

**OFFICIAL MINUTES  
RINCON CITY COUNCIL MEETING  
MONDAY, AUGUST 8, 2016  
COUNCIL CHAMBERS  
107 W. 17<sup>TH</sup> STREET  
7:00 PM**

**Councilmembers Present:**

Paul Wendelken  
Reese Browher  
Levi Scott, Jr.  
James Dasher  
Christi Ricker  
Ann Daniel

**Present:**

Ken Lee, Mayor  
Wanda Simmons, Interim City Manager  
Raymond Dickey, City Attorney  
Dulcia King, City Clerk  
Tim Bowles, Public Works Director  
LaMeisha Kelly, City Planner  
Corey Rahn, Fire Chief

The meeting was called to order at 7:08 PM. Mayor Lee introduced the boy scouts that were in attendance. Mayor Lee gave the Invocation and the Pledge to the Flag was recited.

**Approval of the agenda:**

Motion to approve: Councilmember Daniel  
Second: Councilmember Scott  
Vote: Unanimous

**Approval of the July 25, 2016 minutes with the following corrections:**

Councilmember Scott was absent, not present; under administrative reports, City Manager it should say Mrs. Simmons; and under administrative reports, Chief of Police Mr. Browher's name was misspelled.

Motion to approve: Councilmember Browher  
Second: Councilmember Ricker  
Vote: 5 to 1, Councilmember Scott abstained

**New Business:**

**1. Approval of Budget Amendment 2015-9 to adjust 2015 General Fund budget.**

Elise Eason told Council this was in response to the audit performed by Caines Hodges and Co. She had to move around some of the revenue and to bring in cash reserves. The sale of property was counted as part of the budget, but it should have been allocated differently.

Motion to approve: Councilmember Scott

Second: Councilmember Ricker

Vote by Council: Unanimous

**2. P.C. Simonton requests approval of Pay Request #7 in the amount of \$1,480.00 for engineering services associated with the WWTP Headworks replacement.**

**LI# 50.7280.4411**

Marcus Saks from P.C. Simonton was present.

Motion to approve: Councilmember Daniel

Second: Councilmember Dasher

Vote by Council: Unanimous

**3. South Atlantic Engineering, Inc. requests approval of Pay Request #2 in the amount of \$13,975.00 for engineering services for the Golf Course renovation project. LI# 80.8400.4000**

Mrs. Kelly said this is the second pay request for the engineering work that has been completed. SAE is at the point of bidding the job, but Lost Plantation staff has some concerns and needs a workshop to discuss the plans.

Motion to approve: Councilmember Dasher

Second: Councilmember Ricker

Vote by Council: Unanimous

**4. Surveying Consultants, Inc. requests approval of Pay Request in the amount of \$9,060.00 for surveying services for the drainage ditch near Scott Avenue. LI# 10.4430.4415**

This pay request is for surveying and easement plats for Stokes Avenue and 7<sup>th</sup> Street not Scott Avenue. Mrs. Kelly said they are working on obtaining signatures on the easements.

Motion to approve: Councilmember Scott

Second: Councilmember Wendelken

Vote by Council: Unanimous

**5. Request to purchase 30 grinder pumps from Grainger at a cost of \$23,807.40.**

**LI#50.7270.4405**

Mr. Bowles informed Council these are the regular order of routine grinder pumps.

Motion to approve: Councilmember Browher

Second: Councilmember Daniel

Vote by Council: Unanimous

**6. Request to purchase a backup generator for the Public Works facility from Grainger in the amount of \$12,822.35. LI# 40.6260.4408 and 50.7270.4408**

Mr. Bowles said this to maintain the SCADA system in case of a power outage.

Motion to approve: Councilmember Ricker

Second: Councilmember Dasher

Vote by Council: Unanimous

**7. Purchase of a 2017 Ford Diesel F350 Regular Cab V8 Long Bed on state contract at a cost of \$38,196.00 for the Sewer Department from Allan Vigil Ford-Lincoln Government Sales. LI# 20.7270.4417 and 50.7270.4408**

This purchase will replace the old 2006 truck that Curtis Smith drives. It has been in maintenance nightmare since it was hit on Highway 21.

Motion to approve: Councilmember Scott

Second: Councilmember Browher

Vote by Council: Unanimous

**8. Purchase of a 2017 Ford Diesel F350 Regular Cab V8 Long Bed on state contract at a cost of \$38,196.00 for the Water Department from Allan Vigil Ford-Lincoln Government Sales. LI# 20.6260.4411 and 40.6260.4408**

Mr. Bowles said this is a routine vehicle purchase to replace the dodge pickup the meter reader drives. He will be able to surplus a total of three vehicles including the Isuzu pickup truck.

Motion to approve: Councilmember Daniel

Second: Councilmember Dasher

Vote by Council: Unanimous

**9. Administrative Reports:**

**City Manager** – Mrs. Simmons informed Council the house on Williams Street has had a showing. Mike Osborne did verify that all of the parks, with the exception of Veterans Park, have signs stating they are closed after dark, he will order a sign for Veterans Park.

**Fire Department** – Chief Rahn stated all parts have been ordered for the ladder truck and will be in next week.

**Building/Zoning Dept.** – No written report.

**Water/Sewer/Public Works** – A written report was included in the packet. Mr. Bowles said the Freedom Park fence bids came in over budget. The lowest was over \$19,000.00.

There were three or four bids. Mr. Bowles asked Council if they wanted him to move money around for the project. Councilmember Ricker asked if the prison work crew could do the job, Mr. Bowles said no. He asked Council if they wanted him to do a budget amendment and move forward with awarding the bid at the next meeting.

**Lost Plantation** – Mrs. Simmons informed Council that Seth Zeigler could not be here, but he wanted to let Council know that Lost Plantation resident Mr. Childress has set up a garden club for the golf course and planted plants around the hole markers. Mr. Zeigler also wanted to thank Tim Bowles for the water repair at the course.

**Mayor and Council** – Councilmember Browner asked staff about city limits signs that were budgeted, Mrs. Simmons said she will check into it. Mr. Bowles said DOT has changed the requirements for the signs and they have to be break away aluminum. Councilmember Dasher asked if we had a running list of items the residents come to us about that we need to follow up on, he wants to make sure Council doesn't forget about the issues. Mrs. Kelly said they are on the list and she has called some residents to let them know it could be months for us to get to it. Dulcia King said she will type up a list of workshops. Councilmember Scott had a few calls about the turn lane curbing in the middle Highway 21 in front of Kroger; he suggested maybe putting reflectors on the cement curbing. Mayor Lee suggested they could be painted or a flexible pole needs to be added so it would be noticeable. Councilmember Browner asked when the next workshop would be held; there will be one on next Monday and Thursday.

Attorney Dickey discussed the wrecker service contract. He stated our prior wrecker contract did not have everything we need in it. He looked at other cities and counties and the best scenario is to mesh their contracts together. He needs direction from Council on how to proceed. Attorney Dickey went over the different aspects of the City of Savannah and Chatham County's contracts.

He discussed the head out lists. Savannah and Chatham have a basic head out list and extra heavy duty wrecker head out list. The City of Savannah requires a wrecker service to have at least two of the three wrecker classes, light duty wrecker, heavy duty wrecker, or extra duty wrecker. To be on the City of Savannah's and Chatham County's wrecker list you need to meet two of the requirements.

Savannah has a turnaround service, if the wrecker gets called to the scene and the vehicle is gone, you go back to the top of the list.

He discussed business location and Savannah requires a business to be located in the city limits with a City business license. Rincon's current contract language requires that the wrecker service be within the City of Rincon or within a half mile of the city limits.

He talked about the wrecker driver permit that is issued by Savannah for a charge of \$10.00. Councilmember Wendelken asked how often do they you require that, Attorney Dickey said every three years. If we issue a wrecker permit and a driver has an infraction we could suspend or revoke the permit. Chatham and Savannah also requires that each driver submit to the city a DOT physical.

Rickay Graham, T&C Towing, asked if there was any place in the City limit that is zoned for a tow yard, Mrs. Kelly said yes light industrial and general commercial.

The estimated time of arrival was discussed; the consensus is that it would take 20 minutes to get to a scene anywhere in Rincon.

Availability of the wrecker service was discussed, should someone be on call 24/7 to service the customer. Savannah requires wrecker services to release vehicles from Monday - Friday 7:30 AM to 6:00 PM and on holidays, weekends and after hours you can forward your calls. In Savannah you have to have a one acre lot with lighting approved by the City and secured fencing approved by the City; all vehicles must be behind the secured area.

In Savannah wrecker services post the fee list, records have to be kept for three years; sub-contracting is prohibited and they have an open enrollment period. Mrs. Rahn suggested making the enrollment period the same as the Georgia Highway Patrol, around October or November to go in effect January the next calendar year. Attorney Dickey discussed insurance coverage (million dollar liability coverage, workers comp for employees, and they maintain coverage for their properties).

Councilmember Dasher stated he did not like that the wrecker contract states wrecker services do not get paid for towing city vehicles.

Fees were discussed. The new Rincon contract will reflect towing fees \$125.00 for the first hour for class I, \$150.00 for class II and \$300.00 for class III; each  $\frac{1}{4}$  after the first hour will be \$25.00 for class I, \$35.00 for class II and \$50.00 for Class III. The maximum storage fee and administrative fee will stay the same and the recovery fee charges will change to \$25.00. There will be two rotations, one for class I and II and the other will be Class III (heavy duty). Attorney Dickey will create a contract with the fee changes and others changes discussed and get back with Council.

#### **10. Executive session to discuss personnel, pending litigation, attorney client privilege, and real estate.**

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

Motion to return to meeting: Councilmember Ricker  
Second: Councilmember Daniel  
Vote by Council: Unanimous

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

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

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

No action taken.

**Adjourn:**

Motion to adjourn: Councilmember Scott

Second: Councilmember Dasher

Vote by Council: Unanimous