



**OFFICIAL MINUTES
RINCON CITY COUNCIL MEETING
MONDAY, JULY 25, 2022
COUNCIL CHAMBERS
107 W. 17TH STREET
6:00 PM**

Councilmember Present:

Reese Browher
Levi Scott, Jr. – Arrived at 6:35 PM
Patrick Kirkland
Michelle Taylor
Jesse Blackwell, Jr.
Damon Rahn

Present:

Ken Lee, Mayor
Jason Stewart, Interim City Manager
Raymond Dickey, City Attorney
Dulcia King, City Clerk
Jonathon Murrell, Police Chief
Lou Reed, Interim Fire Chief
Mike Osborne, Recreation Director
Tm Bowles, Public Works Director

The meeting was called to order at 6:07 PM.

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

Motion: Councilmember Kirkland
Second: Councilmember Browher
Vote by Council: Unanimous

Motion to return to meeting: Councilmember Kirkland
Second: Councilmember Scott
Vote by Council: Unanimous

The Invocation was given by Mayor Lee and Pledge to the Flag was recited.

Approval of the agenda with the following:

Addition of two new business items, 15A and 15B

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

Approval of the June 16, 2022 minutes:

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

Approval of the July 11, 2022 minutes:

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

Pam Helton with GMA was present and presented Mayor Lee with the highest level of training, the Certificate of Dedication. GMA contracts with the Carl Vinson Institute of Government to provide a variety of training courses for elected officials. Mayor Lee completed 276 hours of training.

Old Business:

1. Request approval to purchase three 2023 Chevrolet Tahoe's from Hardy Chevrolet in the amount of \$111,816. LI #320-3200-542216 (Tabled at the 7/11/2022 meeting)

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

This item was tabled because there were questions about whether the funds were available. Chief Murrell said the purchase of the 2022 Tahoes was paid out of this allocation. No action taken.

New Business:

1. Presentation of the FY2021 Audit by Caines, Hodges and Company.

Matthew Caines with Caines, Hodges and Company was present. There were no budget overages because Council passed budget amendments. Nearly all of the major funds operated at a surplus.

Mayor Lee called on Jason Stewart to introduce Elizabeth Cartwright, Finance Director, who started today.

2. Vote on the second reading of a petition filed by Jacob Lang to rezone .74 acre parcel located at 107 W. 15th Street, to amend the zoning from OC (Office Commercial) to GC (General Commercial); the property is owned by QC Commercial Real Estate LLC. (Parcel # R2090027)

Mr. Stewart said the biggest discussion was Mr. Lang's participation in the CID (Community Improvement District). Mr. Lang said he would like to discuss this at a later date.

Motion to approve: Councilmember Scott

Second: Councilmember Rahn

Vote by Council: Unanimous

3. Vote on the second reading for a petition for a Zoning Map Amendment has been filed by GHGC Holdings, LLC to rezone 1.89 acres located at 0 Blandford Road to amend the zoning from R4 (Single Family Residential) to R8 (Residential – Multi-unit attached) (townhouse or row house); the property is owned by GHGC Holdings, LLC. (Parcel # R2130013)

Mr. Stewart said the discussion last time was about traffic. Neil McKenzie with Coleman and Company discussed the traffic study he presented to Council. Mr. Cowan submitted a letter of support from one of the neighbors.

Motion to approve: Councilmember Kirkland

Second: Councilmember Taylor

Councilmember Scott said if everything was done right he votes yes. Mr. Stewart said the advertisement was done properly. Councilmember Taylor said make sure there is a good buffer between the properties. Mr. Mckenzie said there is a 25 foot buffer.

Vote by Council: Unanimous

4. Request approval of annexation petition from JAG of Effingham County LLC for a 66.92 acre property located at 0 Hwy 21. (Parcel # 04470018)

Mr. Stewart said this is across the road from the GIRP project. JAG would like to combine this property with a property that is already in the city limits for the purpose of warehouses. Councilmember Rahn asked how would the CID work, Mr. Stewart very similar to GIRP.

Motion to approve: Councilmember Browher
Second: Councilmember Scott

Councilmember Kirkland asked can we support water and sewer, Mr. Bowles yes for sewer you would have to be put in a lift station.

Vote by Council: Unanimous

5. Request approval to purchase 100 water meters from Delta Municipal Supply in the amount of \$24,500.00. LI #320.4440.541437

Mr. Bowles said this is the first of 100 meters for their inventory so they can keep up with the demand from builders. Mayor Lee asked are you able to trade in, Mr. Bowles said not anymore. Councilmember Kirkland asked do we have any meters that are not radio reads. Mr. Bowles said yes there are a couple of commercial meters, besides the ones in Kate's Cove and Hickory Knob.

Motion to approve: Councilmember Kirkland
Second: Councilmember Blackwell
Vote by Council: Unanimous

6. Request approval to purchase chemicals for the Waste Water Treatment Plant from Zeta Solutions, LLC. in the amount of \$16,320.00. LI #506.4335.531123

Tommy Kee said these are the chemicals for phosphorus control.

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

7. Request approval to purchase UV bulbs from Trojan Technologies in the amount of \$13,040.00. LI #506.4335.531125

Mr. Kee said this is a life span thing where these bulbs have 10,000 hours of life and there are 32 in a bank. He just replaced a bank last year.

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

8. Request approval to pay ME Sack Engineering \$11,480.00 for engineering services associated with the WWTP expansion. LI #506.4335.541453

Mr. Sack was on the phone. He said this is for continued efforts for the design and permitting of the WWTP expansion. All of the documents have been sent into EPD and he is

still waiting for approval. He did get a letter about some potential change in the permits that he will need to get with Council about in a workshop.

Motion to approve: Councilmember Scott

Second: Councilmember Kirkland

Vote by Council: Unanimous

9. Request approval of Budget Amendment BA 2022-02.

Mike Osborne said this is an amendment to move SPLOST money over to cover the cost of a playground. Councilmember Kirkland asked will this cover the playground and the amenities and is there a date of delivery. Mr. Osborne said yes and anywhere from six to eight weeks. Mr. Osborne presented a list of SPLOST projects that he will remove in order to move the money to the playground line item. Mayor Lee asked was the football field removed from any further work this year, Mr. Osborne said yes. And the three projects from the top of the list, Mr. Osborne said yes. Mr. Osborne said Yancey Ford, School Superintendent, mentioned about the City partnering up with the new middle school football field, so he didn't want to move anymore on the football field until he talked to Council about that. That would help us save on parking lot, bathrooms and lights. A motion was made to approve contingent upon the finance director confirming that the funds are available.

Motion to approve: Councilmember Kirkland

Second: Councilmember Taylor

Councilmember Browher asked was this the total cost of the playground equipment, Mr. Osborne said yes.

Vote by Council: Unanimous

10. Request approval to accept the bid from Lanier Plan, Inc dba KorKat for playground equipment in the amount of \$331,761.36. LI # 320.6100.549001

Mr. Osborne said this was put out to bid and this was the only bid received by the closing date. There was a bid received after the bid opening but it was higher. Councilmember Taylor said everything looks good and she is excited.

Motion to approve: Councilmember Taylor

Second: Councilmember Browher

Councilmember Rahn said looking at what is not included, survey is not included, drainage is not include, how much of that is needed to make this project complete. Mr. Osborne said that is what the other money was for, right at \$200,000 to help with that as well. We are right at Patriot's Park it already has all of that and everything drains very well over there. It was set up for soccer and football. The other money that he has was to put in pavilions and grills. Councilmember Kirkland asked can we have our engineers look at the location

to make sure there is no prep work that needs to be done, make sure we are good to go. Councilmember Rahn said that is his concern because he sees a lot of 'nots' included and that raises flags. Then we can get a true cost assessment. Councilmember Browher asked was the walking trails still in the plans, Mr. Osborne said yes. Councilmember Rahn said he would like to table until the engineer looks at it.

Both motions were amended subject to engineering review. Councilmember Rahn had concerns about approving before engineer review. Councilmember Browher said what is the engineer comes back and says it need more work. Attorney Dickey said the real issue is that you are giving Mr. Osborne the ok to start the time clock. Councilmember Browher withdrew his second because he is not feeling completely comfortable. Attorney Dickey said you can approve this but you have to have engineering approval with any cost increase before anything is ordered. But once you do this this firm has been awarded the bid.

Both motions were withdrawn. A motion was made to table until August 8th. Councilmember Browher said he would rather wait two weeks to get this right.

Motion to table: Councilmember Kirkland
Second: Councilmember Scott
Vote by Council: Unanimous

11. Request approval to purchase two AC Units for the Macomber Building and a Concession Stand.

Mr. Osborne said we have three big units at Macomber and the middle unit needs to be replaced. Also the unit at the old concession stand needs to be replaced. The old concession stand came in at \$3,500.00, the office unit will be \$7,600.00. Councilmember Kirkland said he feels like this is a safety issue for the Macomber building, and asked Mr. Osborne can he work with Liz Cartwright to see if you have the money. It can be designated as an emergency. Mr. Osborne said he called Carpenter Heating and Air. Councilmember Browher said it would be wise to check around for more quotes. Attorney Dickey asked was he saying that the Macomber building is not working and the concession stand is not working, Mr. Osborne said yes. Mr. Osborne said he will call around and get more quotes. A motion was made to approve under an emergency situation, not to exceed \$11,500.00.

Motion to approve: Councilmember Kirkland
Second: Councilmember Blackwell
Vote by Council: Unanimous

12. Request approval to create three Lieutenant Positions for the Rincon Fire Department.

Chief Reed said now that the SOP has been adopted and the career development matrix was also approved they discussed mid level management. There are 5 pay grades in the fire department, F10 – F12 are non salaried. He would like to take the Lieutenant position to

F12 which is still hourly and would be \$17.92 an hour. The money is there to pay now and would have to be budgeted for next year. They are having trouble finding people. Mayor Lee asked was he asking to create the positions now and not fill them until next year. He would like to fill them this year. Mayor Lee said we are getting into this year's budget and we said we were not going to do that. Councilmember Scott said we have to get staff to understand that once we do a budget process it is for that year and we need to stick as close to that as possible. There was discussion on pay and the budget. A motion was made to table until the next meeting. Attorney Dickey said we need to understand whether you would have sufficient money available if all the spots were filled at the highest rate. Chief Reed said he understood.

Motion to table: Councilmember Kirkland
Second: Councilmember Blackwell
Vote by Council: Unanimous

13. Request approval to accept bid for the sale of four fire trucks to Palmetto Fire Apparatus, LLC.

Chief Reed said he has put this out to six to seven distributors only one submitted a bid. The total bid was \$115,000.00.

Motion to approve: Councilmember Taylor
Second: Councilmember Browner
Vote by Council: Unanimous

14. Request approval of Amendment #1 of the Effingham County Inmate Labor Agreement.

Tim Bowles said he would recommend tabling this item. Their increase does not meet their workload; they are still working four days a week. Attorney Dickey said he does not know why they went from 42,000.00 to 58,000.00. There are some questions to be asked.

Motion to table: Councilmember Kirkland
Second: Councilmember Blackwell
Vote by Council: Unanimous

15. Request approval of a School Resource Officer M.O.U. between the City of Rincon and Effingham County Board of Education.

Chief Murrell said he got an email from Dr. Ford and the Board of Education approved this with a 75/25 split. The copy that Council has, has been changed. They will remove the last sentence from paragraph two, last line under article 10 Compensation.

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

15A. Approval of the Local Option Sales Tax Certificate of Distribution.

Mayor Lee said this is pending approvals of parties involved, we have verbal approval from all parties involved but they have to go before their Councils and Commissions. These are the proposed numbers. Councilmember Kirkland said he is happy with these numbers and he did talk to the Mayor of Guyton and they are happy with their number. The previous LOST was 16.88, 1.2 better. Attorney Dickey said there is one more thing we need, we need confirmation from the County that we can use their right of way for the waterline. Approval was made contingent upon all entities agreeing to the numbers at their meetings.

Motion to approve: Councilmember Kirkland

Second: Councilmember Taylor

Vote by Council: Unanimous

15B. Approval of the Purchase of a Ford F150 from OC Welch in the amount of 34,515.00. LI #320.4440.542231

Mr. Bowles said they contacted him yesterday that the trucks have come in. This was put out to bid and nobody bid so he got quotes. OC Welch cannot hold the truck for two weeks. It is a budgeted item.

Motion to approve: Councilmember Scott

Second: Councilmember Taylor

Vote by Council: Unanimous

Joe Matz with Waste Pro addressed Council. Mr. Matz is our new representative for Waste Pro.

16. Administrative Reports: Councilmember Kirkland left 9:19 PM.

City Manager – Mr. Stewart said they are finishing up interviews for the Utilities Supervisor; he would like to have a workshop on the growth management of Rincon.

Fire Department – Chief Reed said almost all of the City buildings have AED's now.

Recreation Dept. – There was discussion about the upcoming rodeo; Mr. Osborne said his new employee Ashley Brown would like her to attend grant classes so we can have someone familiar with that.

Chief of Police – Chief Murrell said the Tahoe involved in the parade incident is not totaled. There is \$8,000 to \$10,000 damage; the Police Clerk has a very hefty job description, she will be leaving in September or October. He would like to have a month cross training period; at the last workshop he presented a brief pay study and would like a 5% raise across the board for the Police Department.

Water/Sewer/Public Works – Councilmember Browher asked about West 6th Street. Mr. Bowles said he had the inmates cut back the low brush but the big problem is the trees hanging over the road. He will get a quote to cut down the trees. He has money budgeted for things like this.

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

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

Motion to return to meeting: Councilmember Scott
Second: Councilmember Blackwell
Vote by Council: Unanimous

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

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

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

No action taken.

Adjourn:

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