



*A Golden Past.
A Shining Future.*

Finance Committee Meeting Minutes

Glynn County Board of Commissioners

1:00 pm, Tuesday, December 9, 2014

Third Floor Conference Room

W. Harold Pate Courthouse Annex Building
Brunswick, Georgia

Present:

Committee Members: *M. Hunt and R. Strickland*

Elected Officials/Staff: *D. Austin, D. Degenhart, D. Deloach, M. Doering, S. Gardner, R. Grolemond, D. Hainley, A. Lawson, F. Lockety, B. Mauney, V. McClinton, T. Miller, G. Mullis, A. Sapp, S. Usher, W. Worley*

Press: *Matthew Permar*

Other: *Commissioner-elect B. Brunson, Kathryn Downs, Scott Hankins, Ms. Nash (representing Mr. Leggett)*

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

- 1) *Consider approval of the November 10, 2014 Finance Committee Minutes.*

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

Approve the November 10, 2014 Finance Committee Minutes. (Vote: 2-0) - (T. Miller) 10 pages [REPORT](#)

- 2) *Receive the monthly Workers Compensation Report. (O. Reed) 14 pages [REPORT](#)*

Mr. Ours explained that this information was being presented as information only and that if anyone had any questions, staff would gladly report back with responses.

- 3) *Consider recommending that the Board of Commissioners approve the Glynn County Fire and EMS to teach an Advanced EMT course.*

Chief Gardner presented this item. He explained the difficulties of having these skills and certifications lacking in the department and that overtime would be involved. Commissioner Strickland questioned how many participants would be involved and Chief Gardner responded that it would be limited to 20-25 people and that it would be offered on a "shift-friendly" schedule. Commissioner Hunt asked if the difficulties in keeping staff was a pay issue, and Chief Gardner responded that usually when staff leaves the department it is for higher pay.

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

Recommend that the Board of Commissioners approve the Glynn County Fire and EMS to teach an Advanced EMT course. (Vote: 2-0) - (S. Gardner) 2 pages [REPORT](#)

Property Appraisal Items

- 4) *Consider recommending that the Board of Commissioners approve the corrections and exemptions to the digest as recommended by the Board of Assessors and the Chief Appraiser at their Thursday, November 13, 2014 meeting with clarification that this does not approve a tax refund.*

Ms. Lawson presented this item.

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

Recommend that the Board of Commissioners approve the corrections and exemptions to the digest as recommended by the Board of Assessors and the Chief Appraiser at their Thursday, November 13, 2014 meeting with clarification that this does not approve a tax refund. (Vote: 2-0) - (R. Glisson) 5 pages [REPORT](#)

Tax Commissioner Items

- 5) *Consider recommending that the Board of Commissioners approve or deny a request from Mr. George David Leggett that Solid Waste fees of \$125 per year for 2011, 2012 and 2013 on parcel #02-00920 be refunded.*

Ms. Sapp presented this item. Commissioner Hunt asked if the individual was charged for two cans and only had one and Ms. Sapp responded that they were.

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

Recommend that the Board of Commissioners approve a request from Mr. George David Leggett that Solid Waste fees of \$125 per year for 2011 and 2012 on parcel #02-00920 be refunded. (Vote: 2-0) - (F. Dees) 7 pages [REPORT](#)

- 6) *Consider recommending that the Board of Commissioners approve a request from Ms. Robin H. Goergen that \$2,511.93 for overpayment of taxes on parcel #04-01159 for tax years 2011-2014 be refunded.*

Ms. Sapp saw available for this item.

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

Recommend that the Board of Commissioners approve a request from Ms. Robin H. Goergen that \$2,511.93 for overpayment of taxes on parcel #04-01159 for tax years 2011-2014 be refunded. (Vote: 2-0) - (F. Dees) 11 pages [REPORT](#)

Water and Sewer Variances

- 7) *Consider recommending that the Board of Commissioners to approve application WSV2733 – 12 Star Ranch, to utilize individual water and sewer due to public sewer infrastructure constraints.*

Mr. Hainley presented this item and stated that it does meet the distance requirements.

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

Recommend that the Board of Commissioners approve application WSV2733 – 12 Star Ranch, to utilize individual water and sewer due to public sewer infrastructure constraints. (Vote: 2-0) - (D. Hainley) 2 pages [REPORT](#)

Budget

- 8) *Consider recommending that the Board of Commissioners adopt the Resolution to amend the FY14/15 Budget.*

Mr. Grolemond presented this item.

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

Recommend that the Board of Commissioners adopt the Resolution to amend the FY14/15 Budget. (Vote: 2-0) - (R. Grolemond) 13 pages [REPORT](#)

- 9) Consider recommending that the Board of Commissioners authorize the expense for uncollectible receivable from the State of Georgia in the amount of \$133,452 and increase the FY15 Operating Budget in the amount of \$13,386 (30% of FICA for fulltime employees) for a total of \$146,838 with funding to be provided by the General Fund fund balance.

Ms. Miller presented this item.

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

Recommend that the Board of Commissioners authorize the expense for uncollectible receivable from the State of Georgia in the amount of \$133,452 and increase the FY15 Operating Budget in the amount of \$13,386 (30% of FICA for fulltime employees) for a total of \$146,838 with funding to be provided by the General Fund fund balance. (Vote: 2-0) - (T. Miller) 5 pages [REPORT](#)

- 10) Consider recommending that the Board of Commissioners authorize the write-off of uncollectible receivables in the General Fund for three customers who have outstanding late penalties and interest on Alcohol by the Drink Excise tax totaling \$1,961.82, two customers who have outstanding invoices for compactor fees in the amount of \$2,076 and one customer with a miscellaneous billing in the amount of \$26.64, for a total of \$4,024.46. (T. Miller) 1 page [REPORT](#)

Ms. Miller presented this item.

This item was deferred to the January 2015 Finance Committee Meeting.

- 11) Consider recommending that the Board of Commissioners amend the Library's FY15 revenue and expenditures budget by \$5,425.00 for funding provided by the Board of Regents.

Ms. Mullis presented this item and stated that the Marshes of Glynn was a pilot site for an early literacy program.

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

Recommend that the Board of Commissioners amend the Library's FY15 revenue and expenditures budget by \$5,425.00 for funding provided by the Board of Regents. (Vote: 2-0) - (T. Miller) 1 page [REPORT](#)

- 12) Consider recommending that the Board of Commissioners approve the budget adjustment for SPLOST 4 by moving \$21,589 from the SSI Sports Complex Improvements Project to Unallocated. (T. Miller) 1 page [REPORT](#)

Ms. Miller presented this item. Mr. Ours further explained that one of the Commissioners would like for the funding to remain in the project as it is.

The item was referred to the full Board of Commissioners with no vote from the Finance Committee.

Bids, Contracts, and Agreements

- 13) Consider recommending that the Board of Commissioners approve the Glynn County 2015 LMIG suggested list of roads as the Georgia Department of Transportation 2015 LMIG project with funding from Capital Fund Project 4580.54390.LMIG that includes GDOT 2015 LMIG funding and from the General Fund fund balance as required, as well as authorize the Glynn County Commission Chairperson to sign the 2015 LMIG application in behalf of Glynn County.

Mr. Austin presented this item and explained that it was a good deal for Glynn County since we only have a 30% match.

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

Recommend that the Board of Commissioners approve the Glynn County 2015 LMIG suggested list of roads as the Georgia Department of Transportation 2015 LMIG project with funding from Capital Fund Project 4580.54390.LMIG that includes GDOT 2015 LMIG funding and from the General Fund fund balance as required, as well as authorize the Glynn County Commission Chairperson to sign the 2015 LMIG application in behalf of Glynn County. (Vote: 2-0) - (D. Austin) 21 pages [REPORT](#)

14) *Consider recommending that the Board of Commissioners approves the termination of contract number C-15-1220-00907-002 to Tri Scapes for Task 4(a) and 4(b) for Facilities Maintenance and County Fire Department for grounds maintenance services and approves a change order to contract number C-15-1220-00907-001 to Creative Landscapes in the amount of \$9,000.00 for Task 4(a) and (b) with funding from the Facilities Maintenance and County Fire Department.*

Mr. Mauney presented this item and explained that County staff has not been satisfied with the service that has been provided.

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

Recommend that the Board of Commissioners approves the termination of contract number C-15-1220-00907-002 to Tri Scapes for Task 4(a) and 4(b) for Facilities Maintenance and County Fire Department for grounds maintenance services and approves a change order to contract number C-15-1220-00907-001 to Creative Landscapes in the amount of \$9,000.00 for Task 4(a) and (b) with funding from the Facilities Maintenance and County Fire Department. (Vote: 2-0) - (B. Mauney) 2 pages [REPORT](#)

15) *Consider recommending that the Board of Commissioners approve the continuation/extension of the Quality Recording Solutions, LLC, Maintenance Services Agreement.*

Mr. Usher presented this item.

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

Recommend that the Board of Commissioners approve the continuation/extension of the Quality Recording Solutions, LLC, Maintenance Services Agreement. (Vote: 2-0) - (S. Usher) 6 pages [REPORT](#)

16) *Consider recommending that the Board of Commissioners exercise the renewal option year 2 from Azars's Uniforms for the specified prices attached, total amount not to exceed \$54,096.64 with funding to be provided by the FY15 Fire Department Operating Budget.*

Chief Gardner presented this item and recommended approval of extension of the contract.

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

Recommend that the Board of Commissioners exercise the renewal option year 2 from Azars's Uniforms for the specified prices attached, total amount not to exceed \$54,096.64 with funding to be provided by the FY15 Fire Department Operating Budget. (Vote: 2-0) - (S. Gardner) 2 pages [REPORT](#)

17) *Consider recommending that the Board of Commissioners approve the second year option for Fire Department employees Wellness Physicals to Southeast Georgia Health System of Brunswick, GA., with funding from the General and Fire Fund of the Fire Department. (P. Nicometo) 2 pages [REPORT](#)*

Chief Gardner presented this item and recommended approval of extension of the contract.

The item was referred to the full Board of Commissioners with no vote from the Finance Committee.

18) *Consider recommending that the Board of Commissioners renew the contract for workers' compensation administration and insurance with the Association of County Commissioners of Georgia-Georgia Self Insured Workers' Compensation Fund for January 1, 2015 – December 31, 2015 at an estimated contribution of \$246,283 and a deductible of \$500,000.*

Mr. Ours presented this item and explained that this is a continuation of the County's existing coverage. He further explained that the increase was nominal over last year's rate and that he recommended continuing our relationship with ACCG for Workers Compensation coverage.

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

Recommend that the Board of Commissioners renew the contract for workers' compensation administration and insurance with the Association of County Commissioners of Georgia-Georgia Self Insured Workers' Compensation Fund for January 1, 2015 – December 31, 2015 at an estimated contribution of \$246,283 and a deductible of \$500,000. (Vote: 2-0) - (O. Reed) 3 pages [REPORT](#)

19) *Consider recommending that the Board of Commissioners approve the authorization of an agreement with MedReview, LLC to conduct a focused audit of medical claims processed and paid by Glynn County's third party administrator, Blue Cross Blue Shield of Georgia, for the previous 24 months for a fee not to exceed \$27,000.*

Ms. Miller presented this item and Mr. Scott Hankins was present for any questions. There were no questions.

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

Recommend that the Board of Commissioners approve the authorization of an agreement with MedReview, LLC to conduct a focused audit of medical claims processed and paid by Glynn County's third party administrator, Blue Cross Blue Shield of Georgia, for the previous 24 months for a fee not to exceed \$27,000. (Vote: 2-0) - (T. Miller) 23 pages [REPORT](#)

Other Items

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

- a) **Items #2-8, #11, #13-16, and #19 will be placed on the Board of Commissioners' Consent Agenda.**
- b) **Items #9 and #18 will be placed on the Board of Commissioners' Regular Agenda.**
- c) **Items #12 and #17 will be deferred to the full Board of Commissioners with no vote from Finance Committee.**
- d) **Items #1, #10, and #20 will not be forwarded to the Board of Commissioners' Agenda.**