

### **MINUTES OF FEBRUARY 27, 2023**

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 February 27, 2023 for the City Council of the City of North Augusta, having been duly publicized, was called to order immediately following the Special Called Council Meeting by Mayor Briton S. Williams at 6:04 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."

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; Rachelle Moody, Assistant City Administrator; Kelly F. Zier, City Attorney; Thomas C. Zeaser, Director of Engineering and Public Works; Chief John Thomas, Director of Public Safety; Rick Meyer, Director of Parks, Recreation & Tourism; James E. Sutton, Director of Public Services; Thomas L. Paradise, Director of Planning and Development; Lynda Williamson, 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:**

City Administrator Clifford led Council's discussion of items for the March 6, 2023 regular meeting. (See Attachment #1)

Mr. Clifford stated that agenda items 12 and 13 will move to a future council agenda and that an additional resolution will be added to the March 6, 2023 agenda. City Attorney Zier clarified that a deed correction on acreage is needed to the conservation easement where the City entered into an agreement with DWT Properties back some years ago.

### **ITEM 2. DEPARTMENT DETAILS:**

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

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

### (A) FOCUS ITEM(S):

i. Wrecker Policy Update

City Administrator Clifford provided an update on the Wrecker Policy. (See Attachment #3Ai)

Mr. Clifford stated that staff reached out to have feedback from the current towing companies and invited them to the meeting to speak. He confirmed that Benny Lively of Lively's Paint and Body was not in attendance. (See page 3 of Attachment #3Ai)

Each company spoke listing concerns such as belonging to the State Highway Patrol, being on call week to week versus call by call, rate charge changes, and staffing. Jeff and Sherry Corbett of Waynes Automotive Center, Inc. provided for the record their statement of costs for their insurance premiums and certificate of liability insurance. (See Attachment #3Ai – Towing Co Submittal)

Discussion ensued relating to the companies concerns. Director of Public Safety, Chief John Thomas clarified that the towing companies do not have to be on the State Highway Patrol list. Lt. Verne Sadler stated that they would need to qualify by the South Carolina Towing Standards.

Mr. Clifford commented that the envision is that the Wrecker Policy would be processed through the procurement process with a Request for Qualifications (RFQ) and he confirmed with Public Safety Chief Thomas that they would recommend the call by call which would follow Aiken County and State Highway Patrol standards.

Further discussion ensued relating to potential legal litigation, number of towing companies on the list, and number of calls for tows annually.

Mayor Williams stated that the important items for the City is to create an ordinance and the procurement process, in addition to justifying a number of towing companies if possible without opening up any litigation. He requested for staff to provide an ordinance to a future council meeting. Mr. Clifford acknowledged the request.

- (B) Mayor Williams will share reflections and announcements related to current City events and opportunities.
  - Mayor Williams
    - Congratulated Corporal William Mays for completing the Supervisor Leadership Institute taught by FBI LEEDA in Beaufort, SC
  - Councilmember McGhee
    - South Carolina High School League Basketball State Championship Game for North Augusta is Thursday, March 2 @ 5:00pm located at USC Aiken's Convocation Center

### ITEM 4. LEGAL: Executive Session - Request of the Attorney

Mayor Williams stated that no Executive Session will be held this evening and confirmed with City Attorney Zier.

No executive session was held.

In compliance with Section 30-4-70 (a) (2) the City Attorney requests an executive session for the purpose of:

(2) Discussion of negotiations incident to proposed contractual arrangements and proposed sale or purchase of property, the receipt of legal advice where the legal advice relates to a pending, threatened, or potential claim or other matters covered by the attorney-client privilege, settlement of legal claims, or the position of the public agency in other adversary situations involving the assertion against the agency of a claim

Discussion is specifically related to legal briefing re: possible issue of Resolution by Council.

Upon returning to open session, Council will not take action on matters discussed in Executive Session.

The Study Session adjourned at 7:38 p.m.

APPROVED THIS DAY OF

MARCH, 2023.

Briton S/Williams

Mayor

Respectfully submitted,

Jamie Paul City Clerk



### **PUBLIC POWER HOUR**

March 6, 2023 – 5:30 p.m. - Municipal Center – 100 Georgia Avenue, 3rd Floor - Council Chambers

DRAFT AGENDA: CITY OF NORTH AUGUSTA REGULAR CITY COUNCIL MEETING

March 6, 2023 – 6:00 p.m. – Municipal Center – 100 Georgia Avenue, 3rd Floor - Council Chambers

The Public Power Hour and 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:
  - City Council Meeting minutes of February 6, 2023
  - Study Session minutes of February 27, 2023

### **OLD BUSINESS**

- 5. <u>ECONOMIC DEVELOPMENT:</u> Ordinance No. 2023-01 to Authorize the City to Enter into a Second Amendment to the Master Development Agreement of March 15, 2017 for North Augusta Riverside Village Second Reading
- 6. <u>ENGINEERING & PUBLIC WORKS:</u> Ordinance No. 2023-02 Authorizing a Restructuring of Personnel for the Department of Streets & Drains Subsequent to Department Vacancies Resulting from Retirements and Resignations Second Reading

### **NEW BUSINESS**

- 7. ANNEXATION: Ordinance No. 2023-03 To Change the Corporate Limits of the City of North Augusta by Accepting the Petition Requesting Annexation by the Landowners and Annexing ± 0.25 Acres of Property Located on Gentry Ln and Owned by Adams Brothers, LLC First Reading
- 8. ANNEXATION: Ordinance No. 2023-04 To Change the Corporate Limits of the City of North Augusta by Accepting the Petition Requesting Annexation by the Landowners and Annexing ± 0.29 Acres of Property Located on Gentry Ln and Owned by Adams Brothers, LLC First Reading

### ATTACHMENT #1

- 9. <u>ANNEXATION:</u> Ordinance No. 2023-05 To Change the Corporate Limits of the City of North Augusta by Accepting the Petition Requesting Annexation by the Landowners and Annexing ± 0.42 Acres of Property Located on E. Buena Vista Ave and Owned by Lawrence and Karen Graham First Reading
- 10. <u>ANNEXATION:</u> Ordinance No. 2023-06 To Change the Corporate Limits of the City of North Augusta by Accepting the Petition Requesting Annexation by the Landowners and Annexing ± 0.39 Acres of Property Located on E. Buena Vista Ave and Owned by Adams Brothers, LLC First Reading
- 11. <u>ANNEXATION:</u> Ordinance No. 2023-07 To Change the Corporate Limits of the City of North Augusta by Accepting the Petition Requesting Annexation by the Landowners and Annexing ± 0.24 Acres of Property Located on E. Buena Vista Ave and Owned by Adams Brothers, LLC First Reading
- 12. PUBLIC SAFETY: Ordinance No. 2023-08 North Augusta City Wrecker Ordinance First Reading
- 13. <u>ADMINISTRATION:</u> Resolution No. 2023-10 Resolution to Enter into a Lease Agreement with North Augusta Chamber of Commerce
- 14. ADMINISTRATIVE REPORTS:
- 15. PRESENTATIONS/COMMUNICATIONS/RECOGNITION OF VISITORS:
  - A. <u>Citizen Comments</u>: 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:
- 16. ADJOURNMENT

### **DEPARTMENT DETAILS**

for February 27, 2023



### FINANCE:

- Cycle 2 Disconnect will be March 1<sup>st</sup> and 2<sup>nd</sup>
- Cycle 1 Due Date March 6<sup>th</sup>
- Annual financial audit is underway. Majority of on-site fieldwork will be completed this week.

### **PUBLIC SERVICES:**

- Bradley Drive & Claypit Road Water Line Connection
- Materials Recovery Building

### PLANNING AND DEVELOPMENT:

- BZA will meet on Tuesday, March 7<sup>th</sup>
- The New Development Code is on the City website for public review under the News Section:
   https://www.northaugustasc.gov/ and public comments will be accepted at the March 15<sup>th</sup>
   Planning Commission meeting.

### **PUBLIC SAFETY:**

- Thank you to everyone for the groundbreaking at the Public Safety Headquarters
- Annual physicals for all officers begin this week
- March 19<sup>th</sup> 23<sup>rd</sup> CALEA on site assessment

### PARKS, RECREATION AND TOURISM:

- Spring Sports evaluations begin tonight at Riverview Park. Last call to our community for registration as leagues will close out after drafts take place.
- Reminder to our community to please take the opportunity to participate in our PRT Master Plan survey that is available online and also in hard copies at the Riverview Park Activities Center, Municipal Center, and Community Center. Response has been good so far but we want everyone's input. Public open house workshop will take place on Tuesday, March 21, 5:30pm-7:00pm at the North Augusta Community Center.
- Travel Sports Season got underway at Riverview Park this past weekend with travel volleyball and baseball in the park. Fantastic job by our PRT maintenance team getting the baseball fields ready for play after all the rain on Friday. Great weekend of economic impact for North Augusta. Crowne Plaza ran 74% occupancy; 117 rooms sold on Friday and 91% Occupancy; 161 rooms sold on Saturday with baseball and volleyball teams booked.
- Miracle League Field Update: PRT Administrative staff and board members of The RECing Crew met with Sports Turf Company Inc. out of Dalton, Georgia to discuss sports turf options for the North Augusta Miracle League Field. We are looking at a sports turf surface that will not only meet the needs of our RECing crew participants but also work for our entire community.
- Riverview Park Concessions Update: Due to staffing issues and rising costs of supplies resulting in shrinking profit margins, PRT is exploring options in contracting concession operations.
- The Riverview Park Activities Center will play host to the North Augusta Pickleball Classic this Saturday and Sunday. There are 226 registered participants. The senior division is a United States Senior Pickleball sanctioned event and a South Carolina Pickleball Association qualifying event.

### **ENGINEERING AND PUBLIC WORKS:**

- Waterworks Greeneway Bridge
- Alley Resurfacing
- Vireo Drive Storm Sewer Replacement

### **HUMAN RESOURCES:**

- Employee Appreciation Day is Friday, March 3 and Sheila's Baking Company is welcoming all City employees to a free pastry and drink of their choice.
- Department will have a table at the Aiken Tech Job Fair on March 22<sup>nd</sup>.
- See the following page for the Employment Opportunities list



### **EMPLOYMENT**OPPORTUNITIES

Center Program Coordinator - PRT

Grade: 10

Salary/Pay Rate: \$18.90 - \$22.68/hour

Closing Date: Until Filled

Communications Technician - Public Safety

Grade: 9

Salary Pay Rate: \$17.96 - \$21.56/hour

Closing Date: Until Filled

<u>Firefighter</u> – Public Safety

Grade: 4

Salary Pay Rate: \$13.31 - \$15.97/hour

Closing Date: Until Filled

<u>Grounds Worker II - Property Maintenance</u>

Grade: 6

Salary/Pay Rate: \$15.17 - \$18.20/hour

Closing Date: Until Filled

Laborer - Streets and Drains

Grade: 4

Salary/Pay Rate: \$13.31 - \$15.97/hour

Closing Date: Until Filled

Part-time Center Program Coordinator - PRT

Grade: UN

Salary/Pay Rate: \$14.06/hour Closing Date: Until Filled

Public Safety Officer - Public Safety

Grade: 15

Salary/Pay Rate: \$22.04 - \$26.45

Closing Date: Until Filled

<u>Utility Technician – Water/Wastewater</u>

Grade: 9

Salary/Pay Rate: \$17.96 - \$21.56/hour

Closing Date: Until Filled

<u>Vehicle Operator I – Sanitation</u>

Grade: 6

Salary/Pay Rate: \$15.17 - \$18.20/hour

Closing Date: Until Filled



## 27 February 2023

City of North Augusta Wrecker Policy Study Session



### Summary

Previous Council Study Session; staff received guidance to garner feedback from current towing companies that do business with the City

Current arrangement is a Public Safety policy that allows six companies to participate in a weekly schedule

## Department Recommendations:

- Move to call by call response to mirror State level law enforcement agencies
- Move this from a Public Safety Policy to a City Ordinance
- Create a separate heavy towing rotation for large vehicles
- Increase rates to match South Carolina Highway Patrol

## City Council Guidance provided:

- Use radius for determination of company eligibility
- Leave response time requirement at 20 minutes
- Companies must have a South Carolina presence



# Towing Company Feedback

Benner Towing Service	Paul Benner
Hager's Muffler & Automotive	Daniel Habar
Lively's Paint and Body	Benny Lively
Stateline Wrecker Service	Brett Savage
Waynes Automotive Center, Inc.	Jeff & Sherry Corbett



## **Guidance Requested**

Staff recommendation remains moving to a call by call City Ordinance



## 27 February 2023

City of North Augusta Wrecker Policy Study Session

YouZoom Insurance Services, Inc. 10801 Mastin Blvd Suite 950 Overland Park, KS 66210





### STATEMENT

Statement Number:

SA00010777

Statement Date:

01/26/2023

Payment Due Date:

02/15/2023

Total Balance:

\$2,129.20

**Payment Amount Now Due:** 

\$2,129,20

Payment can be made online at: www.ArrowheadExchange.com

You are not currently enrolled in automatic recurring payments with Arrowhead. For a safe and convenient way to ensure your premium is paid on time sign up on www.ArrowheadExchange.com. This service is tree of charge.

Summary of Policies:

Policy Number CPO1641747

Savage, Brett

815 TYLER AVE

State Line Wrecker Service

NORTH AUGUSTA, SC 29841-4428

Description Premium

Policy Period 05/15/2022 to 05/15/2023 Status Active

Current Balance, \$2,129,20

Amount Now Due \$2,129,20

ala4a3

IMPORTANT INFORMATION REGARDING POSSIBLE CANCELLATION OF COVERAGE: Coverage for a renewal policy term will not be effective if the existing policy term cancels. If the renewal policy has been issued and the expiring policy subsequently cancels, coverage is null and void on the renewal policy term

PLEASE NOTE: Nothing in this statement is intended to waive or contradict any Notice of Cancellation sent on the policy(ies) listed above.

If you have a question about this Statement, please contact: YouZoom Insurance Services, Inc.

866-458-4202

KEEP THIS PART FOR YOUR RECORDS.

TO ENSURE PROPER CREDIT, DETACH THIS PORTION AND RETURN WITH YOUR PAYMENT.

Please include your statement number in the memo portion of your check.

INSURED:

Statement Number: SA00010777

Payment Due Date:

02/15/2023

Total Balance:

\$2,129.20

**Payment Amount** 

Now Due:

\$2,129.20

Amount Enclosed:

Agent: 930037

YouZoom Insurance Services, Inc. 10801 Mastin Blvd Suite 950 Overland Park, KS 66210 866-458-4202

Savage, Brett State Line Wrecker Service 815 TYLER AVE

NORTH AUGUSTA, SC 29841-4428

Make Checks Payable and Remit to:

Arrowhead General Insurance Agency, Inc. PO Box 54029

Los Angeles, CA 90054-0029





### **AUTOMOTIVE AFTERMARKET**

### **Payment Receipt**

Your Tracking Number is 10093887.

Statement Account Number: SA00010777

Policyholder Name: SAVAGE, BRETT

Payment Amount: \$2129,20

Payment Type: Insured Checking Account

Account Number:

Routing Number:

Transaction Date/Time: 02/24/2023 07:36 AM

### **Terms and Conditions**

The following Terms and Conditions govern your use of Arrowhead Exchange service on our website. By using the internet payment service, you agree to be bound by the following Terms and Conditions,

- You must ensure that there are sufficient funds in your checking account to cover the payment made. Funds may clear your bank as early as the
  same day you submit your payment. If you are making a payment using your credit card you must ensure that you have enough funds within
  your credit limit. If you do not have enough funds in your checking account, or your credit card company rejects your payment, this transaction
  becomes null and void.
- Psyment will be considered received by your insurance carrier as of the date and time submitted by you, using the Arrowhead Exchange website. Please allow up to 4 business days for the funds to be posted to your policy.
- 3. It your automobile or motorcycle paticy is in lapse status, you acknowledge that your policy will not be reinstated until the date and time payment is submitted via the Arrowhead Exchange website.
- 4. Your payment will not be submitted until you have agreed to these Terms and Conditions. Once you've indicated below that you agree and have pressed 'Submit', your payment cannot be reversed and will be deducted from your checking account or credit card.
- 5. You will see a Payment Confirmation screen and receive a payment tracking number after pressing "Submit". Please retain this tracking number for your reference.

In the event you believe there is an error with the payment, please contact us by calling Automotive Aftermarket Customer Support at 866.401.2111. Your policy number and payment tracking number (#5 above) will be needed to research your payment.

From time to time, Arrowhead Exchange may modify these Terms and Conditions without notice. Any modifications to the Terms and Conditions will be posted on the website.

ArrowheadOrp.com
Automotive Aftermarket

Arrowhead General Insurance Agency, Inc., 6900 College Blvd Suite 1000, Overland Park, KS 66211 | CA License #0698809

### ATTACHMENT #3Ai - Towing Co Submittal Page 3 of 3



### CERTIFICATE OF LIABILITY INSURANCE

OATE (MM/DO/YYYY) 2/27/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER. IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in Heu of such endorsement(s). CONTACT NAME: PRODUCER YouZoom Insurance Services Inc. PHONE (AC. No. Ext): 888-240-8803 FAX (AC. No): 877-835-1833 10801 Mastin Blvd Ste 950 ADORESS: AMServiceCenter@arrowheadgrp.com Overland Park KS 66210 INSURER(S) AFFORDING COVERAGE NAIC # INSURER A: American Guarantee and Liability Insurance 26247 IMBURED BRETSAV-0 **INSURER B: Zurich American Insurance Company** 16535 Savage, Brett DISURER C: Zurich American Insurance Company of Illinois 27855 dba State Line Wrecker Service 815 Tyler Avenue North Augusta SC 29841 INSURER E INSURER F **CERTIFICATE NUMBER: 1500603360 COVERAGES REVISION NUMBER:** THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS. EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. AUDI SUER POLICY EFF POLICY EXP TYPE OF INSURANCE LIMITS POLICY NUMBER A X COMMERCIAL GENERAL LIABILITY CPO1841747-02 5/15/2022 5/15/2023 FACH OCCUPPENCE £ 1 000 000

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ı							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
ŀ		GEN'L AGGREGATE UNIT APPLIES PER					GENERAL AGGREGATE	\$ 2,000,000
١		POLICY PRO-					PRODUCTS - COMP/OP AGG	\$ 2,000,000
ı		OTHER:						\$
	В	AUTOMOBILE LIABILITY		CPO1641747-02	5/15/2022	5/15/2023	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
ı		ANY AUTO					BODILY INJURY (Per person)	\$
ı		X OWNED SCHEDULED AUTOS					BODILY INJURY (Per accident)	\$
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		If yes, describe under DESCREPTION OF OPERATIONS below					E.L. DISEASE - POLICY LIMIT	\$
	СВ	Motor Truck Cargo Garaget expers On-Hook Coverage		CPO1641747-02 CPO1641747-02	5/15/2022 5/15/2022	5/15/2023 5/15/2023	Single Conveyance*	100,000 See Desc of Ops See Desc of Ops

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be etleched if more space in required)
\*Cargo Limit: Single Conveyance \$100,000, Per Disaster \$500,000; Cargo Deductible \$1,000.

Garagekeepers includes On-Hook coverage.

Covered Locations and Garagekeepers and On-Hook Limits at each Policy Location: 815 Tyler Avenue North Augusta, SC - Garagekeepers Limit \$100,000 / On-Hook Limit \$100,000 1771 Gordon Highway Augusta, GA - Garagekeepers Limit \$50,000 / On-Hook Limit \$50,000

North Augusta Public Safety 444 E Buena Vista Ave	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

North Augusta, SC 29841

YouZoom Insurance Services, Inc.

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**CERTIFICATE HOLDER** 

CANCELLATION