



Finance Committee Meeting Minutes

Glynn County Board of Commissioners

4:00 P.M., Tuesday, May 29, 2007

Third Floor Conference Room

W. Harold Pate Courthouse Annex

Brunswick, Georgia

Present:

Committee Members: J. Clark, C. Johnson and U. Keller

Other Commissioners:

Staff: J. Bruner, J. Catron, R. Corbett, J. Crichton, W. Davis, D. Hainley, L. Newsome, P. McNicoll, D. Newbern, B. Rowell, S. Santee, R. Strickland, W. Worley

Press: M. Permar

Others: T. Furlow

1. Consider approval of the consent agenda.

a) Approval of the May 7, 2007 Finance Committee Budget Minutes.

b) Approval of the May 8, 2007 Finance Committee Minutes.

c) Approve the Real Property corrections for the tax year(s) 2005 and 2006 as recommended by the Board of Assessors and/or the Interim Chief Appraiser at their Wednesday, May 2, 2007 meeting.

d) Approve the Real Property corrections for the tax year(s) 2003 through 2006 as recommended by the Board of Assessors and/or the Interim Chief Appraiser at their Wednesday, May 16, 2007 meeting.

e) Declare the unusable items listed on the attached page as surplus and approve the disposal of these items in the best interest of the County.

f) Exercise 2nd Year Extension, of the Tree Removal/Maintenance Services with Locke Farms be exercised, for the following amounts:

Tree Removal, Trimming, limbs including Traffic control/hr	\$143.35
Tree Removal, Trimming, limbs excluding traffic control/hr	\$110.00
Palm Tree Trimming/ea.	\$ 25.00
Stump Grinding/inch diameter	\$ 2.00
Crane & Operator/hr.	\$90.00-\$165.00

with funding will be provided from the Engineering Department Operating Budget.

Item 1(e) was pulled from the agenda at the request of staff. Commissioner Keller requested that items c and d be removed from the consent agenda because he was not present at the meetings. The following motion made by Commissioner Johnson and seconded by Commissioner Keller passed unanimously.

Recommend approval of the consent agenda items 1(c), (d), and (f). (Vote: 3-0-0)

The following motion made by Commissioner Johnson and seconded by Commissioner Clark passed with Commissioner Keller abstaining.

Recommend approval of the consent agenda items 1(a) and (b). (Vote: 2-0-1)

2. Consider award the bid for Mosquito Control Chemicals as follows with funding to be provided by Mosquito Control Operating Budget:

Chemical	Vendor	Unit Price
<i>Agnique MMF Mosquito Larvicide/Pupicide</i>	<i>Adapco</i>	<i>29.59</i>
<i>*Altosid Liquid SR-5</i>	<i>Clarke</i>	<i>232.55</i>
<i>*Altosid Briquet 30 days</i>	<i>Clarke</i>	<i>380.00</i>
<i>*Altosid Granule SBG</i>	<i>Clarke</i>	<i>2.47</i>
<i>*Altosid Granule XR-G</i>	<i>Adapco</i>	<i>7.38</i>
<i>*Altosid WSP</i>	<i>Adapco</i>	<i>520.00</i>
<i>*Altosid Pellets</i>	<i>Adapco</i>	<i>24.09</i>
<i>Bti Pellets</i>	<i>Adapco</i>	<i>2.99</i>
<i>Bti Granules</i>	<i>Adapco</i>	<i>1.57</i>
<i>Bti VectoBac G Granules</i>	<i>Clarke</i>	<i>1.66</i>
<i>Bti Vectobac CG Granules</i>	<i>Clarke</i>	<i>1.66</i>
<i>Bti Vectolex CG Granules</i>	<i>Clarke</i>	<i>6.00</i>
<i>Malathion ULV Concentrate-refill drums</i>	<i>Univar</i>	<i>31.65</i>
<i>Malathion ULV Concentrate - non refill drums</i>	<i>Univar</i>	<i>27.60</i>
<i>Mineral Oil</i>	<i>Univar</i>	<i>5.85</i>
<i>Naled 85%</i>	<i>Adapco</i>	<i>131.70</i>
<i>Naled Emulsifiable Concentrate</i>	<i>Adapco</i>	<i>124.10</i>
<i>4+4 Permethrin & Piperonyl Butoxide</i>	<i>Gil Manufacturing</i>	<i>15.58</i>
<i>4+8 Permethrin & Piperonyl Butoxide</i>	<i>Adapco</i>	<i>26.00</i>
<i>10+10 Oil Solu. Pyreth + Piperonyl Butoxide</i>	<i>Clarke</i>	<i>156.00</i>
<i>20/20 Water Solu. Permeth + Piperonyl Butoxide</i>	<i>Univar</i>	<i>187.00</i>
<i>Mosquitomist One U.L.V.</i>	<i>Clarke</i>	<i>31.38</i>
<i>Mavrik Perimeter</i>	<i>Clarke</i>	<i>424.96</i>
<i>30-30 ULV</i>	<i>Adapco</i>	<i>105.00</i>

This item was postponed until Mr. Carter arrived at the meeting.

3. Consider awarding a contract, in accordance with their proposal dated March 22, 2007 be awarded to IPG, Incorporated of Valdosta, Georgia for architectural and engineering services for Detention Center Expansion in the amount of \$622,000 with funding provided by SPLOST V.

Mr. Jim Bruner, County Engineer, presented this item and stated that the proposals received were evaluated and that IPG received the highest technical score and the highest overall score. They also had the lowest fee proposal. Commissioner Johnson questioned whether the Sheriff agreed with the selection and Undersheriff Ron Corbett stated that he did. Commissioner Clark questioned how long it would take to finalize the project and Mr. Bruner stated that they should be ready to bid in February 2008. The following motion made by Commissioner Keller and seconded by Commissioner Johnson passed unanimously.

Recommend awarding a contract, in accordance with their proposal dated March 22, 2007 be awarded to IPG, Incorporated of Valdosta, Georgia for architectural and engineering services

for Detention Center Expansion in the amount of \$622,000 with funding provided by SPLOST V. (Vote: 3-0-0)

4. *Consider awarding a contract, in accordance with their proposal dated April 10, 2007, be awarded to Hussey, Gay, Bell & DeYoung of Savannah, Georgia for architectural and engineering services for the State Patrol Building in the amount of \$165,000 with funding provided by SPLOST V.*

The following motion made by Commissioner Keller and seconded by Commissioner Johnson passed unanimously.

Defer this item until the next Finance Committee meeting (Vote: 3-0-0)

5. *Consider allowing the police department to accept private donations for the specific purpose of purchasing TASERS.*

The following motion made by Commissioner Johnson and seconded by Commissioner Keller passed unanimously.

Recommend allowing the police department to accept private donations for the specific purpose of purchasing TASERS. (Vote: 3-0-0)

6. *Consider awarding a contract to CODE RED, Inc. for Emergency Notification Services, at a cost of \$10,000 year/ for 30,000 minutes, with funding to be provided by the FY07/08 E911 Operating Budget subject to review by the County Attorney.*

Mr. Jim Crichton, E911 Director, presented this item. He stated that initially the phones numbers that would be in the system would be all land line numbers. Customers will be able to go online and sign up cell phones and pagers. Commissioner Johnson commented that he was in favor of this purchase. Commissioner Keller stated that the County needs to sell this process to the public and should develop a campaign plan. The following motion made by Commissioner Johnson and seconded by Commissioner Keller passed unanimously.

Recommend awarding a contract to CODE RED, Inc. for Emergency Notification Services, at a cost of \$10,000 year/ for 30,000 minutes, with funding to be provided by the FY07/08 E911 Operating Budget subject to review by the County Attorney. (Vote: 3-0-0)

7. *Consider entering into a contract in the form attached hereto, subject to the County Attorney's review and approval, with B.P.O.E. Elk's Lodge #691 to host the Haunted Forest Event at Blythe Island Regional Park with the following stipulations:*
 - a) *Elk's Lodge agrees to cover all specific costs generated by Elk's Lodge #691 associated with the special event for the dates October 8 - November 4, 2007.*
 - b) *Thirty-three (33) percent of all profits received from Haunted Forest admission tickets (including pre-sales) and concession revenues by Elk's Lodge #691 must be submitted by check to the Recreation Department payable no later than thirty days (30) following October 27, 2007.*
 - c) *The contract agreement will require the organization to provide proof of liability insurance to the Recreation Director no later than thirty days (30) prior to the special event date. (The Elk's Lodge #691 has a \$1,000,000.00 liability insurance policy that their national organization is covered under.)*
 - d) *Any facility rentals or fees charged by BIRP that are requested by Elk's Lodge #691 (e.g. campsites, pavilion rentals, deposits, etc.) will be paid by Elk's Lodge #691 or any*

of their members or volunteer workers per established BIRP fees and charges in advance of purchase, use or services. These expenses shall not be included as expenditure reductions when figuring net profit.

Mr. Wesley Davis, Recreation Director, informed the Committee that this would be the 5th annual Elk's Lodge Haunted Forest. He stated that they have been a good organization to work with and recommended approval. The following motion made by Commissioner Johnson and seconded by Commissioner Keller passed unanimously.

Recommend entering into a contract in the form attached hereto, subject to the County Attorney's review and approval, with B.P.O.E. Elk's Lodge #691 to host the Haunted Forest Event at Blythe Island Regional Park with the following stipulations:

- a) Elk's Lodge agrees to cover all specific costs generated by Elk's Lodge #691 associated with the special event for the dates October 8 - November 4, 2007.**
- b) Thirty-three (33) percent of all profits received from Haunted Forest admission tickets (including pre-sales) and concession revenues by Elk's Lodge #691 must be submitted by check to the Recreation Department payable no later than thirty days (30) following October 27, 2007.**
- c) The contract agreement will require the organization to provide proof of liability insurance to the Recreation Director no later than thirty days (30) prior to the special event date. (The Elk's Lodge #691 has a \$1,000,000.00 liability insurance policy that their national organization is covered under.)**
- d) Any facility rentals or fees charged by BIRP that are requested by Elk's Lodge #691 (e.g. campsites, pavilion rentals, deposits, etc.) will be paid by Elk's Lodge #691 or any of their members or volunteer workers per established BIRP fees and charges in advance of purchase, use or services. These expenses shall not be included as expenditure reductions when figuring net profit. (Vote: 3-0-0)**

8. Consider

- a) approving the two TE grant Resolutions*
- b) authorizing staff to submit the following two (2) separate applications to Georgia DOT for federal TE funding: (1) St. Simons Master Trail, Phases II, III, and IV, and (2) the Harry Driggers Boulevard Project- Phase II and;*
- c) committing the necessary twenty (20%) percent matching funds to be provided by SPLOST #5.*

Mr. Dick Newbern, Grants Administrator, presented this item and stated that the County applied for projects in both areas in 2005 and was awarded the St. Simons Master Trail Phase I project. Commissioner Keller recommended only applying for the Driggers project and questioned the area the project covers. Mr. Newbern stated that it will go east from Needwood to Hwy 17 and west to the Spur. Commissioner Johnson stated that they should apply for both the Driggers project as number 1 priority. The following motion made by Commissioner Johnson and seconded by Commissioner Keller passed unanimously.

Recommend

- a) approving the two TE grant Resolutions;**
- b) authorizing staff to submit two separate applications to Georgia DOT for federal TE funding with the following priority: (1) Harry Driggers Boulevard Project- Phase II, and (2) St. Simons Master Trail, Phases II, III, and IV and;**
- c) committing the necessary twenty (20%) percent matching funds to be provided by SPLOST #5. (Vote: 3-0-0)**

9. Consider awarding the remaining engineering services for Exit 29 WPCP to Jordan, Jones & Goulding in accordance with their proposal dated May 3, 2007 and subsequent letter of May 24, 2007. Services will include the following:

- Final design, coordination with Construction Manager, and Construction Phase Services
 - for the Not To Exceed amount of \$1,800,000
 - Provision of an O&M Manual for the upgraded plant for a lump sum fee of \$35,850
 - Provision of Start Up Assistance for a lump sum fee of \$21,750
- Funding to be provided by the General Fund to be reimbursed, with interest, from SPLOST V when funds become available.

Mr. Jim Bruner stated that the Board of Commissioner voted on April 5, 2007 to proceed with the Construction Manager at Risk project delivery method for the Exit 29 plant and to obtain a proposal from Jordan Jones & Goulding to act as the CM@Risk. JJ&G submitted their proposal and Mr. Bruner recommended approval. The following motion made by Commissioner Keller and seconded by Commissioner Johnson passed unanimously.

Recommend awarding the remaining engineering services for Exit 29 WPCP to Jordan, Jones & Goulding in accordance with their proposal dated May 3, 2007 and subsequent letter of May 24, 2007. Services will include the following:

- **Final design, coordination with Construction Manager, and Construction Phase Services**
- **for the Not To Exceed amount of \$1,800,000**
- **Provision of an O&M Manual for the upgraded plant for a lump sum fee of \$35,850**
- **Provision of Start Up Assistance for a lump sum fee of \$21,750**

Funding to be provided by the General Fund to be reimbursed, with interest, from SPLOST V when funds become available. (Vote: 3-0-0)

2)

There was no discussion on the item and the following motion made by Commissioner Johnson and seconded by Commissioner Keller passed unanimously.

Recommend award the bid for Mosquito Control Chemicals as follows with funding to be provided by Mosquito Control Operating Budget:

Chemical	Vendor	Unit Price
Agnique MMF Mosquito Larvicide/Pupicide	Adapco	29.59
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Mavrik Perimeter	Clarke	424.96
30-30 ULV	Adapco	105.00

(Vote: 3-0-0)

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

Commissioner Clark identified all items as consent agenda except item #4 which was deferred to the next meeting and #1(e) which was deleted from the agenda.