

**OFFICIAL MINUTES  
RINCON CITY COUNCIL MEETING  
MONDAY, NOVEMBER 28, 2016  
COUNCIL CHAMBERS  
107 W. 17<sup>TH</sup> STREET  
7:00 PM**

**Councilmembers Present:**

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

**Present:**

Ken Lee, Mayor  
W.E. Smith, Jr., City Manager  
Raymond Dickey, City Attorney  
Dulcia King, City Clerk  
LaMeisha Kelly, City Planner  
Tim Bowles, Public Works  
Seth Zeigler, Lost Plantation Golf Course Director  
Josh Williams, Pro Shop Manager  
Mike Osborne, Recreation Director  
Pete Smith, Asst. Fire Chief

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 following additions:**

Adjourn into a budget workshop and the Rightspot Presentation will follow the approval of the minutes.

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

**Approval of the November 14, 2016 minutes with noted changes:**

Motion to return to meeting: Councilmember Scott, second: Councilmember Ricker, vote by council: unanimous; Item 15, motion to approve: Councilmember Ricker, second: Councilmember Dasher, vote by council: unanimous; Motion to adjourn: Councilmember Scott; second: Councilmember Browher, vote by council: unanimous

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

**Presentation on City of Rincon RightSpot database.**

Mrs. Kelly spoke about product wanted to show council what it was ahwe it will help. Terrence Grasty, Building and Zoning Intern and Alison Royal, Building and Zoning were present to do the presentation and answer questions.

**Old Business:**

**1. Ernest Communities LLC requests approval of the preliminary site plan for the Williamsburg Townhomes. The Property is owned by Ernest Communities LLC and is zoned MXU (Planned Unit Developments) Map# R2440001C00. (Tabled at 10/17/2016 meeting)**

Vote to remove from table: Councilmember Ricker  
Second: Councilmember Daniel  
Vote by Council: Unanimous

Mayor Lee stated this has been on the agenda several times. No action taken.

**New Business:**

**1. Appointment of Michelle Taylor and Jerome Erwin to the Rincon Planning and Zoning Board.**

Mrs. Kelly introduced the two recommended members of the Planning and Zoning Board Jerome Ervin and Michelle Taylor.

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

Mayor Lee thanked both for their willingness to serve. He also asked Mrs. Kelly where does that leave us with members, she said we need one more.

**2. Mark Minter requests approval to subdivide a one acre parcel from a 3.2 acre tract; property is located at 433 Middleground Road. Property is zoned R-4 (Single Family Residential). Map#R202-1A**

Mr. Minter said there was a correction in the total acreage it is 4.43. Wants to retain 1.2 acres and his mother in law will receive 3.2 acres. They have been on the property for twenty years.

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

**3. 17 KA, LLC requests approval to recombine a .73 acre lot and a .19 acre lot on Hwy 21 S to build a Dr. Suds Car Wash; the properties are zoned GC - General Commercial. Maps# R2120005 and #2120008G01**

Pam Watson, wants to combine the lots, they have a tunnel car wash in Kingsland, Georgia and wants to build one here in Rincon. It will be a 100 foot tunnel. Mrs. Kelly said they will be doing a retention area on the back lot and need to combine the lots.

Motion to approve: Councilmember Daniel  
Second: Councilmember Scott

Attorney Dickey had a question about the easement, the easement as written said they are granting an easement to the city and it needs to be granted to them. Go ahead and approve the recombination we will get the other issues squared away.

Vote by Council: Unanimous

**5. Request to execute loan documents for GEFA DW2016019 loan.**

Mr. Smith said this loan is to finance the water tower and well. Completion of construction is expected June 2018.

Motion to approve: Councilmember Dasher  
Second: Councilmember Daniel  
Vote by Council: Unanimous

**6. First Reading of a petition to annex a 1.2 acre parcel located at 5799 Hwy 21 S; the property is owned by Ameris Bank. (Map #0465A002)**

Mrs. Kelly said this is the Coastal Bank.

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

**7. First Reading of a petition to annex a 1.6 acre parcel located at 157 Ackerman Road; the property is owned by Bank of America. (Map #04630006)**

Mrs. Kelly said this was one residential property that was in the middle of a group of properties that were previously annexed.

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

**8. Request for an alcohol license to be purchased for Lost Plantation Golf Club for the year of 2017 and to approve the renewal license for the sale of beer and wine.**

Josh Williams said they would like to sell alcohol by the drink along with beer and wine sales. His plans are not to turn Lost Plantation Golf Course into a bar. He would like to provide distilled and mixed drinks only, with no premium alcohol. They will secure bottles properly and have stoppers to have accurate pours and staff will be properly trained. This will be beneficial because they will be able to rent the facilities to host parties that would not normally rent. Attorney Dickey said he would need to research distilled spirits before council signs off. A motion was made to approve the beer and wine pouring license, in Josh Williams', and table distilled spirits until the next meeting.

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

Residents from Lauren Way were present to hear about their issue with flooding. Mrs. Kelly said they have started working on the project, they need one easement from a property has changed hands in the last few months. Once the easement plat is signed, Public Works can start work, it will take 3 months to complete the project. Mr. Bowles said they will have to dig a new ditch, approximately 300 to 400 feet. The water will be redirected to one of the golf course retention ponds.

**9. Administrative Reports:**

**City Manager** – Mr. Smith talked about the break in at Recreation Department and said they are looking at better way to secure the property; Tyler Technology software had a demo last week, Mr. Smith wants to go to a community that actually has Tyler; He discussed, possibly of removing trees at Waste Water Treatment Plant and wanted to see about laying the ground work and move forward; There is someone interested in the house on Williams St; GA Power wants to change out the LED lights on all of the light poles, Councilmember Scott told Mr. Smith he needs to make them nail down the cost recovery, if they want the City to participate. Mr. Bowles said it will cost you more in equipment and less in electricity; Mr. Smith mentioned he will be in Atlanta at GMA training for city managers on Monday.

**Fire Department** – Assistant Fire Chief Smith said they are testing hoses and still trying to hire two more people.

**Building/Zoning Dept.** – Mrs. Kelly said the fire equip bids will come in on Wednesday afternoon; she has spent time with FEMA today, the next stage they will write up their report and a workorder that the City will have to approve. Southern Disaster Recovery did

start hurricane cleanup this morning. And we will have to have a called meeting on December 19<sup>th</sup>.

**Recreation Dept.** – Mike Osborne said they will have the Christmas lunch for seniors; and he does have security cameras at the Recreation Department.

**Water/Sewer/Public Works** – Mr. Bowles said he does have two months' worth of written reports and will get the on the next agenda.

**Lost Plantation** –Josh Williams informed Council that revenue is up; Seth Ziegler said conditions are good on the course; he needs to clean up a lot of trees. Councilmember Scott asked about the dog, Mr. Zeigler said she is hard at work. Councilmember Dasher asked about winter conditions for the course, Mr. Zeigler said he has his fingers crossed.

**Mayor and Council** – Councilmember Daniel mentioned that the deadline for the Retail Strategies contract was approaching and the need a 60 day written cancellation notice. Attorney Dickey said the notice will need to be given by the end of December.

Mrs. Kelly said we need to get the FEMA information out to the public, Councilmember Daniel said we might want to notify the news to get the information out. Councilmember Browner asked about the street light on Stephanie Street, it has been out for a long time wanted to follow up on that; he also said maybe we need to get some contractors to help Mr. Bowles out with the Lauren Way drainage issue, so it could be done in a timely manner. Councilmember Scott also said we need to get contractors to look at it if we can't get to it soon.

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

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

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

No action taken.

**Adjourn into workshop:**

Motion: Councilmember Dasher

Second: Councilmember Scott

Vote by Council: Unanimous