



*A Golden Past.
A Shining Future.*

Finance Committee Meeting Minutes

Glynn County Board of Commissioners

2:00 pm, Tuesday, August 8, 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: *P. Andrews, D. Austin, B. Bryson, J. Catron, M. Doering, K. Downs, M. Hardin, V. McClinton, N. Jump, T. Miller, K. Moreland, A. Mumford, J. Powell, J. Wilbanks, D. West, and W. Worley*

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

Others: *M. Martin and D. Moore*

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

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

VOTE TO ADD ITEM 20.1 (FC Vote: 3-0)

- 1) Consider approval of the July 11, 2017 Finance Committee Minutes. (V. McClinton)

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

Approve the July 11, 2017 Finance Committee Minutes. [REPORT](#) (FC Vote: 3-0)

- 2) Consider recommending that the Board of Commissioners authorize the Community Services Department to advertise and receive quotes for a percentage of gross sales for operation of the concession facilities at Glynn County athletic and rental events in Brunswick. (J. Powell)

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

Recommend that the Board of Commissioners authorize the Community Services Department to advertise and receive quotes for a percentage of gross sales for operation of the concession facilities at Glynn County athletic and rental events in Brunswick. [REPORT](#) (FC Vote: 3-0) *Strategic Plan: Financially Responsible Government; Great Place to Live*

- 3) Consider recommending that the Board of Commissioners authorize a fee waiver for United Way of Coastal Georgia, Inc. in the amount of \$300 plus the cost of staff time for use of three ball fields at Mallery Park on Saturday, October 21, 2017 for the purpose of a fund-raising kickball tournament. (J. Powell)

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

Recommend that the Board of Commissioners authorize a fee waiver for United Way of Coastal Georgia, Inc. in the amount of \$300 plus the cost of staff time for use of three ball fields at Mallery Park on Saturday, October 21, 2017 for the purpose of a fund-raising kickball tournament. [REPORT](#) (FC Vote: 3-0) *Strategic Plan: Great Place to Live*

- 4) Consider recommending that the Board of Commissioners approve the Right of Entry Agreement with Georgia Power Company for the use of Blythe Island Regional Park as a staging area in the event of a disaster for power restoration efforts. (J. Powell)

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

Recommend that the Board of Commissioners approve the Right of Entry Agreement with Georgia Power Company for the use of Blythe Island Regional Park as a staging area in the event of a disaster for power restoration efforts. [REPORT](#) (FC Vote: 3-0) *Strategic Plan: Financially Responsible Government; Safe Community*

- 5) Consider recommending that the Board of Commissioners declare the unusable item listed on the attached page as surplus and approve disposing of this item in the best interest of the County. (V. McClinton)

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

Recommend that the Board of Commissioners declare the unusable item listed on the attached page as surplus and approve disposing of this item in the best interest of the County. [REPORT](#) (FC Vote: 3-0) *Strategic Plan: Financially Responsible Government*

Budget/Grants

- 6) Consider recommending that the Board of Commissioners approve the Georgia Pacific Grant for multi-gas detectors and amend the Fire Department's FY18 revenue and expenditures in the amount of \$8,000. (V. McClinton)

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

Recommend that the Board of Commissioners approve the Georgia Pacific Grant for multi-gas detectors and amend the Fire Department's FY18 revenue and expenditures in the amount of \$8,000. [REPORT](#) (FC Vote: 3-0) *Strategic Plan: Financially Responsible Government; Safe Community*

- 7) Consider recommending that the Board of Commissioners accept the settlement check for the damaged guardrail on Altama Avenue Connector and increase the revenues and expenditures budgets for FY18 in the amount of \$19,660. (T. Miller)

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

Recommend that the Board of Commissioners accept the settlement check for the damaged guardrail on Altama Connector and increase the revenues and expenditures budgets for FY18 in the amount of \$19,660. [REPORT](#) (FC Vote: 3-0) *Strategic Plan: Financially Responsible Government*

Bids, Contracts and Agreements

- 8) Consider recommending that the Board of Commissioners
- a) approve the inmate work detail contracts with the Georgia Department of Corrections for three inmate work details;
- or**
- b) reject the inmate work detail contracts with the Georgia Department of Corrections for three inmate work details due to language declaring the Correctional Officer to be an agent of Glynn County. (W. Worley)

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

Recommend that the Board of Commissioners approve the inmate work detail contracts with the Georgia Department of Corrections for three inmate work details. [REPORT](#) (FC Vote: 3-0) *Strategic Plan: Financially Responsible Government; Great Place to Live*

- 9) Consider recommending that the Board of Commissioners approve the Memoranda of Agreement with Coastal Regional Commission for Aerial Ortho-Imagery in an amount not to exceed \$45,000 with funding to be provided by FY18 Capital Projects Fund. (R. Nyers)

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

Recommend that the Board of Commissioners approve the Memorandum of Agreement with Coastal Regional Commission for Aerial Ortho-Imagery in an amount not to exceed \$45,000 with funding to be provided by FY18 Capital Projects Fund. [REPORT](#) (FC Vote: 3-0) *Strategic Plan: Financially Responsible Government; Safe Community; Planned and Managed Growth*

- 10) Consider recommending that the Board of Commissioners approve the Support Agreement with Physio-Control[®] and authorize the chairman to sign the agreement as written. (N. Mann)

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

Recommend that the Board of Commissioners approve the Support Agreement with Physio-Control[®] in the amount of \$27,419 with funding to be provided by the Fire Department's FY18 Operating Budget and authorize the chairman to sign the agreement as written. [REPORT](#) (FC Vote: 3-0) *Strategic Plan: Financially Responsible Government; Safe Community*

- 11) Consider recommending that the Board of Commissioners award the contract for the Brunswick-Glynn County Library Renovation Project to MacMillan Pazdan Smith of Greenville, South Carolina for architectural, interior design, and engineering services in the amount of \$350,000 with funding to be provided by the Capital Outlay Grant from the Georgia Public Library Service. (B. Bryson)

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

Recommend that the Board of Commissioners award the contract for the Brunswick-Glynn County Library Renovation Project to MacMillan Pazdan Smith of Greenville, South Carolina for architectural, interior design, and engineering services in the amount of \$350,000 with funding to be provided by the Capital Outlay Grant from the Georgia Public Library Service. [REPORT](#) (FC Vote: 3-0) *Strategic Plan: Financially Responsible Government; Great Place to Live*

- 12) Consider recommending that the Board of Commissioners authorize staff to issue purchase orders to Cisco/Disys in the amount of \$147,827.40 using Georgia state contract number 99999-SPD-T20120501-0006 for core network and cyber protection, wireless network devices, and Ethernet switches; to Dell in the amount of \$20,189.34 as the established Glynn County computer hardware manufacturer server hardware and server application software; and to Mitel in the amount of \$42,785.41 using Mitel GSA Schedule 70 Contract # GS-35F-0095X for Enterprise Voicemail Server, with funding to be provided by the Capital Projects Fund. (D. West)

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

Recommend that the Board of Commissioners authorize staff to issue purchase orders to Cisco/Disys in the amount of \$147,827.40 using Georgia state contract number 99999-SPD-T20120501-0006 for core network and cyber protection, wireless network devices, and Ethernet switches; to Dell in the amount of \$20,189.34 as the established Glynn County computer hardware manufacturer server hardware and server application software; and to Mitel in the amount of \$42,785.41 using Mitel GSA Schedule 70 Contract # GS-35F-0095X for Enterprise Voicemail Server, with funding to be provided by the Capital Projects Fund. [REPORT](#) (Vote: 3-0) *Strategic Plan: Financially Responsible Government; Valued Employees*

- 13) Consider recommending that the Board of Commissioners approve the contract for Defined Benefit Pension Plan Consulting Services to Nyhart, Atlanta, GA, in the amount of \$30,000 with funding to be provided by the Pension Trust Fund. (T. Miller)

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

Recommend that the Board of Commissioners approve the contract for Defined Benefit Pension Plan Consulting Services to Nyhart, Atlanta, GA, in the amount of \$30,000 with funding to be provided by the Pension Trust Fund. [REPORT](#) (FC Vote: 3-0) *Strategic Plan: Financially Responsible Government; Valued Employees*

- 14) Consider recommending that the Board of Commissioners approve the issuance of a Purchase Order to Akins Ford Dodge Jeep Chrysler of Winder, GA, in the amount of \$420,298.20 for the purchase of eighteen (18) Dodge Pursuit Vehicles and a Purchase Order to Wade Ford of Smyrna, GA, in the amount of \$26,669 for the purchase of one (1) Ford SUV Interceptor, both using state contract pricing, with funding to be provided by the FY18 Capital Projects Fund. (M. Doering)

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

Recommend that the Board of Commissioners approve the issuance of a Purchase Order to Akins Ford Dodge Jeep Chrysler of Winder, GA, in the amount of \$420,298.20 for the purchase of eighteen (18) Dodge Pursuit Vehicles and a Purchase Order to Wade Ford of Smyrna, GA, in the amount of \$26,669 for the purchase of one (1) Ford SUV Interceptor, both using state contract pricing, with funding to be provided by the FY18 Capital Projects Fund. [REPORT](#) (FC Vote: 3-0) *Strategic Plan: Financially Responsible Government; Valued Employees*

- 15) Consider recommending that the Board of Commissioners award the contract Alfred Benesch and Company for the Pavement Evaluation Plan in the amount of \$86,289 with funding to be provided by SPLOST 2016. (D. Austin)

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

Recommend that the Board of Commissioners award the contract Alfred Benesch and Company for the Pavement Evaluation Plan in the amount of \$86,289 with funding to be provided by SPLOST 2016. [REPORT](#) (Vote: 3-0) *Strategic Plan: Financially Responsible Government; Great Place to Live*

- 16) Consider recommending that the Board of Commissioners approve the issuance of a Purchase Order for the Ford Transit Van to Wade Ford of Smyrna, GA, in the amount of \$30,873 with funding to be provided by the FY18 Capital Project Fund Budget. (D. Austin)

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

Recommend that the Board of Commissioners approve the issuance of a Purchase Order for the Ford Transit Van to Wade Ford of Smyrna, GA, in the amount of \$30,873 with funding to be provided by the FY18 Capital Project Fund Budget. [REPORT](#) (FC Vote: 3-0) *Strategic Plan: Financially Responsible Government; Valued Employees*

- 17) Consider recommending that the Board of Commissioners approve the issuance of a Purchase Order for three one-half ton Chevrolet Silverado pickups to Langdale Chevrolet in the amount of \$23,611 per unit for a total of \$70,833 with funding to be provided by the FY18 Capital Project Fund Budget. (D. Austin)

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

Recommend that the Board of Commissioners approve the issuance of a Purchase Order for three one-half ton Chevrolet Silverado pickups to Langdale Chevrolet in the amount of \$23,611 per unit for a total of \$70,833 with funding to be provided by the FY18 Capital Project Fund Budget. [REPORT](#) (FC Vote: 3-0) *Strategic Plan: Financially Responsible Government; Valued Employees*

- 18) Consider recommending that the Board of Commissioners approve Change Order #3 for the Buckswamp Road in the amount of \$9,695.28 with funding to be provided by SPLOST 5 Unallocated monies. (D. Austin)

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

Recommend that the Board of Commissioners approve Change Order #3 for the Buckswamp Road Bridge in the amount of \$9,695.28 with funding to be provided by SPLOST 5 Unallocated monies. [REPORT](#) (FC Vote: 3-0) *Strategic Plan: Financially Responsible Government; Great Place to Live*

- 19) Consider recommending that the Board of Commissioners approve the issuance of a Purchase Order for two (2) Mini Excavators from the Statewide Contract 99999-001-SPD-0000102-0025, to Yancey Caterpillar in the amount of \$200,168 with funding to be provided by the FY18 Capital Project Fund Budget. (D. Austin)

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

Recommend that the Board of Commissioners approve the issuance of a Purchase Order for two (2) Mini Excavators from the Statewide Contract 99999-001-SPD-0000102-0025, to Yancey Caterpillar in the amount of \$200,168 with funding to be provided by the FY18 Capital Project Fund Budget. [REPORT](#) (FC Vote: 3-0) *Strategic Plan: Financially Responsible Government; Great Place to Live*

- 20) Consider recommending that the Board of Commissioners authorize change order #7 to the East Coast Construction contract for the Canal Road Improvements contract in the amount of \$193,000 and authorize allocating \$18,551.16 for the purchase and installation of curbing and signage with funding from the fund balance previously committed for the Canal Road project. (P. Andrews) [REPORT](#)

The following motion made by Commissioner Strickland and seconded by Commissioner Murphy passed unanimously. Recommend that the Board of Commissioners authorize allocating \$18,551.16 for the purchase and installation of curbing and signage with funding to be provided by the County Manager's Contingency Fund. [REPORT](#) (FC Vote: 3-0) *Strategic Plan: Financially Responsible Government; Great Place to Live*

- 20.1) Consider recommending that the Board of Commissioners approve Change Order #1 for rebuilding the St. Simons Island Marina docks destroyed by Hurricane Matthew to Intron Technologies, Inc. from Jacksonville, FL, in the amount of \$85,257.48 with funding to be provided by the Revenue Stabilization Fund (Rainy Day Fund) with reimbursement from FEMA upon completion of the project. This is an approved FEMA project PW# PA-04-GA-4284-PW00354(0). (D. Deloach)

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

Recommend that the Board of Commissioners approve Change Order #1 for rebuilding the St. Simons Island Marina docks destroyed by Hurricane Matthew to Intron Technologies, Inc. from Jacksonville, FL, in the amount of \$85,257.48 with funding to be provided by the Revenue Stabilization Fund (Rainy Day Fund) with reimbursement from FEMA upon completion of the project. This is an approved FEMA project PW# PA-04-GA-4284-PW00354(0). [REPORT](#) (FC Vote: 3-0) *Strategic Plan: Financially Responsible Government; Great Place to Live*

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 # 2- 20.1 will be placed on the Board of Commissioners' Consent Agenda.
 - b) Item #1 will not be forwarded to the Board of Commissioners' Agenda.