



*A Golden Past.
A Shining Future.*

Finance Committee Meeting Minutes

Glynn County Board of Commissioners

2:00 pm, Tuesday, May 12, 2015

Third Floor Conference Room

W. Harold Pate Courthouse Annex Building

Brunswick, Georgia

Present:

Committee Members: *B. Brunson, J.R. Stambaugh and R. Strickland*

Elected Officials/Staff: *D. Austin, B. Boone-Cove, D. Bragdon, J. Catron, W. Davis, M. Doering, R. Glisson, R. Grolemond, D. Hainley, H. Herndon, M. Herndon, A. Hunter, L. Jamsky, D. Jones, B. Mauney, W.N. Mann, C. Overstreet, V. McClinton, T. Miller, A. Ours, N. Priest-Goodsett and W. Worley*

Press: *D. Stillinger*

Other: *Derrick Cowart, Jeff Jones, Ivan Nathan, Monica Smith, Arlynn Stroman and Alan Tucker*

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

- 1) *Consider approval of the April 7, 2015 Finance Committee Minutes. (T. Miller)*

The following motion made by Commissioner Brunson and seconded by Commissioner Stambaugh passed unanimously.

Approve the April 7, 2015 Finance Committee Minutes. (Vote: 3-0) 12 pages [REPORT](#)

- 2) *Consider recommending that the Board of Commissioners authorize a fee waiver for the use of the North Glynn Baseball Complex for the Dylan Coen Memorial Baseball Tournament on Saturday, May 30, 2015. (W. Davis)*

The following motion made by Commissioner Stambaugh and seconded by Commissioner Brunson passed unanimously.

Recommend that the Board of Commissioners authorize a fee waiver for the use of the North Glynn Baseball Complex for the Dylan Coen Memorial Baseball Tournament on Saturday, May 30, 2015. (Vote: 3-0) 2 pages [REPORT](#)

- 3) *Consider recommending that the Board of Commissioners declare the unusable items listed as surplus and approve the disposal of these items in the best interest of the County. (R. Grolemond)*

Mr. Grolemond presented this item. Commissioner Stambaugh asked who came up with the recommended bids and Mr. Grolemond responded that it was the Fleet Manager and the Public Works Director. Commissioner Stambaugh commented that some seemed low and Mr. Grolemond stated that they find that they get more bids if they start with a recommended bid that is lower rather than higher. Commissioner Brunson then asked how long the bids were out for and Mr. Grolemond responded that the disposal policy stated 10 days and that the items were staggered.

The following motion made by Commissioner Brunson and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners declare the unusable items listed as surplus and approve the disposal of these items in the best interest of the County. (Vote: 3-0) 3 pages [REPORT](#)

- 4) *Consider recommending that the Board of Commissioners declare four Ford Crown Victoria sedans surplus and transfer them to the Glynn County Board of Education. (D. Austin)*

The following motion made by Commissioner Brunson and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners declare four Ford Crown Victoria sedans surplus and transfer them to the Glynn County Board of Education. (Vote: 3-0) 2 pages [REPORT](#)

- 5) *Consider recommending that the Board of Commissioners approve the acceptance of three ResQmax line launchers from Brunswick Navigation Company and two ResQmax line launchers from Brunswick Pilot Boat Corporation. (D. Hainley)*

Mr. Hainley presented this item. Commissioner Brunson asked if staff had any idea how to use these and Mr. Hainley responded that they did and they operate on compressed air. Commissioner Strickland then asked who would be operating the launchers and Chief Herndon responded that it would be a joint effort between the fire department and the lifeguards. Commissioner Brunson asked if the County had ever used these before and if there was any liability associated with our using them and Mr. Hainley explained the life vest and that it was only inflated when the string was pulled.

The following motion made by Commissioner Brunson and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners approve the acceptance of three ResQmax line launchers from Brunswick Navigation Company and two ResQmax line launchers from Brunswick Pilot Boat Corporation. (Vote: 3-0) 1 page [REPORT](#)

- 6) *Consider recommending that the Board of Commissioners accept a brush firefighting truck from the Georgia Forestry Rural Fire Defense Program at a cost of \$100 with funding to be provided by the FY15 Fire Department operating budget.*

The following motion made by Commissioner Brunson and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners accept a brush firefighting truck from the Georgia Forestry Rural Fire Defense Program at a cost of \$100 with funding to be provided by the FY15 Fire Department operating budget. (Vote: 3-0) 10 pages [REPORT](#)

Tax Commissioner Items

- 7) *Consider recommending that the Board of Commissioners approve or deny a request from Mr. Terry Randolph that interest and penalties for tax years 2012-2014 on Parcels #04-03649 and #02-00867 be waived. (F. Dees)*

Ms. Hunter presented this item. She said that Mr. Randolph he wasn't the owner – he bought a tax deed though and he is liable for the taxes.

The following motion made by Commissioner Brunson and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners deny a request from Mr. Terry Randolph that interest and penalties for tax years 2012-2014 on Parcels #04-03649 and #02-00867 be waived. (Vote: 3-0) 22 pages [REPORT](#)

- 8) *Consider recommending that the Board of Commissioners approve or deny a request from Ms. Christine Curran that interest paid for tax year 2014 on Parcel #05-00074 be refunded. (F. Dees)*

Ms. Hunter presented this item. She stated that there was \$447.00 paid in interest and that the taxpayer said she did not get a notice. Commissioner Stambaugh asked if the bill was mailed. Ms. Hunter stated that it was and that it came back and that they sent it out again.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Brunson passed unanimously.

Recommend that the Board of Commissioners deny a request from Ms. Christine Curran that interest paid for tax year 2014 on Parcel #05-00074 be refunded. (Vote: 3-0) 7 pages [REPORT](#)

9) *Consider recommending that the Board of Commissioners approve or deny a request from Mr. Suleiman Solomon that taxes paid on his personnel property taxes for 2014 bill #1451090 in the amount of \$1,317.19 be refunded. (F. Dees)*

Ms. Hunter presented this item. Mr. Ivan Nathan presented on behalf of Mr. Solomon. Mr. Nathan gave each Commissioner a packet of information explaining that the personal property belonged to a tenant and that Mr. Solomon thought the tenant was paying for the personal property taxes. The property was leased to Mr. Patel who stopped making lease payments and eventually had a dispossessory order filed against him. Mr. Solomon paid personal property taxes and thought he was paying the real property taxes due. He did not own the personal property and is requesting to have the amounts he paid applied to his 2014 real property taxes.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Brunson passed unanimously.

Recommend that the Board of Commissioners approve a request from Mr. Suleiman Solomon that taxes paid on his personal property taxes for 2014 bill #1451090 in the amount of \$1,317.19 be applied to Real Property taxes for 2014. (Vote: 3-0) 29 pages [REPORT](#)

Property Appraisal items

10) *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, April 16, 2015 meeting with clarification that this does not approve a tax refund. (R. Glisson)*

Mr. Glisson presented this item and explained that it was just corrections to the digest.

The following motion made by Commissioner Brunson and seconded by Commissioner Stambaugh 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, April 16, 2015 meeting with clarification that this does not approve a tax refund. (Vote: 3-0) 6 pages [REPORT](#)

Grants

11) *Consider recommending that the Board of Commissioners accept the grant award to enable the Juvenile Court to be reimbursed for travel/training expenses. (D. Hainley)*

Mr. Hainley presented this item and stated that there was no match required from the County.

The following motion made by Commissioner Brunson and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners accept the grant award to enable the Juvenile Court to be reimbursed for travel/training expenses. (Vote: 3-0) 2 pages [REPORT](#)

Budget

12) *Consider recommending that the Board of Commissioners authorize a budget increase for revenues and expenditures in the amount of \$3,000 to purchase 10 additional trash receptacles for placement in the village area of St. Simons Island with funding to be provided by the Accommodations Excise Tax revenue. (W. Davis)*

Mr. Davis presented this item. He stated that he got three quotes and cut down the number of trash cans by 5. Commissioner Strickland asked what the life expectancy of the trash cans was and Mr. Davis responded that with the salt water and air being so hard on everything they will try to get as many years as they can out of them. When shown a picture of the proposed trash cans, Commissioner Strickland stated that these trash cans looked like the ones they have out there now and Mr. Davis agreed.

The following motion made by Commissioner Brunson and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners authorize a budget increase for revenues and expenditures in the amount of \$3,000 to purchase 10 additional trash receptacles for placement in the village area of St. Simons Island with funding to be provided by the Accommodations Excise Tax revenue. (Vote: 3-0) 1 page [REPORT](#)

13) Consider recommending that the Board of Commissioners approve the transfer of Perry Lane Road and SR 25 Spur Intersection Improvement Project budget and costs from “Chapel Crossing Road” to “Misc. Road Improvements” in SPLOST 4. (T. Miller)

Ms. Miller presented this item. Commissioner Brunson expressed his concern about moving SPLOST money around and Mr. Worley stated that this was acceptable since it was going from one project to another. Ms. Miller also stated that Mr. Mumford was present at the meeting where it was decided this should be done and it was vetted through him.

The following motion made by Commissioner Brunson and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners approve the transfer of Perry Lane Road and SR 25 Spur Intersection Improvement Project budget and costs from “Chapel Crossing Road” to “Misc. Road Improvements” in SPLOST 4. (Vote: 3-0) 2 pages [REPORT](#)

14) Consider recommending that the Board of Commissioners authorize transferring \$15,000 from the SPLOST 4 Unallocated funds to the SPLOST 4 Miscellaneous Road Improvement project for this work and authorize change order #1 for \$10,000 to Thomas & Hutton Engineering. (P. Andrews)

Mr. Andrews presented this item and stated that hopefully this was the end of the County’s involvement in the Spur 25 Extension project. He explained that this request was for \$10,000 for Thomas and Hutton and \$5,000 for conveyance of right of way to GDOT. Commissioner Brunson stated that he understood that GDOT does not want to do change orders on this project and Mr. Andrews responded that that was correct. Commissioner Strickland asked what the expected completion date was and Mr. Andrews responded that he did not know their deadline. Mr. Ours then stated that at the last BATS meeting he attended recently a GDOT representative said it would be in the late fall of this year.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Brunson passed unanimously.

Recommend that the Board of Commissioners authorize transferring \$15,000 from the SPLOST 4 Unallocated funds to the SPLOST 4 Miscellaneous Road Improvement project for this work and authorize change order #10 for \$10,000 to Thomas & Hutton Engineering. (Vote: 3-0) 1 page [REPORT](#)

15) Consider recommending that the Board of Commissioners approve the budget adjustments for SPLOST 5 projects as outlined:

Project Name	Current Budget	Proposed Budget Adjustment	Proposed Revised Budget
<i>Splost 5</i>			
<i>Pate Building Expansion</i>	<i>4,619,539.00</i>	<i>(6,361.00)</i>	<i>4,613,178.00</i>
<i>Sewer pump station rehabilitation</i>	<i>1,392,224.00</i>	<i>(7,387.00)</i>	<i>1,384,837.00</i>
<i>Re-surfacing/reconstruction</i>	<i>5,105,598.19</i>	<i>(4,525.11)</i>	<i>5,101,073.08</i>

<i>Subtotal</i>		<i>(18,273.11)</i>	
<i>Total Unallocated</i>	<i>1,341,006.23</i>	<i>18,273.11</i>	<i>1,359,279.34</i>

(T. Miller)

Ms. Miller presented this item and stated that the projects listed were complete so this request was to move the remaining funds in each to the unallocated category of SPLOST 5.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Brunson passed unanimously.

Recommend that the Board of Commissioners approve the budget adjustments for SPLOST 5 projects as outlined:

Project Name	Current Budget	Proposed Budget Adjustment	Proposed Revised Budget
Splost 5			
Pate Building Expansion	4,619,539.00	(6,361.00)	4,613,178.00
Sewer pump station rehabilitation	1,392,224.00	(7,387.00)	1,384,837.00
Re-surfacing/reconstruction	5,105,598.19	(4,525.11)	5,101,073.08
Subtotal		(18,273.11)	
Total Unallocated	1,341,006.23	18,273.11	1,359,279.34

(Vote: 3-0) 1 page [REPORT](#)

16) Consider recommending that the Board of Commissioners reallocate SPLOST 5 funding to pay for Change Order No. 1: Water Line rehab - \$21,401.00 to Elevated tank project. (D. Hainley)

Mr. Hainley presented this item and said that this was the first and probably last change order for this project and that it is almost complete.

The following motion made by Commissioner Brunson and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners reallocate SPLOST 5 funding to pay for Change Order No. 1: Water Line rehab - \$21,401.00 to Elevated tank project. (Vote: 3-0) 2 pages [REPORT](#)

17) Consider recommending that the Board of Commissioners increase the budget by \$90,000 for EMS personnel costs for FY15 with funding to be provided by the General Fund fund balance. (N. Mann)

Captain Mann presented this item and stated that he and the Finance Director had analyzed overtime budgets for EMS for the remainder of the year and stated that more funding was needed for FY15. He stated that there had been a large exodus of EMS workers in 2014 and 2015 (17 in 2014 and 2 so far this year). They are currently short 9 of 24 paramedic positions. Commissioner Brunson said we need to figure out something – a way to fix this. He further stated that there was a way to fix it and that it was not by throwing \$90,000 at overtime. Commissioner Strickland said they would have an opportunity to fix it on May 19th.

The following motion made by Commissioner Brunson and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners increase the budget by \$90,000 for EMS personnel costs for FY15 with funding to be provided by the General Fund fund balance. (Vote: 3-0) 1 page [REPORT](#)

18) Consider recommending that the Board of Commissioners adopt the Resolution to amend the FY14/15 Budget. (R. Grolemond)

Mr. Grolemond presented this and stated that it was simply the 3rd quarter budget amendment for FY15.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Brunson passed unanimously.

Recommend that the Board of Commissioners adopt the Resolution to amend the FY14/15 Budget. (Vote: 3-0) 11 pages [REPORT](#)

Bids, Contracts and Agreements

19) *Consider recommending that the Board of Commissioners approve a license agreement between Glynn County and the Coastal Georgia Historical Society, Inc., for the use and operation of the former Coast Guard Station on St. Simons. (A. Mumford)*

Mr. Priest-Goodsett presented this item. Commissioner Stambaugh asked who owned the building and Mr. Priest-Goodsett stated that the County Attorney's office contends that the County does. Commissioners Stambaugh and Strickland both expressed that they were not comfortable approving something if they do not know who owns the building. Commissioner Brunson said that the citizens of Glynn County were enjoying the benefit of the building and the museum. He further questioned whether this was not a lease agreement but simply a license agreement and that the Coast Guard was not really an entity involved in this item; this is between the County and the Historical Society. He stated that he sees very little liability here for the County. Commissioner Stambaugh asked if the County had a clear deed and/or title. Mr. Priest-Goodsett stated that he believes the County has a clear title but that the deed is not noted in the deed records. Commissioner Stambaugh then asked if the County could terminate this at any time and Mr. Priest-Goodsett responded in the affirmative.

The following motion made by Commissioner Brunson and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners approve a license agreement between Glynn County and the Coastal Georgia Historical Society, Inc., for the use and operation of the former Coast Guard Station on St. Simons Island and to move forward as quickly as possible on the quitclaim deed for the property. (Vote: 3-0-0) 16 pages [REPORT](#)

20) *Consider recommending that the Board of Commissioners approve the Support Agreement with Stryker® and authorize the chairman to sign the agreement as written with funding to be provided by the FY16 EMS operating budget. (N. Mann)*

Captain Mann presented this item and stated that this is an agreement we have each year. He also said that the stretchers used now were hydraulic and electrical to reduce back injuries. He stated that there had to be someone certified to maintain these stretchers.

The following motion made by Commissioner Brunson and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners approve the Support Agreement with Stryker® and authorize the chairman to sign the agreement as written with funding to be provided by the FY16 EMS operating budget. (Vote: 3-0) 7 pages [REPORT](#)

21) *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, 2015 at a total contract cost of \$118,500 with funding from the Public Works FY 16 operating budget. (D. Austin)*

Mr. Austin presented this item and stated that this was a standard contract and that there was no change in the cost. Commissioner Stambaugh asked why we paid them and Commissioner Strickland responded that the County paid for the salary of the Corrections Officer that supervises the crews.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Brunson 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, 2015 at a total contract cost of \$118,500 with funding from the Public Works FY 16 operating budget. (Vote: 3-0) 11 pages [REPORT](#)

22) *Consider recommending that the Board of Commissioners exercise the second option year with Express Lube and Car Wash at a cost of \$12.42/basic wash and \$13.28/special wash per vehicle per month with funding to be provided by the FY16 operating budgets of the departments utilizing the service. (T. Miller)*

Ms. Miller presented this item. Mr. Jeff Jones was also present to answer any questions about the contract. Commissioner Brunson stated that there was a desire to go to the basic \$5 deal and let staff vacuum their own cars. Commissioner Stambaugh stated that he did not mind paying for the service if someone was tracking who was using it and we were paying for what was used. Mr. Jones stated that he would be happy to do the exterior service option only. He then stated that he could sell the County a bulk of bar codes to be used for car washes.

The following motion made by Commissioner Brunson and seconded by Commissioner Stambaugh passed unanimously.

Defer to the June Finance Committee Meeting consideration of exercising the second option year with Express Lube and Car Wash at a cost of \$12.42/basic wash and \$13.28/special wash per vehicle per month with funding to be provided by the FY16 operating budgets of the departments utilizing the service. (Vote: 3-0) 1 page [REPORT](#)

23) *Consider recommending that the Board of Commissioners approve a contract and issue a Purchase Order to Pristine Water and Coffee for bottled water service at a cost of \$4.72 per 5-gallon bottle, not to exceed \$12,239 with funding to be provided by the FY16 operating budgets of the departments utilizing the service. (T. Miller)*

Ms. Miller presented this item.

The following motion made by Commissioner Brunson and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners approve a contract and issue a Purchase Order to Pristine Water and Coffee for bottled water service at a cost of \$4.72 per 5-gallon bottle, not to exceed \$12,239 with funding to be provided by the FY16 operating budgets of the departments utilizing the service. (Vote: 3-0) 3 pages [REPORT](#)

24) *Consider recommending that the Board of Commissioners approve the proposal for Tyler Technologies dataXchange at no cost to the county. (J. Catron)*

Mr. Catron presented this item. He said that if the courts choose to share information on this service then other counties could access the information.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Brunson passed unanimously.

Recommend that the Board of Commissioners approve the proposal for Tyler Technologies dataXchange at no cost to the county. (Vote: 3-0) 9 pages [REPORT](#)

25) *Consider recommending that the Board of Commissioners approve the proposal for the Infor Software Assessment for Community Development in the amount of \$12,150 with Infor (US), Inc. funded by IT FY 14/15 Professional Services Budget 1921.52067, and that the Chairman be authorized to sign the service agreement. (J. Catron)*

Mr. Catron presented this item and stated that this was a plan review of our use of Infor Software. He said that they will send in subject matter experts and make sure County staff is using the software as efficiently as possible. Commissioner asked how long the County had been using this software and Mr. Catron said five to six years.

The following motion made by Commissioner Brunson and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners approve the proposal for the Infor Software Assessment for Community Development in the amount of \$12,150 with Infor (US), Inc. funded by IT FY 14/15 Professional Services Budget 1921.52067, and that the Chairman be authorized to sign the service agreement. (Vote: 3-0) 7 pages [REPORT](#)

26) *Consider recommending that the Board of Commissioners award the bid for the A/E Services for the Glynn County Animal Control Facility located at 4765 U.S. Hwy. 17 North to the lowest responsive and responsible bidder, JFK Architecture, Inc. of Brunswick, GA., at a cost of \$34,425 with funding to be provided by the Capital Projects Fund fund balance. (B. Mauney)*

Mr. Mauney presented this item and stated that sealed bids were received for this work. Commissioner Stambaugh asked if this was what Commissioner Coleman had asked about coming out of the next SPLOST if there was one and Mr. Ours responded that it was. Mr. Ours further stated that by doing this staff would have a good number that was needed whether a SPLOST was approved or not.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Brunson passed unanimously.

Recommend that the Board of Commissioners award the bid for the A/E Services for the Glynn County Animal Control Facility located at 4765 U.S. Hwy. 17 North to the lowest responsive and responsible bidder, JFK Architecture, Inc. of Brunswick, GA., at a cost of \$34,425 with funding to be provided by the Capital Projects Fund fund balance. (Vote: 3-0) 2 pages [REPORT](#)

27) *Consider recommending that the Board of Commissioners award the bid for the A/E Services for the Drug & Juvenile Courts Renovations located in the Office Park Facility at 11 Judicial Lane, to the lowest responsive and responsible bidder, Ussery Rule Architects, P.C. of St. Simons Island, GA at a cost of \$39,000 with funding to be provided by the Capital Projects Fund fund balance. (B. Mauney)*

Mr. Mauney presented this item.

The following motion made by Commissioner Brunson and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners award the bid for the A/E Services for the Drug & Juvenile Courts Renovations located in the Office Park Facility at 11 Judicial Lane, to the lowest responsive and responsible bidder, Ussery Rule Architects, P.C. of St. Simons Island, GA at a cost of \$39,000 with funding to be provided by the Capital Projects Fund fund balance. (Vote: 3-0) 2 pages [REPORT](#)

28) *Consider recommending that the Board of Commissioners award the bid for a 3 month chiller rental contract/purchase order for the Harold Pate Courthouse Annex at 1725 Reynolds Street, to the lowest responsive and responsible bidder, United Rentals of Brunswick, GA at a cost of \$19,206 if needed until a replacement unit could be obtained with funding to be provided by the Capital Projects Fund fund balance. (B. Mauney)*

Mr. Mauney presented this item. Commissioner Brunson asked him if he thought the County would have to rent these chillers and Mr. Mauney stated that he thought so.

The following motion made by Commissioner Brunson and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners award the bid for a 3 month chiller rental contract/purchase order for the Harold Pate Courthouse Annex at 1725 Reynolds Street, to the lowest responsive and responsible bidder,

United Rentals of Brunswick, GA at a cost of \$19,206 if needed until a replacement unit could be obtained with funding to be provided by the Capital Projects Fund fund balance. (Vote: 3-0) 2 pages [REPORT](#)

29) *Consider recommending that the Board of Commissioners award the bid for a 3 month chiller rental contract/purchase order for the Glynn County Courthouse at 701 H Street to the lowest responsive and responsible bidder, United Rentals of Brunswick, GA at a cost of \$24,999 if needed until a replacement unit could be obtained with funding to be provided by the Capital Projects Fund fund balance. (B. Mauney)*

Mr. Mauney presented this item.

The following motion made by Commissioner Brunson and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners award the bid for a 3 month chiller rental contract/purchase order for the Glynn County Courthouse at 701 H Street to the lowest responsive and responsible bidder, United Rentals of Brunswick, GA at a cost of \$24,999 if needed until a replacement unit could be obtained with funding to be provided by the Capital Projects Fund fund balance. (Vote: 3-0) 2 pages [REPORT](#)

30) *Consider recommending that the Board of Commissioners authorize staff to solicit bids for construction of the FLETC/Chapel Crossing drainage improvement project and provide funding for updating/modifying the construction plans with funds from SPLOST 5 (unallocated). (P. Andrews)*

Mr. Andrews presented this item. Commissioner Stambaugh questioned whether this was the correct SPLOST for this project and Mr. Andrews stated that it was.

The following motion made by Commissioner Brunson and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners authorize staff to solicit bids for construction of the FLETC/Chapel Crossing drainage improvement project and provide funding for updating/modifying the construction plans with funds from SPLOST 5 (unallocated). (Vote: 3-0) 1 page [REPORT](#)

31) *Consider recommending that the Board of Commissioners authorize staff to solicit bids for an Engineering Services RFP for Harry Driggers Boulevard Pedestrian Path, Phase II with funds from SPLOST 5 – Sidewalks and Bike Paths. (P. Andrews)*

Mr. Andrews presented this item and said that this is in conjunction with the TEA grant that the Board of Commissioners accepted in 2008. He stated that staff has been working towards getting the project along Glynco Parkway completed. He said that because of ditch/wetlands there had to be environmental work done.

The following motion made by Commissioner Brunson and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners authorize staff to solicit bids for an Engineering Services RFP for Harry Driggers Boulevard Pedestrian Path, Phase II with funds from SPLOST 5 – Sidewalks and Bike Paths. (Vote: 3-0) 1 page [REPORT](#)

32) *Consider recommending that the Board of Commissioners authorize staff to solicit bids for construction of the SR 25 Spur at Perry Lane intersection improvements project once all required right-of-way is obtained with funds from SPLOST 4 Miscellaneous Road Improvements. (P. Andrews)*

Mr. Andrews presented this item. Commissioner Strickland asked Mr. Worley how close the County was to getting the right of way and Mr. Worley responded that eight of ten were done and that one more would close within the next two weeks. He said that the final one was still being negotiated.

The following motion made by Commissioner Brunson and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners authorize staff to solicit bids for construction of the SR 25 Spur at Perry Lane intersection improvements project once all required right-of-way is obtained with funds from SPLOST 4 Miscellaneous Road Improvements. (Vote: 3-0) 1 page [REPORT](#)

33) *Consider recommending that the Board of Commissioners authorize staff to prepare and bid Engineering services RFP for improvements to the South Palm Ditch outfall at Hwy-17 with funds from SPLOST 4 – Storm Drainage Improvements and Upgrades. (P. Andrews)*

Mr. Andrews presented this item.

The following motion made by Commissioner Brunson and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners authorize staff to prepare and bid Engineering services RFP for improvements to the South Palm Ditch outfall at Hwy-17 with funds from SPLOST 4 – Storm Drainage Improvements and Upgrades. (Vote: 3-0) 1 page [REPORT](#)

34) *Consider recommending that the Board of Commissioners approve the Finance Department to proceed with Solicitation of Bids for the U.S. Highway 341 sidewalk improvement project. (D. Austin)*

Mr. Austin presented this item and stated that this was for the Hwy 341 to McKenzie sidewalk project.

The following motion made by Commissioner Brunson and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners approve the Finance Department to proceed with Solicitation of Bids for the U.S. Highway 341 sidewalk improvement project. (Vote: 3-0) 2 pages [REPORT](#)

35) *Consider recommending that the Board of Commissioners authorize the Chairman to sign a contract with Ameresco to purchase and install equipment and to provide guaranteed energy savings. (A. Ours)*

Mr. Ours presented this item and gave a history of the project. He further stated that the County Attorney's office had been working with their attorney's office and our staff to finalize the contract. Commissioner Strickland asked what the length of the contract would be and Mr. Worley stated that there would be a schedule for construction/installation in the contract and that the company would then monitor usage for 15 years and determine our savings each year.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Brunson passed unanimously.

Recommend that the Board of Commissioners authorize the Chairman to sign a contract with Ameresco to purchase and install equipment and to provide guaranteed energy savings. (Vote: 3-0) 2 pages [REPORT](#)

36) *Consider recommending that the Board of Commissioners authorize staff to issue a purchase order to Dell for the GIS servers in the amount of \$55,459.29. (J. Catron)*

Mr. Catron presented this item.

The following motion made by Commissioner Brunson and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners authorize staff to issue a purchase order to Dell for the GIS servers in the amount of \$55,459.29. (Vote: 3-0) 14 pages [REPORT](#)

Other Items

37) Consider recommending that the Board of Commissioners fund the \$94,000 of deficiencies at the Superior Court Clerk's office "with whichever option the Board of Commissioners chooses". (T. Miller & L. Jamsky)

Tonya Miller, Alan Tucker (attorney for Ms. Jamsky), Lola Jamsky, and Darren Jones presented this item. Mr. Derrick Cowart and Arlyne Stroman, both of KRT, CPAs were also present for questions. Ms. Miller stated that Ms. Jamsky went to Mr. Ours and requested monies in January of 2015, due to shortages in both the Superior Court and Magistrate Court escrow accounts. She further stated that Mr. Ours and staff recommended hiring KRT, CPAs to do additional Agreed Upon Procedures to ensure that the amounts were correct. After the additional work covering two years was performed, it was determined that the amount the Clerk's office was short was approximately \$94,000 that was due to others. Commissioner Strickland asked how we got to this situation. Mr. Jones stated that in 2008 an employee was hired and he has gone back to 2008 and found where the employee was taking money. He stated the employee's name and that he was no longer with the County. He said he had turned over several hundred thousand dollars' worth of transactions that the former employee dealt with and that he had been audited since 2008 but that missing money had never been mentioned. Commissioner Strickland mentioned that he has been on the commission since 2011 and that he has known the Superior Court Clerk's office has been short every year. Mr. Jones stated that the computer system has been a complete sham since it's been there but that there had never been any mention of theft. Commissioner Stambaugh mentioned that this was all alleged that the employee stole money. Commissioner Stambaugh then asked the auditors if they had audited the office and Mr. Cowart responded that they had and that weak internal controls were identified but that the overall effect to the county's financial statements was immaterial. Commissioner Brunson pointed out that the audit findings pointed out procedural deficiencies. Commissioner Strickland asked if the checks and balances were that bad at the Clerk's office and Mr. Jones responded that they were not anymore. Mr. Tucker then explained what the employee was doing to take money and Commissioner Brunson responded that this was why one person should not be doing all of the functions he was doing. Mr. Jones further explained what happened in the office and Commissioner Brunson expressed again that one person should not be performing all of the functions he was. Commissioner Strickland then asked Ms. Miller if she was involved in this process and she stated that she was not at all – not in any of the courts. She further stated that she coordinated the audit and the responses to the findings from the audit every year. Commissioner Strickland asked why the Clerk's bond would not be called. Mr. Tucker responded that if the bond was called Ms. Jamsky could no longer be the clerk because she could not be bonded. He said that what needed to be done is that the employee should be prosecuted and restitution be paid to the county. He then requested that if the Commissioners decided to call the bond that it is after the GBI's investigation of the former employee was final. Commissioner Brunson asked what she was going to do about \$94,000 of someone else's money and Commissioner Strickland said they wanted to take it out of fund balance. Commissioner Brunson then asked if the taxpayer's should pay this \$94,000 and Mr. Tucker responded that the taxpayers had been paying for this theft and all other county theft so far. Commissioner Stambaugh asked if the County could call the bond after the GBI's investigation and Mr. Worley responded that the commission could call a bond any time they wanted to. Commissioner Strickland said that they could let the GBI do their investigation and then call the bond. He further stated that even if the Judge ordered the former employee to pay the money it would never be paid and that the taxpayers should not foot the bill for this. Commissioner Stambaugh then stated that the issue was not the theft but the procedures that allowed this to happen and Commissioner Brunson agreed. Commissioner Brunson then read the excerpt from the FY07 audit findings that stated the effect of the lack of internal controls was the Clerk's office was exposed to an increased risk of incorrect amounts being settled to various agencies and incorrect financial reporting as well as loss of funds. He further stated that this was the case for FY07, 08, 09, 10, 11, 12, 13 and 14. Commissioner Brunson then asked how sure the auditors were that \$94,000 was the number and Mr. Cowart responded that they could not be sure. Mr. Cowart said there were very old accounts in Odyssey and that someone could come and make a claim against money due to them and it could be a liability for the county. Ms. Stroman also stated that there was no way to prove that \$93,000 or \$300,000 was the number. Commissioner Strickland reminded everyone that the full Board of Commissioners would make the final decision on May 21, 2015.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Brunson passed unanimously.

Recommend that the Board of Commissioners deny funding the \$94,000 of deficiencies at the Superior Court Clerk's office. (Vote: 3-0) 9 pages [REPORT](#)

- 38) *Request that the Chairman identify the Finance Committee items which should be included as consent items in the Commission's Meeting Agenda. Commissioner Strickland identified as follows:*
- a) **Items #2-21, 23-34, and 36 and will be placed on the Board of Commissioners' Consent Agenda.**
 - b) **Items #35 and 37 will be placed on the Board of Commissioners' Regular Agenda.**
 - c) **Items #1, 22, and 38 will not be forwarded to the Board of Commissioners' Agenda.**