



**CITY OF RINCON
OFFICIAL MINUTES
RINCON CITY COUNCIL INAUGURATION
AND CALLED MEETING
TUESDAY, JANUARY 2, 2018
COUNCIL CHAMBERS
107 W. 17TH STREET
8:00 PM**

The meeting was called to order at 8:05 PM. The Inauguration Ceremony started, the oath of office was given to Mayor Ken Lee and Councilmembers Levi Scott, Jr., Ann Daniel and Kevin Exley. Refreshments were served.

Councilmembers Present:

Paul Wendelken
Levi Scott, Jr.
Ann Daniel
Kevin Exley

Councilmembers Absent:

Reese Browher
James Dasher

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 roll was called at 8:39 PM. The Invocation was given by Reverend Don Davis and Pledge to the Flag was recited.

Approval of the agenda with the following addition of new business item 12A:

Approval of Worker's Compensation Resolution for the coverage year 2018 to include Volunteer Firemen and Elected Officials.

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

Approval of the December 18, 2017 minutes with the following correction:

Old Business #1 second motion was made by Councilmember Browher not Councilmember Wendelken.

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

Before the start of business Mayor Lee recognized Deborah Lanier, she is the newly elected Rincon representative on the Hospital Authority Board.

Old Business:

1. Paul Kersey of K7 Properties, LLC requests approval of the As-Built Drawings for Hickory Knob Phase 11, a single-family subdivision comprised of 36 lots, to be located off Lexington Avenue behind Warrenton Subdivision. The property is 16.59 acres and is zoned R-5 (single-family residential); the property is owned by K7 Properties, LLC. (Map #R263-2, R263-2A) (Tabled at the 11/27/2017 meeting)

Motion to remove from table: Councilmember Scott
Second: Councilmember Wendelken
Vote by Council: Unanimous

Mayor Lee asked for an update on the concerns. Mrs. Kelly said one of the main issues that this was tabled was there were questions about the drainage. The system was designed to flow from this phase of Hickory Knob to Kate's Cove and they wanted to make sure the drainage was designed to handle this phase and not overload Kate's Cove. Wesley Parker was present to discuss how the drainage would flow. Mrs. Kelly did mention that the drainage was designed to handle this phase but any future development would need an updated hydrology study.

Mr. Parker said this is phase 11 but the model has phase 12 included. He explained to Council that the water runs through a piping system into one of the detentions ponds and then flows into a ditch. Councilmember Scott asked if the pond was designed to be dry, Mr. Parker said it will be a wet pond. Alec Metzger said he received a copy of the drainage report and it looks to be comprehensive and takes in to account both subdivisions drainage. It appears to be working properly. Councilmember Daniel asked if the detention pond to the left fills up will it have any effect on Madison Oaks, Mr. Parker said no. Councilmember Daniel asked staff recommendation, Mrs. Kelly said approval.

Motion to approve: Councilmember Daniel
Second: Councilmember Scott

Mayor Lee wanted on record that there were a couple of the lots that look to be in a wet area, lots 249 and 250, he wanted those identified early in the process. Mr. Parker said there was enough room to build a backyard. Mayor Lee said it may be enough room to build a backyard but ten years down the road someone will come before Council with a wet issue in their yard.

Vote by Council: Unanimous

2. Paul Kersey of K7 Properties, LLC requests approval of a one year maintenance and warranty period and acceptance of letter of credit for Hickory Knob Phase 11. (Map #R263-2, R263-2A) (Tabled at the 11/27/2017 meeting)

Motion to remove from table: Councilmember Daniel

Second: Councilmember Scott

Vote by Council: Unanimous

Mrs. Kelly said the City Attorney reviewed the letter of credit and Mr. Metzger checked the value. Staff recommends approval.

Motion to approve: Councilmember Scott

Second: Councilmember Wendelken

Vote by Council: Unanimous

3. Paul Kersey of K7 Properties, LLC requests approval of a subdivision plat for Hickory Knob Phase 11, a single-family subdivision comprised of 36 lots, to be located off Lexington Avenue behind Warrenton Subdivision. The property is 16.59 acres and is zoned R-5 (single-family residential); the property is owned by K7 Properties, LLC. (Map #R263-2, R263-2A) (Tabled at the 11/27/2017 meeting)

Motion to remove from table: Councilmember Scott

Second: Councilmember Exley

Vote by Council: Unanimous

Mrs. Kelly said staff recommends approval and noted that at least two of the lots have notable wetlands on them.

Motion to approve: Councilmember Daniel

Second: Councilmember Scott

Vote by Council: Unanimous

New Business:

1. Request to approve the Language Access Plan as required by the Department of Community Affairs.

Mrs. Kelly said this was sent to the City Attorney for review. We are fortunate to have someone on staff that is bilingual, Jose Ramirez. We can put his name down and meet the requirements of DCA; this is also required for CDBG. Councilmember Daniel asked did we have a need for other languages, Mrs. Kelly said no.

Motion to approve: Councilmember Daniel

Second: Councilmember Scott

Vote by Council: Unanimous

2. PINCO requests approval of Pay Request #8 in the amount of \$122,665.50, for Lower Floridan Wellhouse and Main project. LI# 40.6260.4418

Ryan Willoughby with HHNT was present. Mr. Willoughby said this payment covers about 32% of the building that has been constructed, internal pipes and some of the SCADA system. They are on schedule to be complete with the site work mid to late February; at that point Caldwell will come back in and paint.

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

3. Caldwell Tanks, Inc requests approval of Pay Request #3 in the amount of \$301,776.44, for Lower Floridan Wellhouse and Main project. LI# 40.6260.4419

Mr. Willoughby said this covers the fabricated materials delivery for the tank, partial construction for the tank and the completion of the foundation.

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

4. HHNT Consulting Engineers requests approval of pay request #17 in the amount of \$5,414.65, for engineering services associated with the Lower Floridan Well project. LI# 40.6260.4418 and #40.6260.4419

Mr. Willoughby said this is for the cost of construction management.

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

5. BioAir Solutions, LLC requests approval of Pay Request #2 (Final Payment) in the amount of \$27,036.24, for the WWTP Headworks project equipment. LI# 50.7280.4411

Marcus Sack, P.C. Simonton, said this is for Bioair Odor Control System at Headworks project, the equipment is in place and ready to go. They should be transferring waste water to the Headworks in the next couple of weeks, and wrapping the project up by the end of the month.

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

6. P. C. Simonton requests approval of Pay Request #23 in the amount of \$840.00, for engineering services associated with the WWTP Headworks replacement. LI# 50.7280.4411

Mr. Sack said this is for continued over sight of construction.

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

7. Y-Delta, Inc. requests approval of Change Order #4 in the amount of \$49,402.40 contract decrease, for a total contract cost of \$1,363,953.97. LI# 40.6260.4422 and 50.7270.4410

Mr. Metzger said they kept up with quantities and went over everything; Mayor Lee asked was this unused material. Mr. Metzger said the project changes several times as it went along, there were some areas that they were going to install pipes and this was for areas that were not installed.

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

8. Y-Delta, Inc. requests approval of Final Pay Request and Release of Retainage in the amount of \$68,197.70, for work completed on the Fort Howard Utilities Extension project. LI# 40.6260.4422 and 50.7270.4410

Mr. Metzger inspected the project and went over issues on the punch list and all of those have been completed.

Motion to approve: Councilmember Exley
Second: Councilmember Wendelken

Mayor Lee asked if a project evaluation will be submitted. Mr. Metzger said he did email on to LaMeisha and did not realize it was not in the packet. He said overall Y-Delta exceeded the expectations and was easy to work with.

Vote by Council: Unanimous

9. Y-Delta, Inc. requests approval to begin one-year maintenance period for the Fort Howard Utilities Extension project. LI# 40.6260.4422 and 50.7270.4410

EMC recommended approval.

Motion to approve: Councilmember Wendelken
Second: Councilmember Scott

Councilmember Daniel asked would this start on November 27, no it will start tonight.

Vote by Council: Unanimous

10. Approval of a Resolution to add membership in the Georgia Interlocal Risk Management Agency Firefighter Cancer Fund.

Mr. Smith said GIRMA asked that we use a particular resolution form and he is asking Council to approve the resolution.

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

11. Request approval for annual renewal of the Hach Maintenance Agreement for Analyzers in the amount of \$18,583.31. LI# 40.6260.2202

Mr. Bowles said this is for the chloramines and chlorine analyzers for the wells; it is about \$4000 less than what it was last year. The chloramines analyzers are more maintenance friendly than the old ones.

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

12. Request approval to surplus two well houses.

Mr. Bowles said this is wells #1 and #2, one behind the Hinely Center and the other at the old maintenance shop. They have been abandoned properly per EPD regulations.

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

12A. Approval of Worker's Compensation Resolution for the coverage year 2018 to include Volunteer Firemen and Elected Officials.

Mr. Smith said this has been approved but in order to cover the volunteer fire fighters and Council we needed to follow this resolution, it also includes the ability of the Mayor to sign appropriate documents. Attorney Dickey said normally we don't cover Mayor and Council, but it was already in the bid and it would be time consuming to go back and change it, but the volunteer firemen was an unusual thing, that normally is covered.

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

13. Administrative Reports:

City Manager – Mr. Smith asked for guidance from Council for mirroring the Counties inclement weather guidelines, Council approved having a half day for Thursday due to weather. Mr. Smith announced that we do have the alcohol license on time this year at the Golf course; Effingham Day at the Capital is next week; he would like the IDA to come in and give an update on OmniTrax; and lastly he will have draft one on the Safety policy within the next couple of days.

Patrick Kirkland asked about the storage lot at the Golf Course, Mr. Smith said he is finalizing the document it should be completed soon.

City Engineer – Mr. Metzger thanked Council for the work that was given to EMC last year and looks forward to working with the City in 2018.

Building/Zoning Dept. – Mrs. Kelly said they are in midst of business license renewals; she would like to have a workshop about Mr. McBride; and reminded Council about MLK Day Parade on the 16th. Councilmember Scott mentioned communications with the County on when services are being requested around the City because we have a big issue.

Mayor Lee asked about sending a list of business to the County. Mrs. Kelly said they sent it Friday. Councilmember Wendelken asked about the Mr. McBride situation, a workshop was scheduled for Tuesday, January 9th.

Water/Sewer/Public Works – No written report.

No Executive Session.

Adjourn:

Motion to adjourn: Councilmember Daniel

Second: Councilmember Scott

Vote by Council: Unanimous