



*A Golden Past.  
A Shining Future.*

## Finance Committee Meeting Minutes

Glynn County Board of Commissioners

2:00 pm, Tuesday, June 7, 2016

Third Floor Conference Room

W. Harold Pate Courthouse Annex Building  
Brunswick, Georgia

### Present:

**Committee Members:** *B. Coleman, D. Provenzano, and J.R. Stambaugh*

**Elected Officials/Staff:** *P. Andrews, D. Austin, K. Downs, C. Kinstle, D. Hainley, M. Hardin, M. Herndon, V. McClinton, T. Miller, A. Ours, C. Overstreet, J. Powell, and W. Worley*

**Press:** *The Brunswick News*

**Others:** *Charlie Creveling and Randy Dixon*

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

- 1) *Consider approval of the May 10, 2016 Finance Committee Minutes.*

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

**Approve the May 10, 2016 Finance Committee Minutes. (V. McClinton) 6 pages [REPORT](#) (FC Vote: 3-0)**

- 2) *Consider recommending that the Board of Commissioners declare the unusable items listed on the attached page as surplus and approve disposing of these items in the best interest of the County.*

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

**Recommend that the Board of Commissioners declare the unusable items listed on the attached page as surplus and approve disposing of these items in the best interest of the County. (T. Miller) 2 pages [REPORT](#) (FC Vote: 3-0)**

- 3) *Consider recommending that the Board of Commissioners authorize the Recreation Department to advertise a public hearing to change the Glynn County ball field rental fees to those listed in Option A.*

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

**Recommend that the Board of Commissioners authorize the Recreation Department to advertise a public hearing to change the Glynn County ball field rental fees to those listed in Option A. (J. Powell) 2 pages [REPORT](#) (FC Vote: 3-0)**

- 4) *Consider recommending that the Board of Commissioners authorize the Recreation Department to advertise and solicit quotes for a concession vendor at Glynn County athletic facilities in Brunswick during the regular seasons, All Star games, and rental events with the minimum amount of \$10,000.*

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

**Recommend that the Board of Commissioners authorize the Recreation Department to advertise and solicit quotes for a concession vendor at Glynn County athletic facilities in Brunswick during the regular seasons, All Star games, and rental events with the minimum amount of \$10,000. (J. Powell) 2 pages [REPORT](#) (FC Vote: 3-0)**

**Budget/Grants**

- 5) *Consider recommending that the Board of Commissioners amend the FY16 Sheriff's Seized Funds expenditures budget by \$1,000 with funding provided by the Sheriff Seizure Fund fund balance.*

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

**Recommend that the Board of Commissioners amend the FY16 Sheriff's Seized Funds expenditures budget by \$1,000 with funding provided by the Sheriff Seizure Fund fund balance. (T. Miller) 1 page [REPORT](#) (FC Vote: 3-0)**

- 6) *Consider recommending that the Board of Commissioners approve the 2016 Chesney Fallen Firefighters Memorial Grant from the Georgia Firefighters Burn Foundation and amend the Fire Department's FY16 budget in the amount of \$2,998, subject to the approval of the County Attorney.*

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

**Recommend that the Board of Commissioners approve the 2016 Chesney Fallen Firefighters Memorial Grant from the Georgia Firefighters Burn Foundation and amend the Fire Department's FY16 budget in the amount of \$2,998, subject to the approval of the County Attorney. (T. Miller) 2 pages [REPORT](#) (FC Vote: 3-0)**

- 7) *Consider recommending that the Board of Commissioners accept the Community Housing Investment Program (CHIP) grant in the amount of \$318,500 with a federal contribution of \$306,000, and local cash match of \$9,000 with funding to be provided by the FY17 Recommended Budget and in kind contributions of \$3,500 from the Georgia Department of Community Affairs subject to the County Attorney's approval.*

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

**Recommend that the Board of Commissioners accept the Community Housing Investment Program (CHIP) grant in the amount of \$318,500 with a federal contribution of \$306,000, and local cash match of \$9,000 with funding to be provided by the FY17 Recommended Budget and in kind contributions of \$3,500 from the Georgia Department of Community Affairs subject to the County Attorney's approval. (T. Miller) 4 pages [REPORT](#) (FC Vote:3-0)**

- 8) *Consider recommending that the Board of Commissioners accept the grant funded by the Communities of Coastal Georgia Foundation Grant for the KidsNet program and increase Juvenile Court's FY16 program revenue and expenditures budget by \$5,000 each.*

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

**Recommend that the Board of Commissioners accept the grant funded by the Communities of Coastal Georgia Foundation Grant for the KidsNet program and increase Juvenile Court's FY16 program revenue and expenditures budget by \$5,000 each. (T. Miller) 5 pages [REPORT](#) (FC Vote:3-0)**

- 9) *Consider recommending that the Board of Commissioners accept the Adult Felony Drug Court Grant through the Georgia Criminal Justice Coordinating Council in the amount of \$433,606 with a local match of \$48,178.*

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

**Recommend that the Board of Commissioners accept the Adult Felony Drug Court Grant through the Georgia Criminal Justice Coordinating Council in the amount of \$433,606 with a local match of \$48,178. (T. Miller) 18 pages [REPORT](#) (FC Vote:3-0 )**

**Bids, Contracts and Agreements**

- 10) *Consider recommending that the Board of Commissioners approve and authorize the Chairman to sign the Anticipated Collections Addendum to the SAVE program Memorandum of Agreement with the Department of Homeland Security with funding to be provided by the FY17 Finance Administration Operating Budget.*

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

**Recommend that the Board of Commissioners approve and authorize the Chairman to sign the Anticipated Collections Addendum to the SAVE program Memorandum of Agreement with the Department of Homeland Security with funding to be provided by the FY17 Finance Administration Operating Budget. (T. Miller) 6 pages [REPORT](#) (FC Vote: 3-0)**

- 11) *Consider recommending that the Board of Commissioners reject all bids received for Tennis Courts at Blythe Island Ball Park and authorize staff to re-bid the project for the tennis court resurfacing only, with an alternative for fencing.*

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

**Recommend that the Board of Commissioners reject all bids received for Tennis Courts at Blythe Island Ball Park and authorize staff to re-bid the project for the tennis court resurfacing only, with an alternative for fencing. (J. Powell) 1 page [REPORT](#) (FC Vote:3-0 )**

- 12) *Consider recommending that the Board of Commissioners amend the FY16 revenues and expenditures budgets in the Accommodations Excise Tax Fund by \$12,000 and approve the purchase of an inflatable hull boat and motor, trailer and life jackets.*

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

**Recommend that the Board of Commissioners amend the FY16 revenues and expenditures budgets in the Accommodations Excise Tax Fund by \$12,000 and approve the purchase of an inflatable hull boat and motor, trailer and life jackets. (J. Powell) 1 page [REPORT](#) (FC Vote: 3-0)**

- 13) *Consider recommending that the Board of Commissioners extend the contract length and scope of services to be provided by AMEC Foster Wheeler for the Canal Road Improvement Project until August 31, 2016 and authorize \$6,000 in funds be made available for the continuation of the AMEC Foster Wheeler Erosion Control inspection and Geotechnical services with funding to be provided from the fund balance previously committed for the Canal Road project.*

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

**Recommend that the Board of Commissioners extend the contract length and scope of services to be provided by AMEC Foster Wheeler for the Canal Road Improvement Project until August 31, 2016 and authorize \$6,000 in funds be made available for the continuation of the AMEC Foster Wheeler Erosion Control inspection and Geotechnical services with funding to be provided from the fund balance previously committed for the Canal Road project. (P. Andrews) 2 pages [REPORT](#) (FC Vote:3-0)**

14) *Consider recommending that the Board of Commissioners extend the contract length until August 31, 2016 and increase the amount of inspection time per week to 30 hours per week to be provided by Daniel McFee, Minserv for the Canal Road Improvement Project and authorize \$11,130 in funds be made available for the continuation of the Daniel McFee, Minserv, construction inspection services with funding to be provided from the fund balance previously committed for the Canal Road project.*

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

**Recommend that the Board of Commissioners extend the contract length until August 31, 2016 and increase the amount of inspection time per week to 30 hours per week to be provided by Daniel McFee, Minserv for the Canal Road Improvement Project and authorize \$11,130 in funds be made available for the continuation of the Daniel McFee, Minserv, construction inspection services with funding to be provided from the fund balance previously committed for the Canal Road project. (P. Andrews) 3 pages [REPORT](#) (FC Vote: 3-0)**

15) *Consider recommending that the Board of Commissioners authorize funds in the amount of \$18,250 to Advanced Environmental Management, Inc. for second year option landfill monitoring services and for maintenance supervision with funding provided by the FY17 Solid Waste Disposal Fund.*

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

**Recommend that the Board of Commissioners authorize funds in the amount of \$18,250 to Advanced Environmental Management, Inc. for second year option landfill monitoring services and for maintenance supervision with funding provided by the FY17 Solid Waste Disposal Fund. (P. Andrews) 1 page [REPORT](#) (FC Vote: 3-0)**

16) *Consider recommending that the Board of Commissioners participate in a joint agreement with the City of Brunswick and the Golden Isles Convention and Visitors Bureau to contract with National Sign Plaza to develop a wayfinding signage system for the Golden Isles as outlined in the proposed contract with funding to come from the 2016-2017 Accommodations Tax Budget in the amount of \$21,334.*

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

**Recommend that the Board of Commissioners participate in a joint agreement with the City of Brunswick and the Golden Isles Convention and Visitors Bureau to contract with National Sign Plaza to develop a wayfinding signage system for the Golden Isles as outlined in the proposed contract with funding to come from the 2016-2017 Accommodations Tax Budget in the amount of \$21,334. (A. Ours) 74 pages [REPORT](#) (FC Vote:3-0)**

17) *Consider recommending that the Board of Commissioners approve the award of the Solid Waste Collection and Recycle Services to the lowest responsive and responsible bidder, Republic Services of Georgia d/b/a Southland*

*Waste Systems for the requested services effective January 1, 2017, at a base year cost of \$3,147,331.68 with funding to be provided by the Special Assessment Fee and the Solid Waste Collection Fund.*

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

**Recommend that the Board of Commissioners approve the award of the Solid Waste Collection and Recycle Services to the lowest responsive and responsible bidder, Republic Services of Georgia d/b/a Southland Waste Systems for the requested services effective January 1, 2017, at a base year cost of \$3,147,331.68 with funding to be provided by the Special Assessment Fee and the Solid Waste Collection Fund. (D. Austin) 2 pages [REPORT](#) (FC Vote: 3-0)**

*18) Consider recommending that the Board of Commissioners award a contract for the Sterling Park Improvement Project to United Grounds Maintenance Services, Inc. of Glennville, Georgia the lowest responsive and responsible bidder, in the amount of \$277,595 with funding to be provided by the Capital Projects Fund.*

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

**Recommend that the Board of Commissioners award a contract for the Sterling Park Improvement Project to United Grounds Maintenance Services, Inc. of Glennville, Georgia the lowest responsive and responsible bidder, in the amount of \$277,595 with funding to be provided by the Capital Projects Fund. (D. Austin) 3 pages [REPORT](#) (FC Vote: 3-0)**

*19) Consider recommending that the Board of Commissioners award a contract for the U.S. Highway 341 Sidewalk Improvement Project to Woodard Construction Company of Waycross, Georgia, the lowest responsive and responsible bidder, in the amount of \$760,467 with funding to be provided by the General Fund fund balance.*

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

**Recommend that the Board of Commissioners award a contract for the U.S. Highway 341 Sidewalk Improvement Project to Woodard Construction Company of Waycross, Georgia, the lowest responsive and responsible bidder, in the amount of \$760,467 with funding to be provided by the General Fund fund balance. (D. Austin) 3 pages [REPORT](#) (FC Vote:3-0)**

*20) Consider recommending that the Board of Commissioners approve renewal of the contract with Witt O'Brien Debris Monitoring Company for FY17.*

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

**Recommend that the Board of Commissioners approve renewal of the contract with Witt O'Brien Debris Monitoring Company for FY17. (D. Austin) 1 page [REPORT](#) (FC Vote: 3-0)**

### **Other Items**

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