

North Augusta



South Carolina's Riverfront

MINUTES OF DECEMBER 12, 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 December 12, 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 7:03 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.

*Councilmember Carpenter arrived at 6:07pm.

Also in attendance were James S. Clifford, City Administrator; Rachelle 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 19, 2022 Council Meeting – Council Discussion

City Administrator Clifford led Council’s discussion of items for the December 19, 2022 regular meeting. **(See Attachment #1)**

ITEM 2. DEPARTMENT DETAILS:

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

Councilmember Presnell asked about early voting and City Administrator Clifford stated that early voting comes with a cost and the election is already at about \$9,000.

ITEM 3. MAYOR’S MATTERS:

(A) FOCUS ITEM(S):

- i. Chamber of Commerce Presentation by President Terra Carroll
Ms. Carroll presented on the North Augusta Chamber of Commerce proposal to co-locate in the North August Community Center. **(See Attachment #3Ai)**

Discussion ensued with Council, staff, and Ms. Carroll regarding office location, financial commitments, and benefits to co-locating.

It was the consensus of the board to have staff and Chamber of Commerce to proceed in taking the next steps to potentially co-locate in the Community Center.

- ii. Materials Recycling Facility (MRF) Update & Proposed Changes to Collection Methods – Presented by Director of Public Services James Sutton

Director of Public Services Sutton updated on the MRF installation and potential changes to collection methods, specifically on recycling to move from “all-in-one” curbside collection of garbage and recycling to a separate recycling container. He highlighted on two options for the recycling containers. **(See Attachment 3Aii)**

Discussion ensued relating to the 18-gallon recycling bin recommendation from staff.


It was the consensus of the board to have staff move forward with the next steps to have recycling separated out with the 18-gallon bin.

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

- Councilmember Presnell
 - Councilmembers ringing the bell to raise money for Salvation Army at Walmart on Knox Ave, December 13 from Noon-6:00pm
- Councilmember Carpenter
 - Third Thursday – December 15 from 5-8pm

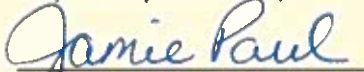
The Study Session adjourned at 7:03 p.m.

APPROVED THIS 19th DAY OF
December, 2022.



Britton S. Williams
Mayor

Respectfully submitted,



Jamie Paul
City Clerk



DRAFT AGENDA: CITY OF NORTH AUGUSTA REGULAR CITY COUNCIL MEETING

December 19, 2022 – 6:00 p.m. – Municipal Center – 100 Georgia Avenue, 3rd Floor - Council Chambers

The Regular City Council meeting will be streamed for public viewing online at:

- “City of North Augusta – Public Information” on www.Facebook.com
- “City of North Augusta Public Information” on 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 December 5, 2022
- Study Session minutes of December 12, 2022

5. **COMMUNITY PROMOTION:** Recognition of the Winners of the 2022 Mayor’s Writing Contest

OLD BUSINESS

6. **ELECTION:** Ordinance No. 2022-20 An Ordinance to Partner with the Aiken County Board of Registration and Elections to Conduct a Portion of the 2023 City of North Augusta Municipal General Election – Second Reading

NEW BUSINESS

7. **ADMINISTRATION:** Resolution No. 2022-58 Authorizing Funding Allocation Recommendations of the Accommodations Tax Advisory Committee for the Disbursement of Revenues from the Accommodations Tax Year 2021-2022

8. **PUBLIC SAFETY:** Resolution No. 2022-59 Authorizing Creation of a Non-Profit Corporation Known as the North Augusta Public Safety Foundation

9. **ADMINISTRATION:** Resolution No. 2022-60 Authorizing Creation of a Non-Profit Corporation Known as the North Augusta Beautification Foundation

10. **PLANNING & DEVELOPMENT:** Resolution No. 2022-61 Accepting a Deed of Dedication for the Streets, Sanitary Sewer, Stormwater Collection and Fire Suppression Systems, and Associated Easements and Rights of Way, Along with a Maintenance Guarantee and Letter of Credit, for Sibley Bluff

11. **PUBLIC WORKS:** Resolution No. 2022-62 Authorizing the Acceptance of the Low Bid of AOS Specialty Contractors, Inc. for the Bluff Avenue Streetscape Phase 2 (Roadway Improvements & Downtown Greenway, Phase 1)
12. **ADMINISTRATIVE REPORTS:**
13. **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** –
14. **ADJOURNMENT**

DEPARTMENT DETAILS*for December 12, 2022***FINANCE:**

- Cycle 1 Disconnect - December 14th and 15th
- Cycle 2 Due Date - December 19th

PUBLIC SERVICES:

- Materials Recycling Facility (MRF) Update/Presentation

PLANNING AND DEVELOPMENT:

- No Planning Commission meeting this month
- Development Code Rewrite Committee completed review of draft

PUBLIC SAFETY:

- Thursday this week, Chief and Mr. Clifford will be meeting with JLA to discuss Headquarters
- Public Safety will host a drop in on December 21, from 12:00 till 2:00 in the courtroom
- Wednesday 12/22 at 3:30, Public Safety will be in North Augusta Gardens to help distribute bicycles.

PARKS, RECREATION AND TOURISM:

- PRT Master Plan Kick-off meeting with the Landplan Group South team to inventory our existing facilities was very successful and we look forward to sharing our progress as we move forward. We want to make sure our community knows to be looking out for a survey in January-February 2023 as well as upcoming public input meetings in the spring.
- PRT Youth basketball teams have been drafted and are now conducting practice sessions. Scrimmage games will take place this coming Saturday with the official league games beginning in January. This year's youth basketball program has a total of 81 teams.
- Riverview Park Activities Center will host the 5th annual Rumble on the River High School Wrestling tournament December 20-21. North Augusta High School will be the host school for the tournament which will have teams from South Carolina, Georgia, and North Carolina participating in the 2-day event.

ENGINEERING AND PUBLIC WORKS:

- Greenway Paving
- Hillwood Court Road Repair

HUMAN RESOURCES:

- Annual performance evaluations have been completed for all employees. The review period was from December 1, 2021, through November 30, 2022.
- Employee Holiday Party Friday, December 16, from 12 pm - 1 pm (food served from 11 am - 2 pm). Service recognition, employee awards, food, & fellowship.
- 2023 personnel budget changes, as approved by the Mayor & Council, including a 4% cost of living adjustment (COLA), will go into effect on January 4, 2023.
- See following page for the Employment Opportunities list.



EMPLOYMENT OPPORTUNITIES

Accountant – Finance

Grade: 16

Salary/Pay Rate: \$48,974.64 - \$58,769.57

Closing Date: 12/16/2022

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

Crime Victims Advocate – Public Safety

Grade: 9

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

Closing Date: 12/18/2022

Firefighter – Public Safety

Grade: 3

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

Closing Date: Until Filled

Foreman – Streets & Drains

Grade: 13

Salary/Pay Rate: \$20.86 - \$25.03/hour

Closing Date: 12/16/2022

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

Part-time Center Program Coordinator – PRT

Grade: UN

Salary/Pay Rate: \$13.52/hour

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

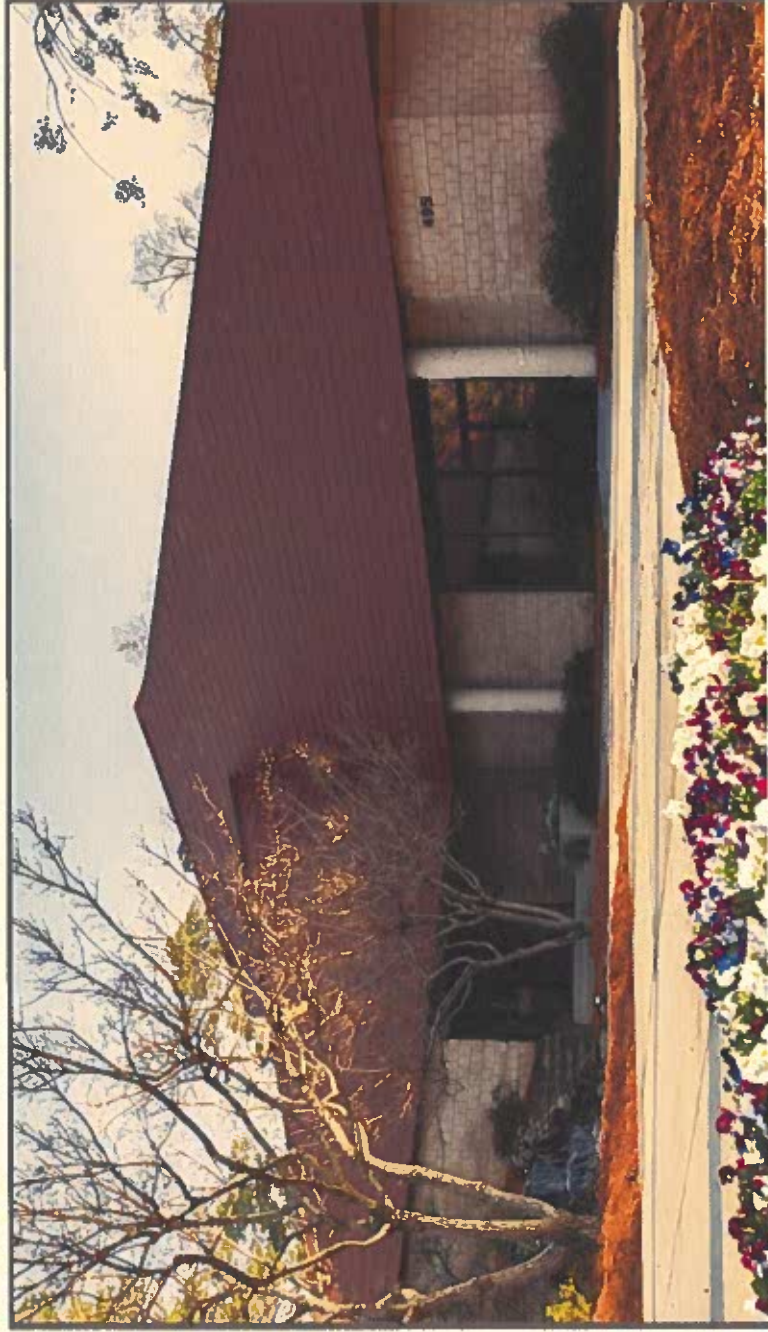
Salary/Pay Rate: \$14.59 - \$17.50/hour

Closing Date: Until Filled

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

The City of North Augusta is an Equal Opportunity Employer

NA Chamber Proposal to Co-Locate in the Community Center



Terra Carroll
President/CEO

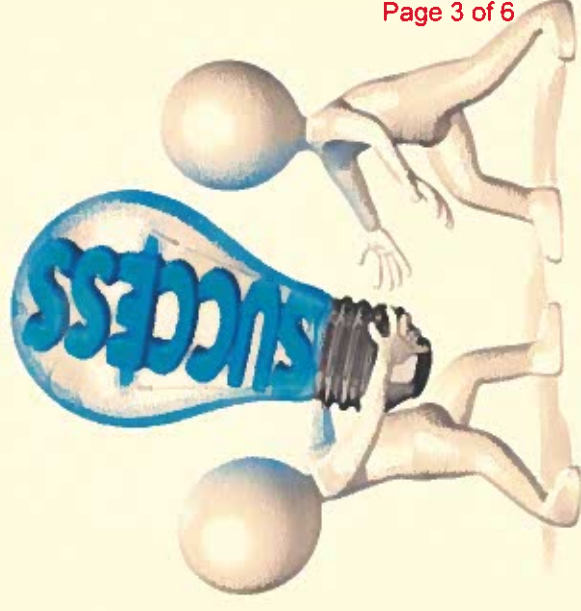
Proposal for NA Chamber to Share Community Center

- NA Chamber is currently renting a building on West Avenue that could potentially be placed on the market for sale in 2023 along with a neighboring property.
- NA Chamber has been evaluating facility options for several years and is looking for options that will offer a greater capacity to service local businesses and the community at-large .



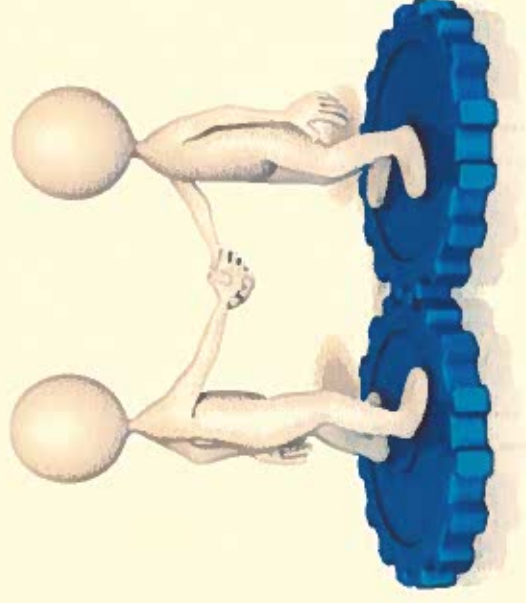
Benefits of Shared Location

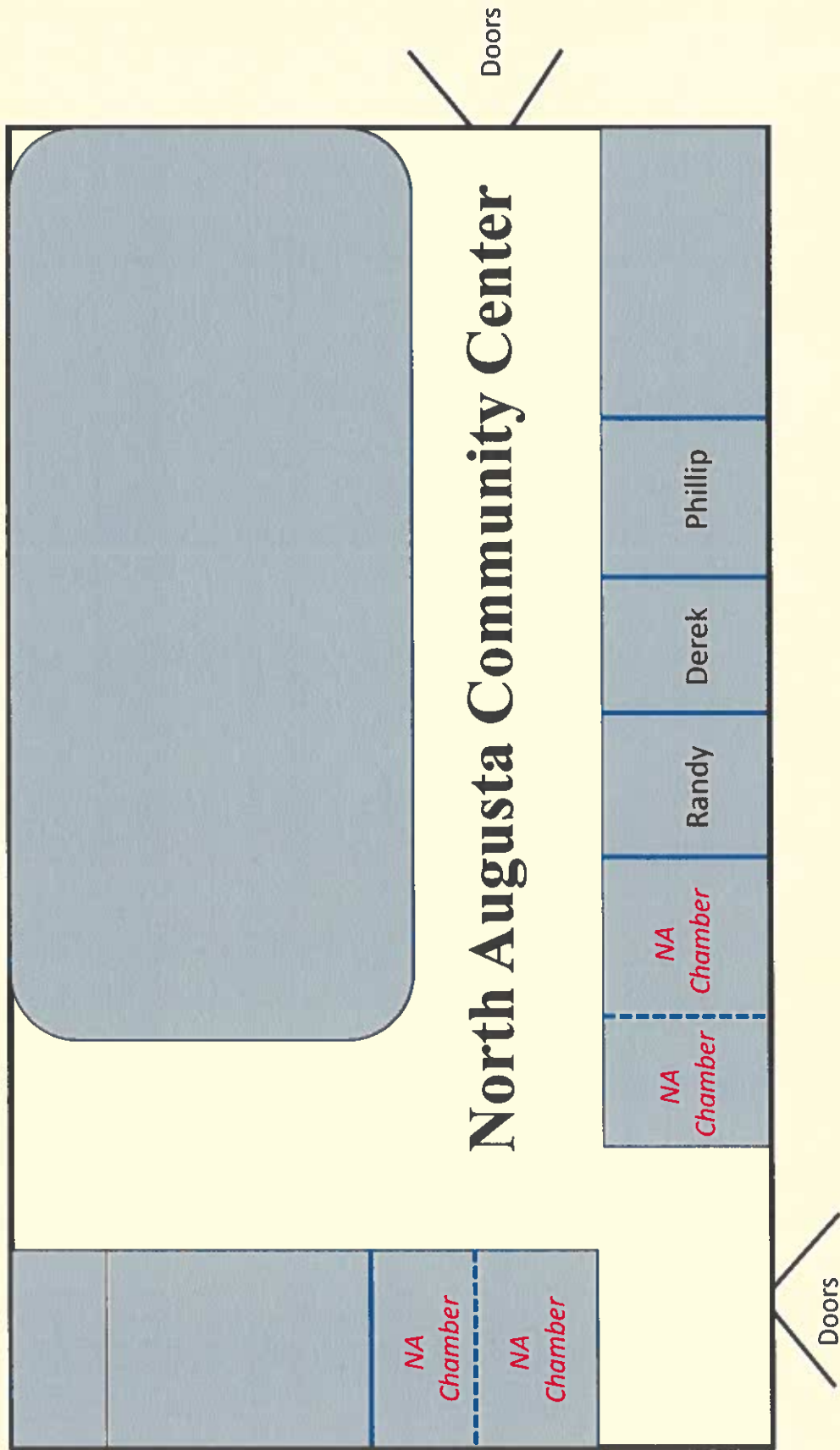
- Continue synergy between City of NA and Chamber
- NA Chamber will bring more individuals into the facilities – and can encourage use of the Community Center for local business & personal needs
- Additional personnel to cover on days when City employees are needed at other locations
- Additional income (rent) for the City
- Increase partnership with NA tourism department



What's the Proposal ?

- The Chamber is suggesting:
 - ✓ The use of one of the empty offices – currently separate with a temporary room divider. Request the temporary divider be replaced with solid wall as was done in the offices of Derek and Randy. These offices will house Chamber staff
 - ✓ Use of small conference room – also equipped with a temporary divider for technology/office supplies and display of Chamber partner and visitor materials.





North Augusta Community Center

Doors

Doors

NA Chamber

NA Chamber

Randy

Derek

Phillip

NA Chamber

NA Chamber

What Will and Will Not be Shared

Shared

- Utilities
- Facilities

Not Shared

- Network
- Phones
- Office supplies/copier





Materials Recovery Facility (MRF) Update
&
Proposed Changes to Collection Methods

City Council Study Session
December 12, 2022

MRF Update
Fire: November 25, 2021





Ballistic Separator



Bag Opener



Electrical System



Conveyors



Demolition



Demolition Complete



Building Restoration



New Recycling Equipment Install (As of December 8, 2022)



Historical Recycling Collection Processes

Blue Bags, 1993 – 2020

- Customers provided one, 13 gallon bag/week
- Bags placed in roll carts with garbage
- Required 2 full time employees to manually remove bags from waste stream
- Blue bags were not recyclable; required landfill disposal
- Customer improper use; used for garbage disposal
- No way to identify contents
- Annual cost: \$28,700



All-in-One, 2020 – present

- Garbage and recyclables placed in roll carts together; no separation required
- All waste tipped at MRF with mechanical separation
- Required MRF employees to manually assist with recovering recyclables on line
- Cross-contamination likely between clean recyclables and garbage
- Reduced recovery of recyclables

Proposed Changes to Collection Methods

- Discontinue “all-in-one” curbside collection of garbage and recycling in one roll cart
- Customers separate recyclable materials from garbage, place in two separate containers for collection
- City collects garbage (landfill materials) separate from recyclables
 - Different collection trucks
 - Different recycling days
- Requires new recycling containers to be issued to customers
 - Options: Roll cart or bin

96 GALLON ROLL CART

- Requires additional equipment & staff
- Difficult to identify content prior to collection
- Can't be used at all Multi-Family locations



CAPITAL COST

Roll Carts	\$104,700	Lease purchase 5 years
Side Load Truck	\$79,598	Lease purchase 5 years
Staffing	\$53,287	Vehicle Operator
Total	\$237,585	
Projected Annual Operating Cost	\$158,855	

Recommended
18 GALLON BIN

- 39% more storage volume than blue bags
- Easy to identify content prior to collection
- Requires no additional equipment
- Multi-Family Use
- No immediate requirement for additional staff



CAPITAL COST

Total	\$110,726	Sanitation Fund
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Projected Annual Operating Cost \$23,550

Questions
&
Discussion