



*A Golden Past.
A Shining Future.*

Finance Committee Meeting Minutes

Glynn County Board of Commissioners

1:00 pm, Tuesday, January 7, 2014

Third Floor Conference Room

W. Harold Pate Courthouse Annex Building
Brunswick, Georgia

Present:

Committee Members: *M. Hunt, R. Strickland, C. Taylor*

Elected Officials/Staff: *J. Breitenbach, R. Glisson, R. Grolemond, D. Hainley, M. Harris, V. McClinton, A. Miller, T. Miller, A. Ours, E. Reilly, B. Rowell, Judge Rountree, A. Sapp, D. Taylor and W. Worley*

Press: *Kelly Quimby*

Other: *D. Crow, J. Ingram*

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

- 1) *Consider approval of the December 10, 2013 Finance Committee Minutes.*

There were no corrections or additions to the minutes.

The following motion made by Commissioner Taylor and seconded by Commissioner Strickland passed unanimously.

Approval of the December 10, 2013 Finance Committee Minutes. (T. Miller) 9 pages [LINK](#) (Vote: 3-0)

- 2) *Consider recommending that the Board of Commissioners approve Change Order #24 for the new Detention Center in the amount of \$7,212.42 with funding to be provided by the project contingency budget. (D. Hainley) 3 pages [LINK](#)*

Mr. David Hainley and Mr. Jim Ingram presented this item. Commissioner Hunt questioned how much was left in contingency and Mr. Ingram responded that there was approximately \$80,000 left. Commissioner Hunt then questioned the percentage of completion for the project and Mr. Ingram stated that the project was easily 90% complete.

The following motion made by Commissioner Strickland and seconded by Commissioner Taylor passed unanimously.

Recommend that the Board of Commissioners approve Change Order #24 for the new Detention Center in the amount of \$7,212.42 with funding to be provided by the project contingency budget. (D. Hainley) 3 pages [LINK](#) (Vote: 3-0)

Budget

- 3) *Consider recommending that the Board of Commissioners establish the Fiscal Year 2014 Sheriff Seizure Fund Budget with an increase of \$3,500 in order to fund operations for FY2014. (T. Miller) 1 page [LINK](#)*

Ms. Tonya Miller presented this item.

The following motion made by Commissioner Taylor and seconded by Commissioner Strickland passed unanimously.

Recommend that the Board of Commissioners establish the Fiscal Year 2014 Sheriff Seizure Fund Budget with an increase of \$3,500 in order to fund operations for FY2014. (T. Miller) 1 page [LINK](#) (Vote: 3-0)

- 4) *Consider recommending that that Board of Commissioners amend the FY14 budget to include the additional \$1,000 in revenues and expenditures that was paid back to the Drug Court Fund for three scholarships that were repaid. (T. Miller) 1 page [LINK](#)*

Ms. Tonya Miller presented this item. Commissioner Strickland asked about the scholarships and Ms. Miller responded that the program was still relatively new and that repayments of scholarship monies were just starting to trickle back in as participants are moving through the system now. Commissioner Taylor asked where the scholarship funding came from before there were repayments coming in and Ms. Miller responded that there used to be scholarship money from The Resiliency Institute but that procedures were changed for what the provider could bill the county.

The following motion made by Commissioner Strickland and seconded by Commissioner Taylor passed unanimously.

Recommend that that Board of Commissioners amend the FY14 budget to include the additional \$1,000 in revenues and expenditures that was paid back to the Drug Court Fund for three scholarships that were repaid. (T. Miller) 1 page [LINK](#) (Vote: 3-0)

- 5) *Consider recommending that the Board of Commissioners increase the Glynn County Juvenile Court's FY 13/14 funding in the amount of \$36,548 so as to enable the court to utilize its KidsNet Glynn Program to meet its obligations under the new Juvenile Code, as they relate to CIDNS cases. (G. Rountree) 25 pages [LINK](#)*

Judge Rountree presented this item and explained that one of Juvenile Court's grants was denied this year. Commissioner Strickland asked why it was denied and Judge Rountree gave his opinion and stated that it was his opinion but that based on a recent conversation with someone at the state level of DFCS he felt confident that Juvenile Court would be granted funds for FY 2015. Donita Taylor and Ed Reilly were also present and discussed the fact that they did plan to submit an application for the grant and when questioned by Commissioner Hunt responded that it was due in April, 2014. They also stated that the grantees were not notified until June so that funding would be unknown for the budget process.

The following motion made by Commissioner Strickland and seconded by Commissioner Taylor passed with Commissioner Hunt voting no.

Recommend that the Board of Commissioners increase the Glynn County Juvenile Court's FY 13/14 funding in the amount of \$36,548 so as to enable the court to utilize its KidsNet Glynn Program to meet its obligations under the new Juvenile Code, as they relate to CIDNS cases with funding to be provided by the Administrator's Contingency - Juvenile Court Legal Fees. (G. Rountree) 25 pages [LINK](#) (Vote: 2-1)

Tax Commissioner Items

- 6) *Consider recommending that the Board of Commissioners approve or deny a request from Ms. Renee Jordan that penalties and interest paid on parcel #04-04515 for tax year 2011 be refunded. (F. Dees) 7 pages [LINK](#)*

Ms. Arlene Sapp presented this item. Commissioner Strickland asked if Ms. Dees was requesting a denial and Ms. Sapp responded that she was and that all of their procedures had been followed.

The following motion made by Commissioner Strickland and seconded by Commissioner Taylor passed unanimously.

Recommend that the Board of Commissioners deny a request from Ms. Renee Jordan that penalties and interest paid on parcel #04-04515 for tax year 2011 be refunded. (F. Dees) 7 pages [LINK](#) (Vote: 3-0)

Property Appraisal Items

- 7) *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 Thursday, November 7, 2013 meeting with clarification that this does not approve a tax refund. (R. Glisson) 12 pages [LINK](#)*

Mr. Ron Glisson presented this item.

The following motion made by Commissioner Strickland and seconded by Commissioner Taylor passed unanimously.

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, November 7, 2013 meeting with clarification that this does not approve a tax refund. (R. Glisson) 12 pages [LINK](#) (Vote: 3-0)

- 8) *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 Thursday, December 5, 2013 meeting with clarification that this does not approve a tax refund. (R. Glisson) 4 pages [LINK](#)*

Mr. Ron Glisson presented this item.

The following motion made by Commissioner Taylor and seconded by Commissioner Strickland passed unanimously.

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, December 5, 2013 meeting with clarification that this does not approve a tax refund. (R. Glisson) 4 pages [LINK](#) (Vote: 3-0)

Water & Sewer Variances

- 9) *Consider recommending that the Board of Commissioners approve application WSV2749 – Gary Drury Estate, to utilize individual water and sewer due to public sewer infrastructure constraints. (D. Hainley) 4 pages [LINK](#)*

Mr. David Hainley presented this item. Commissioner Hunt questioned which lots on the plat were the ones in question and Mr. Hainley responded that it was 2A & B.

The following motion made by Commissioner Strickland and seconded by Commissioner Taylor passed unanimously.

Recommend that the Board of Commissioners approve application WSV2749 – Gary Drury Estate, to utilize individual water and sewer due to public sewer infrastructure constraints. (D. Hainley) 4 pages [LINK](#) (Vote: 3-0)

Bids, Contracts, and Agreements

10) Consider recommending that the Board of Commissioners approve the continuation/extension of the Quality Recording Solutions, LLC, Maintenance Services Agreement. (S. Usher) 7 pages [LINK](#)

No one was present to speak about the item.

The following motion made by Commissioner Strickland and seconded by Commissioner Taylor passed unanimously.

Recommend that the Board of Commissioners approve the continuation/extension of the Quality Recording Solutions, LLC, Maintenance Services Agreement. (S. Usher) 7 pages [LINK](#) (Vote: 3-0)

11) Consider recommending that the Board of Commissioners approve the issuance of a purchase order to King's Colonial Ford of Brunswick, GA for:

- ten Ford F150 4x2 Half Ton Pickups at a unit cost of \$19,428 and total cost of \$194,280,
- one Ford Transit Connect XL Van at a unit cost of \$23,396,
- one Ford F350 4x2 Truck at a unit cost of \$29,747, and
- one Ford F450 4x2XL Truck at a unit cost \$45,184.30

at a total cost of \$292,607.30 with funding to be provided by the Capital Projects Fund. (B. Rowell) 3 pages [LINK](#)

Ms. Becky Rowell and Mr. Joe Breitenbach presented the item. Commissioner Hunt stated that she had received an e-mail questioning why local vendors (specifically Mike Murphy and Dan Vaden) were not notified of the bid. Mr. Ours responded that he visited Mr. Murphy, Jr. after the last bid opening (within the past quarter) for vehicles and the same question was raised and let Mr. Murphy, Jr. know how to be on the distribution list if he was interested in bidding on County projects/bids. Mr. Breitenbach also responded stating that he called Dan Vaden about this invitation to bid. Commissioner Hunt then pointed out that the award was to a local vendor and they had been awarded the contract because of the local vendor stipulation in the County's policies.

The following motion made by Commissioner Strickland and seconded by Commissioner Taylor passed unanimously.

Recommend that the Board of Commissioners approve the issuance of a purchase order to King's Colonial Ford of Brunswick, GA for:

- ten Ford F150 4x2 Half Ton Pickups at a unit cost of \$19,428 and total cost of \$194,280,
- one Ford Transit Connect XL Van at a unit cost of \$23,396,
- one Ford F350 4x2 Truck at a unit cost of \$29,747, and
- one Ford F450 4x2XL Truck at a unit cost \$45,184.30

at a total cost of \$292,607.30 with funding to be provided by the Capital Projects Fund. (B. Rowell) 3 pages [LINK](#) (Vote: 3-0)

Other Items

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

- a) Items #2-10 will be placed on the Board of Commissioners' Consent Agenda.
- b) Item #11 will be placed on the Board of Commissioners' Regular Agenda.
- c) Items #1 will not be forwarded to the Board of Commissioners' Agenda.