



A Golden Past.
A Shining Future.

Finance Committee Meeting Minutes

Glynn County Board of Commissioners

2:00 PM, Tuesday, July 23, 2019

Second Floor Conference Room 224

W. Harold Pate Courthouse Annex Building
Brunswick, Georgia

*Anyone requiring additional information or disability assistance,
please call the Board of Commissioners Office at 554-7400.*

Present:

Committee Members: A. Booker, B. Brunson, and D. O'Quinn

Elected Officials/Staff: D. Austin, J. Catron, D. Cook, K. Downs, L. Gurganus, T. Hill, V. Lane, G. Mullis, K. Munoz-Strickland, T. Munson, D. Patel, A. Ours, J. Powell, A. Randolph, and W. Worley

Others: T. Cooper and M. Permar

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

1. Consider accepting the agenda as is (or to add items/ defer items if needed). (T. Munson)

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Pull Item #16. FC Vote: 3-0

2. Consider approving the June 11, 2019 Finance Committee Minutes.

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Approved the June 11, 2019 Finance Committee Minutes. (T. Munson) [REPORT](#) FC Vote: 3-0

3. Consider recommending 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 Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend 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. Munson) [REPORT](#) FC Vote: 3-0

4. Consider recommending the Board of Commissioners authorize payment of the excess tax proceeds from the tax sales of parcel number 01-03304 in the amount of Three Thousand Four Hundred Ten and 54/100 dollars (\$3,410.54) to R. Michael Patrick, Attorney at Law, on behalf of Sharon Miller.

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners authorize payment of the excess tax proceeds from the tax sales of parcel number 01-03304 in the amount of Three Thousand Four Hundred Ten and 54/100 dollars (\$3,410.54) to R. Michael Patrick, Attorney at Law, on behalf of Sharon Miller. (C. Provano) [REPORT](#) FC Vote: 3-0

5. *Consider recommending the Board of Commissioners authorize payment of the excess tax proceeds from the tax sales of parcel number 01-03341 in the amount of One Thousand Three Hundred Thirty-Nine and 00/100 dollars (\$1,339.00) to R. Michael Patrick, Attorney at Law, on behalf of H.H. Thomas, Jr.*

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Recommend the Board of Commissioners authorize payment of the excess tax proceeds from the tax sales of parcel number 01-03341 in the amount of One Thousand Three Hundred Thirty-Nine and 00/100 dollars (\$1,339.00) to R. Michael Patrick, Attorney at Law, on behalf of H.H. Thomas, Jr. (C. Provano) [REPORT](#) FC Vote: 3-0

6. *Consider recommending the Board of Commissioners approve the First Amendment to the Concession License Agreement with Tara C. Davis.*

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners authorize payment of the excess tax proceeds from the tax sales of parcel number 01-03341 in the amount of One Thousand Three Hundred Thirty-Nine and 00/100 dollars (\$1,339.00) to R. Michael Patrick, Attorney at Law, on behalf of H.H. Thomas, Jr. (C. Provano) [REPORT](#) FC Vote: 3-0

7. *Consider recommending the Board of Commissioners accept the donation of Thor, a Belgian Malinois mix, from the Humane Society of South Coastal Georgia and add the dog to the Glynn County Police Department's K9 program.*

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners accept the donation of Thor, a Belgian Malinois mix, from the Humane Society of South Coastal Georgia and add the dog to the Glynn County Police Department's K9 program. (J. Powell) [REPORT](#) FC Vote: 3-0

Tax Commissioner's Item

8. *Consider recommending the Board of Commissioners **approve or deny** a request from Mr. Charles A. Monahan that the Title Ad Valorem Tax fee paid on his 2016 Audi Q5 in the amount of \$2,136.75 for 2019 be refunded.*

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Recommend the Board of Commissioners deny a request from Mr. Charles A. Monahan that the Title Ad Valorem Tax fee paid on his 2016 Audi Q5 in the amount of \$2,136.75 for 2019 be refunded. (J. Chapman) [REPORT](#) FC Vote: 3-0

Budget/Grants

9. *Consider recommending the Board of Commissioners accept the settlement payment for the damaged entry gate to Selden Park in the amount of \$ 20,286.50 and increase FY'20 revenues and expenditures in the FY'20 Facility Management Operating Budget in the Accommodation Excise Tax Fund.*

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners accept the settlement payment for the damaged entry gate to Selden Park in the amount of \$ 20,286.50 and increase FY'20 revenues and expenditures in the FY'20 Facility Management Operating Budget in the Accommodation Excise Tax Fund. (K. Munoz-Strickland and L. Gurganus) [REPORT](#) FC Vote: 3-0

10. *Consider recommending the Board of Commissioners accept the settlement payment to replace the bay door at Fire Station One and increase the FY'20 revenues and expenditures in the FY'20 Facility Management Operating budget in the Fire Fund.*

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Recommend the Board of Commissioners accept the settlement payment to replace the bay door at Fire Station One and increase the FY'20 revenues and expenditures in the FY'20 Facility Management Operating budget in the Fire Fund. (K. Munoz-Strickland and D. Cook) [REPORT](#) FC Vote: 3-0

11. *Consider recommending the Board of Commissioners authorize the Chair to sign the 2019 Emergency Management Performance Grant (EMPG) Memorandum of Understanding with the Georgia Emergency Management and Homeland Security Agency as required by the Grant Application.*

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Recommend the Board of Commissioners authorize the Chair to sign the 2019 Emergency Management Performance Grant (EMPG) Memorandum of Understanding with the Georgia Emergency Management and Homeland Security Agency as required by the Grant Application. (T. Munson) [REPORT](#) FC Vote: 3-0

12. *Consider recommending the Board of Commissioners submit the six month no cost grant extension on the Coastal Incentive Grant, Cycle 21 to the Georgia Department of Natural Resources, Coastal Resource Division and authorize the Board Chairman to sign the enclosed grant amendment.*

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners submit the six month no cost grant extension on the Coastal Incentive Grant, Cycle 21 to the Georgia Department of Natural Resources, Coastal Resource Division and authorize the Board Chairman to sign the enclosed grant amendment. (T. Munson) [REPORT](#) FC Vote: 3-0

13. *Consider recommending the Board of Commissioners accept the FY20 Juvenile Justice Incentive Grant in the amount of \$64,409 from the Georgia Criminal Justice Coordinating Council (CJCC), authorize the Chairman to sign the approved FY20 Juvenile Justice Incentive Grant contract (JJIG) and reduce the revenues and expenditures in the FY20 Juvenile Court's budget by \$9,011 each.*

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Recommend the Board of Commissioners accept the FY20 Juvenile Justice Incentive Grant in the amount of \$64,409 from the Georgia Criminal Justice Coordinating Council (CJCC), authorize the Chairman to sign the approved FY20 Juvenile Justice Incentive Grant contract (JJIG) and reduce the revenues and expenditures in the FY20 Juvenile Court's budget by \$9,011 each. (T. Munson) [REPORT](#) FC Vote: 3-0

14. *Consider recommending the Board of Commissioners amend the FY20 Library Operating Budget revenues and expenditures in the amount of \$9,494 with the funding provided by the Georgia Public Library Service.*

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Recommend the Board of Commissioners amend the FY20 Library Operating Budget revenues and expenditures in the amount of \$9,494 with the funding provided by the Georgia Public Library Service. (G. Mullis) [REPORT](#) FC Vote: 3-0

Contracts/Procurement

15. *Consider recommending the Board of Commissioners*

- a) *renew the contract with Rich Veterinary Services to provide veterinary and licensing services to Glynn County Animal Control, and;*
- b) *amend the contract with Rich Veterinary Services to include a daily rate increase of 2%, from \$525 to \$535.50, in an amount not to exceed \$72,420 that the contractor may earn during the renewed contract term,*
with funding to be provided by the FY20 Animal Control budget.

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners

- a) **renew the contract with Rich Veterinary Services to provide veterinary and licensing services to Glynn County Animal Control, and;**
- b) **amend the contract with Rich Veterinary Services to include a daily rate increase of 2%, from \$525 to \$535.50, in an amount not to exceed \$72,420 that the contractor may earn during the renewed contract term,**

with funding to be provided by the FY20 Animal Control budget. (T. Hill) [REPORT](#) FC Vote: 3-0

16. *Consider recommending the Board of Commissioners execute the 1-year contract between the Joint Public Safety Communications Department (JPSCD) and the College of Coastal Georgia (CCGA), that JPSCD provide dispatch services to the CCGA Police Department for FY2020. (C. Richardson) [REPORT](#)*

This item was pulled by staff. Board of Commissioners considered this item at their July 18, 2019 meeting.

17. *Consider recommending the Board of Commissioners approve the issuance of a purchase order, utilizing sole source documentation to Physio Control at 11811 Willows Road NE, P.O. Box 97006 Redmond, WA 98073-9706 in the amount of \$85,247.72 for the purchase of six Lucas III CPR devices and accessories with the funding to be provided by the FY20 EMS (Emergency Medical Services) Fund.*

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Recommend the Board of Commissioners approve the issuance of a purchase order, utilizing sole source documentation to Physio Control at 11811 Willows Road NE, P.O. Box 97006 Redmond, WA 98073-9706 in the

amount of \$85,247.72 for the purchase of six Lucas III CPR devices and accessories with the funding to be provided by the FY20 EMS (Emergency Medical Services) Fund. (R. Jordan) [REPORT](#) FC Vote: 3-0

18. Consider recommending the Board of Commissioners approve the issuance of a Purchase Order, utilizing HGAC Buy Contract, to Frazier LTD. 7219 Rampart St. Houston, TX 77081 in the amount of \$497,556 for the purchase of two Frazer Ambulances with funding to be provided by the FY20 EMS (Emergency Medical Services) Fund.

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners approve the issuance of a Purchase Order, utilizing HGAC Buy Contract, to Frazier LTD. 7219 Rampart St. Houston, TX 77081 in the amount of \$497,556 for the purchase of two Frazer Ambulances with funding to be provided by the FY20 EMS (Emergency Medical Services) Fund. (R. Jordan) [REPORT](#) FC Vote: 3-0

19. Consider recommending the Board of Commissioners amend the FY20 Capital Projects Fund – Recreation Budget in the amount of \$114,111 prior year budgeted for Paulk Park Renovation that was not expended or encumbered in FY19 and issue a purchase order for a playground system including the installation to Miracle Recreation Equipment Company in the amount of \$39,963.50 with funding to be provided by the FY20 Capital Projects Fund.

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Recommend the Board of Commissioners amend the FY20 Capital Projects Fund – Recreation Budget in the amount of \$114,111 prior year budgeted for Paulk Park Renovation that was not expended or encumbered in FY19 and issue a purchase order for a playground system including the installation to Miracle Recreation Equipment Company in the amount of \$39,963.50 with funding to be provided by the FY20 Capital Projects Fund. (L. Gurganus) [REPORT](#) FC Vote: 3-0

20. Consider recommending the Board of Commissioners award a contract for construction of a gravel pad and water/sewer connection for the restroom facility at Paulk Park to Altamaha Building Systems, Inc. in the amount of \$55,670 with funding to be provided by the FY20 Capital Projects Fund.

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners award a contract for construction of a gravel pad and water/sewer connection for the restroom facility at Paulk Park to Altamaha Building Systems, Inc. in the amount of \$55,670 with funding to be provided by the FY20 Capital Projects Fund. (L. Gurganus) [REPORT](#) FC Vote: 3-0

21. Consider recommending the Board of Commissioners approve change order No. 1 from Allen Owens Construction, Blackshear, GA in the amount of \$22,577.06 for a new contract amount of \$40,576.16 with funding to be provided by the FY19 Public Works Operating Budget to cover the cost of the additional asphalt patching needed.

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Recommend the Board of Commissioners approve change order No. 1 from Allen Owens Construction, Blackshear, GA in the amount of \$22,577.06 for a new contract amount of \$40,576.16 with funding to be provided by the FY19 Public Works Operating Budget to cover the cost of the additional asphalt patching needed. (D. Austin) [REPORT](#) FC Vote: 3-0

22. Consider recommending the Board of Commissioners approve the issuance of a Purchase Order to Red Valve Company Inc., Carnegie, PA, in the amount of \$59,700 with funding to be provided by the FY20 Capital Projects Fund.

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners approve the issuance of a Purchase Order to Red Valve Company Inc., Carnegie, PA, in the amount of \$59,700 with funding to be provided by the FY20 Capital Projects Fund. (D. Austin) [REPORT](#) FC Vote: 3-0

23. Consider recommending the Board of Commissioners award a contract for the Ocean Blvd Tidegate Replacement Project, to Allen Owens Construction, of Blackshear, GA. in the amount of \$259,237 plus \$15,000 for contingency for a total contract amount of \$274,237 with funding to be provided by the SPLOST 2016 Fund from the Ocean Blvd Tidegate Replacement Project (\$100,000), North Harrington Drainage Outfall Improvement Project (\$76,265), and Pepper Creek Box Culvert Project (\$97,972).

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners award a contract for the Ocean Blvd Tidegate Replacement Project, to Allen Owens Construction, of Blackshear, GA. in the amount of \$259,237 plus \$15,000 for contingency for a total contract amount of \$274,237 with funding to be provided by the SPLOST 2016 Fund from the Ocean Blvd Tidegate Replacement Project (\$100,000), North Harrington Drainage Outfall Improvement Project (\$76,265), and Pepper Creek Box Culvert Project (\$97,972). (D. Austin) [REPORT](#) FC Vote: 3-0

24. Consider recommending the Board of Commissioners to award a contract for the SPLOST 2016 Ocean Blvd and Eastbeach Causeway Intersection Improvement Project to Curb and Gutter Professionals, Inc., Jesup, Georgia, in the amount of \$1,012,740 with funding to be provided by SPLOST 2016 Intersection Improvements.

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Recommend the Board of Commissioners to award a contract for the SPLOST 2016 Ocean Blvd and Eastbeach Causeway Intersection Improvement Project to Curb and Gutter Professionals, Inc., Jesup, Georgia, in the amount of \$1,012,740 with funding to be provided by SPLOST 2016 Intersection Improvements. (D. Austin) [REPORT](#) FC Vote: 3-0

25. Consider recommending the Board of Commissioners approve an additional \$9,542.13 for the Tax Commissioner's Office Renovations Project with funding to be provided by the Capital Projects Fund undesignated fund balance.

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners approve an additional \$9,542.13 for the Tax Commissioner's Office Renovations Project with funding to be provided by the Capital Projects Fund undesignated fund balance. (D. Austin) [REPORT](#) FC Vote: 3-0

26. Consider recommending the Board of Commissioners award the contract EMC Engineering Services for the Pennick Road paving design in the amount of \$163,000 with funding to be provided by SPLOST 2016.

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Recommend the Board of Commissioners award the contract EMC Engineering Services for the Pennick Road paving design in the amount of \$163,000 with funding to be provided by SPLOST 2016. (D. Austin) [REPORT](#) FC Vote: 3-0

27. Consider recommending the Board of Commissioners authorize the purchase of the Total Recall Envision Software and hardware from DHS Worldwide Software Solutions in the amount of \$16,895 with funding to be provided by the FY20 Capital Projects Fund and the Chairman be authorized to sign the quote agreement subject to the County Attorney's approval.

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners authorize the purchase of the Total Recall Envision Software and hardware from DHS Worldwide Software Solutions in the amount of \$16,895 with funding to be provided by the FY20 Capital Projects Fund and the Chairman be authorized to sign the quote agreement subject to the County Attorney's approval. (J. Catron) [REPORT](#) FC Vote: 3-0

28. Consider recommending the Board of Commissioners approve the issuance of a Purchase Order, through GA State Contract, to Akins Ford Dodge Jeep Chrysler of Winder, GA in the amount of \$246,127.50 for the purchase of ten (10) Dodge Charger Pursuit Vehicles with funding to be provided by the FY20 Police Fund.

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Recommend the Board of Commissioners approve the issuance of a Purchase Order, through GA State Contract, to Akins Ford Dodge Jeep Chrysler of Winder, GA in the amount of \$246,127.50 for the purchase of ten (10) Dodge Charger Pursuit Vehicles with funding to be provided by the FY20 Police Fund. (J. Powell) [REPORT](#) FC Vote: 3-0

Other Items

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

Items #3-15 and 17-28 will be placed on the August 1, 2019 Board of Commissioners' Consent Agenda.

Item #16 was pulled by staff.

Items #1-2 will not be forwarded to the Board of Commissioners' Agenda.