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## Finance Committee Meeting Minutes

Glynn County Board of Commissioners

2:00 PM, Tuesday, January 28, 2020

**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, B. Bryson, K. Downs, J. Dunnagan, N. Gipson, R. Glisson, L. Gurganus, M. Hardin, T. Hill, H. Hatcher, B. Jones, R. Jordan, M. Kent, V. Lane, B. Mauney, A. Ours, J. Powell, A. Trapp, W. Worley

**Others:** T. Cooper, B. Hyde, J. Kilgore, M. Permar, and Mr. Wade

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). (J. Dunnagan)

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

### Defer Item: #10 FC Vote: 3-0

2. Consider approving the December 10, 2019 Finance Committee Minutes.

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

**Recommend the Board of Commissioners Approve the December 10, 2019 Finance Committee Minutes. (J. Dunnagan) [REPORT](#) FC VOTE: 3-0**

3. Consider recommending the Board of Commissioners authorize staff to follow the approved procedure to dispose of the county owned real properties at 501 J Street and at 2003 Reynolds Street, parcels 01-02743 & 01-02744.

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

**Recommend the Board of Commissioners authorize staff to follow the approved procedure to dispose of the county owned real properties at 501 J Street and at 2003 Reynolds Street, parcels 01-02743 & 01-02744. (A. Ours) [REPORT](#) FC VOTE: 3-0**

4. Consider recommending the Board of Commissioners amend section D of the Vehicle Assignment & Use Policy, section XIV of the Financial Management Policies to include vehicle allowances in the amount of \$4,000 each for the Traffic Safety Division Manager and Roads & Drainage Division Manager.

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

**Recommend the Board of Commissioners amend section D of the Vehicle Assignment & Use Policy, section XIV of the Financial Management Policies to include vehicle allowances in the amount of \$4,000 each for the Traffic Safety Division Manager and Roads & Drainage Division Manager. (A. Ours) [REPORT](#) FC VOTE: 3-0**

5. *Consider recommending the Board of Commissioners approve the issuance of a Purchase Order, to McKinna Auto Sales, Inc. 115 McKinna Place, HWY 341 Brunswick, Georgia in the amount of \$19,500 for the purchase of one 2017 Chevrolet Express Van 3500 LT with the funding to be provided by the County Manager's Contingency Fund.*

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

**Recommend the Board of Commissioners approve the issuance of a Purchase Order, to McKinna Auto Sales, Inc. 115 McKinna Place, HWY 341 Brunswick, Georgia in the amount of \$19,500 for the purchase of one 2017 Chevrolet Express Van 3500 LT with the funding to be provided by the County Manager's Contingency Fund. (R. Jordan) [REPORT](#) FC Vote: 3-0**

6. *Consider recommending the Board of Commissioners approve the Real and Personal Property corrections and exemptions as recommended by the Board of Assessors and the Chief Appraiser at their Thursday, December 12, 2019 meeting, with clarification that this does not approve a tax refund.*

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

**Recommend the Board of Commissioners approve the Real and Personal Property corrections and exemptions as recommended by the Board of Assessors and the Chief Appraiser at their Thursday, December 12, 2019 meeting, with clarification that this does not approve a tax refund. (R. Glisson) [REPORT](#) FC VOTE: 3-0**

7. *Consider recommending the Board of Commissioners approve the Real and Personal Property corrections and exemptions as recommended by the Board of Assessors and the Chief Appraiser at their Thursday, January 9, 2020 meeting, with clarification that this does not approve a tax refund.*

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

**Recommend the Board of Commissioners approve the Real and Personal Property corrections and exemptions as recommended by the Board of Assessors and the Chief Appraiser at their Thursday, January 9, 2020 meeting, with clarification that this does not approve a tax refund. (R. Glisson) [REPORT](#) FC VOTE: 3-0**

8. *Consider recommending the Board of Commissioners accept the FY20 Lib Tech Funding Grant and authorize a revenue and expenditure increase in the amount of \$18,882 for the Marshes of Glynn Libraries with the funding to be provided by the Georgia Public Library Service.*

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

**Recommend the Board of Commissioners accept the FY20 Lib Tech Funding Grant and authorize a revenue and expenditure increase in the amount of \$18,882 for the Marshes of Glynn Libraries with the funding to be provided by the Georgia Public Library Service. (G. Mullis) [REPORT](#) FC VOTE: 3-0**

9. *Consider recommending the Board of Commissioners accept the donations made to Animal Control from July 1, 2019 to January 7, 2020 and increase the revenues and expenditures in the FY20 Animal Control operating budget in the amount of \$7,843.*

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

**Recommend the Board of Commissioners accept the donations made to Animal Control from July 1, 2019 to January 7, 2020 and increase the revenues and expenditures in the FY20 Animal Control operating budget in the amount of \$7,843. (T. Hill) [REPORT](#) FC VOTE: 3-0**

10. *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 D. O'Quinn and seconded by B. Brunson passed unanimously.

**Defer consideration to 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 to the February 25, 2020 Finance Committee Meeting. [REPORT](#) FC VOTE: 3-0**

11. *Consider recommending the Board of Commissioners submit the Hazard Mitigation Grant Program (HMGP) 4400 Planning Grant Application to the Georgia Emergency Management Agency in the amount of \$38,000*

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

**Recommend the Board of Commissioners submit the Hazard Mitigation Grant Program (HMGP) 4400 Planning Grant Application to the Georgia Emergency Management Agency in the amount of \$38,000. (J. Dunnagan) [REPORT](#) FC VOTE: 3-0**

12. *Consider recommending the Board of Commissioners approve a purchase order for the purchase of two TORO Sand Pros 3040 (Infield Pros), utilizing the Statewide Contract - GSA Schedule Contract GS-06F-0012R, to Wesco Turf Inc. in the amount of \$44,317.16 with funding to be provided by the FY20 Capital Projects Fund.*

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

**Recommend the Board of Commissioners approve a purchase order for the purchase of two TORO Sand Pros 3040 (Infield Pros), utilizing the Statewide Contract - GSA Schedule Contract GS-06F-0012R, to Wesco Turf Inc. in the amount of \$44,317.16 with funding to be provided by the FY20 Capital Projects Fund. (L. Gurganus) [REPORT](#) FC VOTE: 3-0**

13. *Consider recommending the Board of Commissioners approve a contract change order for Kingsway/Frederica Traffic Improvement Project, to Southeastern Engineering Inc., of Marietta, GA., in the amount of \$60,000 with funding to be provided by SPLOST 2016.*

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

**Recommend the Board of Commissioners approve a contract change order for Kingsway/Frederica Traffic Improvement Project, to Southeastern Engineering Inc., of Marietta, GA., in the amount of \$60,000 with funding to be provided by SPLOST 2016. (D. Austin) [REPORT](#) FC VOTE: 3-0**

14. *Consider recommending the Board of Commissioners reject all bids for the Golden Isle Center ADA improvements project and increase funding in the FY21 budget.*

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

**Recommend the Board of Commissioners reject all bids for the Golden Isle Center ADA improvements project and increase funding in the FY21 budget. (D. Austin) [REPORT](#) FC VOTE: 3-0**

15. *Consider recommending the Board of Commissioners approve the issuance of a Purchase Order for one (1) Mini Excavator utilizing the Statewide Contract 99999-001-SPD-0000102-0025, to Yancey Caterpillar in the amount of \$103,920 with funding to be provided by the FY20 Capital Projects Fund Budget.*

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

**Recommend the Board of Commissioners approve the issuance of a Purchase Order for one (1) Mini Excavator utilizing the Statewide Contract 99999-001-SPD-0000102-0025, to Yancey Caterpillar in the amount of \$103,920 with funding to be provided by the FY20 Capital Projects Fund Budget. (D. Austin) [REPORT](#) FC VOTE: 3-0**

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

**Items #1-2 and #10 will not be forwarded to the Board of Commissioner's Agenda.**

**Items #3-9 and #11-15 will be placed on the February 6, 2020 Board of Commissioner's Consent Agenda.**