



*A Golden Past.  
A Shining Future.*

## Finance Committee Meeting Minutes

Glynn County Board of Commissioners

1:00 pm, Tuesday, May 6, 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:** *R. Bowen, J. Catron, R. Corbett, W. Davis, M. Doering, R. Glisson, R. Grolemond, D. Hainley, Sheriff Jump, V. McClinton, M. Messer, T. Miller, A. Ours, C. Overstreet, R. Powers, N. Priest-Goodsett, O. Reed, B. Rowell, S. Santee, V. Stevenson, C. Temple, S. Usher and W. Worley*

**Press:** *Matthew Permar, Kelly Quimby*

**Other:** *David Crow, Jim Ingram, Eric Smith, Tim Weathers*

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

- 1) *Consider approval of the April 8, 2014 Finance Committee Minutes.*

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

**Approval of the April 8, 2014 Finance Committee Minutes. (Vote: 3-0) 8 pages [REPORT](#)**

- 2) *Consider recommending that the Board of Commissioners approve Change Order #27 for the new Detention Center in the amount of \$3,293.60 with funding to be provided by the project contingency budget.*

Commissioner Taylor stated that this was a well-operated project.

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

**Recommend that the Board of Commissioners approve Change Order #27 for the new Detention Center in the amount of \$3,293.60 with funding to be provided by the project contingency budget. (Vote: 3-0) (D. Hainley) 3 pages [REPORT](#)**

- 3) *Consider recommending that the Board of Commissioners approve Change Order #28 for the new Detention Center in the amount of \$32,875.63 with funding to be provided by the project contingency budget.*

Commissioner Strickland questioned whether approval of this change order would take care of all of the curbing needs. Sheriff Jump responded that it would for what was needed currently.

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

**Recommend that the Board of Commissioners approve Change Order #28 for the new Detention Center in the amount of \$44,961.43 with funding to be provided by the project contingency budget. (Vote: 3-0) (D. Hainley) 8 pages [REPORT](#)**

- 4) *Consider recommending that the Board of Commissioners approve a Landscaping-Irrigation Change Order for the new Detention Center in the amount of \$2,300.00 with funding to be provided by the project contingency budget.*

Mr. Hainley presented this item. Mr. Ours then handed out a list of requested equipment from the Sheriff's Office and Mr. Ingram stated that everything on the list had been accounted for in his current budget being presented. Commissioner Taylor asked whether the project was still under budget and Mr. Ingram responded in the affirmative, but stated that they were only a couple hundred thousand under budget.

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

**Recommend that the Board of Commissioners approve a Landscaping-Irrigation Change Order for the new Detention Center in the amount of \$2,300.00 with funding to be provided by the project contingency budget. (Vote: 3-0) (D. Hainley) 4 pages [REPORT](#)**

- 5) *Receive the monthly Workers Compensation Report. (O. Reed) 19 pages [REPORT](#)*

Ms. Reed presented the report.

- 6) *Consider recommending that the Board of Commissioners adopt the proposed procedure and steps for the sale of county owned real property and to direct the County Administrator to follow the new policy to sell a parcel of property owned by Glynn County that is located at the intersection of US Highway 341 and Perry Lane Road.*

Mr. Ours presented the item and explained the process.

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

**Recommend that the Board of Commissioners adopt the proposed procedure and steps for the sale of county owned real property and to direct the County Administrator to follow the new policy to sell a parcel of property owned by Glynn County that is located at the intersection of US Highway 341 and Perry Lane Road. (Vote: 3-0) (A. Ours) 4 pages [REPORT](#)**

### **Property Appraisal Items**

- 7) *Consider recommending that the Board of Commissioners approve the exemptions to the digest as recommended by the Board of Assessors and the Chief Appraiser at their Thursday, April 17, 2014 meeting with clarification that this does not approve a tax refund.*

Mr. Glisson was present. Commissioner Strickland noted that the amount of items being brought to the Board of Commissioners had reduced significantly over the past several months and he thanked Mr. Glisson for his and his staff's hard work in the Property Appraiser's Office.

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

**Recommend that the Board of Commissioners approve the exemptions to the digest as recommended by the Board of Assessors and the Chief Appraiser at their Thursday, April 17, 2014 meeting with clarification that this does not approve a tax refund. (Vote: 3-0) (R. Glisson) 3 pages [REPORT](#)**

### **Grants**

- 8) *Consider recommending that the Board of Commissioners permit staff to develop a program to assist homeowners in applying for grants from the Georgia Emergency Management Agency (GEMA) to obtain up to \$25,000 in assistance to elevate a structure currently located below flood elevation to an elevation above the flood elevation.*

Mr. Hainley presented this item and stated that it take approximately one year to gather all of the information and develop a grant application. Commissioner Hunt asked if this was for an unlimited amount of people and Mr. Hainley responded that his staff was going to explore that and many other aspects of the program. He also stated that he and his staff were currently working with GEMA regarding this ongoing program. Commissioner Hunt then questioned whether these funds were only to elevate homes or if they could be used to tear down homes too and Mr. Hainley responded that they would explore that as well.

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

**Recommend that the Board of Commissioners permit staff to develop a program to assist homeowners in applying for grants from the Georgia Emergency Management Agency (GEMA) to obtain up to \$25,000 in assistance to elevate a structure currently located below flood elevation to an elevation above the flood elevation. (Vote: 3-0) (D. Hainley) 2 pages [REPORT](#)**

- 9) *Consider recommending that the Board of Commissioners accept the 2014/15 Board of Regents grant in the amount of \$5,250 for the 2014/15 Prime Time Family Reading Time program and the Communities of Coastal Georgia Foundation in the amount of \$29,500 for the FY15 Every Child Ready to Read @ Your Library program and to accept the Board of Regents contract and to consent to the library signing the grant contract.*

Mr. Hainley presented this item.

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

**Recommend that the Board of Commissioners accept the 2014/15 Board of Regents grant in the amount of \$5,250 for the 2014/15 Prime Time Family Reading Time program and the Communities of Coastal Georgia Foundation in the amount of \$29,500 for the FY15 Every Child Ready to Read @ Your Library program and to accept the Board of Regents contract and to consent to the library signing the grant contract. (Vote: 3-0) (D. Hainley) 20 pages [REPORT](#)**

### **Budget**

- 10) *Consider recommending that the Board of Commissioners adopt the Resolution to amend the FY13/14 Budget.*

Mr. Grolemond presented this item.

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

**Recommend that the Board of Commissioners adopt the Resolution to amend the FY13/14 Budget. (Vote: 3-0)**  
(R. Grolemond) 11 pages [REPORT](#)

- 11) Consider recommending that the Board of Commissioners amend the E-911 expenditure budget in the amount of \$220,823 with funding to be provided by the General Fund (\$145,743) and the City of Brunswick (\$75,080).

Ms. Miller presented this item.

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

**Recommend that the Board of Commissioners amend the E-911 expenditure budget in the amount of \$220,823 with funding to be provided by the General Fund (\$145,743) and the City of Brunswick (\$75,080). (Vote: 3-0) (T. Miller) 1 page** [REPORT](#)

- 12) Consider recommending that the Board of Commissioners amend the FY14 budget to include the additional \$995 that was paid back to the Drug Court Fund for scholarships that were repaid.

Ms. Miller presented this item.

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

**Recommend that the Board of Commissioners amend the FY14 budget to include the additional \$995 that was paid back to the Drug Court Fund for scholarships that were repaid. (Vote: 3-0) (T. Miller) 1 page** [REPORT](#)

- 13) Consider recommending that the Board of Commissioners amend the FY14 budget to include the \$200 that was received in April 2014 from the Alcohol Marijuana Awareness Program (AMAP) program.

**Ms. Miller presented this item.**

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

**Recommend that the Board of Commissioners amend the FY14 budget to include the \$200 that was received in April 2014 from the Alcohol Marijuana Awareness Program (AMAP) program. (Vote: 3-0) (T. Miller) 1 page** [REPORT](#)

- 14) Consider recommending that the Board of Commissioners reallocate SPLOST V funding transfers as follows:

- Lift Station rehab - \$50,000.00 to Elevated tank project
- Water Line rehab - \$300,000.00 to Elevated tank project
- Sewer Line Rehab - \$64,650.63 to Elevated tank project
- Sewer Line Rehab -\$373,554.00 to Water line expansion project.

Commissioner Strickland asked who would run the project and Mr. Hainley responded that the County staff would oversee the project and then turn it over to JWSC. Commissioner Taylor then asked if the elevated tank was necessary to maintain pressure and Mr. Hainley responded in the affirmative.

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

Recommend that the Board of Commissioners Recommend that the Board of Commissioners

- waive the mandatory pre-bid conference attendance as a technicality and make the award in the best interest of the County to the lowest bidder; and
- award the contracts, for the divisions of the Glynn County South Mainland Water System Improvements project to the lowest bidders as follows with a total project cost not to exceed \$3,520,782.63:

• BRW Construction Group -Division I-A	\$1,437,817.63
• Caldwell tanks -Division I-B	1,147,000.00
• Roewe Drilling Co. Inc. -Division I-C	178,965.00
• Washington Co. Machine Shop - Division II	757,000.00

(Vote: 3-0) (D. Hainley) 2 pages [REPORT](#)

**Bids, Contracts, and Agreements**

15) Consider recommending that the Board of Commissioners award the contracts, for the divisions of the Glynn County South Mainland Water System Improvements project to the Low Qualified Bidders, as listed above, with a total project cost not to exceed \$3,566,975.63.

Mr. Hainley presented this item.

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

**Recommend that the Board of Commissioners award the contracts, for the divisions of the Glynn County South Mainland Water System Improvements project to the Low Qualified Bidders, as listed above, with a total project cost not to exceed \$3,566,975.63. (Vote: 3-0) (D. Hainley) 3 pages [REPORT](#)**

16) Consider recommending that the Board of Commissioners approve the Recreation Department to enter into a contract with Georgia Logos, LLC to provide advertisement of Camping Services at Blythe Island Regional Park on I-95 at cost of \$2,400.

Mr. Davis was present for the discussion. Commissioners had concerns about the contract.

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

**Defer a request for approval to enter into a contract with Georgia Logos, LLC to provide advertisement of Camping Services at Blythe Island Regional Park on I-95 at cost of \$2,400. (Vote: 3-0) (W. Davis) 3 pages [REPORT](#)**

17) Consider recommending that the Board of Commissioners approve the Recreation Department to enter into an agreement, upon approval by the County Attorney’s office, with Cintas Corporation for uniforms for Public Works at an FY14 cost of \$1,146 and an additional FY15 cost of \$4,110 and Recreation at an FY14 cost of \$2,605 plus an additional FY15 cost of \$4,777.

Mr. Davis presented the item.

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

**Recommend that the Board of Commissioners approve the Recreation Department to enter into an agreement, upon approval by the County Attorney's office, with Cintas Corporation for uniforms for Public Works at an FY14 cost of \$1,146 and an additional FY15 cost of \$4,110 and Recreation at an FY14 cost of \$2,605 plus an additional FY15 cost of \$4,777. (Vote: 3-0) (W. Davis) 5 pages [REPORT](#)**

18) Consider recommending that the Board of Commissioners approve the contract with the Department of Corrections for three work details at a cost of \$39,500 per year per detail effective July 1, 2014 at a total contract cost of \$118,500 with funding from the Public Works FY 15 operating budget.

Ms. Rowell 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 contract with the Department of Corrections for three work details at a cost of \$39,500 per year per detail effective July 1, 2014 at a total contract cost of \$118,500 with funding from the Public Works FY 15 operating budget. (Vote: 3-0) (B. Rowell) 14 pages [REPORT](#)**

19) Consider recommending that the Board of Commissioners exercise the first year option for collection of commercial solid waste at County buildings and parks effective July 1, 2014 to Republic Services of Georgia d/b/a Southland Waste Systems at a projected cost of \$83,306.

Ms. Rowell presented this item.

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

**Recommend that the Board of Commissioners exercise the first year option for collection of commercial solid waste at County buildings and parks effective July 1, 2014 to Republic Services of Georgia d/b/a Southland Waste Systems at a projected cost of \$83,306. (Vote: 3-0) (B. Rowell) 2 pages [REPORT](#)**

20) Consider recommending that the Board of Commissioners:

- Adopt a resolution authorizing a loan from the General Fund to the E-911 Fund in the amount of \$1,154,750 to be paid back over seven years with an interest rate equal to the negotiated rate for the County's local bank accounts (currently 0.15%) with funding to be provided by Glynn County (66%) and the City of Brunswick (34%) with principal and interest to be paid quarterly; and
- Approve the first amendment to the contract with Spillman Technologies for the purchase of the RMS module for a total cost of \$1,154,750 with funding to be provided by the E-911 Fund.

Mr. Catron presented this item. Commissioner Taylor asked for an explanation of RMS. Chief Doering explained that it is a Records Management System and that all crime reports, all permitting, all taxi licenses, vehicle accidents and other information was stored in this system. He also stated that there was a separate intelligence module for staff with security to have access to information like known gang members and other pertinent information.

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

**Recommend that the Board of Commissioners:**

- **Adopt a resolution authorizing a loan from the General Fund to the E-911 Fund in the amount of \$1,154,750 to be paid back over seven years with an interest rate equal to the negotiated rate for the County's local bank accounts (currently 0.15%) with funding to be provided by Glynn County (66%) and the City of Brunswick (34%) with principal and interest to be paid quarterly; and**
- **Approve the first amendment to the contract with Spillman Technologies for the purchase of the RMS module for a total cost of \$1,154,750 with funding to be provided by the E-911 Fund. (Vote: 3-0) (J. Catron) 21 pages [REPORT](#)**

**Other Items**

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

- a) Items # 2-10, 12-13, 17, and 19 will be placed on the Board of Commissioners' Consent Agenda.
- b) Items #11, 14-15, 18, and 20 will be placed on the Board of Commissioners' Regular Agenda.
- c) Items #1, 16, and 21 will not be forwarded to the Board of Commissioners' Agenda.