



*A Golden Past.
A Shining Future.*

Finance Committee Meeting Minutes

Glynn County Board of Commissioners

2:00 pm, Tuesday, June 6, 2017

Third Floor Conference Room

W. Harold Pate Courthouse Annex Building
Brunswick, Georgia

Present:

Committee Members: *P. Murphy, J.R. Stambaugh, and R. Strickland*

Elected Officials/Staff: *D. Austin, D. Bragdon J. Catron, C. Kinstle, J. Lafferty, V. McClinton, T. Miller, G. Mullis, K. Moreland, B. Nyers, A. Ours, J. Powell, A. Randolph, P. Thompson, D. Waters, and W. Worley*

Press: *P. Permar, The Islander and T. Cooper, The Brunswick News*

Others: *C. Creveling, J. Kilgore, J. Lafferty, M. Martin*

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

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

VOTE TO ADD ITEM 21.1 (FC VOTE 2-0)

- 1) Consider approval of the May 9, 2017 Finance Committee Minutes. (V. McClinton) [REPORT](#)

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.
(FC Vote: 2-0)

Approved the May 9, 2017 Finance Committee Minutes. (V. McClinton) [REPORT](#) (FC Vote: 2-0)

Budget/Grants

- 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 Murphy and seconded by Commissioner Strickland passed unanimously
(FC Vote: 2-0)

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. (V. McClinton) [REPORT](#)

- 3) Consider recommending that the Board of Commissioners accept the grant funded by the Georgia Trauma Care Network Commission and amend the Fire Department's FY17 revenue and expenditures budgets by \$8,760 each, subject to the approval of the County Attorney.

The following motion made by Commissioner Strickland and seconded by Commissioner Murphy passed unanimously.
(FC Vote: 3-0)

Recommend that the Board of Commissioners accept the grant funded by the Georgia Trauma Care Network Commission and amend the Fire Department's FY17 revenue and expenditures budgets by \$8,760 each, subject to the approval of the County Attorney. (V. McClinton) [REPORT](#)

- 4) Consider recommending the Board of Commissioners accept the FY 18 Adult Felony Drug Court Grant from the Georgia Criminal Justice Coordinating in the amount of \$555,116 with a local match of \$55,512 for the Drug Court Program subject to the approval of the County Attorney.

The following motion made by Commissioner Strickland and seconded by Commissioner Murphy passed unanimously.
(FC Vote: 3-0)

Recommend the Board of Commissioners accept the FY 18 Adult Felony Drug Court Grant from the Georgia Criminal Justice Coordinating in the amount of \$555,116 with a local match of \$55,512 for the Drug Court Program subject to the approval of the County Attorney. (V. McClinton) [REPORT](#)

- 5) Consider increasing the Recreation Department's FY17 Blythe Island revenue and expenditures budgets by \$10,000 for bait purchases and sales at Blythe Island Regional Park with funding to be provided by the sale of bait revenue in the Accommodations Excise Tax Fund.

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.
(FC Vote: 3-0)

Recommend that the Board of Commissioners increase the Recreation Department's FY17 Blythe Island revenue and expenditures budgets by \$10,000 for bait purchases and sales at Blythe Island Regional Park with funding to be provided by the sale of bait revenue in the Accommodations Excise Tax Fund. (J. Powell) [REPORT](#)

Tax Commissioner Items

- 6) Consider recommending that the Board of Commissioners deny Mr. Edmond F. Jackson request of taxes and penalties paid in the amount of \$532 for 2004 Dodge Ram 2500 St SL TK.

The following motion made by Commissioner Strickland and seconded by Commissioner Murphy passed unanimously.
(FC Vote: 3-0)

Recommend that the Board of Commissioners deny Mr. Edmond F. Jackson request of taxes and penalties paid in the amount of \$532 for 2004 Dodge Ram 2500 St SL TK. (J. Chapman) [REPORT](#)

Bids, Contracts and Agreements

- 7) Consider recommending that the Board of Commissioners approve the MOU between the Board of Regents of the University System of Georgia and the Marshes of Glynn Libraries for the \$2,000,000 in bond funds to assist the Brunswick-Glynn County Library with the construction, renovation, equipping and furnishing of the renovation project.

The following motion made by Commissioner Strickland and seconded by Commissioner Murphy passed unanimously.
(FC Vote: 2-1)

Recommend that the Board of Commissioners approve the MOU between the Board of Regents of the University System of Georgia and the Marshes of Glynn Libraries for the \$2,000,000 in bond funds to assist the Brunswick-Glynn County Library with the construction, renovation, equipping and furnishing of the renovation project. (G. Mullis) [REPORT](#)

- 8) Consider recommending that the Board of Commissioners approve the Anticipated Collections Addendum to the SAVE program Memorandum of Agreement with the Department of Homeland Security with funding to be provided by the FY 17 Finance Administration Operating Budget in the amount of \$300. (T. Miller) [REPORT](#)

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

(FC Vote: 3-0)

Recommend that the Board of Commissioners approve the Anticipated Collections Addendum to the SAVE program Memorandum of Agreement with the Department of Homeland Security with funding to be provided by the FY 17 Finance Administration Operating Budget in the amount of \$300. (T. Miller) [REPORT](#)

- 9) Consider recommending that the Board of Commissioners exercise the 3rd option year of copier lease/maintenance services with Herrin Documents Centers at a cost of \$62,728.68, with a black and white overage copy cost of \$0.012 and a color overage copy cost of \$0.085, with funding to be provided by the FY 18 operating budgets of the departments utilizing the service.

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

(FC Vote: 3-0)

Recommend that the Board of Commissioners exercise the 3rd option year of copier lease/maintenance services with Herrin Documents Centers at a cost of \$62,728.68, with a black and white overage copy cost of \$0.012 and a color overage copy cost of \$0.085, with funding to be provided by the FY 18 operating budgets of the departments utilizing the service. (V. McClinton) [REPORT](#)

- 10) Consider recommending that the Board of Commissions approve the fourth amendment to the contract between Spillman Technologies and Glynn County which will allow for the Geo Validation Upgrade to the 911 Computer Aided Dispatch (CAD) system with funding to be provided by the FY 17 GIS operating budget.

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

(FC Vote: 3-0)

Recommend that the Board of Commissions approve the fourth amendment to the contract between Spillman Technologies and Glynn County which will allow for the Geo Validation Upgrade to the 911 Computer Aided Dispatch (CAD) system with funding to be provided by the FY 17 GIS operating budget. (B. Nyers) [REPORT](#)

- 11) Consider recommending that the Board of Commissioners approve the agreement with Civic Plus with a 1% transaction fee or \$100 monthly minimum fee for all financial transactions entered into the Civic Plus online sport registration system for an estimated cost of \$2,600 with funding provided by the IT Operating Budget.

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

(FC Vote: 3-0)

Recommend that the Board of Commissioners approve the agreement with Civic Plus with a 1% transaction fee or \$100 monthly minimum fee for all financial transactions entered into the Civic Plus online sport registration system for an estimated cost of \$2,600 with funding provided by the IT Operating Budget. (J. Catron) [REPORT](#)

- 12) Consider recommending that the Board of Commissioners exercise the 1st option year renewal of the contract with Keep Golden Isles Beautiful (KGIB) in the amount of \$51,924 with funding to be provided by the FY 18 Solid Waste Collection Fund Operating Budget. (P. Thompson) [REPORT](#)

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

(FC Vote: 3-0)

Recommend that the Board of Commissioners exercise the 1st option year renewal of the contract with Keep Golden Isles Beautiful (KGIB) in the amount of \$51,924 with funding to be provided by the FY 18 Solid Waste Collection Fund Operating Budget. (P. Thompson) [REPORT](#)

- 13) Consider awarding a contract for Comprehensive Plan consulting services to Ecological Planning Group with RS&H in the amount of \$124,050 with funding to be provided by the FY 17 and FY 18 Planning and Zoning Budgets.

The following motion made by Commissioner Strickland and seconded by Commissioner Murphy passed unanimously.
(FC Vote: 3-0)

Recommend that the Board of Commissioners award a contract for Comprehensive Plan consulting services to Ecological Planning Group with RS&H in the amount of \$124,050 with funding to be provided by the FY 17 and FY 18 Planning and Zoning Budgets. (P. Thompson) [REPORT](#)

- 14) Consider recommending that the Board of Commissioners exercise the 3rd year option for ground maintenance services to Creative Landscapes, with funding to be provided from the Recreation Department, Facilities Maintenance, and Fire Department's operating budgets at a price of \$63,240.

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.
(FC Vote: 3-0)

Recommend that the Board of Commissioners exercise the 3rd year option for ground maintenance services to Creative Landscapes, with funding to be provided from the Recreation Department, Facilities Maintenance, and Fire Department's operating budgets at a price of \$63,240. (D. Austin) [REPORT](#)

- 15) Consider recommending that the Board of Commissioners exercise the first year renewal option for Tree Maintenance and Removal Services to Jones Maintenance Company Inc. of Saint Simons Island, Georgia, the current contract holder, with funding to be provided by the FY 18 Public Works Operating Budget. (D. Deloach) [REPORT](#)

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.
(FC Vote: 3-0)

Recommend that the Board of Commissioners exercise the first year renewal option for Tree Maintenance and Removal Services to Jones Maintenance Company Inc. of Saint Simons Island, Georgia, the current contract holder, with funding to be provided by the FY 18 Public Works Operating Budget. (D. Deloach) [REPORT](#)

- 16) Consider recommending that the Board of Commissioners award the bid to CrowderGulf of Theodore, Alabama, for debris removal and disposal services should such services be needed following an event resulting in large quantities of debris.

The following motion made by Commissioner Strickland and seconded by Commissioner Murphy passed unanimously.
(FC Vote: 3-0)

Recommend that the Board of Commissioners award the bid to CrowderGulf of Theodore, Alabama, for debris removal and disposal services should such services be needed following an event resulting in large quantities of debris. (D. Austin) [REPORT](#)

- 17) Consider recommending that the Board of Commissioners exercise the 3rd option year renewal with Witt O'Brien Debris Monitoring Company for debris removal monitoring in the event of a man-made or natural disaster which causes the activation of our debris removal contract.

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.
(FC Vote: 3-0)

Recommend that the Board of Commissioners exercise the 3rd option year renewal with Witt O'Brien Debris Monitoring Company for debris removal monitoring in the event of a man-made or natural disaster which causes the activation of our debris removal contract. (D. Austin) [REPORT](#)

18) Consider amending the agreement to add a fourth option year with Republic Services of Georgia d/b/a Southland Waste Systems and exercise that option for collection of commercial solid waste at County buildings and parks effective July 1, 2017 as initially set forth in the IFB and bid documents at a projected cost of \$103,148.69 with funding to be provided by the FY 18 Operating Budgets.

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.
(FC Vote: 3-0)

Recommend that the Board of Commissioners amend the agreement to add a fourth option year with Republic Services of Georgia d/b/a Southland Waste Systems and exercise that option for collection of commercial solid waste at County buildings and parks effective July 1, 2017 as initially set forth in the IFB and bid documents at a projected cost of \$103,148.69 with funding to be provided by the FY 18 Operating Budgets. (D. Austin) [REPORT](#)

19) Consider denying the First Amendment to the Memorandum of Understanding with Golden Isles Swimming, Inc.

The following motion made by Commissioner Strickland and seconded by Commissioner Murphy passed unanimously.
(FC Vote: 3-0)

Recommend that the Board of Commissioners deny the First Amendment to the Memorandum of Understanding with Golden Isles Swimming, Inc. (J. Powell) [REPORT](#)

20) Consider authorizing a fee waiver in the amount of \$600 for use of the Selden Park gym on June 11, 2017 by Diane Reed for the Save the Youth program, and to provide a Recreation staff person to supervise the event.

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.
(FC Vote: 3-0)

Recommend that the Board of Commissioners authorizing a fee waiver in the amount of \$600 for use of the Selden Park gym on June 11, 2017 by Diane Reed for the Save the Youth program, and to provide a Recreation staff person to supervise the event. (J. Powell) [REPORT](#)

21) Consider recommending that the Board of Commissioners amend the Concession Agreement with Pelican's Snoballs to reduce the concession fee from \$3,850 to \$1,000. (J. Powell) [REPORT](#)

The following motion made by Commissioner Strickland and seconded by Commissioner Murphy passed unanimously.
(FC Vote: 3-0)

Recommend that the Board of Commissioners amend the Concession Agreement with Pelican's Snoballs to reduce the concession fee from \$3,850 to \$1,000. (J. Powell) [REPORT](#)

21.1) Consider recommending that the Board of Commissioners approve the issuance of a purchase order to Municipal Emergency Services in the amount of \$45,414.00 for six – Scott Safety SCBAs with funding to be provided by the Fire Administration FY17 Capital Budget.

The following motion made by Commissioner Strickland and seconded by Commissioner Murphy passed unanimously.
(FC Vote: 3-0)

Recommend that the Board of Commissioners approve the issuance of a purchase order to Municipal Emergency Services in the amount of \$45,414.00 for six – Scott Safety SCBAs with funding to be provided by the Fire Administration FY17 Capital Budget. (R. Jordan) [REPORT](#)

Other Items

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