



**OFFICIAL MINUTES  
RINCON CITY COUNCIL MEETING  
MONDAY, NOVEMBER 28, 2022  
COUNCIL CHAMBERS  
107 W. 17<sup>TH</sup> STREET  
7:00 PM**

**Councilmember Present:**

Reese Browher  
Levi Scott, Jr.  
Patrick Kirkland  
Jesse Blackwell, Jr.  
Michelle Taylor  
Damon Rahn

**Present:**

Ken Lee, Mayor  
Jonathan Lynn, City Manager  
Raymond Dickey, City Attorney  
Dulcia King, City Clerk  
Jonathon Murrell, Police Lieutenant  
Lou Reed, Interim Fire Chief  
Mike Osborne, Recreation Director  
Tm Bowles, Public Works Director  
Elizabeth Cartwright, Finance Director  
Paul Goth, Lost Plantation Golf Course General Manager

The meeting was called to order at 7:02PM. The Invocation was given by Councilmember Kirkland and Pledge to the Flag was recited.

**Approval of the agenda:**

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

**Approval of the November 14, 2022 minutes with the following:**

The second for new business item 6 was made by Councilmember Blackwell.

Motion to approve: Councilmember Scott  
Second: Councilmember Rahn  
Vote by Council: 5 yes votes, Councilmember Browher abstained

**Public Hearing:**

*Turn meeting over to public hearing officer, Raymond Dickey:*

Open public hearing: 7:05 PM

**Public Hearing to discuss the proposed FY 2023 City of Rincon Budget.**

Jonathan Lynn gave Council an update on the budget based on the discussion at the workshop. Mayor Lee said after we met last Monday he spoke with Mrs. Cartwright. She indicated that there was a significant deficit in the budget but she said she will work on it and try to trim the fat. She has done some work on the budget and he knows that time is drawing close. This is their first look and they need more opportunity to go over it in some detail. He wants to have a better understanding of what the budget is. He would like to ask to approve first reading and have a workshop to go over it in more detail and have a little more understanding. Councilmember Kirkland said he agrees. He said at the last meeting there were some contingency amounts and he doesn't see those in here and would like to understand those. Mrs. Cartwright said the contingencies are some of the things that she did take out because of the overage also the goal is a surplus. Councilmember Kirkland said did we find stuff we missed. Mrs. Cartwright said no, she just did a whole other forecast on the budget. She had to touch base with every single account again. Mayor Lee said he remembers Mrs. Cartwright saying there is a deficit in this budget that will be covered by reserves, she said that is correct and it is \$183,000 she believes for FY2023 and the surplus from 2022 will cover that. Mrs. Cartwright said that is why she went through the budget again to make sure this is something we can do because she does not like to dip into the reserves. She thinks the reserves are very important to the City. Councilmember Scott said he would like to see a break down on the line item expenditures by department. We need to be cautious about the reserves, we need to go ahead with the first reading and have a workshop. There will be a workshop next Tuesday, December 6<sup>th</sup>. Mayor Lee said he appreciates what Mrs. Cartwright has done. He remembers a time when we did not have reserves and he does not want to ever be there again. Councilmember Browher asked what is the projected surplus for FY2022; Mr. Lynn said it is more than \$183,000. We were conservative with our revenue estimate. There were certain revenue streams that we did not even budget for because we don't know what they will come in at for next year; storm water fees, development fee, capital cost recovery fees, the building permit fee for large projects that we know are going to come in. Councilmember Browher said he likes being conservative when it comes to the budget, however he thinks we can come up with a pretty good idea rather than just not put anything in there. Mrs. Cartwright said it is important for the units (department heads) to understand we need to be conservative on how we spend our money.

Matthew Spaccarelli, Warrenton Subdivision, mentioned that the audio was not available for the first eight minutes on the meeting and would like to see a copy of the budget. Mr. Lynn said the draft we are working on is available on the City website.

Close public hearing: 7:26 PM

*Turn the meeting back over to Mayor Lee.*

**First reading of the proposed FY 2023 City of Rincon Budget.**

Motion to approve: Councilmember Scott

Second: Councilmember Rahn

Vote by Council: Unanimous

**New Business:**

**1. Effingham Health System Foundation requests a Special Events Permit with a fee waiver for a Car Show and Food Truck Festival at Freedom Park on Saturday, March 4, 2023.**

Elizabeth Waters, Foundation Director with the Effingham Health System Foundation was present. Ms. Waters said this is the 4<sup>th</sup> Annual Gears and Grub Event. This event is a fundraising and education event. Currently they are fundraising for three areas; pediatric care, cancer care and senior care and they would appreciate Council's support in allowing them to use the facility again this year. Ms. Waters said they usually pay for Police Officers. The event will be from 10:00 am – 3:00 pm.

Motion to approve: Councilmember Scott

Second: Councilmember Blackwell

Vote by Council: Unanimous

**2. Sikes Brother, Inc request approval of Pay Request #2 in the amount of \$93,833.26 for the 2022 LMIG Rincon – 6th Street project. LI #320.4100.541417**

Doug Morgan with EMC Engineering was present. Mr. Morgan said this is for the final grading between the two church buildings and all of the paving for the entire road.

Motion to approve: Councilmember Browher

Second: Councilmember Scott

Vote by Council: Unanimous

**3. Sikes Brother, Inc request approval of Change Order #2 for an increase of \$1,400.00 for the 2022 LMIG Rincon – 6th Street project.**

Mr. Morgan said this change order is for two striped crosswalks between the church buildings that were omitted from the original bid. This should have been included in the original bid.

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

**4. Sikes Brother, Inc request approval of Pay Request #3 in the amount of \$18,776.42 for the 2022 LMIG Rincon – 6th Street project. LI #320.4100.541417**

Mr. Morgan said this is the final pay request and final retainage. They have not finished the punch list items so he asked Council to table this until the next meeting.

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

**5. Pinholster Construction, LLC request approval of the Final Pay Request, Release of Retainage in the amount of \$4,485.00 and a change order in the amount of \$2,025.00 for the 17th Street Well House Piping. Total pay request of \$6,510.00. LI #320.4440.541428**

Mr. Morgan said this is for some new piping at the well house. There was a change order because they thought there was 45 underground and it was 90, so they had to get different fittings. Mr. Bowles said they did a fine job. Mayor Lee said please get the report cards in because we need to know the good as well as the bad.

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

**6. Request approval of a purchase order for a new Pierce Mid Mount Aerial Apparatus in the amount of \$1,828,200.00.**

Chief Reed said their aerial truck only last until 2025. This will lock in the price but we don't have to pay for it until 36 months. Mike Whittle discussed the features of the truck. The truck will not be built right away we are locking in the price as well as a slot for it to be built. There is a one year warranty. Chief Reed said the 75 foot we have now is not conducive to the warehouses coming because the trajectory. Councilmember Browher asked has we looked at used truck, Chief Reed said no. Mr. Whittle said in his experience if you buy a used truck you are buying someone else's trouble. Councilmember Browher said he would like to explore the option of buying refurbished. Councilmember Taylor said we

have already been that used truck route and does not think we need to do that again because we have done it before.

Mr. Spaccarelli asked did someone look into Rosenbauer brand and get a quote from them. They are the world's largest manufacturer of fire safety equipment. Maybe you could save a couple of bucks by going with the largest manufacture. Mr. Whittle said he did not get a price from them. They are one of the companies that outsource a lot of their stuff as far as cabs, chassis and ladders. All of these companies outsource everything and put it all together at the end they do not build fire trucks they put together fire trucks.

Councilmember Browher said to make it clear he is not saying we should do that, when you go out to buy something you don't buy a Lamborghini or Bugatti, you will get prices. It will not hurt a bit to go out and get prices, we bend over backwards to get bids on anything over \$5000. Councilmember Kirkland said he understands the struggle in dealing with companies that outsource. He made the motion to approve and for them to bring back two other sources in the New Year.

Motion to approve: Councilmember Kirkland  
Second: Councilmember Blackwell

Attorney Dickey said unfortunately you can't do that once this is approved. There was discussion on getting other options with companies. During the discussion Chief Reed asked for this to be tabled until December 12<sup>th</sup>. Councilmember Rahn said fire truck companies are not competitive bidding against each other so this would not be a bid off. He thinks he is going to trust the decisions of the experts to make the best decision for our community. Councilmember Kirkland amended his motion and made a motion to table until December 12<sup>th</sup>.

Motion to table: Councilmember Kirkland  
Second: Councilmember Blackwell

Councilmember Scott said we have allowed them to go and look at the specs and put together the best truck. He thinks this is something we need to address a little later, but as to the point that we are now, he thinks we need to move forward with this truck. Mayor Lee asked were we putting ourselves in a position that we might incur the 6% increase. Chief Reed said we don't know that. Councilmember Browher said he doesn't like the process but we are in a position where we need to lock it in.

Councilmember Kirkland withdrew his motion to table and Councilmember Blackwell withdrew his second.

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

**7. Request approval to accept a bid from Greenville Turf and Tractor for the purchase of a John Deere Fairway Mower in the amount of \$32,500.00 for FY2023.**

Paul Goth said this unit brand new would cost \$150,000. It comes with a 50 hour warranty. This is twice the machine we have right now.

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

**8. Request approval to accept a bid for the lease of golf carts for Lost Plantation Golf Course.**

Mr. Goth said he received two bids from one from E-Z GO and one from Club Car. E-Z Go is on the State contract for Georgia. Mr. Goth would like to go with EZ Go. The E-Z Go bid is for (60) Pace 7 carts for \$24.54 per cart. The carts offer advertising, geo fencing and tracking.

Motion to approve: Councilmember Taylor

Councilmember Kirkland asked would there be a cost increase from what we have now; Mr. Goth said yes.

Second: Councilmember Scott  
Vote by Council: Unanimous

**9. Request approval to purchase a Triplex Greens Mower for Lost Plantation Golf Course. This was approved for lease at the June 27, 2022 meeting.**

Mr. Goth said this was approved to lease up to \$30,000 and he was able to purchase the greens mower and a gator from Greenville Turf for \$23,500 and he wanted to make sure the minutes reflected this.

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

**10. Request approval to pay KorKat \$37,353.00 for the removal of swings from Veterans Park to Patriots Park with the installation of turf.**

Mike Osborne said months ago the playground equipment was approved in the amount that was approved this was not included in that amount. They will relocate the mom and me swing, the two bay swings and install the turf.

Motion to approve: Councilmember Kirkland  
Second: Councilmember Scott

Councilmember Browher asked will we have any other new swings, Mr. Osborne said no.

Vote by Council: Unanimous

**11. Request approval to contract with Wade Burchem of 5020 Engineering Group, Inc for Stormwater Management for FY2023 in the amount of \$40,000.**

Elizabeth Cartwright she has been working with Mr. Burchem to complete the storm water process. We are stating our storm water fees on December 1<sup>st</sup>. Mayor Lee asked are we going using him to educate residents. Yes, he has already built a website for the City. Mrs. Cartwright said he will come on board and train anyone.

Motion to approve: Councilmember Scott  
Second: Councilmember Browher

Mr. Spaccarelli asked was this for the extra charge on the water bill and asked did Council address subdivisions with detention ponds. Councilmember Rahn directed Mr. Spaccarelli to the website where this is addressed.

Vote by Council: Unanimous

**12. Request approval of the Probation Services Agreement for FY2023.**

Chief Murrell said this is the same agreement that we renew every year for probation.

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

**13. Request approval to award the bid for Police Software to Synergistic Software Integrated in the amount of \$83,330.00. LI #100.3200.523100**

Ms. Shannon Garza from SSI was present. Chief Murrell said they have had issues with Tyler Technologies for six years their services are terrible. They see issues during court and patrol also is seeing issues. He is familiar with SSI because surrounding agencies have gone with them and are happy. Also he did put this out to bid and it is the only bid they have received. One unique thing about SSI is they are the only software that has their information backed up behind the GBI firewall. Mr. Lynn said several staff members have met with SSI and have confirmed no matter what software we would choose throughout the City it is highly likely it will be compatible with SSI. Mayor Lee mentioned the initial cost we are approving is \$83,330.00 and in addition we also have a \$13,380 annual fee for maintenance, will that be due upon installation, Ms. Garza said yes. Councilmember Kirkland said he does not agree with that. He deals with software companies' day in and day out and thinks when you install that cost should cover the first year. The live date will be April 2023.

Councilmember Rahn asked about training, what guarantee is there in the contract. Ms. Garza said there is a section in the bid that talks about training. Once the City signs the contract there will be a kickoff call. During that call they will talk about everything the City is getting, how to set up your system to meet your needs, then they build the system. Once they build the system they will take a copy of the Tyler data and they will get the convergence timeline, then they will give recap down the road as to where they are. Next they will give you a test look and the sample data. When they go live they will send someone down here that will stay with you for a couple of days. This is included in the budget they budgeted \$95, 000.

Motion to approve: Councilmember Rahn

Second: Councilmember Taylor

Vote by Council: Unanimous

#### **14. Administrative Reports:**

**City Manager** – Mr. Lynn reminded Council that they have a joint meeting with Effingham County Board of Commissioners on December 5<sup>th</sup>; Cities United Summit new registration date is Wednesday; the Budget workshop is Tuesday at 6:00 pm and budget approval will be on the December 12<sup>th</sup> meeting.

**City Engineer** – Mr. Morgan said GDOT sent back hold harmless indemnification agreement. The next thing he should be getting is the permits. We are going ahead and bidding State Route 21 next week; The 9<sup>th</sup> Street sidewalks bid will be advertised next week; the preliminary plans for Fort Howard sidewalks is complete, Mr. Bowles has them to review; what you currently have out to bid is the phase three 7<sup>th</sup> Street Utilities; Mr. Bowles said you can bid them all three to get a better price. Mr. Morgan said that can be done.

**Chief of Police** – Chief Murrell said the Citizens Police Academy graduation is tomorrow at 7:00 pm if anyone would like to attend.

**Fire Department** – Chief Reed said they are working on the vacancies.

**Recreation Dept.** – Mr. Osborne gave an update on district level teams; Breakfast with Santa is this Saturday and both sessions are sold out; the Senior lunch will be December 12<sup>th</sup>.

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

Motion: Councilmember Scott

Second: Councilmember Rahn

Vote by Council: Unanimous



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

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

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

**17. 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