

**CITY OF RINCON**  
**OFFICIAL MINUTES**  
**RINCON CITY COUNCIL MEETING**  
**MONDAY, OCTOBER 23, 2017**  
**COUNCIL CHAMBERS**  
**107 W. 17<sup>TH</sup> STREET**  
**7:00 PM**

**Councilmembers Present:**

Reese Browher  
Paul Wendelken – Arrived at 7:09 PM  
Levi Scott, Jr.  
James Dasher  
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 Director

The meeting was called to order at 7:05 PM. The Invocation was given by Councilmember Browher and the Pledge to the Flag was recited.

**Approval of the agenda with the following additions:**

10A, Consideration of an Insurance Broker for 2018 City Employee Health Insurance; 10B, BRW Construction Group, LLC requests approval of Pay Request #3 in the amount of \$147,517.20 for the WWTP Headworks project, LI# 50.7280.4411; and 10C, PC Simonton request approval of Pay Request #21 in the amount of \$970.00, for Engineering Services associated with the WWTP Headworks replacement, LI# 50.7280.4411.

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

Mayor Lee introduced the new County Administrator Steve Davis.

**Approval of the October 9, 2017 minutes with the following corrections:**

New business #2 lightning was misspelled; new business #4 should read approval the Solar Array project in the amount of \$3,550.00; under old business #2 Brant Lane's name is misspelled.

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

**Old Business:**

**1. Request approval of a change order in the amount of \$27,400 for Tyler Technologies. (Tabled at July 24, 2017 meeting) (Change order amount has been changed to \$19,984.00)**

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

Mr. Smith said one of things not included with the Tyler Technology quote was the data conversion for Planning and Zoning. He debated the \$27,400 price quote and it was lowered to \$19,984.00. This will come out of the 2018 expenditures.

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

**New Business:**

**1. Presentation from Ebony Simpson from the Georgia Department of Community Affairs on the City of Rincon WaterFirst Community application.**

Ebony Simpson said she is here on behalf of Georgia Department of Community Affairs and has come before Council to reaffirm their commitment to help the City to become a water first community. This process has been going on since 2013, there were a number of questions that needed to be answered and the storm water inventory map needs to be done before the City can become a water first community.

**2. PINCO requests approval of Pay Request #6 in the amount of \$37,984.50, for Lower Floridan Wellhouse and Main project. LI# 40.6260.4418**

Ryan Willoughby with HHNT was present. He said this payment is for the general contractor.

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

**3. Construction Development Investors requests approval of a Master Subdivision Plan for Fort Howard Plantation, a single-family subdivision comprised of eleven lots, to be located on Fort Howard Road. The property is 17.714 acres and is zoned R-4 (single family residential); the property is owned by Construction Development Investors. (Map # 04750007C and #047500063)**

Mark Crapps said this is an eleven lot subdivision, approximately 18 acres located on Fort Howard Road, near Old Augusta Highway. Each lot will be an acre and ½ per lot and it will be a gated community. The roadways and infrastructure will be privately owned, there is an existing water system there and they will tie into the laterals. Councilmember Ricker asked about how long is the decel lanes, Mr. Crapps said 100 feet with a 50 foot taper.

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

**4. Construction Development Investors requests preliminary approval of Fort Howard Plantation Subdivision, a single-family subdivision comprised of eleven lots, to be located on Fort Howard Road. The property is 17.714 acres and is zoned R-4 (single family residential); the property is owned by Construction Development Investors. (Map # 04750007C and #047500063)**

Mrs. Kelly said because the Planning and Zoning Board did not find any outstanding issues, Construction Development Investors is requesting preliminary and final site plan approval. The septic tank will be approved on the subdivision plat. A motion was made to approve preliminary and final site plans.

Motion to approve: Councilmember Scott

Councilmember Daniel asked about the private roads and will it be noted on the site plan, Mrs. Kelly said it is also on the plat.

Second: Councilmember Daniel  
Vote by Council: Unanimous

**5. Construction Development Investors requests approval of a subdivision plat for Fort Howard Plantation, a single-family subdivision comprised of eleven lots, to be located on Fort Howard Road. The property is 17.714 acres and is zoned R-4 (single family residential); the property is owned by Construction Development Investors. (Map # 04750007C and #047500063)**

Mrs. Kelly said since the construction plans are ready and the water connection is there, the owners want to subdivide so they can sell the lots to build.

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

**6. Georgia Heritage Federal Credit Union requests preliminary approval of site plans for a new credit union building to be located on S. Columbia Ave. The property consists of .71 acres and is zoned GC-General Commercial; the property is owned by Silverwood Partners, LLC. (Map # 0465A008)**

Adam Wilkerson, engineer representing the credit union was present. Mr. Wilkerson said this will be 300 square foot building with 15 parking spaces. They will tie into the existing storm water system and water and sewer. Mrs. Kelly asked Mr. Wilkerson to go over the upgrades they will be doing. He said the site drains from Hwy 21 back to the intersection of Silverwood Centre Drive and Silverwood Commercial Drive and the area is over burdened with storm water, the changes they will make to the lines will bring some of the flooding down. Mrs. Kelly said they have addressed all items and have no outstanding issues and would like to request preliminary as well as final site plan approval. The permits for the project will be pulled by the middle of November.

Motion to approve preliminary and final site plans: Councilmember Ricker  
Second: Councilmember Daniel

Councilmember Wendelken asked Mrs. Kelly would this be alright with the 15 spaces. Mr. Wilkerson said they are required to have 12 spaces but will have 15.

Vote by Council: Unanimous

The branch manager Dale Teratota was present and thanked Council for allowing them to serve in the City.

**7. Approval of Budget Amendment 2017-17 to move funds from SPLOST to provide funding for approximately 160 additional meter registers.**

Mr. Smith said there was some question on whether the funds could come from SPLOST instead of Misc. Waterlines. Councilmember Daniel said she would prefer if it came from SPLOST and the other monies could be used for something else. The agenda item was changed from Misc. Waterlines to SPLOST.

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

**8. Request approval to purchase 160 water meter registers at a cost of \$18,400.00. LI# 40.6260.4409**

The line item on the request was changed from 40.6260.4410 to the SPLOST line item. Mr. Bowles said this will be for the remainder of the year and he will have to order 2" meters.

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

**9. Request approval to pay Rowe Drilling Company \$33,270.00 for additional parts needed to repair Well #3 located at 17<sup>th</sup> Street. LI# 40.6260.4411**

Mr. Bowles said the well is back on line, it is now pumping 11,000 gallons per minute.

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

**10. Consideration of an appointment of a City of Rincon representative to the Effingham Hospital Board.**

Two nominees were given to Council by the Hospital Board, Deborah Lanier and Kris Brinker. There was some discussion on where the two names nominated came from. Councilmember Scott said he brought up Ms. Lanier's name, Councilmember Dasher asked about the other name. Mrs. Kelly said it came from a current Hospital Board member. Mayor Lee said there was some confusion about the process in the past. Council had questions on the process. Mrs. Kelly said

the County has seats that are open and the new CEO asked around for nominations and these were recommendations. The CEO is new and did not know the process. Mrs. Kelly said the bylaws say the City submits three names and the board does the interviews.

Resident Patrick Kirkland asked Council, what the duties of a board member are; Mayor Lee said they act as a representative from the City of Rincon. Mr. Smith made a suggestion to come up with three names at the next meeting.

Motion to table: Councilmember Scott

Second: Councilmember Daniel

Vote by Council: Unanimous

#### **10A. Consideration of an Insurance Broker for 2018 City Employee Health Insurance.**

Mr. Smith said we have received three proposals. Councilmember Wendelken said the proposals were from Dewitt Insurance Agency, Danny Burnett, and ShawHankins. He said ShawHankins seemed to run the biggest operation and they have a call center. Councilmember Wendelken mentioned that Humana also offers dental and vision and if you get medical, vision and dental, Humana offers a discount. Councilmember Ricker said ShawHankins did a great job, but she would hate to leave local. Mayor Lee said it is about the service and ShawHankins have an advantage, they deal with a lot of cities. Mr. Smith spoke. Mayor Lee said recognizing that we haven't had any problems with Dewitt as our broker; we can't go wrong staying with them and staying with Humana. Melissa Stille, with Dewitt Insurance Agency addressed Council. Councilmember Wendelken wanted Mrs. Stille to check the pricing for Humana dental and vision. A motion was made to approve Dewitt Insurance Agency as the 2018 insurance broker.

Motion to approve: Councilmember Dasher

Second: Councilmember Scott

Vote by Council: Unanimous

#### **10B. BRW Construction Group, LLC requests approval of Pay Request #3 in the amount of \$147,517.20 for the WWTP Headworks project. LI# 50.7280.4410**

Marcus Sack with PC Simonton was present. Mr. Sack said this is for continuation of the project and administrative work.

Motion to approve: Councilmember Browner

Second: Councilmember Scott

Councilmember Daniel asked Mr. Sack happens to the grit, he said it gets air lifted out and into a dumpster.

Vote by Council: Unanimous

#### **10C. PC Simonton request approval of Pay Request #21 in the amount of \$970.00, for Engineering Services associated with the WWTP Headworks replacement. LI# 50.7280.4411.**

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

Marcus gave an update on the Headworks project. Attached to Council packet was a brief executive summary with pictures and Mr. Sack discussed that. He said all Headworks equipment has been delivered and construction is moving forward. He gave an update on plant evaluation, and the digester. Kruger is trying to get it up and running, they are making a little bit of progress. Avevo spent hours looking over the digester but doesn't want to give any information as long as Kruger is working on it.

### **11. Administrative Reports:**

**City Manager** – Mr. Smith said there was a pretty good crowd for the trunk or treat at the Macomber Park and there were also quite a few ball games. Councilmember Ricker asked about concession sales at the ball field, Mr. Smith said Saturday was about \$1300 and Sunday was \$800.

**Building/Zoning Dept.** – Mrs. Kelly reminded Council about the workshop on Monday for revenue and golf, she said the meeting on November 6<sup>th</sup> will be a cleanup meeting; Councilmember Ricker asked about Plantation Way for Mr. Bazemore. Attorney Dickey said Mrs. Kelly and her staff worked on this, and there may be some more confirmation tomorrow, but the road (which was just land at the time) appears to have been deeded to Mr. MaComber in a larger tract to develop, 713 acres. It appears there was a tax sale and it was purchased by Mr. Owes, who quit claimed it to Jay N. Black. Attorney Dickey said it is clear that it is not owned by the City of Rincon. The county said the median is owned by Mr. Black.

**Water/Sewer/Public Works** – Councilmember Daniel asked about Carolina Avenue, Mr. Bowles said they have mobilized and probably started milling already; Mr. Bowles told Council he went to the ditch off of Dresler Avenue and the south end is fine but the end by the golf course will need to be replaced. He also informed Council he did order some temporary city limit signs.

**Mayor and Council** – Councilmember Scott asked about the Hwy 21 sidewalks, Mrs. Kelly said EMC is finishing the plans and should have it out to bid in the next 31 days. He also asked about the west side canal, Mrs., Kelly said she has the plans ready to show Council and she also had the plans for the golf course project. Councilmember Dasher asked Mrs. Kelly to thank Travis Grubbs for staying on top of the contractors about the dirt on the road by Kroger. He also said the attendance for the Country Carnival was around 2,200 and folks were appreciative of the City.

Mr. Kirkland asked if there was any progress on getting a replacement for Seth Zeigler at the golf course, Mayor Lee said we are in discussion.

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

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

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

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

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

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

No action taken

**Adjourn:**

Motion to adjourn: Councilmember Daniel  
Second: Councilmember Ricker  
Vote by Council: Unanimous