

CITY OF RINCON
OFFICIAL MINUTES
RINCON CITY COUNCIL MEETING
MONDAY, NOVEMBER 13, 2017
COUNCIL CHAMBERS
107 W. 17TH STREET
7:00 PM

Councilmembers Present:

Reese Browher
Paul Wendelken
Levi Scott, Jr.
James Dasher
Christi Ricker
Ann Daniel

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
Phillip Scholl, Police Chief
Corey Rahn, Fire Chief
Linda Rahn, Finance Officer
Josh Williams, Lost Plantation Golf Course

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

Approval of the agenda:

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

Approval of the October 23, 2017 minutes with the following correction:

Ryan Willoughby name was misspelled, and under new business item 3 decel was misspelled.

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

Mayor congratulated new councilmember, Kevin Exley.

Old Business:

1. Vote on a petition filed by MPV II, LLC for a variance request to Article VI, Section 30 to reduce the length of the parking spaces from 20 feet to 18 feet. Property is located at 429 S. Columbia Ave. Property is zoned GC (General Commercial) and is owned by Enmark Stations Inc. (Map # R212-14) (Tabled at the 9/18/2017 meeting)

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

Mrs. Kelly asked that Council take no action on this item. The property owner and developer are trying to reengineer the site so they will not need a variance. No action taken.

2. Consideration of an appointment of a City of Rincon representative to the Effingham Hospital Board. (Tabled at the 10/23/2017 meeting)

Motion to remove from table: Councilmember Ricker
Second: Councilmember Daniel
Vote by Council: Unanimous

Mrs. Kelly said she spoke with the candidates and they understood the time commitment and training and they both will be willing to serve. Mayor Lee asked Council if they had any other names to submit, his recommendation is to submit these two names, Chris Brinker and DeBorah Lanier and the Hospital Board will make the decision between those two.

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

New Business:

1. Josh Reddick and The Josh Reddick Foundation request use of Freedom Park, a Health Department Waiver, and Temporary Alcohol Permit for the annual Josh Reddick Foundation Concert on January 27, 2018.

Jane Landing and Julie Hale were present. Ms. Landing thanked Council for assistance in the past. She is asking for some fees to be waived, Mrs. Kelly told Council for the past two years they have waived the \$750 rental fee and \$300 utility charge. The foundation will have to pay \$450 for the lights, \$2,240, plus \$1,000 deposit that they will get back at the end of the event. Staff did meet with them tonight.

Motion to approve: Councilmember Ricker
Second: Councilmember Daniel

Mrs. Kelly said included in this is the Health Department waiver and letter for temporary beer and wine sales. Councilmember Wendelken asked about waiving the special events permit fee. Both motions were amended to include waiving the special events permit fee also.

Vote by Council: Unanimous

2. EMC Engineering Services requests approval of updated Work Order for the 7th Street Utility Improvements, in the amount of \$65,770. LI# 20.7270.4404 and #40.6260.4412

Alec Metzger said this is the Community Development Block Grant project that they have been working for several years on 7th Street, the sewer lines, water lines and replacing some grinder pumps. Mrs. Kelly said this is the engineering work included in the application.

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

3. Y-Delta, Inc. requests approval of Pay Request #7 in the amount of \$126,496.65, for work completed on the Fort Howard Road Utility Extension project. LI# 40.6260.4422 and 50.7270.4410

Mr. Metzger said there should only be one more request after this one, it is everything except the 5% retainage. The contractor is working on completing the punch list now. Mrs. Kelly informed Council they have hand delivered notices to home in the area that if they have any problems to give the City a call.

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

4. Parkson Corporation, LLC requests approval of Pay Request #1 in the amount of \$161,929.80, for the WWTP Headworks project equipment. LI# 50.7280.4411

Marcus Sack was present.

Motion to approve: Councilmember Daniel

Second: Councilmember Wendelken

Vote by Council: Unanimous

5. HHNT Consulting Engineers requests approval of pay request #16 in the amount of \$2,503.74, for engineering services associated with the Lower Floridan Well project. LI# 40.6260.4418 and #40.6260.4419

Brant Lane said this is for construction assistance. The project is a little behind because of the weather. Both contractors, the tank contractor and wellhouse contractor, are working at the same time, but they are starting to go vertical with the project and they will have to pull the wellhouse contractor for safety reasons. There is still a long way to go, things have been dry and there have been no delays in October and moving forward. The only other item is putting brackets on the tank and this will need to be done while going vertical. Mr. Smith told Council we have talked about adding antennas to the top of the tank and have budgeted \$60,000, this is the work we need to get done in order to sell space on the tank. It is better to put the infrastructure on now because if you put it on later you could possibly damage the tank. Mr. Bowles said anything that goes on the tank needs to go on before the finished state. Mr. Smith said we need to get an answer soon. Mr. Lane said he will confirm the \$60,000 cost and get back with Mr. Smith. Mr. Smith said he would like to proceed and get back with Council at the next meeting, the window is shutting. Councilmember Daniel asked will the antenna fees be enough to negate the cost; Mr. Smith said we are making a little over \$60,000 a year on the old tank. Councilmember Scott asked are we going to hold off on the wellhouse until the completion of the tank, Mr. Lane said they go together, both contractors are working now but we are about to hit a period for about 30 days where it will just be the tank contractor. Councilmember Scott said he is concerned about the extension, and will it require an additional extension, he said yes around 35 days.

Motion to approve: Councilmember Scott

Second: Councilmember Ricker

Councilmember Browher asked can any other contractors put in the infrastructure, Mr. Smith said they will not let anyone touch the tank until it is up. Mr. Lane said he doesn't think the tank company will let another company come in before installation and work on the tank.

Vote by Council: Unanimous

6. Request approval to purchase replacement pump for wells from Flomotion Systems in the amount of \$5,700.00. LI #40.6260.4410, 40.6260.4403 and 40.6260.4411

Mr. Bowles said this is the chlorine pumps that are used at the wells; they need to be replaced periodically. He likes to keep at least two in stock so no well has to be shut down if a pump goes out.

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

7. Request by U.S.S.A. to rent the ball fields at MaComber Park for a Baseball Tournament.

Mr. Smith said this was brought before Council to make sure there wouldn't be any problems since Recreation Director, Mike Osborne and Recreation Coordinator DJ Wilson work with USSSA on organizing tournaments around the region. They will rent the fields from the City and the City will get 100% of the concessions like any other tournament.

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

8. Request approval to purchase a Woods MD80 Rotary Cutter from Hendrix Machinery for the WWTP in the amount of \$5,974.00. LI #50.7280.3311

Mr. Smith said this is a replacement for a bush hog. There is money in the budget for this purchase.

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

9. Request approval of the 2018 Water and Sewer rates.

Mr. Smith said at the recommendation of the City Attorney it is appropriate for us to as part of the budget process to approve water and sewer rates. Commercial fire fee rates are to be determined and brought back to Council at a later date. Mayor Lee confirmed the motion to approve the water and sewer rates for 2018, water and sewer cut off fee and residential fire fee.

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

10. Discussion of Josh Reddick recognition signs at our City entrances per Councilmember Christi Ricker.

Councilmember Ricker said this has already been discussed, but needed to be on the agenda. She would like to propose; since we are doing new City signs we can attach something under the signs recognizing Josh Reddick since he has played on our ball fields and gives back to the community.

Motion to approve a recognition sign at the City entrances for Josh Reddick:
Councilmember Daniel
Second: Councilmember Scott
Vote by Council: Unanimous

11. BRW Construction Group, LLC requests approval of Pay Request #4 in the amount of \$154,788.26, for the WWTP Headworks project. LI #50.7280.4411

Mr. Sack said this is for continued construction of the Headworks.

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

12. P.C. Simonton requests approval of Pay Request #22 in the amount of \$2,480.00, for engineering services associated with the WWTP Headworks replacement. LI# 50.7280.4411

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

13. Request for Council to reject all bids received and to cancel the RFP for the Police Department Repairs to Building.

Mrs. Kelly said we did not receive any bids, and she would like to request cancellation of the bid and make some changes to the RFP.

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

14. Request for Council to reject all bids received and to cancel the RFP for the City Hall Interior Painting.

Mrs. Kelly said she did receive one bid but is not familiar with the contractor.

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

**15. Rincon Noon Lions Club requests \$1000 sponsorship from City of Rincon to assist with advertisement for Rincon Christmas parade on November 18, 2017.
LI# 10.4101.2210**

Mayor Lee said this is consistent with what we have done in the past.

Motion to approve: Councilmember Dasher

Second: Councilmember Ricker

Vote by Council: Unanimous

16. Administrative Reports:

City Manager – Mr. Smith said he did get a proposal for the solar array, the engineer is looking at it and will come back to Council with a recommendation; and the butterfly project has been put in, we will probably plan an event in the spring to recognize this.

Councilmember Daniel asked will it be possible to get a timeline on the Tyler project and to find out when training will start. Mr. Smith said we have had onsite visits and someone with Tyler will come back to provide a summary to Council on where they are.

Councilmember Scott said he met with the Tyler person today along with Attorney Dickey has some question about some items and he is concerned about a few of them, because of Mrs. Kelly familiarly with city projects he would like recommend putting her in the middle of this for communication. Councilmember Scott said Attorney Dickey had issues with the court software that could be addressed today. Councilmember Scott also said Bo with Tyler said he would voluntarily look at the court system tomorrow. His fear is we haven't been feeding them all the information they need to set up the system correctly. Mayor Lee asked if this someone we have not communicated with before. Mrs. Rahn said he is working on finance this week.

Councilmember Browher would like to see Georgia Power do an outdoor lighting audit to see where we can save money.

Chief of Police – A report was submitted. Chief Scholl said he has two detectives putting on a presentation tonight to the Boys Scout about finger printing.

Fire Department – A report submitted report.

Building/Zoning Dept. – A report was submitted. Mrs. Kelly said they had their first Tyler visit last week, and it would help if council would email their expectation of the project. Councilmember Scott said training up front is important and having everybody involved, another thing he addressed is having limited people familiar with key areas. The key is having backup. Councilmember Daniel clarified that Mr. Smith and Mrs. Kelly will work with Mrs. Rahn extensively on the project going forward to make sure everyone is aware knows what is going on.

Patrick Kirkland asked Mr. Smith about using guys from Savannah Tech to bridge the technology gaps we are having.

Mayor Lee asked about Popeye's and the drainage issues in that area, he wanted to know if it has been addressed so the problem doesn't get worse. Mrs. Kelly said Popeye's is doing drainage for their site. Mr. Bowles said they have added two additional storm drainage boxes to their property.

Water/Sewer/Public Works – A report was submitted. Mr. Bowles said the sink holes on Oak Lane have been repaired and one on Willow Street has been repaired. He included pictures of what he found and said it will probably be that way all the way down the street, because of the joints of the pipes are not built up properly.

Mayor Lee asked Mr. Bowles to include the number of grinder pumps that have been replaced on his monthly report and asked if the street sweeper being utilized, do they have a set schedule. Mr. Bowles said not since Chris has left he needs to get someone trained on how to use it.

Mr. Bowles said he and Mrs. Kelly have looked at a design for the city limits signs.

Finance – Mrs. Rahn said she will forward her monthly report to Council; she is working heavily in software and anyone is welcome to sit in on meetings with her, she is not hoarding any information; financials should be ready by Monday night.

Lost Plantation – A report was submitted. Councilmember Daniel said the numbers are looking good.

Mayor and Council – Mrs. Kelly said we need a final workshop on Monday.

Councilmember Browher said he has a couple of drainage issues, one at 442 Keller Road and another at 136 Ridgewood Circle. He wants staff to look at Keller Road, but Ridgewood Circle, and he will bring it up in every meeting until we come up with some resolution, he feels like we can do something. This affects three or four houses in that area. Mrs. Kelly asked Council if it was ok for staff to contact the property owners to do an assessment. Mr. Bowles said he has already been to Ridgewood Circle and told them what needs to be done. Councilmember Browher said we may need to get the City Attorney involved to get easements and we need to come up with some solutions. Councilmember Scott clarified that Mrs. Kelly wanted to know if Council is authorizing staff to get some quotes. Councilmember Scott asked about the meeting with the County and the agenda. He said he thinks drainage and water fall out needs to be put on the agenda to get some of this water out of the city. Mr. Smith said we will try for the 4th.

Councilmember Browher asked what the ordinance says about maintaining an undeveloped lot. Mrs. Kelly said it should be kept free of debris.

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

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

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

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

No action taken.

Adjourn:

Motion to adjourn: Councilmember Dasher
Second: Councilmember Daniel
Vote by Council: Unanimous