



A Golden Past.
A Shining Future.

Finance Committee Meeting Minutes

Glynn County Board of Commissioners

4:15 PM, Tuesday, May 25, 2021

Present:

Committee Members: C. Fendig, D. O'Quinn, and W. Rafolski

Elected Officials/Staff: P. Andrews; D. Austin, I. Carter, J. Dunnagan, R. Evans, L. Gurganus, M. Hardin, W. Knighton, A. Mumford, T. Munson, C. Richardson, P. Thompson, and A. Trapp

Others: The Brunswick News – Gordon Jackson

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 Rafolski and seconded by Commissioner Fendig passed unanimously.

Added item 23.1. (J. Dunnagan) FC Vote: 3-0

2. Consider approving the April 27, 2021 Finance Committee Minutes.

The following motion made by Commissioner Fendig and seconded by Commissioner Rafolski passed unanimously.

Approved the April 27, 2021 Finance Committee Minutes. (J. Dunnagan) REPORT FC Vote: 3-0 [REPORT](#)

Public Safety Items

3. Consider recommending the Board of Commissioners approve the lease with GP Mall, LLC for office space in the Glynn Place Mall for use as a police satellite office, pending approval by the County attorney with funding to be provided by the Police Department Operating Budget. (R. Evans) [REPORT](#)

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Defer to a future Finance Committee Meeting to consider approval of the lease with GP Mall, LLC for office space in the Glynn Place Mall for use as a police satellite office, pending approval by the County attorney with funding to be provided by the Police Department Operating Budget. (R. Evans) [REPORT](#) FC VOTE: 3-0

4. Consider recommending the Board of Commissioners accept donations from Canopy Asset Management LLC, The Condo Hut LLC, Parkers Village, Island E-Ventures LLC, Pet Exchange INC., Pat Hodnett Cooper, Monkeywrench Bicycle Services Inc., St. Simons Bait and Tackle, Aviation Sales & Maintenance INC. DBA Stambaugh Aviation, Turner and Associates Insurance Inc., RMP Associates Inc. Southern Ballistic Research LLC, and Sea Palms Coastal Realty, and increase the FY21 Fire Fund revenue and expenditures budget by \$2,345.

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Recommend the Board of Commissioners accept donations from Canopy Asset Management LLC, The Condo Hut LLC, Parkers Village, Island E-Ventures LLC, Pet Exchange INC., Pat Hodnett Cooper, Monkeywrench Bicycle Services Inc., St. Simons Bait and Tackle, Aviation Sales & Maintenance INC. DBA Stambaugh Aviation, Turner and Associates Insurance Inc., RMP Associates Inc. Southern Ballistic Research LLC, and Sea Palms Coastal Realty, and increase the FY21 Fire Fund revenue and expenditures budget by \$2,345. (R. Jordan) [REPORT](#) FC VOTE: 3-0

5. *Consider recommending the Board of Commissioners accept the grant from the Department of Public Health Office of EMS and increase the FY21 EMS revenue and expenditures budget by \$7,880.*

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Recommend the Board of Commissioners accept the grant from the Department of Public Health Office of EMS and increase the FY21 EMS revenue and expenditures budget by \$7,880. (R. Jordan) [REPORT](#) FC VOTE: 3-0

6. *Consider recommending the Board of Commissioners accept a donation from Woodsmen of the World, Lodge 320, and increase the FY21 Fire Fund revenue and expenditures budget by \$500.*

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Recommend the Board of Commissioners accept a donation from Woodsmen of the World, Lodge 320, and increase the FY21 Fire Fund revenue and expenditures budget by \$500. (R. Jordan) [REPORT](#) FC VOTE: 3-0

7. *Consider recommending the Board of Commissioners approve the 1-year contract between the JPSCD and the CCGA, that GB-911 provide dispatch services to the CCGA Police Department.*

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Recommend the Board of Commissioners approve the 1-year contract between the JPSCD and the CCGA, that GB-911 provide dispatch services to the CCGA Police Department. (C. Richardson) [REPORT](#) FC VOTE: 3-0

Other

8. *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 Rafolski and seconded by Commissioner Fendig 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. (J. Dunnagan) [REPORT](#) FC VOTE: 3-0

9. *Consider recommending the Board of Commissioners authorize payment of the excess tax proceeds from the tax sale of parcel number 02-02547 in the amount of Five Thousand Eight Hundred Ninety-Two and 02/100 dollars (\$5,892.02) to the Ligon Firm, P.C., on behalf of Wanda G. Hall Allen.*

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Recommend the Board of Commissioners authorize payment of the excess tax proceeds from the tax sale of parcel number 02-02547 in the amount of Five Thousand Eight Hundred Ninety-Two and 02/100 dollars (\$5,892.02) to the Ligon Firm, P.C., on behalf of Wanda G. Hall Allen. (W. Worley) [REPORT](#) FC VOTE: 3-0

10. *Consider recommending the Board of Commissioners approve Glynn County Recreation and Parks Department's Additional Child Discount Policy and Procedures for designated youth athletic programs as proposed with implementation to begin during 2021 Fall Youth Athletics Registration.*

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Recommend the Board of Commissioners approve Glynn County Recreation and Parks Department's Additional Child Discount Policy and Procedures for designated youth athletic programs as proposed with implementation to begin during 2021 Fall Youth Athletics Registration. (L. Gurganus) [REPORT](#) FC VOTE: 3-0

11. *Consider recommending the Board of Commissioners approve or deny a fee waiver for Live Oaks Garden Club for use of Gascoigne Bluff Park on Friday, December 3, 2021 for the purpose of their annual fund-raising event.*

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Recommend the Board of Commissioners *approve* a fee waiver for Live Oaks Garden Club for use of Gascoigne Bluff Park on Friday, December 3, 2021 for the purpose of their annual fund-raising event. (L. Gurganus) [REPORT](#) FC VOTE: 3-0

Budget/Grants

12. *Consider recommending the Board of Commissioners accept the cash donations made to Animal Control and increase the FY21 Animal Control revenue and expenditures budgets \$1,624.*

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Recommend the Board of Commissioners accept the cash donations made to Animal Control and increase the FY21 Animal Control revenue and expenditures budgets \$1,624. (T. Hill) [REPORT](#) FC VOTE: 3-0

13. *Consider recommending the Board of Commissioners adopt the Resolution to amend the FY19/20 Budget.*

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Recommend the Board of Commissioners adopt the Resolution to amend the FY19/20 Budget. (T. Munson) [REPORT](#) FC VOTE: 3-0

14. *Consider recommending the Board of Commissioners adopt the Resolution to amend the FY20/21 Budget.*

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Recommend the Board of Commissioners adopt the Resolution to amend the FY20/21 Budget. (T. Munson)

REPORT FC VOTE: 3-0

15. *Consider recommending the Board of Commissioners authorize budget amendments to the attached list of projects to reduce the project budget to the completed project totals, designate \$489,125 as excess SPLOST 2016 funds available for other ongoing SPLOST 2016 projects, and approve a transfer of \$274,194 in excess funds back to the Capital Projects Fund.*

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Recommend the Board of Commissioners authorize budget amendments to the attached list of projects to reduce the project budget to the completed project totals, designate \$489,125 as excess SPLOST 2016 funds available for other ongoing SPLOST 2016 projects, and approve a transfer of \$274,194 in excess funds back to the Capital Projects Fund. (T. Munson) REPORT FC VOTE: 3-0

16. *Consider recommending the Board of Commissioners authorize the write-off of uncollectible receivables in the Revolving Loan Fund from Strong Roots Provisions, LLC in the amount of \$68,996.82 and increase FY21 revenue and expense budgets by \$68,996.82 each.*

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Recommend the Board of Commissioners authorize the write-off of uncollectible receivables in the Revolving Loan Fund from Strong Roots Provisions, LLC in the amount of \$68,996.82 and increase FY21 revenue and expense budgets by \$68,996.82 each. (T. Munson) REPORT FC VOTE: 3-0

17. *Consider recommending the Board of Commissioners accept the FY22 Adult Felony Drug Court Grant through the Georgia Criminal Justice Coordinating Council in the amount of \$504,022, which includes \$453,620 from the grantor agency and a local match of \$50,402.*

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Recommend the Board of Commissioners accept the FY22 Adult Felony Drug Court Grant through the Georgia Criminal Justice Coordinating Council in the amount of \$504,022, which includes \$453,620 from the grantor agency and a local match of \$50,402. (J. Dunnagan) REPORT FC VOTE: 3-0

Contracts/Procurement

18. *Consider recommending the Board of Commissioners exercise the fourth option year (2021) for the National Pollutant Discharge Elimination System (NPDES) phase 2 permit with funding available in the approved 2020-2021 budget for the Community Development – Engineering Division (7010-521200).*

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Recommend the Board of Commissioners exercise the fourth option year (2021) for the National Pollutant Discharge Elimination System (NPDES) phase 2 permit with funding available in the approved 2020-2021 budget for the Community Development – Engineering Division (7010-521200). (P. Thompson) REPORT FC VOTE: 3-0

19. Consider recommending the Board of Commissioners

- a) accept the Supplemental Agreement for Transportation Enhancement Activities between the Department of Transportation, State of Georgia and Glynn County for the Glynco Trail Project (FKA: Harry Driggers Trail, Phase II); TE Project 0009062 and 0010588;
- b) rescind the Board's action on March 23rd regarding this project;
- c) allocate remaining SPLOST 2016 Harry Driggers Trail – North funds in the amount of \$142,980 to the South portion of the project and authorize \$66,734 in excess SPLOST 2016 funds be designated to the south portion of the project; and
- d) award the contract for construction of the south section of the Harry Driggers Trail project to Swindell Construction in the amount of \$1,573,714.

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Recommend the Board of Commissioners

- a) **accept the Supplemental Agreement for Transportation Enhancement Activities between the Department of Transportation, State of Georgia and Glynn County for the Glynco Trail Project (FKA: Harry Driggers Trail, Phase II); TE Project 0009062 and 0010588;**
- b) **rescind the Board's action on March 23rd regarding this project;**
- c) **allocate remaining SPLOST 2016 Harry Driggers Trail – North funds in the amount of \$142,980 to the South portion of the project and authorize \$66,734 in excess SPLOST 2016 funds be designated to the south portion of the project; and**
- d) **award the contract for construction of the south section of the Harry Driggers Trail project to Swindell Construction in the amount of \$1,573,714. (P. Thompson) [REPORT](#) FC VOTE: 3-0**

20. Consider recommending the Board of Commissioners authorize funds in the amount of \$17,800 to Advanced Environmental Management, Inc. for third year option for landfill monitoring services with funding provided by the Solid Waste Fund.

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Recommend the Board of Commissioners authorize funds in the amount of \$17,800 to Advanced Environmental Management, Inc. for third year option for landfill monitoring services with funding provided by the Solid Waste Fund. (P. Andrews) [REPORT](#) FC VOTE: 3-0

21. Consider recommending the Board of Commissioners reject the bid for Swindell Construction Company of Glennville, GA, for construction of the East Beach Roundabout Planter, associated curb island, and additional traffic signage for truck reroute requirements.

The following motion made by Commissioner Fendig and seconded by Commissioner Rafolski passed unanimously.

Recommend the Board of Commissioners reject the bid for Swindell Construction Company of Glennville, GA, for construction of the East Beach Roundabout Planter, associated curb island, and additional traffic signage for truck reroute requirements. (D. Austin) [REPORT](#) FC VOTE: 3-0

22. Consider recommending the Board of Commissioners award the bid for the Frederica Road Realignment Project at Christ Church to Underground Excavating of Patterson, GA, the lowest responsive bidder, in the amount of \$1,670,794 with \$1,614,724 being self-funded by Christ Church Frederica through a Memorandum of Agreement to

provide funding, and \$56,070 provided by the Capital Projects Fund fund balance, and increase the FY21 Capital Projects Fund revenue and expenditure budgets in the amount of \$56,070 each.

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Recommend the Board of Commissioners award the bid for the Frederica Road Realignment Project at Christ Church to Underground Excavating of Patterson, GA, the lowest responsive bidder, in the amount of \$1,670,794 with \$1,614,724 being self-funded by Christ Church Frederica through a Memorandum of Agreement to provide funding, and \$56,070 provided by the Capital Projects Fund fund balance, and increase the FY21 Capital Projects Fund revenue and expenditure budgets in the amount of \$56,070 each contingent upon the property award closing. (D. Deloach) [REPORT](#) FC VOTE: 3-0

23. Consider recommending the Board of Commissioners award for the Spur 25/Altama Connector Intersection Improvements Project to Seaboard Construction Company of Brunswick, GA, the lowest responsive bidder, in the amount of \$2,755,956.25 with \$190,493.23 being provided by GDOT LMIG and \$2,565,463.02 from SPLOST 2016.

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Recommend the Board of Commissioners award for the Spur 25/Altama Connector Intersection Improvements Project to Seaboard Construction Company of Brunswick, GA, the lowest responsive bidder, in the amount of \$2,755,956.25 with \$190,493.23 being provided by GDOT LMIG and \$2,565,463.02 from SPLOST 2016. (D. Austin) [REPORT](#) FC VOTE: 3-0

23.1 Consider recommending the Board of Commissioners approve to award the contract to Littlefield Construction for the base bid amount of \$5,373,520 with \$2,332,660 to be provided by SPLOST 2016 project line, \$1,045,600 from SPLOST 2016 Major Roads and \$1,995,260 to be provided by the SPLOST 2016 excess funds.

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig passed unanimously.

Recommend the Board of Commissioners reject all bids, down scope, and rebid the project for Pennick Road Paving. (D. Austin) [REPORT](#) FC VOTE: 3-0

Other Items

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

Items #4-23.1 will be placed on the Board of Commissioners' June 3, 2021 consent Agenda.

Items #1-3, and #24 will not be forwarded to the Board of Commissioners Agenda.