



*A Golden Past.  
A Shining Future.*

## Finance Committee Meeting Minutes

Glynn County Board of Commissioners

**3:00 PM, Tuesday, November 23, 2021**

### **Present (Virtually):**

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

**Elected Officials/Staff:** *D. Austin, J. Dunnagan, R. Evans, L. Gurganus, J. Hagen, M. Hardin, R. Jordan, G. Mullis, T. Munson, J. Smith, R. Vakulich, Y. Ward, and W. Worley*

**Others:** *Daniel O'Neal*

**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.

**Accept the agenda as is (or to add items / defer items if needed). (J. Dunnagan) FC Vote: 2-0**

2. *Consider approving the October 26, 2021 Finance Committee Minutes. (J. Dunnagan) [REPORT](#)*

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

**Approved the October 26, 2021 Finance Committee Minutes. (J. Dunnagan) [REPORT](#) FC Vote: 3-0**

3. *Consider cancelling the December 7, 2021 Finance Committee Meeting and adding a Special Called Finance Committee Meeting for December 14, 2021 at 3:00 pm. (T. Munson)*

**Canceled the December 7, 2021 Finance Committee Meeting and added a Special Called Finance Committee Meeting for December 14, 2021 at 3:00 pm. (T. Munson) FC Vote: 3-0**

4. *Consider recommending the Board of Commissioners authorize payment of the excess tax proceeds from the tax sale of parcel number 04-11763 in the amount of Fourteen Thousand Four Hundred Forty-Six and 54/100 dollars (\$14,446.54) to Whelchel & McQuigg, LLC f/b/o Gary M. Sparks. (J. Wilbanks) [REPORT](#)*

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 04-11763 in the amount of Fourteen Thousand Four Hundred Forty-Six and 54/100 dollars (\$14,446.54) to Whelchel & McQuigg, LLC f/b/o Gary M. Sparks. (J. Wilbanks) [REPORT](#) FC Vote: 3-0**

5. Consider recommending the Board of Commissioners authorize payment of the excess tax proceeds from the tax sale of parcel number 04-11762 in the amount of Six Thousand Three Hundred Eighty-One and 65/100 dollars (\$6,381.65) to Whelchel & McQuigg, LLC f/b/o Gary M. Sparks. (J. Wilbanks) [REPORT](#)

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 04-11762 in the amount of Six Thousand Three Hundred Eighty-One and 65/100 dollars (\$6,381.65) to Whelchel & McQuigg, LLC f/b/o Gary M. Sparks. (J. Wilbanks) [REPORT](#) FC Vote: 3-0**

6. Consider recommending the Board of Commissioners approve the Animal Control Modular Building be declared surplus and sold. (D. Austin) [REPORT](#)

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

**Recommend the Board of Commissioners approve the Animal Control Modular Building be declared surplus and sold. (D. Austin) [REPORT](#) FC Vote: 3-0**

#### **Public Safety Item**

7. Consider recommending the Board of Commissioners approve the issuance of a Purchase Order, utilizing Georgia Statewide Contract, to Wade Ford Inc. 3860 South Cobb Drive, Smyrna, GA 30080 in the amount of \$134,058 for the purchase of a (3) 2022 Ford Expedition SSV, in the amount of \$89,372 to be provided by the FY22 Fire Fund Budget and \$44,686 to be provided by the FY22 Emergency Medical Services Budget. (R. Jordan) [REPORT](#)

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

**Recommend the Board of Commissioners approve the issuance of a Purchase Order, utilizing Georgia Statewide Contract, to Wade Ford Inc. 3860 South Cobb Drive, Smyrna, GA 30080 in the amount of \$134,058 for the purchase of a (3) 2022 Ford Expedition SSV, in the amount of \$89,372 to be provided by the FY22 Fire Fund Budget and \$44,686 to be provided by the FY22 Emergency Medical Services Budget. (R. Jordan) [REPORT](#) FC Vote: 3-0**

8. Consider recommending the Board of Commissioners authorize payment to the Georgia Department of Public Health in the amount of \$16,500 for annual renewal of the Emergency Medical Services License with funding to be provided by the FY22 Emergency Medical Services Fund. (R. Jordan) [REPORT](#)

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

**Recommend the Board of Commissioners authorize payment to the Georgia Department of Public Health in the amount of \$16,500 for annual renewal of the Emergency Medical Services License with funding to be provided by the FY22 Emergency Medical Services Fund. (R. Jordan) [REPORT](#) FC Vote: 3-0**

9. Consider recommending the Board of Commissioners approve the First Amendment to the contract for the Medical Director services of Todd Lucas M.D. to increase the monthly fee by 2% with funding to be provided by the FY22 and FY23 Emergency Medical Services Budgets. (R. Jordan) [REPORT](#)

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

**Recommend the Board of Commissioners approve the First Amendment to the contract for the Medical Director services of Todd Lucas M.D. to increase the annual fee by 2% with funding to be provided by the FY22 and FY23 Emergency Medical Services Budgets. (R. Jordan) [REPORT](#) FC Vote: 3-0**

10. *Consider recommending the Board of Commissioners approve the issuance of a Purchase Order in the amount of not to exceed \$45,000 to NexAir as Single Source Provider for medical-grade oxygen and cylinder rentals for FY22 with funding to be provided by the FY22 Emergency Medical Services Budget. (R. Jordan) [REPORT](#)*

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

**Recommend the Board of Commissioners approve the issuance of a Purchase Order in the amount of not to exceed \$45,000 to NexAir as Single Source Provider for medical-grade oxygen and cylinder rentals for FY22 with funding to be provided by the FY22 Emergency Medical Services Budget. (R. Jordan) [REPORT](#) FC Vote: 3-0**

11. *Consider recommending the Board of Commissioners approve the issuance of a Purchase Order, utilizing Georgia State Contract to Wade Ford of Smyrna, GA in the amount of \$344,765 for the purchase of ten (10) Ford Explorer Pursuit Vehicles with funding to be provided by the FY22 Police Fund. (R. Evans) [REPORT](#)*

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

**Recommend the Board of Commissioners approve the issuance of a Purchase Order, utilizing Georgia State Contract to Wade Ford of Smyrna, GA in the amount of \$344,765 for the purchase of ten (10) Ford Explorer Pursuit Vehicles with funding to be provided by the FY22 Police Fund. (R. Evans) [REPORT](#) FC Vote: 3-0**

### **Property Appraisal**

12. *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, September 23, 2021 meeting, with clarification that this does not approve a tax refund. (R. Glisson) [REPORT](#)*

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig 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, September 23, 2021 meeting, with clarification that this does not approve a tax refund. (R. Glisson) [REPORT](#) FC Vote: 3-0**

### **Budget/Grants**

13. *Consider recommending the Board of Commissioners accept the FY22 ARPA Tech Grant and authorize a revenue and expenditure increase in the amount of \$7,139 for the Marshes of Glynn Libraries with the funding to be provided by the Georgia Public Library Service. (G. Mullis) [REPORT](#)*

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

**Recommend the Board of Commissioners accept the FY22 ARPA Tech Grant and authorize a revenue and expenditure increase in the amount of \$7,139 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**

14. *Consider recommending the Board of Commissioners accept the FY22 American Rescue Plan Grants Program for Take 5 and authorize a revenue and expenditure increase in the amount of \$34,470 for the Marshes of Glynn Libraries with the funding to be provided by the Institute of Museum and Library Services. (G. Mullis) [REPORT](#)*

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

**Recommend the Board of Commissioners accept the FY22 American Rescue Plan Grants Program for Take 5 and authorize a revenue and expenditure increase in the amount of \$34,470 for the Marshes of Glynn Libraries with the funding to be provided by the Institute of Museum and Library Services. (G. Mullis) [REPORT](#) FC Vote: 3-0**

15. *Consider recommending the Board of Commissioners accept the 2021 Performance Partnership grant funds in the amount of \$30,512 from the Office of Homeland Security/Georgia Emergency Management Agency. (J. Dunnagan) [REPORT](#)*

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

**Recommend the Board of Commissioners accept the 2021 Performance Partnership grant funds in the amount of \$30,512 from the Office of Homeland Security/Georgia Emergency Management Agency. (J. Dunnagan) [REPORT](#) FC Vote: 3-0**

16. *Consider recommending the Board of Commissioners approve the FY 2021 Bulletproof Vest Partnership Grant Program and amend the Police Department's FY22 budget by increasing revenues and expenditures in the amount of \$13,750 each, subject to the approval of the County Attorney. (J. Dunnagan) [REPORT](#)*

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

**Recommend the Board of Commissioners approve the FY 2021 Bulletproof Vest Partnership Grant Program and amend the Police Department's FY22 budget by increasing revenues and expenditures in the amount of \$13,750 each. (J. Dunnagan) [REPORT](#) FC Vote: 3-0**

17. *Consider recommending the Board of Commissioners accept and approve the 2021 Edward Byrne Memorial Justice Assistance Program (JAG) offered by the Department of Justice (DOJ), Office of Justice Programs, Bureau of Justice Assistance, in the amount of \$19,026 federal grant dollars to purchase equipment for the Glynn County Police Department and increase the Police Department's FY22 revenues and expenditures in the amount of \$19,026. (J. Dunnagan) [REPORT](#)*

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

**Recommend the Board of Commissioners accept and approve the 2021 Edward Byrne Memorial Justice Assistance Program (JAG) offered by the Department of Justice (DOJ), Office of Justice Programs, Bureau of Justice Assistance, in the amount of \$19,026 federal grant dollars to purchase equipment for the Glynn County Police Department and increase the Police Department's FY22 revenues and expenditures in the amount of \$19,026. (J. Dunnagan) [REPORT](#) FC Vote: 3-0**

18. Consider recommending the Board of Commissioners amend the FY22 budget to include the listed prior year budgeted revenues and expenditures that were not completed in FY21. (T. Munson) [REPORT](#)

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

**Recommend the Board of Commissioners amend the FY22 budget to include the listed prior year budgeted revenues and expenditures that were not completed in FY21. (T. Munson) [REPORT](#) FC Vote: 3-0**

19. Consider recommending the Board of Commissioners adopt the Resolution to amend the FY21/22 Budget. (T. Munson) [REPORT](#)

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 FY21/22 Budget. (T. Munson) [REPORT](#) FC Vote: 3-0**

### **Contracts/Procurement**

20. Consider recommending the Board of Commissioners approve the intergovernmental rental agreement between Glynn County, Georgia and the State Properties Commission acting on behalf of the Georgia Department of Public Safety regarding the property located at 160 Carl Alexander Way, Brunswick, Georgia. (J. Dunnagan) [REPORT](#)

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

**Recommend the Board of Commissioners approve the intergovernmental rental agreement between Glynn County, Georgia and the State Properties Commission acting on behalf of the Georgia Department of Public Safety regarding the property located at 160 Carl Alexander Way, Brunswick, Georgia. (J. Dunnagan) [REPORT](#) FC Vote: 3-0**

21. Consider recommending the Board of Commissioners approve the Officials Agreement with Gold Coast Officials Association to provide officiating services for Glynn County Recreation and Parks Youth Basketball Games for the 2021-2022 season in an amount not to exceed \$12,000 with funding to be provided by the FY2022 Operating Budget. (L. Gurganus) [REPORT](#)

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

**Recommend the Board of Commissioners approve the Officials Agreement with Gold Coast Officials Association to provide officiating services for Glynn County Recreation and Parks Youth Basketball Games for the 2021-2022 season in an amount not to exceed \$12,000 with funding to be provided by the FY2022 Operating Budget. (L. Gurganus) [REPORT](#) FC Vote: 3-0**

22. Consider recommending the Board of Commissioners authorize the issuance of a purchase order to Miracle Recreation Equipment Company using the Sourcwell competitive contract purchasing program to purchase and install playground equipment at Glynn Haven Park in the amount of \$52,909.93 with funding to be provided by the District 2 project account of the Capital Projects Fund. (L. Gurganus) [REPORT](#)

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

**Recommend the Board of Commissioners authorize the issuance of a purchase order to Miracle Recreation Equipment Company using the Sourcwell competitive contract purchasing program to purchase and install playground equipment at Glynn Haven Park in the amount of \$52,909.93 with funding to be provided by the District 2 project account of the Capital Projects Fund. (L. Gurganus) [REPORT](#) FC Vote: 3-0**

23. *Consider recommending the Board of Commissioners authorize the issuance of a Purchase Order to Miracle Recreation Equipment Co. using the Sourcwell competitive contract purchase program to replace the climber and merry-go-round with new play equipment and to install a 16' x 24' picnic pavilion at Brunswick Villas/Madge Merritt Park in the amount of \$80,291.13, and allocate up to \$19,708.87 to develop ADA parking and access to the pavilion and to create a reflection area in memory of Ahmaud Arbery, for a project total of \$100,000, with all funding to be provided by the District 5 project account of the Capital Projects Fund. (L. Gurganus) [REPORT](#)*

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

**Recommend the Board of Commissioners authorize the issuance of a Purchase Order to Miracle Recreation Equipment Co. using the Sourcwell competitive contract purchase program to replace the climber and merry-go-round with new play equipment and to install a 16' x 24' picnic pavilion at Brunswick Villas/Madge Merritt Park in the amount of \$80,291.13, and allocate up to \$19,708.87 to develop ADA parking and access to the pavilion and to create a reflection area in memory of Ahmaud Arbery, for a project total of \$100,000, with all funding to be provided by the District 5 project account of the Capital Projects Fund. (L. Gurganus) [REPORT](#) FC Vote: 3-0**

24. *Consider recommending the Board of Commissioners reject all bids received for the North Glynn Batting Pavilion IFB 22010, revise the scope of work, and re-bid the project. (L. Gurganus) [REPORT](#)*

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

**Recommend the Board of Commissioners reject all bids received for the North Glynn Batting Pavilion IFB 22010, revise the scope of work, and re-bid the project. (L. Gurganus) [REPORT](#) FC Vote: 3-0**

25. *Consider recommending the Board of Commissioners award a contract for IFB #22004 Blythe Island Regional Park Campground Electrical Upgrades to HDI Power & Controls, LLC in the amount of \$270,500 with funding to be provided by the Capital Projects Fund District 1 capital allocation. (L. Gurganus) [REPORT](#)*

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

**Recommend the Board of Commissioners award a contract for IFB #22004 Blythe Island Regional Park Campground Electrical Upgrades to HDI Power & Controls, LLC in the amount of \$270,500 with funding to be provided by the Capital Projects Fund District 1 capital allocation. (L. Gurganus) [REPORT](#) FC Vote: 3-0**

26. *Consider recommending the Board of Commissioners award the first-year contract for county wide facilities pest control service to Knox Pest Control Co. from Brunswick, GA in the amount of \$5,400 with funding to be provided by Public Works Department, Facilities Division operating budget. (D. Austin) [REPORT](#)*

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

**Recommend the Board of Commissioners award the first-year contract for county wide facilities pest control service to Knox Pest Control Co. from Brunswick, GA in the amount of \$5,400 with funding to be provided by Public Works Department, Facilities Division operating budget. (D. Austin) [REPORT](#) FC Vote: 3-0**

27. *Consider recommending the Board of Commissioners approve the third-year option with Mosquito Control Services of Georgia for the provision of inspection, surveillance, chemical control, biological control, efficacy testing, and reporting effective January 1, 2022 in the amount of \$1,028,541.83 with funding to be provided by the FY22 and FY23 Public Works Budgets. (D. Austin) [REPORT](#)*

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

**Recommend the Board of Commissioners approve the third-year option with Mosquito Control Services of Georgia for the provision of inspection, surveillance, chemical control, biological control, efficacy testing, and reporting effective January 1, 2022 in the amount of \$1,028,541.83 with funding to be provided by the FY22 and FY23 Public Works Budgets. (D. Austin) [REPORT](#) FC Vote: 3-0**

28. *Consider recommending the Board of Commissioners exercise the third-year option for Commercial Service to Republic Services effective January 1, 2022, to Republic Services of Georgia at a projected cost of \$160,256.67 with funding to be provided by the FY22 and FY23 Budgets. (D. Austin) [REPORT](#)*

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

**Recommend the Board of Commissioners exercise the third-year option for Commercial Service to Republic Services effective January 1, 2022, to Republic Services of Georgia at a projected cost of \$160,256.67 with funding to be provided by the FY22 and FY23 Budgets. (D. Austin) [REPORT](#) FC Vote: 3-0**

29. *Consider recommending the Board of Commissioners exercise the third-year option to Estate Management Service, Inc. of Brunswick, GA for the maintenance of the two South Harrington Park ponds in the amount of \$6,401.76 with funding to be provided by the FY22 and FY23 Public Works Operating Budgets. (D. Austin) [REPORT](#)*

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

**Recommend the Board of Commissioners exercise the third-year option to Estate Management Service, Inc. of Brunswick, GA for the maintenance of the two South Harrington Park ponds in the amount of \$6,401.76 with funding to be provided by the FY22 and FY23 Public Works Operating Budgets. (D. Austin) [REPORT](#) FC Vote: 3-0**

30. *Consider recommending the Board of Commissioners award a contract to Seaboard Construction for the Old Jesup / Canal Road Intersection Improvement in the amount of \$158,129.70 with funding to be provided by the Capital fund allocation for Commission District #4. (D. Austin) [REPORT](#)*

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

**Recommend the Board of Commissioners award a contract to Seaboard Construction for the Old Jesup / Canal Road Intersection Improvement in the amount of \$158,129.70 with funding to be provided by the Capital fund allocation for Commission District #4. (D. Austin) [REPORT](#) FC Vote: 3-0**

31. Consider recommending the Board of Commissioners approve the Glynn County 2022 LMIG suggested list of roads and bridges as the Georgia Department of Transportation (GDOT) 2022 LMIG project; authorize the Glynn County Commission chairperson to sign the 2022 LMIG agreement on behalf of Glynn County; and authorize staff to issue an Invitation for Bid once the application has been approved by GDOT with funding to be provided by GDOT, Capital Projects Funds and SPLOST 2016. (D. Austin) [REPORT](#)

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

**Recommend the Board of Commissioners approve the Glynn County 2022 LMIG suggested list of roads and bridges as the Georgia Department of Transportation (GDOT) 2022 LMIG project; authorize the Glynn County Commission chairperson to sign the 2022 LMIG agreement on behalf of Glynn County; and authorize staff to issue an Invitation for Bid once the application has been approved by GDOT with funding to be provided by GDOT, Capital Projects Funds and SPLOST 2016. (D. Austin) [REPORT](#) FC Vote: 3-0**

**Other Items**

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

**Items #4-31 will be placed on the Board of Commissioners' December 2, 2021 consent Agenda.  
Items #1-3 will not be forwarded to the Board of Commissioners Agenda.**