



A Golden Past.
A Shining Future.

Finance Committee Meeting Minutes

Glynn County Board of Commissioners

2:00 PM, Tuesday, May 26, 2020

VIRTUAL TELECONFERENCE MEETING VIA MICROSOFT TEAMS SIMULTANEOUS PUBLIC

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Present:

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

Elected Officials/Staff: P. Andrews, D. Austin, D. Bragdon, L. Bunkley, J. Catron, K. Downs, J. Dunnagan, L. Gurganus, R. Jordan, M. Kent, V. Lane, G. Mullis, T. Munson. A. Ours, D. Patel, O. Reed, E. Smith, P. Thompson, C. Toler, S. Usher, W. Worley, and T. York

Others: T. Parker

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.

Accept the agenda as is (or to add items / defer items if needed). (J. Dunnagan) FC Vote: 3-0

2. *Consider approving the April 28, 2020 Finance Committee Minutes.*

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

Approved the April 28, 2020 Finance Committee Minutes. (J. Dunnagan) [REPORT](#) FC Vote: 3-0

Public Safety Items

3. *Consider recommending the Board of Commissioners approve the Support Agreement with Stryker® in the amount of \$55,575.20 with funding to be provided by the FY21 Emergency Rescue Operating Budget.*

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

Recommend the Board of Commissioners approve the Support Agreement with Stryker® in the amount of \$55,575.20 with funding to be provided by the FY21 Emergency Rescue Operating Budget. (R. Jordan) [REPORT](#) FC Vote: 3-0

4. *Consider recommending the Board of Commissioners approve the issuance of a purchase order to Physio Control, Redmond, WA, in the amount of \$12,546.52 for the purchase of one Lucas III CPR device and accessories with the funding to be provided by the FY20 EMS (Emergency Medical Services) 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 Physio Control, Redmond, WA, in the amount of \$12,546.52 for the purchase of one Lucas III CPR device and accessories with the funding to be provided by the FY20 EMS (Emergency Medical Services) Fund. (R. Jordan) [REPORT](#) FC Vote: 3-0

5. *Consider recommending the Board of Commissioners approve the acceptance of the grant monies received from the Georgia Trauma Commission in the amount of \$5,809.23 to be used for the specific purpose of purchasing trauma-related equipment and increase the FY20 Emergency Medical Services Fund revenue and expenditures in said amount.*

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

Recommend the Board of Commissioners approve the acceptance of the grant monies received from the Georgia Trauma Commission in the amount of \$5,809.23 to be used for the specific purpose of purchasing trauma-related equipment and increase the FY20 Emergency Medical Services Fund revenue and expenditures in said amount. (R. Jordan) [REPORT](#) FC Vote: 3-0

6. *Consider recommending the Board of Commissioners approve the extension of the Contract for Services with the Emergency Communications Network (ECN) to provide for the communication of essential information to ensure the safety and preparedness of citizens during threatening situations in the amount of \$18,840 with funding to be provided by the FY21 E911 Budget. (S. Usher) [REPORT](#)*

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

Recommend the Board of Commissioners approve the extension of the Contract for Services with the Emergency Communications Network (ECN) to provide for the communication of essential information to ensure the safety and preparedness of citizens during threatening situations in the amount of \$18,840 with funding to be provided by the FY21 E911 Budget. (S. Usher) [REPORT](#) FC Vote: 3-0

Recreation Cancellations

7. *Consider recommending the Board of Commissioners cancel Glynn County Recreation and Parks Spring 2020 Adult Softball and Adult Kickball leagues due to COVID-19 and allow teams to either keep their payment on account through March 31, 2021 to be applied to payment for an Adult Athletic league or request a refund.*

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

Recommend the Board of Commissioners cancel Glynn County Recreation and Parks Spring 2020 Adult Softball and Adult Kickball leagues due to COVID-19 and allow teams to either keep their payment on account through March 31, 2021 to be applied to payment for an Adult Athletic league or request a refund. (L. Gurganus) [REPORT](#) FC Vote: 3-0

8. *Consider recommending the Board of Commissioners cancel Glynn County Recreation and Parks Spring 2020 Youth Softball League due to COVID-19 and give participants the option to keep their payment on account through March 31, 2021 to be applied to payment for a youth athletic program or request a refund.*

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

Recommend the Board of Commissioners cancel Glynn County Recreation and Parks Spring 2020 Youth Softball League due to COVID-19 and give participants the option to keep their payment on account through March 31, 2021 to be applied to payment for a youth athletic program or request a refund. (L. Gurganus) [REPORT](#) FC Vote: 3-0

9. *Consider recommending the Board of Commissioners cancel Glynn County Recreation and Parks Spring 2020 Youth Baseball League due to COVID-19 and allow participants to either keep their payment on account through March 31, 2021 to be applied to payment for a youth athletic program or request a refund.*

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

Recommend the Board of Commissioners cancel Glynn County Recreation and Parks Spring 2020 Youth Baseball League due to COVID-19 and allow participants to either keep their payment on account through March 31, 2021 to be applied to payment for a youth athletic program or request a refund. (L. Gurganus) [REPORT](#) FC Vote: 3-0

Tax Commissioners Item

10. *Consider recommending the Board of Commissioners **approve or deny** from Mr. Thornwell Parker that school (property) taxes paid on Parcel #06-00092 for tax years 2017, 2018, and 2019 in the amount of \$11,130.87 be refunded.*

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

Defer to the next Finance Committee Meeting a request from Mr. Thornwell Parker that school (property) taxes paid on Parcel #06-00092 for tax years 2017, 2018, and 2019 in the amount of \$11,130.87 be refunded. (J. Chapman) [REPORT](#) FC Vote: 3-0

Property Appraisal Item

11. *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, May 7, 2020 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, May 7, 2020 meeting, with clarification that this does not approve a tax refund. (R. Glisson) [REPORT](#) FC Vote: 3-0

Budget/Grants

12. *Consider recommending the Board of Commissioners accept the FY20 COVID-19 Funding Grant and authorize a revenue and expenditure increase in the amount of \$1,948 for the Marshes of Glynn Libraries with the funding to be provided by the Georgia Public Library Service.*

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

Recommend the Board of Commissioners accept the FY20 COVID-19 Funding Grant and authorize a revenue and expenditure increase in the amount of \$1,948 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

13. *Consider recommending the Board of Commissioners accept the donations made to Animal Control from January 8, 2020 to May 18, 2020 and increase the revenues and expenditures in the FY20 Animal Control operating budget in the amount of \$4,658.19.*

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 January 8, 2020 to May 18, 2020 and increase the revenues and expenditures in the FY20 Animal Control operating budget in the amount of \$4,658.19. (T. Hill) [REPORT](#) FC Vote: 3-0

Contracts/Procurement

14. *Consider recommending the Board of Commissioners*

- a) *award the bid for the construction of four (4) new Pickleball courts at Kings Park to the lowest responsive bidder McGrath Industries dba Talbot Tennis in the amount of \$142,574 with funding to be provided by the FY20 Capital Projects Fund and hold the remaining balance of \$7,426 as needed for construction contingency for this project; OR*
- b) *Do not award the bid; OR*
- c) *Provide alternative motion.*

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

Recommend the Board of Commissioners not to award the bid for the construction of four (4) new Pickleball courts at Kings Park to the lowest responsive bidder McGrath Industries dba Talbot Tennis in the amount of \$142,574 with funding to be provided by the FY20 Capital Projects Fund and hold the remaining balance of \$7,426 as needed for construction contingency for this project. (L. Gurganus) [REPORT](#) FC Vote: 2-0-1

15. *Consider recommending the Board of Commissioners approve the attached Memorandum of Understanding with Social Opportunities & Active Recreation, Inc. (SOAR), and issue payment for \$10,000 to Special Olympics of Georgia in support of the local Special Olympics Program for FY21 which will begin on 07/01/2020 with funding to be provided by the FY21 General Fund Operating 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 attached Memorandum of Understanding with Social Opportunities & Active Recreation, Inc. (SOAR), and issue payment for \$10,000 to Special Olympics of Georgia in support of the local Special Olympics Program for FY21 which will begin on 07/01/2020 with funding to be provided by the FY21 General Fund Operating Budget. (J. Dunnagan) [REPORT](#) FC Vote: 3-0

16. *Consider recommending the Board of Commissioners approve and execute the FY21 contract with the Brunswick Judicial Circuit Public Defender in the amount of \$557,314.*

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

Recommend the Board of Commissioners approve and execute the FY21 contract with the Brunswick Judicial Circuit Public Defender in the amount of \$557,314. (J. Dunnagan) [REPORT](#) FC Vote: 3-0

17. *Consider recommending the Board of Commissioners accept the proposal for property and liability coverage and risk management services and approve the contract with the Association County Commissioners of Georgia – Interlocal Risk Management Agency for said services at a cost of \$753,421 for the July 1, 2020 – June 30, 2021 period and flood insurance for selected buildings at \$23,148 with funding to be provided by the General Fund.*

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

Recommend the Board of Commissioners accept the proposal for property and liability coverage and risk management services and approve the contract with the Association County Commissioners of Georgia – Interlocal Risk Management Agency for said services at a cost of \$753,421 for the July 1, 2020 – June 30, 2021 period and flood insurance for selected buildings at \$23,148 with funding to be provided by the General Fund. (O. Reed) [REPORT](#) FC Vote: 3-0

18. *Consider recommending the Board of Commissioners*

- a) *approve the quote and “Thirteenth Amendment to Contract for Service by and between Glynn County, Georgia and Spillman Technologies, Inc.” for the interface to LexisNexis Coplogic Solution for a cost of \$10,375 with funding provided by the FY20 Information Technology Capital Budget;*
- b) *approve the agreements and purchase of the LexisNexis Coplogic software not to exceed \$17,280 annually with funding provided in the FY21 IT Police Operating Budget; and,*
- c) *approve to opt in on the BuyCrash agreement to receive \$5.00 for each accident report sold through the BuyCrash website to offset the cost of the LexisNexis Coplogic software,*
all subject the County Attorney’s approval.

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

Recommend the Board of Commissioners

- a) **approve the quote and “Thirteenth Amendment to Contract for Service by and between Glynn County, Georgia and Spillman Technologies, Inc.” for the interface to LexisNexis Coplogic Solution for a cost of \$10,375 with funding provided by the FY20 Information Technology Capital Budget;**
- b) **approve the agreements and purchase of the LexisNexis Coplogic software not to exceed \$17,280 annually with funding provided in the FY21 IT Police Operating Budget; and,**
- c) **approve to opt in on the BuyCrash agreement to receive \$5.00 for each accident report sold through the BuyCrash website to offset the cost of the LexisNexis Coplogic software,**
all subject the County Attorney’s approval. (J. Catron) [REPORT](#) FC Vote: 3-0

19. *Consider recommending the Board of Commissioners approve the contract with the Department of Corrections for three work details at a cost of \$49,318 per year per detail at a total contract cost of \$147,954 with funding to be provided by the Public Works FY21 Operating Budget.*

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

Recommend the Board of Commissioners approve the contract with the Department of Corrections for three work details at a cost of \$49,318 per year per detail at a total contract cost of \$147,954 with funding to be provided by the Public Works FY21 Operating Budget. (D. Austin) [REPORT](#) FC Vote: 3-0

20. *Consider recommending the Board of Commissioners award the bid for the construction of the new Animal Control Facility to lowest responsible bidder, R. H. Tyson, Blackshear, GA, in the amount of \$3,509,289 with funding in the amount of \$1,328,000 to be provided by SPLOST 2016 and \$2,181,289 to be provided by the General Fund fund balance.*

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

Defer to the full Board of Commissioners consideration to award the bid for the construction of the new Animal Control Facility to lowest responsible bidder, R. H. Tyson, Blackshear, GA, in the amount of \$3,509,289 with funding in the amount of \$1,328,000 to be provided by SPLOST 2016 and \$2,181,289 to be provided by the General Fund fund balance with no recommendation from the Finance Committee. (D. Austin) [REPORT](#) FC Vote: 3-0

21. *Consider recommending the Board of Commissioners approve Change Order No. 1 from Liberty Roll Off & Recycling Inc., Brunswick, GA in the amount of \$6,700 for a new contract amount of \$24,900 with funding to be provided by the Solid Waste Fund fund balance to cover the cost of the additional bulk item disposal needed.*

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

Recommend the Board of Commissioners approve Change Order No. 1 from Liberty Roll Off & Recycling Inc., Brunswick, GA in the amount of \$6,700 for a new contract amount of \$24,900 with funding to be provided by the Solid Waste Fund fund balance to cover the cost of the additional bulk item disposal needed. (D. Austin) [REPORT](#) FC Vote: 3-0

22. *Consider recommending the Board of Commissioners exercise second year option with Intercontinental Commercial Services, Inc., Suwanee, GA, for county buildings custodial services along with the three change orders in the amount of \$364,012 with funding to be provided by the FY21 Facilities Maintenance Operating Budgets.*

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

Recommend the Board of Commissioners exercise second year option with Intercontinental Commercial Services, Inc., Suwanee, GA, for county buildings custodial services along with the three change orders in the amount of \$364,012 with funding to be provided by the FY21 Facilities Maintenance Operating Budgets. (D. Austin) [REPORT](#) FC Vote: 3-0

23. *Consider recommending the Board of Commissioners award a contract for the SPLOST 2016 Sea Island Road Ditch Piping Improvements (Road Drainage) Project to Plant Improvement Company, INC, DBA Seaboard Construction for a base bid of \$359,759.62 plus a bid alternative of \$73,342.15 for a total bid of \$433,101.77 with funding to be provided by SPLOST 2016 and approve reallocating \$24,078.75 from SPLOST2016 – Major Roads and Residential Streets and \$123,846.02 from SPLOST 2016 – Old Jesup Road Construction to SPLOST 2016 Sea Island Road Ditch Piping Improvements.*

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

Recommend the Board of Commissioners award a contract for the SPLOST 2016 Sea Island Road Ditch Piping Improvements (Road Drainage) Project to Plant Improvement Company, INC, DBA Seaboard Construction for a base bid of \$359,759.62 plus a bid alternative of \$73,342.15 for a total bid of \$433,101.77 with funding to be provided by SPLOST 2016 and approve reallocating \$24,078.75 from SPLOST2016 – Major Roads and Residential Streets and \$123,846.02 from SPLOST 2016 – Old Jesup Road Construction to SPLOST 2016 Sea Island Road Ditch Piping Improvements. (D. Austin) [REPORT](#) FC Vote: 3-0

24. *Consider recommending the Board of Commissioners approve the contract with Keep Golden Isles Beautiful (KGIB) in the amount of \$51,924 with funding to be provided by the FY21 Solid Waste Fund Operating Budget.*

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

Recommend the Board of Commissioners approve the contract with Keep Golden Isles Beautiful (KGIB) in the amount of \$51,924 with funding to be provided by the FY21 Solid Waste Fund Operating Budget. (P. Thompson) [REPORT](#) FC Vote: 3-0

25. *Consider recommending the Board of Commissioners award the contract for support of the BATS MPO for FY21 to RS&H with funding to be provided by the FY21 Community Development Operating Budget.*

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

Recommend the Board of Commissioners award the contract for support of the BATS MPO for FY21 to RS&H with funding to be provided by the FY21 Community Development Operating Budget. (P. Thompson) [REPORT](#) FC Vote: 3-0

26. *Consider recommending the Board of Commissioners exercise the third option year (2020) for the National Pollutant Discharge Elimination System (NPDES) phase 2 permit in the amount of \$45,963 with funding to be provided by the FY21 Community Development Operating Budget.*

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

Recommend the Board of Commissioners exercise the third option year (2020) for the National Pollutant Discharge Elimination System (NPDES) phase 2 permit in the amount of \$45,963 with funding to be provided by the FY21 Community Development Operating Budget. (P. Thompson) [REPORT](#) FC Vote: 3-0

27. *Consider recommending the Board of Commissioners exercise the second option year for landfill monitoring services with Advanced Environmental Management Inc. in the amount of \$17,800 with funding to be provided by the FY21 Solid Waste Fund Operating Budget.*

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

Recommend the Board of Commissioners exercise the second option year for landfill monitoring services with Advanced Environmental Management Inc. in the amount of \$17,800 with funding to be provided by the FY21 Solid Waste Fund Operating Budget. (P. Thompson) [REPORT](#) FC Vote: 3-0

28. *Consider recommending the Board of Commissioners award the contract for the full project scope (Base plus three Bid Alternatives) of the St Simons Revetment and Rehabilitation Project to The Industrial Company in the amount of*

\$2,156,730 with funding to be provided by the FY20 Capital Projects Fund and will be reimbursed by the OneGeorgia Authority.

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

Recommend the Board of Commissioners award the contract for the full project scope (Base plus three Bid Alternatives) of the St Simons Revetment and Rehabilitation Project to The Industrial Company in the amount of \$2,156,730 with funding to be provided by the FY20 Capital Projects Fund and will be reimbursed by the OneGeorgia Authority. (K. Downs) [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 #3-9, #11-13, #15-19 and #21-28 will be placed on the June 4, 2020 Board of Commissioners' Consent Agenda.

Items #14 and #20 will be placed on the June 4, 2020 Board of Commissioners' General Business Agenda.

Items #1-2, #10 and #29 will not be forwarded to the Board of Commissioners Agenda.