



**CITY OF RINCON
OFFICIAL MINUTES
RINCON CITY COUNCIL MEETING
MONDAY, APRIL 22, 2019
COUNCIL CHAMBERS
107 W. 17TH STREET
7:00 PM**

Councilmembers Present:

Paul Wendelken
Reese Browher
James Dasher
Levi Scott, Jr. – Arrived 7:06 PM
Ann Daniel
Kevin Exley

Present:

Ken Lee, Mayor
John Klimm, City Manager
Raymond Dickey, City Attorney
Dulcia King, City Clerk
Mark Gerbino, Police Chief
Corey Rahn, Fire Chief
Pete Smith, Asst. Fire Chief
LaMeisha Hunter Kelly, City Planner
Mike Osborne, Recreation Director
Tim Bowles, Public Works Director

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

Approval of the agenda with the addition of new business item 8A:

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

Approval of the April 1, 2019 minutes with the additions of the motions made after the executive session:

Motion to approve: Councilmember Dasher

Second: Councilmember Wendelken

Vote by Council: Unanimous

Approval of the April 8, 2019 minutes with the following correction:

Under new business item 1 the date should read June 30, 2019 not 2018.

Motion to approve: Councilmember Scott

Second: Councilmember Browher

Vote by Council: 4 yes votes, Councilmembers Exley and Daniel abstained

New Business

1. Request to approve Budget Amendment 2019-04 to amend the FY 2019 Budget to add an expense line item for LMIG 2019.

Mrs. Kelly said this was a correction, we needed to show where they money came from. The check has already been received.

Motion to approve: Councilmember Daniel

Second: Councilmember Exley

Vote by Council: Unanimous

2. EMC Engineering, Inc. recommends awarding the CDBG 2017 project contract to Y-Delta, Inc, in the amount of \$1,296,151.94. LI# 505.344228, #506.344276, #320.4325.541204, and #505.4440.541201

Alec Metzger, EMC Engineering, said the project was bid on March 22 three bids were received. After reviewing they recommend the bid go to Y-Delta. The last project they did for the City was on Fort Howard Road and they did a good job.

Motion to approve: Councilmember Scott

Second: Councilmember Exley

Councilmember Browher asked for an update, Mrs. Kelly said we have all the easements except one which is the lift station. In 30 to 45 days we will be ready to start work. This will include the area around Howard Street, 7th Street, Jaudon Avenue, and Giles Avenue. Mr. Metzger said this was a larger project and it was broken into parts, this is part two to get the residents on sewer. Councilmember Wendelken asked if this is water and sewer, Mr. Metzger said mainly sewer and pump stations. Mrs. Kelly said it will also include a few hydrants.

Vote by Council: Unanimous

3. EMC Engineering, Inc. recommends awarding the 2019 Rincon LMIG project contract to Sikes Brothers, Inc., in the amount of \$322,510.65.00. LI# 320.4100.541416 and #100.4100.541246

Mr. Metzger said this was also bid on March 22 and they recommend the lower bidder, Sikes Brothers. Mayor Lee asked have Sikes Brothers done any projects for the City, they have done milling for the City and they are working on the apartment complex project Town Park Commons. Councilmember Dasher asked what streets will this include, Mr. Metzger said Lexington Avenue from Zitterour to 4th Street and the end of 9th Street.

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

4. Geosyntech Consultants, Inc. requests approval of pay request #1 in the amount of \$5,119.10, for engineering services associated with the Coastal Incentive Grant. LI# 505.4440.531750

Mrs. Kelly said this is the Coastal Incentive Grant that is doing the storm water utility study. The project is moving along and they are about ready to make the presentation to Council.

Motion to approve: Councilmember Scott
Second: Councilmember Exley

Councilmember Dasher asked will this be plugged into the system that we worked with Spatial Engineering to provide. Mrs. Kelly said yes, as part of the presentation he will show the work that has been done.

Vote by Council: Unanimous

5. Integrated Science & Engineering requests approval of pay request in the amount of \$7,056.00 for engineering services associates with the Watershed Protection Plan and long-term monitoring. LI #505.4440.522330

Mrs. Kelly said she has a copy of the watershed plan that we are preparing to send to EPD that is part of the City's required monitoring. Integrated Science has completed this past years monitoring and everything is in order. It is required as part of our Waste Water Treatment Plant permit. This is their last pay request.

Motion to approve: Councilmember Daniel
Second: Councilmember Scott

Councilmember Dasher asked was there a concern with this bill, we were notified it was outstanding. Mrs. Kelly said we paid the last bill in December and we were notified this one was outstanding.

Vote by Council: Unanimous

6. Request approval of pay request in the amount of \$5,461.05, for Tyler Technologies Incode software yearly maintenance contract. LI #100.1300.542415

Mrs. Kelly said this is the module for the building, code and business license software. Unfortunately they bill us by module.

Motion to approve: Councilmember Daniel
Second: Councilmember Wendelken

Councilmember Dasher asked are we getting close to paying off Tyler it seems like every meeting we are paying them. Mr. Klimm said this is the last of the three components for the yearly maintenance.

Vote by Council: Unanimous

7. Request approval to renew property and liability insurance with Georgia Interlocal Risk Management Agency (GIRMA) in the amount of \$129,960.

Mr. Klimm said this is the annual bill. Councilmember Browner when was the last time we have done comprehensive inventory of the vehicles and assets and if changes were made are we locked in with this number. Ms. King said she thinks now that number is locked in and if we make changes this year next year the amount would be different. A couple of months ago departments heads went through the list. Mrs. Kelly said we do an inventory check every year, in terms of the equipment and vehicles everything is correct. There was discussion on full coverage versus liability and when should we switch coverage. Mr. Klimm said we could put this discussion on a workshop.

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

8. Discussion on a Compensation/Classification Plan for the City of Rincon.

Mr. Klimm said we have had several workshops about this and the genesis of this compensation plan started from one of the goals set in last year's budgetary process. There is also a requirement in the City of Rincon's Charter that the City Manager shall be responsible for the preparation of a position classification and pay plan which shall be submitted to the Mayor and Council for approval. So we began this journey by reviewing the job descriptions, we then began to look at similar communities wage scales. We looked at Effingham County, Port Wentworth, Garden City, Pooler and Richmond Hill to see if we were competitive. The process continued and we set up a system of pay grades, which we don't have, created pay grades and assigned a salary to each grade, a minimum, a mid point and maximum salary. Then we set forward a plan that had a variety of steps, the reason was to honor and respect longevity. We have heard that employees have uncertainty without a plan of knowing where they will be in three or four years. Then we put together a compensation administration plan which dictates how we would implement the plan if

adopted. Mr. Klimm said he would be remiss if he did not mention the help and cooperation from the Department Heads during the process they realized that they needed to do this as a team, they pledge to do this together. Cristina Lawson was invaluable; Lieutenant Jonathan Murrell and Officer Brad Hayes have been critically helpful in his better understanding what issues are important to our employees. We know that in times of challenges that this is not just about wages but benefits, work conditions and morale, but if we are not competitive it makes it difficult for folks not to look at greener pastures. We don't stand before you saying this is a be all and end all to our challenges and problems but we think this is a good first step. We are mindful that the cost of the implementation of this plan is not insignificant many Department Heads have agreed to freeze positions not because they don't need them but because they understand as a community we have financial challenges to face. As the City Manager he needs to present a balanced budget it won't be easy but he will take on that challenge. This is an important first step to make the City of Rincon competitive. This is our best effort to move forward for the city and he hopes Council will give it consideration.

Councilmember Exley said he appreciates the fact that this was done, at the end of the day someone will have to put this in action he thinks next year will be tough but we will come through. Mayor Lee said this is a good plan and you have a way to pay for it, but next year applying these numbers will be a significant increase, we need to know what that number will be next year and how are we going to accomplish this and need to start making plans for this. Councilmember Scott said we need to make sure Department Heads are educating employees on efficiency. This is long past due. Councilmember Wendelken said he missed the part of the workshop where this was discussed and he stopped into the office to talk to Mr. Klimm about the whole plan and how it came about and some issues that he had with it. This is a substantial increase, here we are 3 ½ months into a new budget year and we are going to add \$117,230.38 after holding the line with everything that we could. It is needed predominately for the police and fire departments. His concern is if you look at the percentages of some positions, individually they approach 22 and 23 percent so you are talking about a quarter of their annual salary being added on. His thing is we have to be able to sustain, the last thing department heads want to hear is we have to fire somebody or we are going to have to have property taxes and the general public doesn't want to have property taxes. We need to make sure if we can fund it and will be able to continue to fund this. He believes in paying people what they are worth but by the same token this will not change anything because the county or area police departments could go up on salary and this will become obsolete. We need to make this the best place to work we need to be creative and flexible. It may be the other stuff we are providing they don't want and it may be costing us more. Councilmember Wendelken said he feels like we need to meet the needs of not only citizens but our employees if they want more pay give it to them, if they are not worried about the other stuff it is up to us to force the other things on them. Council needs to understand what this means to us. If the group thinks we are ready to vote on this, we talked about implementing July 1 he just does not want Council to rush this. Councilmember Exley asked has anybody said this increase in pay will help them stay, Chief Rahn said they are down 25% and he knows at least one that said they are leaving will stay. Councilmember Dasher there is too big of a discrepancy between us and everybody, we have to close that gap the best we can. This is not where everybody will be happy but it is a target on how we can make an improvement today and over the next

couple of years. Mrs. Kelly said we can't say they will stay but we will have a fighting chance, because people are being recruited. Employees in Rincon are doing two or three jobs; it is a start helping to get people closer, to close the gap. Chief Rahn said we are hoping this will stop the bleeding and we will get more qualified people. Chief Gerbino said he has asked employees several have said they are looking and some have responded to the needs of higher pay. Councilmember Exley said he would like to have the highest paid police department in this area and hope we get to the point where we are the highest paid. Mayor Lee said at least if we close the gap it will not become an overriding factor on whether an employee goes. We still need to address the whole package, make sure we have the type of working environment that makes people want to stay here. Councilmember Daniel said we do need to get closer to bridging the gap. A lot of thought and work was put into it, it is not a cure but anything we can do to get them close she is all for, she is comfortable with the numbers. A motion was made to approve effective July 1, 2019.

Motion to approve: Councilmember Exley
Second: Councilmember Dasher

Councilmember Browher asked have we begun to transition from a paid GMA retirement to a contribution retirement, Mr. Klimm it is complicated and complex and it will take at a minimum six months. Councilmember Browher said he would like to see Council give consensus for Mr. Klimm to look into the transition. Councilmember Browher asked about the building inspector position salary, Mrs. Kelly said they are advertising \$45,000 to \$55,000.

Vote by Council: Unanimous

8A. Request to approve a resolution for the second modification of the GEFA Loan DW2016019 Lower Floridan Well and Wellhouse.

Mrs. Kelly said we don't want to go into repayment yet because we have to get the well on line. This is the official paperwork to extend the loan. Council asked for an update. Mr. Bowles said they have screen and rock in and the pump is back in. They are looking at how much they can actually pump. There will be more test to check the sand and on how the draw down is. Councilmember asked was this the \$250,000 fix, Mr. Bowles said it is the three year maintenance plan.

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

9. Administrative Reports:

City Manager – Mr. Klimm said he has provided Council with the first quarter report for the golf course, it is running about the same as last year; he suggested May 13th as the date for the Service Delivery meeting with the County; and he has been trying to reach out to homeowners associations and he has met with Lost Plantation, they are having a Cinco de Mayo party and invited Council.

Chief of Police – Chief Gerbino said he is meeting with a company about enforcement of traffic in the school safety zones, this company offers potential of making community safe and generating revenue with no investment; they have started the drug drop off program; and the recruitment efforts have finally continued and they hope to have two candidates.

Building/Zoning Dept. – Mrs. Kelly said she went months without applicants for a Building Inspector and in the past week they have had several. She will be interviewing next week.

Recreation Dept. – Mr. Osborne said they have three tournaments coming up and the fair will start next Friday; Councilmember Exley recognized the Recreation Department staff pulling an all nighter to get the fields ready for a tournament.

Water/Sewer/Public Works – Mr. Bowles said there wasn't too many trees knocked down from the storm; Councilmember Dasher asked if the sirens were working, Chief Rahn said yes.

Finance - Mayor Lee said he likes the financial report that he received at the last meeting. By looking at that report we know where we stand.

Mayor and Council – Councilmember Browher told Mr. Klimm he appreciates all the work he has done getting the compensation study done. Councilmember Browher asked about having the phone system routed to the departments to free the ladies up front from being a receptionist and take payments. Councilmember Scott asked about website, Mr. Klimm said it is almost ready. Mr. Osborne said he met with the chief about security for fair and mentioned using the County for security.

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

Motion: Councilmember Dasher
Second: Councilmember Exley
Vote by Council: Unanimous

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

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

No action needed.

Adjourn:

Motion to adjourn: Councilmember Scott

Second: Councilmember Browher

Vote by Council: Unanimous