

# North Augusta



*South Carolina's Riverfront*

## MINUTES OF NOVEMBER 28, 2022

*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**

### **STUDY SESSION**

The Study Session of November 28, 2022 for the City Council of the City of North Augusta, having been duly publicized, was called to order by Mayor Briton S. Williams 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 Study Session adjourned at 6:56 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 Williams, Councilmembers Brooks, Carpenter, McCauley, McGhee, Presnell, and Toole.

Also in attendance were James S. Clifford, City Administrator; Rachele Moody, Assistant City Administrator; Kelly F. Zier, City Attorney; Thomas C. Zeaser, Director of Engineering and Public Works; Lieutenant Verne Sadler, Public Safety; Karl Waldhauer, Superintendent, Facilities, & Programs; James E. Sutton, Director of Public Services; Thomas L. Paradise, Director of Planning and Development; Lynda Williamson, Interim Director of Finance; J.D. McCauley, Manager of Human Resources; Ricky Jones, Manager of Information Technology, and Jamie Paul, City Clerk.

**ITEM 1. CITY COUNCIL MEETING: Items for December 5, 2022 Council Meeting – Council Discussion**

City Administrator Clifford led Council's discussion of items for the December 5, 2022 regular meeting. (See Attachment #1)

**ITEM 2. DEPARTMENT DETAILS:**

City department directors and managers provided departmental updates. (See Attachment #2)

**ITEM 3. MAYOR'S MATTERS:**

(A) FOCUS ITEM: Towing Rotation Policy Proposal

City Administrator Clifford presented to Council. (See Attachment #3A)

Chief Thomas and Public Safety staff highlighted on changes such as moving to a call by call basis.

Discussion ensued with Council, staff, and City Attorney Zier related to the differences between a week to week rotation and call by call, potential legal issues if policy is not updated, and setting a radius.

It was the consensus of City Council to recommend staff to proceed on the following:

- Updating the policy to a new City Code/Ordinance
- Set a radius of five (5) miles within the City of North Augusta
- Tow companies to be in South Carolina
- Mirror the South Carolina Highway Patrol (SCHP) on prices, response time, etc.

Mayor Williams stated that on behalf of the Council they thank Public Safety for all of their efforts on this item.

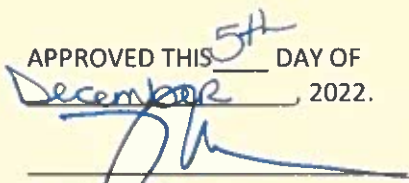
(B) Mayor Williams will share reflections and announcements related to current City events and opportunities.

Mayor Williams highlighted on the following:


- Christmas Tree Lighting at John C. Calhoun Park, November 29 starting at 5:00pm
- Arbor Day at Riverfront Greenway, December 2 at 1:00pm
- Christmas Parade at Downtown North Augusta, December 11 at 3:00pm

The Study Session adjourned at 6:56 p.m.

APPROVED THIS 5<sup>th</sup> DAY OF  
December, 2022.

  
Britton S. Williams  
Mayor

Respectfully submitted,

  
Jamie Paul  
City Clerk



**PUBLIC POWER HOUR**

December 5, 2022 – 5:30 p.m. - Municipal Center – 100 Georgia Avenue, 3rd Floor - Council Chambers

**DRAFT AGENDA: CITY OF NORTH AUGUSTA REGULAR CITY COUNCIL MEETING**

December 5, 2022 – 6:00 p.m. – Municipal Center – 100 Georgia Avenue, 3rd Floor - Council Chambers

The Public Power Hour and Regular City Council meeting will be streamed for public viewing online at:

- “City of North Augusta – Public Information” on [www.Facebook.com](http://www.Facebook.com)
- “City of North Augusta Public Information” on [www.YouTube.com](http://www.YouTube.com)

*CITIZEN COMMENTS: Citizens may speak to Mayor and City Council on each item listed on this agenda. The Mayor will call for comments prior to Council’s discussion. Speakers shall give their name and address in an audible tone of voice. Speaker Forms are provided on the credenza at the entrance for speakers desiring that the minutes indicate that they addressed Council on a specific topic. The form will be included as part of the minutes of the meeting. Citizen comments are limited to five minutes.*

*CITIZEN ASSISTANCE: Individuals needing special assistance or sign interpreter to participate in the meeting, please notify the Administration Department 48 hours prior to the meeting.*

1. **CALL TO ORDER:**

2. **INVOCATION AND PLEDGE OF ALLEGIANCE:**

3. **ROLL CALL:**

4. **APPROVAL OF MINUTES:**

- Regular City Council Meeting minutes of November 21, 2022
- Study Session minutes of November 28, 2022

5. **PERSONNEL:** Employee of the Quarter – October, November, and December 2022 – TBD

**NEW BUSINESS**

6. **ADMINISTRATION:** Resolution No. 2022-55 – Authorizing Receipt of Funding from the Savannah River Site Litigation Settlement Fund

7. **ADMINISTRATION:** Resolution No. 2022-56 – Facility Improvements

8. **PLANNING AND DEVELOPMENT:** Resolution No. 2022-57 – Proposed Parking Agreement with Riverside Hammonds Ferry

9. **CITY COUNCIL:** City of North Augusta City Council Meeting Schedule and Notice January 2023 through December 2023

10. **ADMINISTRATIVE REPORTS:**

11. PRESENTATIONS/COMMUNICATIONS/RECOGNITION OF VISITORS:

A. Citizen Comments – *At this time, citizens may speak to Mayor and City Council regarding matters not listed on the agenda. Speakers shall give their name and address for the records. Speaker Forms are provided on the credenza for speakers desiring that the minutes indicate that they addressed Council on a specific topic. The form will be included as part of the minutes of the meeting. Citizen comments are limited to five minutes.*

B. Council Comments –

12. ADJOURNMENT

## DEPARTMENT DETAILS

for November 28, 2022



### FINANCE:

- Cycle 1 Due Date is December 5th
- Cycle 2 Disconnect is December 5th and 6th

### PUBLIC SERVICES:

- Property Maintenance
  - Relocating 19 Camellias from Public Safety building site to various City Parks
- Utilities
  - Repairing roadway West Martintown at Hammond Drive
- Arbor Day reminder Friday December 2, at 1:00 p.m. Front Street at Railroad Avenue

### PLANNING AND DEVELOPMENT:

- Development Code Rewrite Committee on Wednesday
- BZA meeting next Tuesday
- 71 online responses to the Georgia Ave. Traffic Calming Survey

### PUBLIC SAFETY:

- Flag pole at Station 1 installed today
- Christmas Tree lighting tomorrow, November 29 from 5-7pm
  - Public Safety will be there for traffic and begin closing West Forest between Carolina Ave and Georgia Ave at 4pm

### PARKS, RECREATION AND TOURISM:

- <https://visitnorthaugustasc.com> Tourism website update
- City of North Augusta annual Christmas Tree Lighting ceremony Tuesday night, 5pm-7pm, at Calhoun Park and Lookaway Inn. Live performances by the Paul Knox and North Augusta Middle School bands. Coffee & Hot Chocolate, letter to Santa, marshmallow roasting, and special appearance from Santa Claus. WRDW News 12 will be there during their 6pm newscast to cover Mayor Williams flipping the switch
- Youth Basketball Evaluations begin this coming Saturday, December 3<sup>rd</sup>

### ENGINEERING AND PUBLIC WORKS:

- Hillwood Ct Street Repair
- Bluff Avenue Streetscape Bid

### HUMAN RESOURCES:

- See following page for Employment Opportunities list



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## EMPLOYMENT OPPORTUNITIES

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**Center Program Coordinator – PRT**

Grade: 10

Salary/Pay Rate: \$18.17 - \$21.80/hour

Closing Date: Until Filled

**Communications Technician – Public Safety**

Grade: 9

Salary Pay Rate: \$17.27 - \$20.73/hour

Closing Date: Until Filled

**Firefighter – Public Safety**

Grade: 3

Salary Pay Rate: \$11.90 - \$14.28/hour

Closing Date: Until Filled

**Grounds Worker II – Property Maintenance**

Grade: 6

Salary/Pay Rate: \$14.59 - \$17.50/hour

Closing Date: Until Filled

**Heavy Equipment Mechanic I – Sanitation**

Grade: 9

Salary Pay Rate: \$17.27 - \$20.73/hour

Closing Date: Until Filled

**Heavy Equipment Operator I – Property Maintenance**

Grade: 9

Salary Pay Rate: \$17.27 - \$20.73/hour

Closing Date: Until Filled

**Laborer – Streets & Drains**

Grade: 4

Salary/Pay Rate: \$12.80 - \$15.35

Closing Date: Until Filled

**Public Safety Officer – Public Safety**

Grade: 15

Salary/Pay Rate: \$21.19 - \$25.43/hour

Closing Date: Until Filled

**Sanitation Worker - Sanitation**

Grade: 4

Salary/Pay Rate: \$12.80 - \$15.35/hour

Closing Date: Until Filled

**Trolley Drivers**

Grade: UN

Salary/Pay Rate: \$20.80/hour

Closing Date: Until Filled

**Utility Worker II – Water/Wastewater**

Grade: 4

Salary/Pay Rate: \$12.80 - \$15.35/hour

Closing Date: Until Filled

**Vehicle Operator I – Sanitation**

Grade: 6

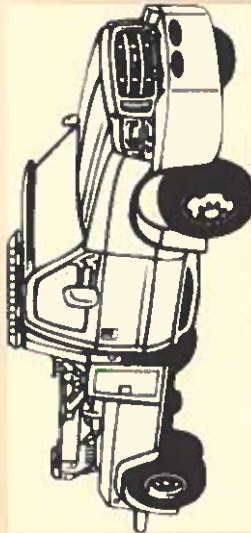
Salary/Pay Rate: \$14.59 - \$17.50/hour

Closing Date: Until Filled

To apply and to see full job descriptions please visit [www.northaugustasc.gov/jobs](http://www.northaugustasc.gov/jobs). You may also contact Human Resources for more information at 803-442-5710 or [kferguson@northaugustasc.gov](mailto:kferguson@northaugustasc.gov).

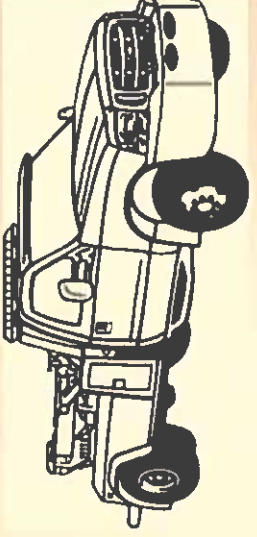
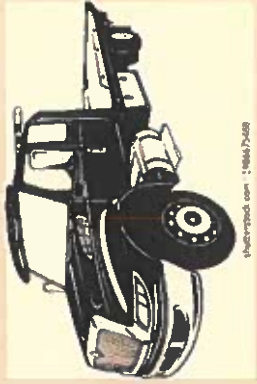
The City of North Augusta is an Equal Opportunity Employer

# North Augusta Department of Public Safety



Towing Rotation Policy Proposal

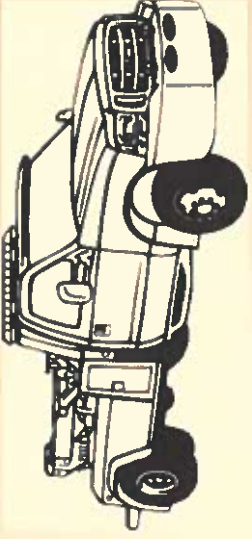




## Current Policy

- Under the current policy, a single tow company is on a call for the entire week, beginning Monday at 8am until the following Monday at 8am.
- Current rotation has six (6) tow companies at Council's recommendation
- Officer calls for a tow and no matter how many vehicles need to be towed, one company and possibly only one truck are responding
- With companies being on a weekly call schedule, there is no way to make sure all companies on the rotation field receive the same amount of calls

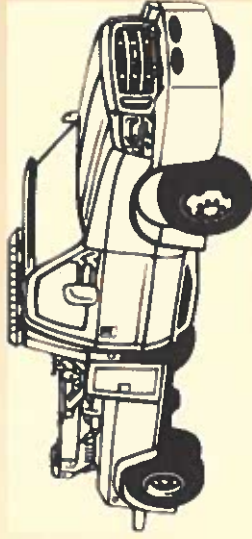
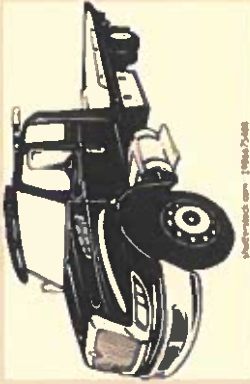




# Current Policy

(Cont'd)

- Became effective July 1, 1998
- Allows for 6-10 towing companies to be on a week long rotation based on Council recommendation from 2011
- Tow companies automatically stay on the rotation from year to year, unless there is documented issues that warrant their removal
- Policy allows for tow companies to know at the beginning of the year when they will be on call to properly schedule drivers and vacations
- In the event that multiple vehicles need to be towed from a single location or multiple locations in the city at the same time, only one company and possibly only one truck is responding, keeping officers on scene longer and the roadway blocked longer
- Tow companies being on call for the entire week, makes it so some weeks they could have many calls and some they could have no calls



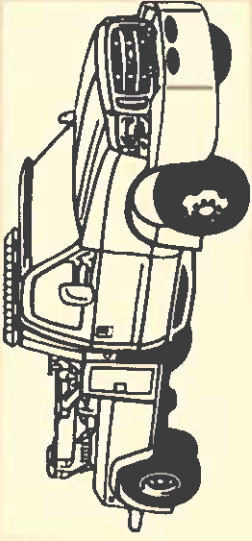
# Proposed Policy

- Would make towing a City of North Augusta Ordinance rather than a Department of Public Safety Policy, much like other similar municipalities
- Tow companies would be called on a call by call rotation
- Companies would be capable of joining/leaving the rotation at any time
- Companies would be required to go through the City of North Augusta procurement process to get on the rotation
- Companies would be required to be on the South Carolina Highway Patrol rotation, which would mean they have already been inspected and meet or exceed North Augusta requirements



# Proposed Policy

(Cont'd)



- In the event multiple tows are needed, multiple companies would be responding, potentially clearing the roadways and officers faster
- Public safety dispatch computers already have the capability to automatically track and assign the next tow company on the rotation, taking that off of the individual dispatcher
- New policy would contain disciplinary actions in the event of issues with individual rotation towing companies and make it easier to enforce said discipline

# Recommendations to Council

- Recommend switching to a call by call response as opposed to the current weekly call schedule, to allow more companies on the rotation and faster response to clear the roadway of disabled vehicles and get officers back available for calls
- Recommend increasing the current tow fees to bring the City fees up to meet other area rotations, to assist with rising fuel costs faced by tow companies
- Recommend adopting the proposed policy as a new/more extensive City Code/Ordinance that regulates towing of vehicles much like other similar sized/populated cities in the area
  - This would allow tow companies to have to go through the City procurement process to get onto the list as they would to conduct any other business with the City
- Recommend Code Enforcement to be utilized to conduct any needed inspections for violations of the City Code
  - This would eliminate Public Safety's role in regulating the towing rotation to prevent any possibility of alleged favoritism
- Recommend creating a heavy duty tow rotation for large vehicles

# Guidance Requested from Council

- Set a radius for companies or open it to specific counties?
- Require the company to be located within South Carolina or open it to companies located in Georgia as well?
- Increase our prices to those used by the South Carolina Highway Patrol, increase them to something different, or leave them as they are now?
- Change our response time requirement to be the same as SCHP (40 minutes) or leave at the current 20 minute limit?