713 for water and sewer variances.*
 - i) *Recommend that the Board of Commissioners award the bid to Patrick's Uniforms for the individual prices per the attached with funding to be provided by the Fire Department's operating budget not to exceed \$48,302.53.*

Commissioner Thaw pulled items d and g from the consent agenda for discussion. The following motion made by Commissioner Sublett and seconded by Commissioner Thaw passed unanimously.

Recommend approval of all consent agenda items except 1(d) and 1(g). (Vote: 2-0)

1(d) Ms. Phyllis McNicoll, Finance Director, presented a revised list of FY09 budgeted items to be carried forward to FY10. The following motion made by Commissioner Sublett and seconded by Commissioner Thaw passed unanimously.

Recommend that the Board of Commissioners approve the attached list of FY09 budgeted items be carried forward to FY10. (Vote: 2-0)

1(g) Mr. Gary Neville requested that the water variance be approved because it would cost \$11 thousand to run a water line to the property. He stated that there is an existing well and septic tank that they had planned to use. Commissioner Sublett asked Mr. David Hainley, Community Development Director, to discuss this item. Mr. Hainley stated that this subdivision includes the whole tract but that the Board of Commissioners can approve a variance if the cost of running the line is over \$3,500. He stated that the Capital Improvements Coordinating Committee cannot approve the variance but the Board of Commissioners can. The following motion made by Commissioner Sublett and seconded by Commissioner Thaw passed unanimously.

Recommend that the Board of Commissioners approve application WSV1709 for the sewer variance due to the distance (12,000 feet) to a sewer line that is not restricted, and approve the water variance due to the cost of installing a water line to the property being subdivided. (Vote 2-0)

2. *Consider recommending that the Board of Commissioners approve contracts with the firms of PBS&J in the amount of \$33,129.08 and Thomas & Hutton Engineering Co. in the amount of \$19,700 for completion of a Value Engineering Study for the SR 25 Spur Extension from Cate Road to SR 99 project with funding to be provided by SPLOST 4, Dirt Road Paving.*

Mr. Jim Bruner, County Engineer, presented this item. Commissioner Thaw questioned why the state mandates which engineering firm the County uses. Mr. Bruner stated that the state said that they just can. Commissioner Thaw questioned whether it was allowable to charge this item to Dirt Road Paving and Mr. Bruner stated that the new lanes to be added to the Spur 25 Extension are currently dirt. Mr. Will Worley, Assistant County Attorney, stated that it is allowable. Commissioner Thaw asked Mr. Charles Stewart, County Administrator, to look into why the state tells the County who we are required to contract with for the VE study. The following motion made by Commissioner Sublett and seconded by Commissioner Thaw passed unanimously.

Recommend that the Board of Commissioners approve contracts with the firms of PBS&J in the amount of \$33,129.08 and Thomas & Hutton Engineering Co. in the amount of \$19,700 for completion of a Value Engineering Study for the SR 25 Spur Extension from Cate Road to SR 99 project with funding to be provided by SPLOST 4, Dirt Road Paving. (Vote: 2-0)

3. *Consider recommending that the Board of Commissioners approve the attached resolution to authorize the filing of a grant application to the Georgia Recreational Trails Program in the amount of \$95,760 with a local match of \$23,940 to be funded by the St. Simons Land Trust to assist in funding the 1.2-mile handicap-accessible Alice Richards Botanical Trail at Frederica Park.*

Mr. Dick Newbern, Grants Administrator, presented this item and stated that the grant will pay 80% of the cost of the trail and the St. Simons Land Trust will pay the local match. Commissioner Thaw questioned if the County has other handicapped trails and staff responded that there is one at Altamaha Park. The following motion made by Commissioner Sublett and seconded by Commissioner Thaw passed unanimously.

Recommend that the Board of Commissioners approve the attached resolution to authorize the filing of a grant application to the Georgia Recreational Trails Program in the amount of \$95,760 with a local match of \$23,940 to be funded by the St. Simons Land

Trust to assist in funding the 1.2-mile handicap-accessible Alice Richards Botanical Trail at Frederica Park. (Vote: 2-0)

4. *Consider recommending that the Board of Commissioners accept and approve the grant contract for the \$137,400 federal grant from the Governor's Office of Highway Safety for the purpose of continuing the Highway Enforcement of Aggressive Traffic (HEAT) program in Glynn County.*

Police Chief Matt Doering stated that the first year of this federal grant was funded at 100% and the second year was supposed to be funded at 80% but the state has agreed to fund the second year at 100% also. The following motion made by Commissioner Sublett and seconded by Commissioner Thaw passed unanimously.

Recommend that the Board of Commissioners accept and approve the grant contract for the \$137,400 federal grant from the Governor's Office of Highway Safety for the purpose of continuing the Highway Enforcement of Aggressive Traffic (HEAT) program in Glynn County. (Vote: 2-0)

5. *Consider recommending that the Board of Commissioners approve the \$35,650 FY 2009-10 grant contract with the Governor's Criminal Justice Coordinating Council for domestic violence victim's assistance with funding to be provided by the Police Department budget of \$19,355 cash match.*

Police Chief Matt Doering stated that this grant deals with more than domestic violence victims. He stated that the grant funded liaison assisted 542 domestic violence victims and 746 other victims. The following motion made by Commissioner Sublett and seconded by Commissioner Thaw passed unanimously.

Recommend that the Board of Commissioners approve the \$35,650 FY 2009-10 grant contract with the Governor's Criminal Justice Coordinating Council for domestic violence victim's assistance with funding to be provided by the Police Department budget of \$19,355 cash match. (Vote: 2-0)

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

Motion to add the county health insurance item to the agenda. (Vote: 2-0)

6. *Consider recommending that the Board of Commissioners award the third party administrator services and pharmacy benefit management services to Cigna for the base year beginning January 1, 2010 and ending December 31, 2010 and release an invitation for sealed bids to obtain stop loss insurance for calendar year 2010.*

Ms. Orah Reed, Human Resources Director, summarized the Request for Proposals (RFP) evaluation and selection process. Commissioner Sublett questioned whether the HR Department is confident that the implementation can be completed by January 1 and Ms. Reed responded yes, that Cigna has assured them that they only need 45 days for implementation. Commissioner Sublett questioned whether Ms. McNicoll was confident that the stop loss bids could be completed by January 1 and Ms. McNicoll state that it could. The following motion made by Commissioner Sublett and seconded by Commissioner Thaw passed unanimously.

Recommend that the Board of Commissioners award the third party administrator services and pharmacy benefit management services to Cigna for the base year beginning January 1, 2010 and ending December 31, 2010 and release an invitation for sealed bids to obtain stop loss insurance for calendar year 2010. (Vote 2-0)

7. *Request that Chairman Thaw identify the Finance Committee items which should be included as consent items in the Commission's meeting agenda.*

Commissioner Thaw requested that all items be included as consent items on the Commission's meeting agenda.