



**CITY OF RINCON
OFFICIAL MINUTES
RINCON CITY COUNCIL MEETING
MONDAY, AUGUST 27, 2018
COUNCIL CHAMBERS
107 W. 17TH STREET
7:00 PM**

Councilmembers Present:

Reese Browher
Levi Scott, Jr.
Paul Wendelken
Kevin Exley

Councilmember Absent:

Ann Daniel
James Dasher

Present:

Ken Lee, Mayor
John Klimm, City Manager
Raymond Dickey, City Attorney
Dulcia King, City Clerk
Jose Ramirez, Interim Police Chief
Assistant Fire Chief, Pete Smith
LaMeisha Hunter Kelly, City Planner
Tim Bowles, Public Works Director

The meeting was called to order at 7:04 PM. The Invocation was given by Mayor Lee and the Pledge to the Flag was recited.

Approval of the agenda with the addition of new business item 6A:

Request to accept 125% Completion Bond from Lamar Smith Signature Group to complete Picket Fences Phase 4 Infrastructure for Final Plat.

Motion to approve: Councilmember Wendelken
Second: Councilmember Exley
Vote by Council: Unanimous

New Business

**1. Towne Park Commons L. P. requests Final Site Plan Approval for a multi-family development located at Towne Park Drive West. Property is zoned R-11, and consists of 8.50 acres; property is owned by Towne Park Commons L. P.
(Map # 122640001D02)**

Mrs. Kelly said Planning and Zoning has recommended approval pending the EPD approval letter. EPD is running behind due to staffing issues but she is expecting the latter any day. Matthew Kriete, Engineering Surveying and Services was present. Mr. Kriete said this will be a 60 unit development consisting of one and two story buildings. They have met all of the requirements with the exception of the final EPD approval. Councilmember Browner asked about time frame; Mr. Kriete said that once construction starts it will be about 11 months.

Motion to approve pending final EPD approval: Councilmember Scott
Second: Councilmember Browner
Vote by Council: Unanimous

**2. P.C. Simonton requests approval of Pay Request #29 in the amount of \$680.00, for engineering services associated with the WWTP Headworks replacement.
LI# 506.4335.542504**

Jordan Vandermer was present.

Motion to approve: Councilmember Browner
Second: Councilmember Scott
Vote by Council: Unanimous

3. Request approval to pay TJS Deemer Dana LLP \$41,425.30 for accounting services.

Mrs. Kelly said when we engaged TJS Deemer Dana gave us a quote around \$30,000 based on what they assumed would be the amount of work they would have to do. They also worked on catching up our finances from January to July; it was not just an audit. They put in around 300 hours, and did \$15,000 in write offs because an intern did the work. They normally encounter 10 to 11 journal entries on a project they did 60 journal entries for Rincon. They had to do a lot of research that is why there is additional cost. Mayor Lee asked if this will bring us current. Mrs. Kelly said this along with the bill she just received which is around another \$6000. Once we get a Finance Director they will come in and show them some things, so there will be some minor billing for that. Anything they bill for after this will be clean up because TJS Deemer Dana has done the day to day work.

Motion to approve: Councilmember Wendelken
Second: Councilmember Scott
Vote by Council: Unanimous

4. EMC Engineering, Inc. recommends awarding the 2018 LMIG project contract to Preferred Materials, Inc, in the amount of \$261,934.00. LI# 100.4100.541246

Alec Metzger said this is Carolina Avenue from 5th Street to 9th Street, only one contractor turned in a bid. They compared Preferred Materials, Inc bid to their original estimate and it was almost identical. Mr. Metzger said the 2017 LMIG cost was \$385,000 for reference. They have worked on some roads in 2016 for the City. EMC recommends awarding the contract to Preferred. Mayor Lee asked how much is our LMIG amount, Mrs., Kelly said we get \$124,000 from the State and the City budgeted \$300,000.

Motion to approve: Councilmember Scott
Second: Councilmember Wendelken
Vote by Council: Unanimous

5. Request approval to purchase Chemicals for the WWTP from CedarChem, LLC. in the amount of \$14,987.90. LI# 506.4335.531123

Mr. Klimm said Tommy Kee is not present because he is not feeling well. Mr. Kee told him this is standard request and is budgeted. He will come in under budget for chemicals this year.

Motion to approve: Councilmember Scott
Second: Councilmember Exley
Vote by Council: Unanimous

6. Request approval to purchase 30 Grinder Pumps from Grainger in the amount of \$24,997.80. LI# 506.4325.542107

Mr. Bowles said this is the 30 pumps that he normally orders to build back up the inventory. He is down to the last five pumps. Mayor Lee asked about the budget. Mr. Bowles said the budget looks good if nothing major happens.

Motion to approve: Councilmember Browher
Second: Councilmember Scott
Vote by Council: Unanimous

6A. Request to accept 125% Completion Bond from Lamar Smith Signature Group to complete Picket Fences Phase 4 Infrastructure for Final Plat.

Ashley Durrence with Lamar Smith Signature Group was present. Mr. Durrence said the process that they trying to do is a completion bond where they plat the property prior to completion of the project where it is accepted by the City. The City would accept it and allow them to plat it and they will be able to pull building permits. They will not be able to get any CO's for the houses until they have completed the performance portion of the development, get it approved by the City and provide a warranty bond. They will bond

everything at 125% of cost based on what the City Engineer provides; they will bond all the curbs, rock and testing.

Motion to approve: Councilmember Wendelken

Second: Councilmember Exley

Vote by Council: Unanimous

7. Administrative Reports:

City Manager – Mr. Klimm said he has met with Chamber staff and other City Manager from the surrounding areas to discuss Leadership Effingham and has been asked to serve on a panel for November 8th; he also attended the farewell ceremony for Commissioner Vera Jones; he needs to discuss the issue of health insurance with Council; Thursday he will be speaking at Rotary Club; will complete the screening of application for Police Chief; he has picked up the ball on the new website and will discuss that with Council soon.

Chief of Police – Interim Chief Ramirez gave Council an update on the burglary at the Recreation Department; he would like to speak to Council about vacancies in the lieu of a resignation he has received and two new candidates for hire.

Fire Department - Assistant Chief Smith said they did have a luncheon this week for police fire and EMS; they had a crash victim exhibition class and one position was filled.

Building/Zoning Dept. – Mrs. Kelly said staff will have a meeting tomorrow about the November 17th Festival and at the next meeting there be will some requests to sign agreements for that; on Saturday at 10:00 AM Habitat for Humanity will have ribbon cutting for the new home on 7th Street; Code Enforcement is rocking and rolling and has sent at least five or six letters every day, Jenny McCardle is making the routes every day.

Mayor and Council – Councilmember Scott when we have workshop he would like to discuss Picket Fences access, they are putting a lot of houses in there. Councilmember Wendelken there is a design with a secondary exit from Picket Fences through the Omni Tracks property. Mayor Lee said he would like to discuss the library building. Councilmember Browher said he has received request for something to be done with tree leading out of E. 4th Street to Highway 21, the tree may be on private property, what we can do to address the problem. Mr. Bowles said we can have it trimmed back. Attorney Dickey said there are all kinds of issues. If it is within DOT back off it will be their problem, if it is hanging over a City road the City can do something about it. Mr. Klimm said we will be happy to reach out to the property owners to get it done. Councilmember Browher asked about Plantation Drive, Attorney Dickey said Mr. Macomber has sent the deed to his attorney. He asked Mr. Bowles about mowing the right of ways at the north side of the city from Middleground Road to the viaduct.

8. Executive session to discuss personnel, pending litigation, attorney client privilege, and real estate.

Motion: Councilmember Scott
Second: Councilmember Wendelken
Vote by Council: Unanimous

Motion to return to meeting: Councilmember Scott
Second: Councilmember Exley
Vote by Council: Unanimous

9. Follow the statutes of executive session, to put on file an executive session affidavit and resolution.

Motion to approve: Councilmember Wendelken
Second: Councilmember Scott
Vote by Council: Unanimous

10. Take any action that is needed on the items from executive session.

No action taken.

Adjourn:

Motion to adjourn: Councilmember Scott
Second: Councilmember Wendelken
Vote by Council: Unanimous