



Finance Committee Meeting Minutes

Glynn County Board of Commissioners

W. Harold Pate Courthouse Annex, 2nd Floor Meeting Room 224

2:00 PM, Tuesday, August 23, 2022

A Golden Past.
A Shining Future.

Present:

Committee Members: A. Booker, W. Neal, and W. Rafolski

Elected Officials/Staff: D. Austin, J. Battiste, D. Bragdon, V. DiCristofalo, J. Dunnagan, W. Fallon, L. Gurganus, M. Hardin, L. Little, K. Munson, T. Munson-(online), C. Richardson, R. Talbert, A. Swigert, P. Thompson, and W. Worley

Others: None

To view an item's support documentation, click on its [REPORT](#).

1. *Accepting the agenda as is (or to add items / defer items if needed). (J. Dunnagan)*

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

Accepted the agenda as is (J. Dunnagan) FC Vote: 3-0

Consent Agenda

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

I move to approve the Consent Agenda. FC Vote: 3-0

2. *Approve the July 26, 2022 Finance Committee Minutes. (J. Dunnagan) [REPORT](#)*
3. *Recommend the Board of Commissioners accept the grant monies from the Georgia Trauma Commission in the amount of \$11,978.80 to be used for the specific purpose of purchasing trauma-related equipment and increase the FY22 Emergency Medical Services Fund revenue and expenditures in said amount. (V. DiCristofalo) [REPORT](#)*
4. *Recommend the Board of Commissioners approve the issuance of a Purchase Order, utilizing HGAC Buy Contract, to FRAZER LTD, St. Houston, TX, in the amount of \$283,322 for the purchase of one ambulance with funding to be provided by the FY23 Emergency Medical Services Fund. (V. DiCristofalo) [REPORT](#)*
5. *Recommend the Board of Commissioners approve the issuance of a Purchase Order to STYKER Medical, Chicago, IL, utilizing "Single Source Provider" in the amount of \$69,299 for the purchase of (1) Power Load floor system, (1) Power Pro Cot, (1) LUCAS CPR device, and (1) Stair chair with the funding to be provided by the FY23 Emergency Medical Services Fund. (V. DiCristofalo) [REPORT](#)*
6. *Recommend the Board of Commissioners approve the issuance of a Purchase Order, utilizing Government Sales Program to Allan Vigil Ford, Morrow, GA in the amount of \$45,031 for the purchase of (1) 2023 Ford F-150 Super Crew, with funding in the amount of \$42,620.43 to be provided by insurance settlement proceeds and \$2,410.57 to be provided by the FY23 Emergency Medical Services Budget. (V. DiCristofalo) [REPORT](#)*
7. *Recommend the Board of Commissioners approve the issuance of a purchase order utilizing HGAC Contract for a 911 Dispatch Furniture Quad from Xybix Systems, Inc, in the amount of \$65,143.37 with funding to be provided by the FY23 E911 Fund. (C. Richardson) [REPORT](#)*

8. Recommend the Board of Commissioners accept the donation of doors from FLETC. (J. Battiste) [REPORT](#)
9. Recommend the Board of Commissioners authorize payment of the excess tax proceeds from the tax sales of parcel number 04-07042 in the amounts of Seven Thousand Two Hundred Two and 50/100 dollars (\$7,202.50) to McQuigg, Smith & Corry, LLC, on behalf of Island South Condominium Association, Inc. and One Hundred Fifty-Two Thousand Nine Hundred Ninety-Eight and 50/100 dollars (\$152,998.50) to the Law Office of Donald S. Horace, Esq. on behalf of Nicholas Catherall, as Executor of the Estate of Harry Gillespie Smith, Jr. (C. Provano) [REPORT](#)
10. Recommend the Board of Commissioners approve the Project Funding Agreement between the Glynn County Board of Commissioners and the Coastal Community Health agency. (T. Munson) [REPORT](#)
11. Recommend the Board of Commissioners approve a contract with First Data Merchant Services, LLC to change Payment Gateway companies to SnapPay and purchase 21 Ingenico ISC250 credit card machines for a total of \$13,125 with funding to be provided by the FY23 Operating Budget of the departments receiving the machines. (J. Dunnagan) [REPORT](#)
12. Recommend the Board of Commissioners approve and execute the FY23 contract with the Department of Family and Children Services in the amount of \$52,500 with funding to be provided by the FY23 General Fund Operating Budget. (J. Dunnagan) [REPORT](#)
13. Recommend the Board of Commissioners approve the fund reallocation of the FY 2021 Homeland Security Grant from the Police Department to the Fire Department, to increase the Fire Department's FY22 revenue & expenditure budgets in the amount of \$16,480 each and decrease the Police Department's FY22 budget for the same amount. (J. Dunnagan) [REPORT](#)
14. Recommend the Board of Commissioners accept the Secure the Vote Precinct Card Postage Grant in the amount of \$8,098.84 and amend the FY22 Operating Budget for the Board of Elections. (J. Dunnagan) [REPORT](#)
15. Recommend the Board of Commissioners amend the FY23 Recreation and Parks revenue and expense budget by \$4,000 for the Gascoigne Bluff Park Memorial Bench Program. (L. Gurganus) [REPORT](#)
16. Recommend the Board of Commissioners approve the Facility Application with Glynn County Schools to utilize Glynn County Stadium for Glynn County Recreation and Parks Department youth football games on select dates during the Fall 2022 season. (L. Gurganus) [REPORT](#)
17. Recommend the Board of Commissioners approve the contract with Southeast Publications, Inc. as presented. (L. Gurganus) [REPORT](#)
18. Recommend the Board of Commissioners approve the instructor agreements with Tovah Reuven and Dominique Patterson as presented. (L. Gurganus) [REPORT](#)
19. Recommend the Board of Commissioners approve the year three payment for the Microsoft Software Enterprise Enrollment Agreement with Dell Marketing, L.P. for \$215,291.48 with funding to be provided by the FY23 Information Technology Operating Budget. (D. Bragdon) [REPORT](#)
20. Recommend the Board of Commissioners
 - authorize approval of the Second Amendment to the CivicPlus, LLC, agreement with Glynn County and purchase of an enhanced webpage design in the amount of \$3,358.13 with funding provided by FY23 IT Operating Budget; and
 - authorize approval for the Fourth Amendment to the Online Registration and Servicing Agreement with Civic Plus LLC. to correctly identify the agreement that this amendment is referencing. (D. Bragdon) [REPORT](#)
21. Recommend the Board of Commissioners approve the issuance of a purchase order for two (2) Roanoke mower heads to Benjamin Bunch of Bunch Manufacturing utilizing "Single Source" in the amount of \$17,400 with funding to be provided by the FY23 Capital Projects Fund. (D. Austin) [REPORT](#)

General Business

22. Recommend the Board of Commissioners **approve or deny** a fee waiver for United Way of Coastal Georgia, Inc. in the amount of \$300 plus the \$100 deposit and the cost of staff time for use of three ball fields at Mallery Park on Saturday, October 22, 2022 for the purpose of a fund-raising kickball tournament. (L. Gurganus) [REPORT](#)

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

Recommended the Board of Commissioners approve a fee waiver for United Way of Coastal Georgia, Inc. in the amount of \$300 plus the \$100 deposit and the cost of staff time for use of three ball fields at Mallery Park on Saturday, October 22, 2022 for the purpose of a fund-raising kickball tournament. (L. Gurganus) [REPORT](#) FC Vote: 3-0

23. Recommend the Board of Commissioners authorize staff to seek bids and issue Purchase Orders for project elements associated with construction of two sets of two batting cages at North Glynn Recreation Complex (one at the baseball complex and one at the softball complex) with funding to be provided by the District 3 capital allocation not to exceed \$400,000. (L. Gurganus) [REPORT](#)

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

Recommended the Board of Commissioners authorize staff to seek bids and issue Purchase Orders for project elements associated with construction of two sets of two batting cages at North Glynn Recreation Complex (one at the baseball complex and one at the softball complex) with funding to be provided by the District 3 capital allocation not to exceed \$400,000. (L. Gurganus) [REPORT](#) FC Vote: 3-0

24. Recommend the Board of Commissioners award a contract to Allen Owens Construction and Paving, Inc. in the amount of \$1,513,679.93 for construction of the full project scope plus contingency, with funding to be provided by SPLOST 2016, Golden Isles Parkway Extension Drainage Improvements. (P. Thompson) [REPORT](#)

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

Recommended the Board of Commissioners award a contract to Allen Owens Construction and Paving, Inc. in the amount of \$1,513,679.93 for construction of the full project scope plus contingency, with funding to be provided by SPLOST 2016, Golden Isles Parkway Extension Drainage Improvements. (P. Thompson) [REPORT](#) FC Vote: 3-0

25. Recommend the Board of Commissioners reject the bid from Continental Heavy Civil Corp. for the SPLOST South Palm and Hornet Ditch Drainage Improvement project and authorize staff to rescope the project and rebid. (P. Thompson) [REPORT](#)

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

Recommended the Board of Commissioners reject the bid from Continental Heavy Civil Corp. for the SPLOST South Palm and Hornet Ditch Drainage Improvement project and authorize staff to rescope the project and rebid. (P. Thompson) [REPORT](#) FC Vote: 3-0

Other Items

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

Items # 3-25 will be placed on the Board of Commissioners' September 1, 2022 consent Agenda.

Items #1-2 and #26 will not be forwarded to the Board of Commissioners' Agenda.