



*A Golden Past.  
A Shining Future.*

## Finance Committee Meeting Minutes

Glynn County Board of Commissioners

8:30 am, Tuesday, January 8, 2013

Third Floor Conference Room

W. Harold Pate Courthouse Annex Building  
Brunswick, Georgia

### Present:

**Committee Members:** *A. Booker, B Coleman, and D. Provenzano*

**Staff:** *B. Aldinger, R. Coolidge, F. Dees, R. Glisson, D. Hainley, V. McClinton, B. Mauney, A. Ours, O. Reed, B. Rowell, C. Temple, W. Worley*

**Press:** *Matthew Permar*

**To view an item's support documentation, click on its [Link](#).**

- 1) Consider approval of the December 17, 2012 Finance Committee Minutes.

The following motion made by Commissioner Coleman and seconded by Commissioner Booker passed unanimously.

**Approve the December 17, 2012 Finance Committee Minutes. (FC Vote: 3-0) (V. McClinton) 8 pages [LINK](#)**

- 2) Receive the monthly Workers Compensation Report. (R. Coolidge) 5 pages [LINK](#)

Mr. Rick Coolidge, Human Resources Generalist, explained each report in detail. There were only 3 incidents reported for the month of December. He does not expect any ongoing expenses. He stated that December and January are a relative low month relating to employee incidents. Mr. Coolidge stated that their goal is to make an aggressive effort to reduce claims and that employee safety is a top concern on all jobs. He explained the function of the Safety Committee and stated that they encourage employees to be health and safety conscience through the use of posters and safety meetings. Commissioner Provenzano stated that he would like a list of outstanding claims as well as what is budgeted to pay on those claims. Mr. Coolidge explained the priority levels on no fault accidents.

**No action was taken on this item.**

- 3) Consider recommending 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, and;
  - declare the buildings located at Hwy 341 North known as the old State Patrol office, radio tower, and license office and the building located off Community Road known as the old Recreation office as surplus and approve demolishing the structures with disposal costs in the amount of \$26,215 with funding to be provided by the General Fund fund balance.

Mr. Ben Mauney, Facilities Maintenance Supervisor stated that state law requires that County property has to be surplused. Mr. Alan Ours, County Administrator stated that the listed items and buildings are unusable in their current form. The list included metal filing cabinets, desk (metal and wood), metal tables, chairs (metal and wood) wheel chair and shelves (metal and wood). The buildings include the old State Patrol office, radio tower and license office and the building located off Community Road known as the old Recreation office be declared as surplus and demolished. The

domination work will be completed by Glynn County Public Works. Disposal costs will be offset by the sale of scrap metal. Commissioner Provenzano suggested having a map of County property and dispose of property not used. The following motion made by Commissioner Booker and seconded by Commissioner Coleman passed unanimously.

**Approve recommending 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, and;
  - declare the buildings located at Hwy 341 North known as the old State Patrol office, radio tower, and license office and the building located off Community Road known as the old Recreation office as surplus and approve demolishing the structures with disposal costs in the amount of \$26,215 with funding to be provided by the General Fund fund balance. (FC Vote: 3-0) (B. Mauney) 2 pages [LINK](#)
- 4) Consider recommending that the Board of Commissioners authorize payment of the excess tax proceeds from the tax sales of parcel no. 04-05285 in the amount of eighteen thousand two hundred sixty three and 08/100 dollars (\$18,263.08) to attorney James A. Yancey for distribution per legal priorities.

County Attorney Will Worley, explained the two methods of payment of excess tax proceeds – File an Interpleader action in Superior Court and obtain a legal opinion from an attorney who has agreed to indemnify, release, and hold harmless Glynn County from and against all liability. Attorney James A. Yancey has given an opinion that Ms. Lillian M. Odem is the only rightful claimant to the tax overage proceeds.

The following motion made by Commissioner Booker and seconded by Commissioner Coleman passed unanimously.

**Approve recommending that the Board of Commissioners authorize payment of the excess tax proceeds from the tax sales of parcel no. 04-05285 in the amount of eighteen thousand two hundred sixty three and 08/100 dollars (\$18,263.08) to attorney James A. Yancey for distribution per legal priorities. (FC Vote: 3-0) (W. Worley) 5 pages [LINK](#)**

**Tax Commissioner Item**

- 5) Consider recommending that the Board of Commissioners approve or deny a request from Mr. Richard Giery that \$39.36 paid in penalties and interest on his 2012 Motor Vehicle Registration be refunded.

Ms. Florence Dees, Glynn County Tax Commissioner, was present to answer any questions. County Attorney Will Worley gave the Commissioners guidance on when it is appropriate to approve a request for penalties and interests. Approval is normally given when the penalties and interests are erroneous or illegally assessed.

Commissioner Provenzano abstained from voting because of his relationship with Mr. Richard Giery.

The following motion made by Commissioner Booker and seconded by Commissioner Coleman passed unanimously.

**Approve recommending that the Board of Commissioners deny a request from Mr. Richard Giery that \$39.36 paid in penalties and interest on his 2012 Motor Vehicle Registration be refunded. (FC Vote: 2-0-1 Commissioner D. Provenzano Abstaining) (F. Dees) 3 pages [LINK](#)**

**Property Appraisal Item**

- 6) Consider recommending that the Board of Commissioners approve the corrections to the digest as recommended by the Board of Assessors and the Chief Appraiser at their Tuesday, December 18, 2012 meeting with clarification that this does not approve a tax refund.

Mr. Ron Glisson, Chief Appraiser, gave copies of the 2012 Tax Digest Five Year History to the Commissioners. Commissioner Provenzano questioned what an E-1 exemption was. Mr. Glisson explained why each parcel was granted an E-1 (Public Property exempt from taxes) extension. He further explained that no taxes were paid on the property in the past they were just granting them the exemption. Mr. Glisson continued through each correction stating that appropriate due diligence was performed by his staff to verify each type of correction.

The following motion made by Commissioner Coleman and seconded by Commissioner Booker passed unanimously.

**Approve recommending that the Board of Commissioners approve the corrections to the digest as recommended by the Board of Assessors and the Chief Appraiser at their Tuesday, December 18, 2012 meeting with clarification that this does not approve a tax refund. (FC Vote: 3-0) (R. Glisson) 5 pages [LINK](#)**

### Contracts and Agreements

- 7) Consider recommending that the Board of Commissioners execute the supplemental agreement to the FY2013 Brunswick Area Transportation Study FHWA Metropolitan Planning Program between the Georgia Department of Transportation and Glynn County for carry over funding for a total contract of \$413,690.50, subject to the County Attorney approving the contact.

Mr. David Hainley, Community Development Director, stated that the County is allowed to request a carryover of unused grant funding for up to four years. He explained that grant funding can be used for transportation planning, study, equipment as well as staff time of employees involved in the transportation planning. However, it cannot be used for construction. If approved, old funding must be used first. County Attorney Will Willey stated that he has already approved the contract to form.

The following motion made by Commissioner Booker and seconded by Commissioner Coleman passed unanimously.

**Approve recommending that the Board of Commissioners execute the supplemental agreement to the FY2013 Brunswick Area Transportation Study FHWA Metropolitan Planning Program between the Georgia Department of Transportation and Glynn County for carry over funding for a total contract of \$413,690.50. (FC Vote: 3-0) (D. Hainley) 10 pages [LINK](#)**

- 8) Consider recommending that the Board of Commissioners approve the Technical Risk Underwriters (TRU) proposal for builders risk insurance for the new Detention Center construction project at a premium of \$49,178. This would cover the construction through the projected finish date of February 26, 2014 to be paid for by the Detention Center Project Budget.

Mr. Rick Coolidge, Human Resources Generalist, stated that Builders Risk Insurance is usually a part of the bid specifications. It was not a part of the original specification. After several discussions it was determined that it would be more cost effective to wait and obtain the insurance once the lot was cleared and walls were being constructed. Technical Risk Underwriter was selected because of the lower deductible for a "Named Wind storm". If the project is not completed by the projected finish date of February 26, 2014, a prorated premium will be assessed. Mr. Alan Ours County Administrator stated that the premium will be paid for by the Detention Center Project Budget.

The following motion made by Commissioner Coleman and seconded by Commissioner Booker passed unanimously.

**Approve recommending that the Board of Commissioners approve the Technical Risk Underwriters (TRU) proposal for builders risk insurance for the new Detention Center construction project at a premium of \$49,178. This would cover the construction through the projected finish date of February 26, 2014 to be paid for by the Detention Center Project Budget. (FC Vote: 3-0) (R. Coolidge) 4 pages [LINK](#)**

- 9) Receive a recommendation for the award of the Information Technology Department Opportunities and Risk Assessments Services.

**For informational purposes only. No action taken.**

**Other Items**

- 10) Receive the proposed Finance Committee Meeting schedule for 2013. (V. McClinton) 1 page [LINK](#)

Commissioner Provenzano suggested that we change the time of the scheduled meeting from 8:30 am until 3:00 pm. The day will remain the same. All Commissioners agreed to the time change.

- 11) Request that the Chairman Provenzano identify the Finance Committee items which should be included as consent items in the Commission's Meeting Agenda.
  - a) **Items # 3, 4, 5, 6, 7, 10, and 11 will be placed on the Board of Commissioners' Consent Agenda.**
  - b) **Items # 8 will be placed on the Board of Commissioners' Regular Agenda.**
  - c) **Items # 1 and 2 will not be forwarded to the Board of Commissioners' Agenda. Item 9 was discussed for informational purposes only and was pulled from the agenda by Finance Commission Chair Dale Provenzano**