



**CITY OF RINCON  
OFFICIAL MINUTES  
RINCON CITY COUNCIL MEETING  
MONDAY, FEBRUARY 12, 2018  
COUNCIL CHAMBERS  
107 W. 17<sup>TH</sup> STREET  
7:00 PM**

**Councilmembers Present:**

Reese Browher  
Paul Wendelken  
James Dasher  
Levi Scott, Jr.  
Ann Daniel  
Kevin Exley

**Present:**

Ken Lee, Mayor  
W.E. Smith, Jr., City Manager  
Raymond Dickey, City Attorney  
Dulcia King, City Clerk  
Phillip Scholl, Police Chief  
LaMeisha Hunter Kelly, City Planner  
Mike Osborne, Recreation Director  
Tim Bowles, Public Works Director  
Linda Rahn, Finance Officer

The meeting was called to order at 7:06 PM. The Invocation was given by Mayor Lee and the Pledge to the Flag was recited.

**Approval of the agenda with the additions of new business items 5A, 5B, 5C and 5D.**

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

**Approval of the January 29, 2018 minutes with the following corrections:**

Under new business item 3 personnel and complaint were misspelled.

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

**Approval of the February 5, 2018 minutes with the following changes:**

The workshop was held before the executive session and Councilmember Dasher made the motion to adjourn the meeting seconded by Councilmember Daniel; the vote by Council was unanimous.

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

**New Business:**

**1. Appearance by Katina Vinson and Mike Osborne to discuss using the MaComber Park Recreation Building.**

Mike Osborne introduces Katina Vinson. He said Ms. Vinson came to him to see if the City could help her out with the use of the MaComber building. She has a program where she mentors young ladies and she funds this out of her own pocket. She would like to use the building once a week or once every two weeks to house this program.

Ms. Vinson said she started a program called Empowering Beauties of Today for girls from 9 to 19 years of age here in Effingham County. This year she is working on getting the 501c3 now. The purpose of her starting the program is she saw kids that don't have anything to do or be a part of, the program is non funded program, and they have monthly workshops where they teach life skills, self esteem building and social skills. This program is keeping the young ladies off the street, they go on educational field trips and everything is free for them. Once she gets her 501c3 she is going to work on getting a building and offer workshops for the girls as well as their parents.

Mayor Lee asked how often she would need to use the building, Ms. Vinson said around five times a month. She told Council they plan on helping out at the facility, with concession and cleaning up. Councilmember Exley asked how many girls are in the program, there are eleven girls on the roster. They meet in afternoons and nights. Mayor Lee asked Mr. Osborne were there any issues or concerns, he said he does not have any concerns. Mayor Lee asked if she would have to sign any agreement, Attorney Dickey said she could sign the standard agreement every month and Council waive the fees. Council Browher, asked about 501c3, does she have an idea on long it would take to find a place. Ms. Vinson said hopefully she will have her own facility within a year. Councilmember Browher asked what were the procedures for churches, Mrs. Kelly said she remembers someone used the Hinely Center but they paid for the usage.

Councilmember Scott said he likes the program because it allows us to reach out the children who are not in to sports. Councilmember Browher said he thinks it is a wonderful program but he needs us to be consistent and iron clad in what we do. A motion was made to approve with the addition of waiving the rental fee.

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

## **2. Request to approve amended Council General Policies.**

Mayor Lee said this was discussed in a workshop. There was some question about item 10 in regards to video cameras; it should include functioning video cameras utilized according to the Police department standard operating procedures. Mayor Lee asked Chief Scholl was there anything that needed to be added about the body cameras since it is in their SOP. Chief Scholl said there is a standing General Order. There was some discussion on how the video cameras record. Mayor Lee asked if it is covered in the SOP do we need it in Council General Policy, Chief Scholl said he would think the should be sufficient. Mayor Lee said the Council General Policy can include vehicle and body cameras to reinforce it a little bit. Chief Scholl discussed digital storage space and how it is pricey. Attorney Dickey said you could add to the General Policy all marked vehicles and uniformed officers shall record all interactions with the public and all call for service. Chief Scholl said the new 4RE's go up to 100 hours. There was more discussion on how the cameras record and what the officer does after shift with the video and how long the data stays on the device. Mayor Lee recommended tabling until the next meeting.

Mr. Smith said Mrs. Rahn had concerns about item 30 and weather they could get financials to them in the time specified. Mrs. Rahn said the third Monday will work.

Motion to table: Councilmember Wendelken  
Second: Councilmember Dasher  
Vote by Council: Unanimous

## **3. Associates in Local Government Assistance, Inc. requests approval of Pay Request #2 in the amount of \$1,875.00 for administrative services for the FY 2017 CDBG grant. LI #40.6260.4412 and #50.7270.4412**

Mrs. Kelly said this is for administrative work on the 7<sup>th</sup> Street water and sewer project.

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

## **4. EMC Engineering recommends awarding the Miscellaneous Drainage Improvements project contract to Potter Construction, LLC, in the amount of \$215,247.20. LI #10.4430.4415**

Alec Metzger said there were two bidders and he recommends Potter Construction. This is for three different projects the Stokes Ave drainage improvements, Lost Plantation outfall ditch and the Dresler Avenue ditch on the edge of the golf course.

Motion to approve: Councilmember Scott  
Second: Councilmember Daniel

Mrs. Kelly said she will come back to Council with a budget amendment, because this line item only has \$200,000.00 and she has identified another line item in which they can transfer the money.

Vote by Council: Unanimous

### **5. Appointment of a City of Rincon representative to the Effingham County Industrial Development Authority Board.**

Council recommended Mr. Damon Rahn for the Effingham County Industrial Development Authority Board.

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

### **5A. Request to approve a resolution in support of a FY 2018 DNR Coastal Incentive Grant application for the City of Rincon.**

Mrs. Kelly said Integrated Science was contracted with the City for the Watershed Protection Plan and we have been implementing that plan as required by EPD. Integrated Science, at no charge to the City has submitted a pre application for a Coastal Incentive grant for us to get a storm water assessment. We have made it past that stage and the next step is the submittal of the grant application and we need the resolution for that.

Wade Burcham was present and he informed Council that the monitoring has been completed and it looks a little better than last year. The City is coming up with some mandates that will be coming down, things with the Watershed Protection Plan that would cost money, and what Mrs. Kelly is doing is looking for better funding mechanisms.

Motion to approve: Councilmember Daniel  
Second: Councilmember Scott

Councilmember Daniel said she enjoyed the workshop that Mr. Burcham hosted for Public Works.

Vote by Council: Unanimous

**5B. BRW Construction Group, LLC requests approval of Pay Request #6 in the amount of \$106,969.80, for the WWTP Headworks project. LI# 50.7280.4411**

Mr. Sack showed pictures of the new Headworks. There are a few punch list items to take care of but they are 99% complete. He thanked Mr. Bowles and Mr. Kee for the effortless transition. There may be one or two more pay request once everything is finalized.

Motion to approve: Councilmember Daniel  
Second: Councilmember Scott

Councilmember Dasher asked Mr. Sack would this have any positive improvement on the MBR, he said he suspects it would.

Councilmember Scott said he appreciated everything P.C Simonton did with this project.

Vote by Council: Unanimous

**5C. Fluidyne requests approval of Pay Request #2 in the amount of \$18,950.00, for the WWTP Headworks project equipment. LI# 50.7280.4411**

This is the 10% retainage payment. Everything is working well.

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

**5D. P. C. Simonton requests approval of Pay Request #24 in the amount of \$810.00, for engineering services associated with the WWTP Headworks replacement. LI# 50.7280.4411**

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

**6. Administrative Reports:**

**City Manager** – Mr. Smith said he received a request from the Board of Elections to use MaComber Park for the elections and would sign off if Council did not object; the Police Department patches are in and they have in God We Trust on them; for several weeks have been busy with Tyler Technologies, we are rapidly moving to implementing the finance portion followed by the utilities portion; he passed out butterflies pamphlets; Go365 will have a lunch and learn on February 21<sup>st</sup> and biometrics on February 21<sup>st</sup> and 22<sup>nd</sup>; Councilmember Dasher asked where are we with locating the bathroom on hole six at the golf course, Mr. Bowles said the last he heard it would be moved behind green five, Councilmember Dasher asked if it was needed, Mr. Bowles said yes. Councilmember Dasher asked Mr. Smith said put this on his agenda; Councilmember Dasher asked about

website, Mr. Smith said he will get with Bret Bennett about the website they use. Mrs. Kelly said we need to make sure we get someone that is familiar with government websites. Councilmember Scott said we need to move with this and not wait.

Patrick Kirkland asked about the Lost Plantation storage area. Mr. Smith said we have the documents; we need to get security cameras and come up with a layout on where we can put the vehicles because of golf balls flying. Damon Rahn asked if this is for Lost Plantation residents only, Attorney Dickey said no. Mr. Rahn asked could the City piggyback off of the current video recorder that Lost Plantation HOA uses. Attorney Dickey said he is not sure if we can do that. There was discussion on the system; Attorney Dickey said you will need cameras, an electronic gate and access cards.

Councilmember Exley asked about the HOA leasing the property instead of the City having a storage lot. Councilmember Browher said we need the numbers on this if it is only eleven or twelve spots. Attorney Dickey said everything was complete until the golf balls situation came up.

Councilmember Browher asked about the rocket ship, Mr. Smith said he will go and take a look to see where they are on completion.

Councilmember Exley asked does the exit water meter work at the golf course, Mr. Smith said at the moment there is some problems with it. He said there is also a meter that tells how much came out of the pond and Mr. Williams will reset that so it will be more accurate; Councilmember Exley also asked about the date on the Popeye's, Mr. Bowles said they are moving forward because they called in for locates. Mrs. Kelly said there is no set date and they are nowhere near that stage of having a punch list.

**City Engineer** – No written report.

**Chief of Police** – There was some discussion on the police patches and the date on the old patches, Councilmember Browher said he heard that is when the police department was established. Councilmember Browher said he had two positive things; he saw Sergeant Thompson and another officer pushing someone's broken down car off Highway 21 to tractor supply, they went above and beyond. Also, there were some break-ins in Williamsburg and the police had them stopped within five minutes, he was very impressed.

**Building/Zoning Dept.** – Mrs. Kelly said she gave a written report. She and Attorney Dickey have been working on the legislative annexation, there will be 160 acres that will be annexed; Picket Fences 4 is under construction, Hickory Knob 11 and Fort Howard Plantation; she is working with GMA on the franchise fee audit, they identified \$3,500.00 the we will be receiving from Comcast; on Wednesday she and Dulcia King completed the GMA Revenue Administrative Course; she did communicate with Stephanie Johnson about a workshop with the County and asked Council for a City workshop on Monday; she did mention a new ordinance for food trucks; Councilmember Browher asked about impact fees, Mrs. Kelly said we are do for an update and she had a meeting with EMC.

Councilmember Browher asked would it need to go out to bid, Attorney Dickey said it would not be conducive.

**Recreation Dept.** – Mr. Osborne said they have wrapped up basketball and had a district tournament this weekend, they had an all-star Jamboree, and baseball practice will start next week. Councilmember Browher asked about a fair, it will be a positive event for the community, Mr. Osborne said he reached out and two were interested, they looking at maybe next year.

**Water/Sewer/Public Works** – Mr. Bowles said DOT restriped the intersection at Prosperity Drive and Highway 21; they had to fill a box at Lexington Avenue and Seventh Street so it would not wash out.

**Finance** – Mrs. Rahn said she has been going through generic training the customer service representatives; they are doing data pulls; and the payroll kinks have been worked out. Councilmember Daniel asked information conversion for payroll, Mrs. Rahn said they spend about four hours each week doing this.

**Mayor and Council** – Councilmember Dasher said he spoke with Brad Carr at the Chamber and told him we don't want to lose Oktoberfest and asked Mrs. Kelly to reach out to him about Oktoberfest. Councilmember Browher asked about Ridgewood problem, Mr. Smith said he got one release signed, but the neighbor next door has not agreed to sign. He doesn't think we will need them, so he is prepared to move forward.

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

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

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

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

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

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

A motion was made to make a payment to the Department of Administrative Services Risk Management in the amount of \$966.45 for damage to a Department of Community Supervision vehicle in a collision with a City vehicle.

Motion to approve: Councilmember Daniel

Second: Councilmember Scott

Vote by Council: Unanimous

**Adjourn:**

Motion to adjourn: Councilmember Daniel

Second: Councilmember Exley

Vote by Council: Unanimous