

North Augusta



South Carolina's Riverfront

MINUTES OF AUGUST 9, 2021

Briton S. Williams, Mayor

J. Robert Brooks, Councilmember

Pat C. Carpenter, Councilmember

Jenafer F. McCauley, Councilmember

David W. McGhee, Councilmember

Eric H. Presnell, Councilmember

Kevin W. Toole, Councilmember

ORDER OF BUSINESS

SPECIAL CALLED CITY COUNCIL MEETING

The Special Called City Council meeting of August 9, 2021 for the City of North Augusta, having been duly publicized, was called to order by Mayor Pro Tem Brooks at 6:00 p.m. and also streamed online for public viewing at the City Facebook page: "City of North Augusta – Public Information" and City YouTube page: "City of North Augusta Public Information." The Special Called City Council meeting adjourned 6:14 p.m.

Per Section 30-4-80(e) notice of the meetings was sent out by email to the current maintained "Agenda Mailout" list consisting of news media outlets and individuals or companies requesting notification. Notice of the meetings was also posted on the outside doors of the Municipal Center, the main bulletin board of the Municipal Center located on the first floor, and the City of North Augusta website.

Members present were Mayor Pro Tem Brooks, Councilmembers Carpenter, McCauley, McGhee, Presnell, and Toole. Mayor Williams was absent.

Also in attendance were Jim Clifford, City Administrator, Rachele Moody, Assistant City Administrator; Kelly F. Zier, City Attorney; Cammie T. Hayes, Chief Financial Officer; Thomas C. Zeaser, Director of Engineering and Public Works; Richard L. Meyer, Director of Parks, Recreation, and Tourism; James E. Sutton, Director of Public Services; John C. Thomas, Director of Public Safety; Thomas L. Paradise, Director of Planning and Development; J.D. McCauley, Manager of Human Resources; Ricky Jones, Manager of Information Technology and Sharon Lamar, City Clerk.

ITEM 1. ENGINEERING AND PUBLIC WORKS: Resolution No. 2021-33 – A Resolution Authorizing a Supplemental Inspection Services Contract for the Building Standards Department

On the motion of Councilmember Carpenter, second of Councilmember Presnell, Council agreed to consider a resolution to authorize a Supplemental Inspection Services Contract for the Building Standards

Department. Rachele Moody, Assistant City Administrator, explained this proposed contract would be effective through 2021. There were no comments from citizens. Council approved the resolution with a unanimous vote of 6-0.

Please see a copy of the proposed resolution below:

RESOLUTION NO. 2021-33

A RESOLUTION AUTHORIZING A SUPPLEMENTAL INSPECTION SERVICES CONTRACT
FOR THE BUILDING STANDARDS DEPARTMENT

WHEREAS, on November 2, 2020, City Council adopted a balanced budget for the fiscal year beginning on January 1, 2021, and ending on December 31, 2021 which included three Inspectors in the Building Standards Department effective January 1, 2021; and

WHEREAS, City staff has identified an upcoming delay in inspection services due to a medical leave of absence; and

WHEREAS, City staff has identified budgeted personal services expenses and operating expenses savings in the General Government function as well as surplus revenue from construction related permits sufficient to enter into a supplemental inspection services contract for an amount not to exceed \$15,000; and

WHEREAS, there are various firms with South Carolina State On-Call Contracts offering the type of services that are applicable to the City; and

WHEREAS, Administration supports the supplemental inspection services contract to meet the Building Standards Department's staffing needs; and

WHEREAS, City Council believes it to be in the best interest of the City to contract for supplemental inspection services to support staffing needs of the Building Standards Department.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of North Augusta, in meeting duly assembled and by the authority thereof, that a contract be entered into for supplemental inspection services with charges not to exceed \$15,000 to be charged to professional services in the Building Standards Department of the General Fund.

BE IT FURTHER RESOLVED that the City Administrator and/or Director of Public Works shall be authorized to sign all documents relating to the identified contractual services.

DONE, RATIFIED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH AUGUSTA, SOUTH CAROLINA, ON THIS THE ____ DAY OF _____, 2021.

ITEM 2. PARKS, RECREATION AND TOURISM: Ordinance No. 2021-11 – Authorizing a Restructuring of Personnel for the Department of Parks, Recreation, and Tourism Subsequent to Department Vacancies Resulting from Retirements and Resignations; Ordinance – First Reading

On the motion of Councilmember McCauley, second of Councilmember Toole, Council agreed to consider an ordinance on first reading authorizing a restructuring of personnel for the Department of Parks, Recreation, and Tourism subsequent to department vacancies resulting from retirement and resignations. There were no citizen comments. Council unanimously approved the first reading of the ordinance with a 6-0 vote.

Please see a copy of the proposed ordinance and organizational chart below:

ORDINANCE NO. 2021-11
AUTHORIZING A RESTRUCTURING OF PERSONNEL FOR THE DEPARTMENT OF PARKS, RECREATION, & TOURISM SUBSEQUENT TO DEPARTMENT VACANCIES RESULTING FROM RETIREMENTS AND RESIGNATIONS

WHEREAS, in accordance with the Laws of South Carolina, and the Ordinance of the City of North Augusta, the City Administrator prepared and submitted to the City Council a Balanced Budget for the budget year beginning on January 1, 2021, and ending on December 31, 2021 which was adopted November 2, 2020; and

WHEREAS, the City has determined that a restructuring of personnel for the Department of Parks, Recreation, & Tourism ("Department of PRT") is necessary to expand upon opportunities resulting from department vacancies from retirements and resignations and to continue to provide adequate services related to activities of the Department; and

WHEREAS, this restructuring is to be done within the authorized total appropriations for personal services expenses of the Department of PRT as adopted by City Council on November 2, 2020.

NOW, THEREFORE BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH AUGUSTA, SOUTH CAROLINA, IN MEETING DULY ASSEMBLED AND BY THE AUTHORITY THEREOF, THAT:

Section I. The City Council hereby authorizes a restructuring of personnel for the Department of PRT as follows with proposed Department of PRT organizational chart attached as Exhibit A:

Division	Current Position	Current Grade	Proposed Position	Proposed Grade
10-4300/Recreation	Director of PRT	38	No Change	38
	Superintendent of Programs & Facilities	27	No Change	27
	Program Coordinator II	14	No Change	14
	Program Coordinator	12	No Change	12
	Secretary II	11	No Change	11
	Program Coordinator I	13	Center Program Coordinator	10
	Program Coordinator	12	Center Program Coordinator	10
	NEW REQUEST	N/A	Center Program Coordinator	10
10-4310/Parks	Maintenance Foreman II	13	No Change	13
	Maintenance Technician	12	No Change	12
	Crew Leader	9	No Change	9
	Grounds Worker III	7	No Change	7
	Grounds Worker II	6	No Change	6
10-4320/Community Center	Center Coordinator	8	No Change	8
	Center Coordinator	8	No Change	8
10-4325/Tourism	Facilities & Events Supervisor	17	Events Coordinator	12
	Maintenance Worker II	6	No Change	6*
	Maintenance Worker II	6	No Change	6*
19-4325/Tourism	Tourism & Marketing Coordinator	12	No Change	12
10-4430/RVP Activities Center	Programs & Facilities Supervisor	18	No Change	18
	Crew Leader	9	No Change	9
	Maintenance Worker II	6	No Change	6
	Center Coordinator	8	No Change	8
	Center Coordinator	8	No Change	8
	PT Center Coordinator	8	No Change	8
	PT Center Coordinator	8	No Change	8
	PT Center Coordinator	8	No Change	8
	PT Center Coordinator	8	No Change	8

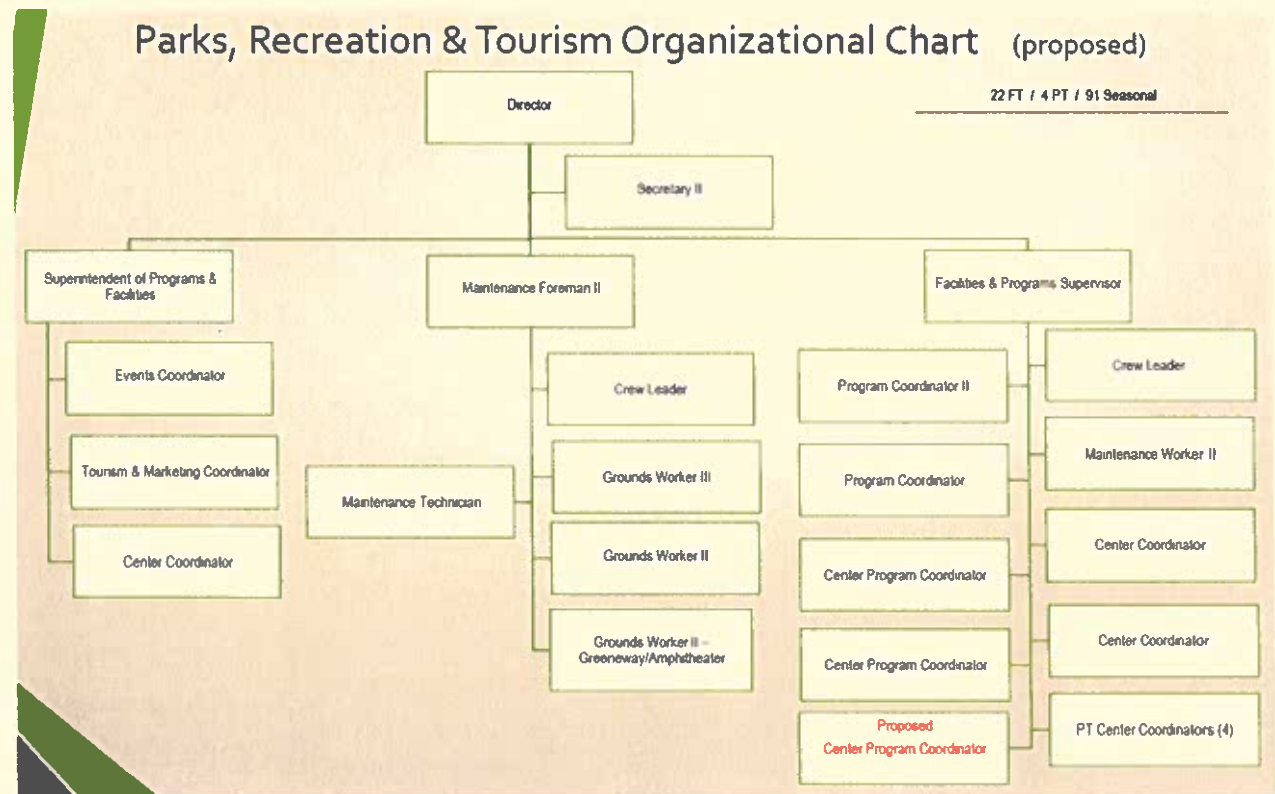
*Positions are currently supervised by the Director of Public Works and will be proposed to be transferred to 10 4060, City Buildings, in the 2022 Budget

Section II. That in all other respects, except as hereby and heretofore restructured, the budgeted positions for the City of North Augusta for the fiscal year beginning January 1, 2021, and ending December 31, 2021, shall remain in full force and effect.

Section III. All Ordinances or parts of Ordinances in conflict herewith are, to the extent of such conflict, hereby repealed.

Section IV. This Ordinance shall become effective immediately upon its adoption on second and final reading.

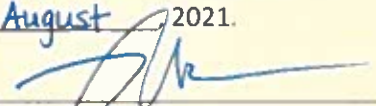
DONE, RATIFIED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH AUGUSTA, SOUTH CAROLINA, ON THIS _____ DAY OF AUGUST, 2021.



Councilmember Carpenter shared the City's loss of two young men this past weekend, Kevin Adams and Matt Stone.

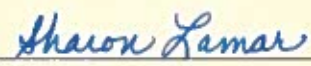
The Special Called City Council meeting was adjourned at 6:14 p.m.

APPROVED THIS 16th DAY OF August 2021.



Briton S. Williams
Mayor

Respectfully submitted,



Sharon Lamar
City Clerk