



A Golden Past.
A Shining Future.

Finance Committee Meeting Minutes

Glynn County Board of Commissioners

2:00 PM, Tuesday, June 11, 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, L. Batten, D. Deloach, K. Downs, L. Gurganus, M. Hardin, N. Jump, M. Kent, T. Munson, A. Ours, J. Powell, O. Reed, P. Thompson, S. Usher, and W. Worley

Others: T. Cooper, J. Kilgore, 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 Booker passed unanimously.

Accept the Agenda as is. FC Vote: 2-0

2. Consider approval of the May 28, 2019 Finance Committee Minutes.

The following motion made by Commissioner Brunson and seconded by Commissioner Booker passed unanimously.

Approved the May 28, 2019 Finance Committee Minutes. (T. Munson) [REPORT](#) FC Vote: 2-0

3. Consider recommending the Board of Commissioners adopt two resolutions authorizing Glynn County to continue investing county funds in Georgia Fund One and deleting Tonya Miller as an authorized individual.

The following motion made by Commissioner Brunson and seconded by Commissioner Booker passed unanimously.

Recommend the Board of Commissioners adopt two resolutions authorizing Glynn County to continue investing county funds in Georgia Fund One and deleting Tonya Miller as an authorized individual. (T. Munson) [REPORT](#) FC Vote: 2-0

4. Consider recommending the Board of Commissioners declare two fire pumpers as surplus, remove them from Glynn County's capital asset listing, donate County units #1732 and #1917 to McIntosh County Emergency Management and approve the mutual aid agreement.

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

Recommend the Board of Commissioners declare two fire pumpers as surplus, remove them from Glynn County's capital asset listing, donate County units #1732 and #1917 to McIntosh County Emergency Management and approve the mutual aid agreement. (D. Austin) [REPORT](#) FC Vote: 3-0

5. *Consider recommending the Board of Commissioners authorize the removal of identified capital assets from the capital asset listing.*

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

Recommend the Board of Commissioners authorize the removal of identified capital assets from the capital asset listing. (T. Munson) [REPORT](#) FC Vote: 3-0

6. *Consider recommending the Board of Commissioners approve dissolving the Insurance Premium Tax Fund effective July 1, 2019.*

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

Recommend the Board of Commissioners approve dissolving the Insurance Premium Tax Fund effective July 1, 2019. (T. Munson) [REPORT](#) FC Vote: 3-0

7. *Consider recommending the Board of Commissioners authorize the write-off of uncollectible receivables from Brunswick Glynn County Joint Water Sewer Commission (BGJWSC) in the amount of \$35,363 with funding provided by the General Fund undesignated fund balance.*

The following motion made by Commissioner Brunson and seconded by Commissioner Booker passed unanimously.

Recommend deferring consideration to the write-off of uncollectible receivables from Brunswick Glynn County Joint Water Sewer Commission (BGJWSC) in the amount of \$35,363 with funding provided by the General Fund undesignated fund balance. (T. Munson) [REPORT](#) FC Vote: 2-0

8. *Consider recommending the Board of Commissioners advertise a public hearing to authorize the sale of up to 8 benches on the fishing pier at Gascoigne Bluff Park and approve the Gascoigne Bluff Park Memorial Plaque and Bench Policy with funding to be provided by the citizen requesting the bench(es) and increase revenue and expenditures in the FY20 Recreation and Parks Department's Operating Budget in the amount of \$16,000.*

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

Recommend the Board of Commissioners advertise a public hearing to authorize the sale of up to 8 benches on the fishing pier at Gascoigne Bluff Park and approve the Gascoigne Bluff Park Memorial Plaque and Bench Policy with funding to be provided by the citizen requesting the bench(es) and increase revenue and expenditures in the FY20 Recreation and Parks Department's Operating Budget in the amount of \$16,000. (L. Gurganus) [REPORT](#) FC Vote: 3-0

Budget/Grants

9. *Consider recommending the Board of Commissioners accept the additional CJCC Grant funding for LS-CMI Training in the amount of \$2,000 and increase revenues and expenditures in said amount in the FY19 Drug Court Fund Operating Budget.*

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

Recommend the Board of Commissioners accept the additional CJCC Grant funding for LS-CMI Training in the amount of \$2,000 and increase revenues and expenditures in said amount in the FY19 Drug Court Fund Operating Budget. (T. Munson) [REPORT](#) FC Vote: 3-0

10. *Consider recommending the Board of Commissioners accept the FY20 Adult Felony Drug Court Grant through the Georgia Criminal Justice Coordinating Council in the amount of \$561,977 including a local match of \$56,198 with funding to be provided by the FY20 Drug Court Fund Operating Budget, subject to the approval of the County Attorney.*

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

Recommend the Board of Commissioners accept the FY20 Adult Felony Drug Court Grant through the Georgia Criminal Justice Coordinating Council in the amount of \$561,977 including a local match of \$56,198 with funding to be provided by the FY20 Drug Court Fund Operating Budget. (T. Munson) [REPORT](#) FC Vote: 3-0

11. *Consider recommending the Board of Commissioners accept the grant from the Communities of Coastal Georgia Foundation and increase Juvenile Court's FY19 program's revenue and expenditures budget by \$4,608 each.*

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

Recommend the Board of Commissioners accept the grant from the Communities of Coastal Georgia Foundation and increase Juvenile Court's FY19 program's revenue and expenditures budget by \$4,608 each. (T. Munson) [REPORT](#) FC Vote: 3-0

12. *Consider recommending the Board of Commissioners authorize the reallocation of funds needed for Intersection Improvements to Sea Island Road at Hamilton Road, Sea Island Road at Hamilton Landing, Frederica Road at Riverview Drive and the go around at Frederica Road at Wymberly be transferred from Roads Resurfacing and Road Shoulder Widening to the appropriate project line item detail as listed.*

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

Recommend the Board of Commissioners authorize the reallocation of funds needed for Intersection Improvements to Sea Island Road at Hamilton Road, Sea Island Road at Hamilton Landing, Frederica Road at Riverview Drive and the go around at Frederica Road at Wymberly be transferred from Roads Resurfacing and Road Shoulder Widening to the appropriate project line item detail as listed. (D. Austin) [REPORT](#) FC Vote: 3-0

13. *Consider recommending the Board of Commissioners accept the Golden Isles Fund for Trees grant in the amount of \$4,000 and increase revenue and expenditures in said amount in the FY20 Public Works Operating Budget.*

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

Recommend the Board of Commissioners accept the Golden Isles Fund for Trees grant in the amount of \$4,000 and increase revenue and expenditures in said amount in the FY20 Public Works Operating Budget. (D. Austin) [REPORT](#) FC Vote: 2-0

14. Consider recommending the Board of Commissioners increase the FY19 Jail Commissary Inmate Medical Services budget in the amount of \$97,000 with funding to be provided by the Jail Commissary Fund fund balance.

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

Recommend the Board of Commissioners increase the FY19 Jail Commissary Inmate Medical Services budget in the amount of \$97,000 with funding to be provided by the Jail Commissary Fund fund balance. (N. Jump) [REPORT](#) FC Vote: 3-0

15. Consider recommending the Board of Commissioners accept the donations made to Animal Control for FY19 and increase the revenues and expenditures in the FY19 Animal Control operating budget in the amount of \$575.

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

Recommend the Board of Commissioners accept the donations made to Animal Control for FY19 and increase the revenues and expenditures in the FY19 Animal Control operating budget in the amount of \$575. (T. Hill) [REPORT](#) FC Vote: 3-0

Contracts/Bids

16. Consider recommending the Board of Commissioners approve the ACCG-IRMA renewal for property and liability insurance coverage at a cost of \$771,574 for the July 1, 2019 – July 1, 2020 period and flood insurance for selected buildings at standard NFIP rates for Glynn County with funding to be provided in the FY 2020 Budget via various funds.

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

Recommend the Board of Commissioners approve the ACCG-IRMA renewal for property and liability insurance coverage at a cost of \$771,574 for the July 1, 2019 – July 1, 2020 period and flood insurance for selected buildings at standard NFIP rates for Glynn County with funding to be provided in the FY 2020 Budget via various funds. (O. Reed) [REPORT](#) FC Vote: 2-0

17. Consider recommending the Board of Commissioners approve the extension of the Contract for Services with the Emergency Communications Network (ECN) in the amount of \$18,840 to provide for the communication of essential information to ensure the safety and preparedness of citizens during threatening situations with funding to be provided by the FY20 IT-E911 Fund Operating Budget.

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

Recommend the Board of Commissioners approve the extension of the Contract for Services with the Emergency Communications Network (ECN) in the amount of \$18,840 to provide for the communication of essential information to ensure the safety and preparedness of citizens during threatening situations with funding to be provided by the FY20 IT-E911 Fund Operating Budget. (S. Usher) [REPORT](#) FC Vote: 3-0

18. Consider recommending the Board of Commissioners approve the agreement with Equity Cash Systems which will provide the County \$1.00 of each \$3.00 transaction fee, subject to County Attorney approval, and authorize staff to

sell the three County owned ATMs to Equity Cash Systems for \$1,000 each and the Sheriff's Office owned ATM for \$1,200.

The following motion made by Commissioner Brunson and seconded by Commissioner Booker passed unanimously.

Recommend deferring consideration to approve the agreement with Equity Cash Systems which will provide the County \$1.00 of each \$3.00 transaction fee, subject to County Attorney approval, and authorize staff to sell the three County owned ATMs to Equity Cash Systems for \$1,000 each and the Sheriff's Office owned ATM for \$1,200. (T. Munson) [REPORT](#) FC Vote: 2-0

19. *Consider recommending the Board of Commissioners exercise the 1st year extension option with Nichols, Cauley & Associates, LLC, Dublin, GA, in the amount of \$54,000 with funding to be provided by the FY20 Finance Department Operating Budget.*

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

Recommend the Board of Commissioners exercise the 1st year extension option with Nichols, Cauley & Associates, LLC, Dublin, GA, in the amount of \$54,000 with funding to be provided by the FY20 Finance Department Operating Budget. (T. Munson) [REPORT](#) FC Vote: 3-0

20. *Consider recommending the Board of Commissioners approve a contract with Goodwyn, Mills, and Cawood, Brunswick, GA, to carry out the Shoreline Protection Implementation Plan of the Coastal Incentive Grant, in the amount of \$45,000 with funding to be provided by the FY19 Emergency Management Agency Operating Budget.*

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

Recommend the Board of Commissioners approve a contract with Goodwyn, Mills, and Cawood, Brunswick, GA, to carry out the Shoreline Protection Implementation Plan of the Coastal Incentive Grant, in the amount of \$45,000 with funding to be provided by the FY19 Emergency Management Agency Operating Budget. (J. Wiggins) [REPORT](#) FC Vote: 3-0

21. *Consider recommending the Board of Commissioners approve the Support Agreement with Stryker® in the amount of \$43,820.13 with funding to be provided by the FY20 Emergency Rescue Operating Budget.*

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

Recommend the Board of Commissioners approve the Support Agreement with Stryker® in the amount of \$43,820.13 with funding to be provided by the FY20 Emergency Rescue Operating Budget. (R. Jordan) [REPORT](#) FC Vote: 3-0

22. *Consider recommending the Board of Commissioners award the base year for ground maintenance services in the amount of \$82,020 to Creative Landscapes, with funding to be provided from the FY20 Recreation, Facilities Maintenance, Police, and Fire Departments' operating budgets.*

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

Recommend the Board of Commissioners award the base year for ground maintenance services in the amount of \$82,020 to Creative Landscapes, with funding to be provided from the FY20 Recreation, Facilities Maintenance, Police, and Fire Departments' operating budgets. (D. Austin) [REPORT](#) FC Vote: 3-0

23. *Consider recommending the Board of Commissioners award the Public Safety Complex Building Structural Upgrade contract to Allen and Graham, Inc. in the amount of \$179,988 with funding to be provided by the Capital Fund fund balance.*

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

Recommend the Board of Commissioners award the Public Safety Complex Building Structural Upgrade contract to Allen and Graham, Inc. in the amount of \$179,988 with funding to be provided by the Capital Fund fund balance. (D. Austin) [REPORT](#) FC Vote: 3-0

24. *Consider recommending the Board of Commissioners award a contract for the Striping and Pavement Marking of Various County Roads to Roadside Specialties, Blackshear, GA, the lowest responsive and responsible bidder per unit price bid, in a total amount not to exceed \$75,000 with funding to be provided by the FY19 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 the Striping and Pavement Marking of Various County Roads to Roadside Specialties, Blackshear, GA, the lowest responsive and responsible bidder per unit price bid, in a total amount not to exceed \$75,000 with funding to be provided by the FY19 Capital Projects Fund. (D. Austin) [REPORT](#) FC Vote: 3-0

25. *Consider recommending the Board of Commissioners award a contract for the Veteran's Memorial Park construction to Altamaha Building Systems, Inc., Surrency, GA, in the amount of \$1,942,507.44 with \$1,373,950 in SPLOST 2016 funds, \$293,864 in savings from road projects in the Capital Projects Fund and \$274,693 from the Capital Project Fund undesignated fund balance.*

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

Recommend deferring to the Board of Commissioners June 18, 2019 work session for discussion consideration to award a contract for the Veteran's Memorial Park construction to Altamaha Building Systems, Inc., Surrency, GA, in the amount of \$1,942,507.44 with \$1,373,950 in SPLOST 2016 funds, \$293,864 in savings from road projects in the Capital Projects Fund and \$274,693 from the Capital Project Fund undesignated fund balance. (D. Austin) [REPORT](#) FC Vote: 3-0

26. *Consider recommending the Board of Commissioners award a contract for the 2045 BATS Metropolitan Transportation Plan with SSI Sector Study to ADM Smith, Atlanta, GA, in the amount of \$274,922 with funding to be provided by the FY20 Community Development Operating Budget.*

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 2045 BATS Metropolitan Transportation Plan with SSI Sector Study to ADM Smith, Atlanta, GA, in the amount of \$274,922 with funding to be provided by the FY20 Community Development Operating Budget. (P. Thompson) [REPORT](#) FC Vote: 3-0

Other Items

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

Items #3-6, #8-17, #19-24 and #26 will be placed on the June 20, 2019 Board of Commissioners' Consent Agenda.

Item #7 and #18 is deferred to a later undetermined Finance Committee Agenda.

Item #25 will be placed on the June 18, 2019 Board of Commissioners Work Session Agenda for discussion.

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