



*A Golden Past.  
A Shining Future.*

## Finance Committee Meeting Minutes

Glynn County Board of Commissioners

2:00 pm, Tuesday, December 6, 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, J. Breitenbach, D. Deloach, M. Doering, K. Downs, M. Hardin, C. Kinstle, L. Little, N. Mann, V. McClinton, T. Miller, A. Ours, C. Overstreet, O. Reed, C. Strickland, D. Waters, and W. Worley*

**Press:** *Matt Permar, The Islander; Taylor Cooper, The News*

**Others:** *J. Howard, M. Kilby, and T. Vincent*

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

- 1) Consider approval of the November 8, 2016 Finance Committee Minutes. *7 pages*

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

**Approved the November 8, 2016 Finance Committee Minutes. (V. McClinton) [REPORT](#) (Vote: 3-0)**

- 2) Receive 2016 year end Grants update. *4 pages*

**Received 2016 year end Grants update. (T. Miller) [REPORT](#) (Vote: 3-0)**

- 3) Consider recommending that the Board of Commissioners authorize closing Blythe Island Regional Park operations on Martin Luther King, Jr. Day and Presidents' Day. *1 page*

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

**Recommend that the Board of Commissioners authorize closing Blythe Island Regional Park operations on Martin Luther King, Jr. Day and Presidents' Day. (J. Powell) [REPORT](#) (Vote: 3-0)**

- 4) Consider recommending that the Board of Commissioners deny waiving the eight \$100 per return late filing penalties for the Blue Bay Mexican Grill. *35 pages*

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

**Recommend that the Board of Commissioners deny waiving the eight \$100 per return late filing penalties for the Blue Bay Mexican Grill. (T. Miller) [REPORT](#) (Vote: 3-0)**

**Budget/Grants**

- 5) Consider recommending that the Board of Commissioners adopt the Resolution to amend the FY15/16 Budget. *10 pages*

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

**Recommend that the Board of Commissioners adopt the Resolution to amend the FY15/16 Budget. (T. Miller)**  
**REPORT (Vote: 3-0)**

- 6) Consider recommending that the Board of Commissioners adopt the Resolution to amend the FY16/17 Budget. *11 pages*

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

**Recommend that the Board of Commissioners adopt the Resolution to amend the FY16/17 Budget. (T. Miller)**  
**REPORT (Vote: 3-0)**

- 7) Consider recommending that the Board of Commissioners amend the FY17 budget to include the attached list of adjustments to the previously approved Carryforwards and prior year encumbrances. *2 pages*

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

**Recommend that the Board of Commissioners amend the FY17 budget to include the attached list of adjustments to the previously approved Carryforwards and prior year encumbrances. (T. Miller)** **REPORT (Vote: 3-0)**

- 8) Consider recommending that the Board of Commissioners accept the Supplementary Adult Felony Drug Court Grant through the Georgia Criminal Justice Coordinating Council, approve the Corrisoft LLC agreement (both subject to the approval of the County Attorney), and amend Drug Court's FY17 revenue and expenditures budgets by \$30,000. *9 pages*

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

**Recommend that the Board of Commissioners accept the Supplementary Adult Felony Drug Court Grant through the Georgia Criminal Justice Coordinating Council, approve the Corrisoft LLC agreement (both subject to the approval of the County Attorney), and amend Drug Court's FY17 revenue and expenditures budgets by \$30,000. (T. Miller)**  
**REPORT (Vote: 3-0)**

- 9) Consider recommending that the Board of Commissioners accept the Health Promotion and Wellness Grant from Association County Commissioners of Georgia Group Health Benefits Program in the amount of \$6,000 and to authorize an increase in the revenues and expenditures budgets of the Employee Benefit Fund by said amount. *2 pages*

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

**Recommend that the Board of Commissioners accept the Health Promotion and Wellness Grant from Association County Commissioners of Georgia Group Health Benefits Program in the amount of \$6,000 and to authorize an**

**increase in the revenues and expenditures budgets of the Employee Benefit Fund by said amount. (O. Reed) [REPORT](#) (Vote: 3-0)**

- 10) Consider recommending that the Board of Commissioners authorize acceptance of the Special One-Time Return from Association County Commissioners of Georgia Group Self-Insured Workers' Compensation Fund in the amount of \$26,093 and increase revenue and expenditures budgets of the Employee Benefit Fund by said amount. *2 pages*

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

**Recommend that the Board of Commissioners authorize acceptance of the Special One-Time Return from Association County Commissioners of Georgia Group Self-Insured Workers' Compensation Fund in the amount of \$26,093 and increase revenue and expenditures budgets of the Employee Benefit Fund by said amount. (O. Reed) [REPORT](#) (Vote: 3-0)**

### **Bids, Contracts and Agreements**

- 11) Consider recommending that the Board of Commissioners award the bid for Police Vehicle equipment and installation to the lowest responsive vendor, Law Enforcement Supply of Marietta, Georgia, in the amount of \$27,368.42 with funding to be provided by the Capital Projects Fund. *18 pages*

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

**Recommend that the Board of Commissioners award the bid for Police Vehicle equipment and installation to the lowest responsive vendor, Law Enforcement Supply of Marietta, Georgia, in the amount of \$27,368.42 with funding to be provided by the Capital Projects Fund. (M. Doering) [REPORT](#) (Vote: 3-0)**

- 12) Consider recommending that the Board of Commissioners
- approve the Glynn County 2017 LMIG suggested list of roads as the Georgia Department of Transportation 2017 LMIG project with funding from Capital Projects Fund;
  - increase budgets: revenue in the amount of \$198,003 and expenditures in the amount of \$189,564;
  - authorize the Chairperson to sign the 2017 LMIG application on behalf of Glynn County; and
  - authorize staff to issue a solicitation for the proposed work once the application has been approved by GDOT. *19 pages*

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

**Recommend that the Board of Commissioners**

- **approve the Glynn County 2017 LMIG suggested list of roads as the Georgia Department of Transportation 2017 LMIG project with funding from Capital Projects Fund;**
  - **increase budgets: revenue in the amount of \$198,003 and expenditures in the amount of \$189,564;**
  - **authorize the Chairperson to sign the 2017 LMIG application on behalf of Glynn County; and**
- authorize staff to issue a solicitation for the proposed work once the application has been approved by GDOT. (D. Austin) [REPORT](#) (Vote: 3-0)**

- 13) Consider recommending that the Board of Commissioners issue a purchase order for one (1) 2017 F-550 Heavy duty Chassis with Versalift VST 40-1 from the Statewide Contract (DOAS) Georgia to Wade Ford, Smyrna, Ga. in the amount of \$135,000 with funding to be provided by the FY17 Capital Projects Fund. *3 pages*

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

**Recommend that the Board of Commissioners issue a purchase order for one (1) 2017 F-550 Heavy duty Chassis with Versalift VST 40-1 from the Statewide Contract (DOAS) Georgia to Wade Ford, Smyrna, Ga. in the amount of \$135,000 with funding to be provided by the FY17 Capital Projects Fund. (D. Austin) [REPORT](#) (Vote: 3-0)**

- 14) Consider recommending that the Board of Commissioners approve the fourth option year of the contract with Mosquito Control Services of Georgia for the provision of inspection, surveillance, chemical control, biological control, efficacy testing, and reporting effective January 1, 2017 at a yearly cost of \$998,472.14 with funding to be provided by the Public Works Department's FY17 and FY18 Operating Budgets. *2 pages*

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

**Recommend that the Board of Commissioners approve the fourth option year of the contract with Mosquito Control Services of Georgia for the provision of inspection, surveillance, chemical control, biological control, efficacy testing, and reporting effective January 1, 2017 at a yearly cost of \$998,472.14 with funding to be provided by the Public Works Department's FY17 and FY18 Operating Budgets. (D. Austin) *2 pages* [REPORT](#) (Vote: 3-0)**

- 15) Consider recommending that the Board of Commissioners approve the contract with Southeast Publications, Inc. *6 pages*

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

**Recommend that the Board of Commissioners approve the contract with Southeast Publications, Inc. (J. Powell) [REPORT](#) (Vote: 3-0)**

- 16) Consider recommending that the Board of Commissioners approve issuing a PO to Miracle Recreation Equipment Company for \$122,582.30 using the National Joint Powers Alliance Contract to purchase one playground system including the installation and mulch at Sterling Ball Field with funding to be provided by the Capital Projects Fund. *1 page*

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

**Recommend that the Board of Commissioners approve issuing a PO to Miracle Recreation Equipment Company for \$122,582.30 using the National Joint Powers Alliance Contract to purchase one playground system including the installation and mulch at Sterling Ball Field with funding to be provided by the Capital Projects Fund. (J. Powell) [REPORT](#) (Vote: 3-0)**

- 17) Consider recommending that the Board of Commissioners authorize staff to piggyback off of the GSA (General Services Administration) Contract GS-06F-0021R/GS-07F-5432R and issue a purchase order for two Toro Infield Pro 5040 with attachments to Wesco Turf for the amount of \$58,327.72 with funding to be provided by the FY17 Capital Fund Budget. *1 page*

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

**Recommend that the Board of Commissioners authorize staff to piggyback off of the GSA (General Services Administration) Contract GS-06F-0021R/GS-07F-5432R and issue a purchase order for two Toro Infield Pro 5040 with**

**attachments to Wesco Turf for the amount of \$58,327.72 with funding to be provided by the FY17 Capital Fund Budget. (J. Powell) [REPORT](#) (Vote: 3-0)**

- 18) Consider recommending that the Board of Commissioners authorize staff to bid the project for piping the roadside ditch adjacent to Canal Road between Gateway Center Blvd and Glass Circle with funding for the project provided from the fund balance previously committed for Canal Road in an amount not to exceed \$115,000. *2 pages*

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

**Refer to the full Board of Commissioners for consideration to authorize staff to bid the project for piping the roadside ditch adjacent to Canal Road between Gateway Center Blvd and Glass Circle with funding for the project provided from the fund balance previously committed for Canal Road in an amount not to exceed \$115,000. (P. Andrews) [REPORT](#) (Vote: 3-0)**

- 19) Consider recommending that the Board of Commissioners reject all bids received for the Alder Circle-Water Line Replacement Project and authorize staff to re-bid the project when either the scope of the project is reduced to better match the available funds or the JWSC authorizes additional funds for the project. *2 pages*

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 the Alder Circle-Water Line Replacement Project and authorize staff to re-bid the project when either the scope of the project is reduced to better match the available funds or the JWSC authorizes additional funds for the project. (P. Andrews) [REPORT](#) (Vote: 3-0)**

- 20) Consider recommending that the Board of Commissioners enter into the agreement with Dr. Todd Lucas, M. D. for \$3,000 per month and a one-time \$3,500 payment for the purpose of medical malpractice insurance with funding to be provided by the FY17 EMS Operating Budget. *6 pages*

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

**Recommend that the Board of Commissioners enter into the agreement with Dr. Todd Lucas, M. D. for \$3,000 per month and a one-time \$3,500 payment for the purpose of medical malpractice insurance with funding to be provided by the FY17 EMS Operating Budget pending the County Attorney's response regarding the necessity of Medical Director Malpractice Insurance. (N. Mann) [REPORT](#) (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.
- a) **Items #3-13, #15-17, and #19 will be placed on the Board of Commissioners' Consent Agenda.**
  - b) **Items #2, #14, #18 and #20 will be placed on the Board of Commissioners' General Business Agenda.**
  - c) **Items #1 will not be forwarded to the Board of Commissioners' Agenda.**