

North Augusta



South Carolina's Riverfront

MINUTES OF NOVEMBER 20, 2023

Briton S. Williams, Mayor

Jenafer F. McCauley, Councilmember – Mayor Pro Tem

David B. Buck, Councilmember

Pat C. Carpenter, Councilmember

David W. McGhee, Councilmember

Eric H. Presnell, Councilmember

Kevin W. Toole, Councilmember

REGULAR MEETING

The Regular meeting of the City Council of the City of North Augusta of November 20, 2023 having been duly publicized was called to order by Mayor Williams at 6:00pm and also streamed online for public viewing at “City of North Augusta – Public Information” on www.Facebook.com and on the “City of North Augusta Public Information” on www.YouTube.com. Per Section 30-4-80, (e) notice of the meeting by email was sent out to the current maintained “Agenda Mailout” list consisting of news media outlets and individuals or companies requesting notification. Notice of the meeting 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.

Mayor Williams rendered the invocation and the Pledge of Allegiance.

Members present were Mayor Williams, Councilmembers Buck, Carpenter, McCauley, McGhee, Presnell, and Toole.

Also, in attendance were James S. Clifford, City Administrator; Rachele Moody, Assistant Administrator; Kelly F. Zier, City Attorney; Lynda Williamson, Director of Finance; John C. Thomas, Director of Public Safety; Ricky Jones, Manager of Information Technology; and Jamie Paul, City Clerk.

ITEM 4. APPROVAL OF MINUTES:

The minutes of the City Council Meeting of November 6, 2023 and Study Session of November 13, 2023, were approved as submitted by general consent.

ITEM 5. PROCLAMATIONS:

a. Arbor Day, December 1, 2023

Mayor Williams read the proclamation for Arbor, December, 2023 and presented to the Superintendent of Property Maintenance Roy Kibler. **(See Attachment #5a)**

OLD BUSINESS

ITEM 6. ADMINISTRATION: Ordinance No. 2023-26 Authorizing and Implementing the Name Change for the Department of Parks, Recreation, and Tourism to the Department of Parks and Recreation by Amending Article X of the Code of Ordinances, Section 2-230 – 2-236 – Second Reading

No public comment.

Administrator Clifford stated that items 6 – 11 are all related to the City Code breaking out Tourism from Parks and Recreation and establishing departments that are operating within the City, however, need to be added into the Code of Ordinances.

It was moved by Councilmember Carpenter, seconded by Councilmember McCauley, to approve Ordinance No. 2023-26 Authorizing and Implementing the Name Change for the Department of Parks, Recreation, and Tourism to the Department of Parks and Recreation by Amending Article X of the Code of Ordinances, Section 2-230 – 2-236 – Second Reading. Unanimously Approved.

(See Attachment #6)

ITEM 7. ADMINISTRATION: Ordinance No. 2023-27 Establishing the Department of Human Resources – Second Reading

No public comment.

It was moved by Councilmember Carpenter, seconded by Councilmember Buck, to approve Ordinance No. 2023-27 Establishing the Department of Human Resources – Second Reading. Unanimously Approved.

(See Attachment #7)

ITEM 8. ADMINISTRATION: Ordinance No. 2023-28 Establishing the Department of Information Technology – Second Reading

No public comment.

It was moved by Councilmember Toole, seconded by Councilmember Buck, to approve Ordinance No. 2023-28 Establishing the Department of Information Technology – Second Reading. Unanimously Approved. **(See Attachment #8)**

ITEM 9. ADMINISTRATION: Ordinance No. 2023-29 Establishing the Department of Tourism – Second Reading

No public comment.

It was moved by Councilmember McCauley, seconded by Councilmember Presnell, to approve Ordinance No. 2023-29 Establishing the Department of Tourism – Second Reading. Unanimously Approved.

(See Attachment #9)

ITEM 10. ADMINISTRATION: Ordinance No. 2023-30 Establishing the Office of Assistant City Administrator – Second Reading

No public comment.

It was moved by Councilmember McCauley, seconded by Councilmember McGhee, to approve Ordinance No. 2023-30 Establishing the Office of Assistant City Administrator – Second Reading. Unanimously Approved.

(See Attachment #10)

ITEM 11. ADMINISTRATION: Ordinance No. 2023-31 Establishing the Department of Public Services – Second Reading

No public comment.

It was moved by Councilmember Presnell, seconded by Councilmember Buck, to approve Ordinance No. 2023-31 Establishing the Department of Public Services – Second Reading. Unanimously Approved.

(See Attachment #11)

NEW BUSINESS

ITEM 12. ADMINISTRATION: Resolution No. 2023-45 Authorizing Partial Release of Coronavirus State and Local Fiscal Recovery Funds

No public comment.

Administrator Clifford stated items 12-14 are all related to the construction of the Boat Dock and Overlook in Riverside Village for phase 1.

It was moved by Councilmember Toole, seconded by Councilmember McGhee, to approve Resolution No. 2023-45 Authorizing Partial Release of Coronavirus State and Local Fiscal Recovery Funds. Unanimously Approved.

(See Attachment #12)

ITEM 13. ADMINISTRATION: Resolution No. 2023-46 Authorizing Expenditure of Coronavirus State and Local Fiscal Recovery Funds – Expenditure Request 9

No public comment.

It was moved by Councilmember Presnell, seconded by Councilmember Buck, to approve Resolution No. 2023-46 Authorizing Expenditure of Coronavirus State and Local Fiscal Recovery Funds – Expenditure Request 9. Unanimously Approved.

(See Attachment #13)

ITEM 14. ADMINISTRATION: Resolution No. 2023-47 Authorizing the Budget and Funding Source for the Construction of the Boat Dock and Overlook in Riverside Village

No public comment.

It was moved by Councilmember Presnell, seconded by Councilmember Buck, to approve ADMINISTRATION: Resolution No. 2023-47 Authorizing the Budget and Funding Source for the Construction of the Boat Dock and Overlook in Riverside Village. Unanimously Approved. (See Attachment #14)

ITEM 15. ADMINISTRATIVE REPORTS

No report.

ITEM 16. PRESENTATIONS/COMMUNICATIONS/RECOGNITION OF VISITORS:

A. Citizen Comments:

No comment.

B. Council Comments:

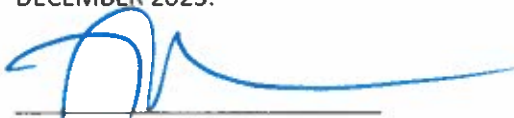
- Mayor Williams highlighted on the following:
 - Small Business Saturday, November 27 from 9:00am – 7:00pm
 - North Augusta Tree Lighting on November 28 from 5:00 – 7:00pm at John C. Calhoun Park
 - North Augusta Forward, Downtown Cocoa and Cookie Crawl on November 28 from 5:00 – 7:00pm
 - North Augusta Arbor Day tree planting on December 1 at 1:30pm at Hammond Ferry Dr
 - Tinseltown Forest, Downtown on December 2 from 11:00am – 8:00pm
 - North Augusta Christmas Parade by the Lion’s Club, Downtown on December 3 starting at 3:00pm
- Councilmember McCauley highlighted on the following:
 - Palmetto Peach Half Marathon, November 25 at SRP Park from 8:00am – 1:00pm

Mayor concluded the meeting by asking Councilmembers and staff what they are thankful for.

ITEM 17. ADJOURNMENT

The Regular City Council meeting adjourned at 6:31 pm.

APPROVED THIS 4th DAY OF
DECEMBER 2023.



Briton S. Williams
Mayor

Respectfully submitted,



Jamie Paul, CMC
City Clerk



ARBOR DAY PROCLAMATION

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, the holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, lower our heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

WHEREAS, trees in our City increase property values, enhance the economic vitality of business areas, and beautify our community; and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal.

NOW THEREFORE, I, Briton S. Williams, Mayor of the City of North Augusta, South Carolina, do hereby proclaim December 1, 2023, as "***Arbor Day***" in North Augusta, South Carolina, and urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and further, I urge all citizens to plant and care for trees to gladden the heart and promote the well-being of this and future generations.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of North Augusta, South Carolina, to be affixed this 20th day of November, 2023.

Briton S. Williams, Mayor
City of North Augusta



Arbor Day



in North Augusta

The City of North Augusta

*would like to cordially invite any and
all citizens to attend the*

2023 Yearly Arbor Day Tree Planting Celebration

DECEMBER 1ST, 2023 • 1:00 PM

130 Hammond's Ferry Rd.

(Soccer Field Parking Lot across from the Water Treatment Facility)

The city will be planting a
Endurance Compton Oak Tree



WHERE TREES REALLY
DO MATTER!



sponsored by



CRAWFORD, GA

ORDINANCE NO. 2023-26
AN ORDINANCE AUTHORIZING AND IMPLEMENTING THE NAME CHANGE FOR THE
DEPARTMENT OF PARKS, RECREATION, AND TOURISM TO THE DEPARTMENT OF
PARKS AND RECREATION BY AMENDING ARTICLE X OF THE CODE OF ORDINANCES,
SECTION 2-230 – 2-236

WHEREAS, responsibilities related to tourism promotion was added to the Department of Parks and Recreation via Ordinance 2015-25; and

WHEREAS, tourism promotion and activities have grown and evolved beyond the City's initial efforts and capabilities; and

WHEREAS, Mayor and City Council desire to formally and officially establish the Department of Tourism and have said Department be included under Chapter 2 of the City Code; and

WHEREAS, the existing Department of Parks, Recreation, and Tourism will now be known as the Department of Parks and Recreation; and

WHEREAS, it would be appropriate to change the name of such commission to the North Augusta Department of Parks and Recreation Advisory Commission.

NOW THEREFORE, BE IT ORDAINED by the Mayor and City Council for the City of North Augusta, South Carolina, in a meeting duly assembled and by the authority thereof, that:

- I. Article X, to include Sections 2-230 – 2-236 are deleted in their entirety.
- II. That the Article and Sections shall be reestablished and hereafter designated as follows:

Article X. Department of Parks and Recreation; Director of Parks and Recreation, and Parks and Recreation Advisory Commission.

- III. Sections 2-230 – 2-236 shall be as follows:

Sec. 2-230.

There shall be an officer of the city known as the Director of Parks and Recreation, who shall be appointed by the mayor, upon recommendation of the city administrator.

Sec. 2-231.

The director of parks and recreation shall be the head of the department of parks and recreation and shall perform such duties as may be required for such department.

Sec. 2-232.

The director shall be responsible for the administration and management of the department and shall report directly to the city administrator in connection with such administrative duties.

Sec. 2-233.

The general duties of the director of parks and recreation shall be to plan, promote, organize, and supervise a comprehensive municipal recreation program and activities and administer the same in the interest of the entire community and shall

(1) Supervise the recreational use of playgrounds, play fields, recreation centers, aquatic facilities, ball diamonds, and such other recreation areas and facilities as may be made available to carry out the city's recreation program.

(2) Conduct and supervise any form of recreational, cultural, or social activity that will employ the leisure time of the citizens in a wholesome and constructive manner.

Sec. 2-234.

There is hereby created the North Augusta Parks and Recreation Advisory Commission which shall be an advisory body to the city council on matters pertaining to parks, playgrounds, and recreational facilities within the city.

Sec. 2-235.

a. The parks and recreation commission shall consist of five (5) persons appointed by the mayor and approved by city council. The director of parks and recreation, shall serve as an ex officio member. Of the five (5) members first appointed, two (2) shall be appointed to a term of four (4) years, two (2) for a term of three (3) years, and one for a term of two (2) years. Thereafter, all members shall be appointed for four-year terms. Vacancies shall be filled for an unexpired term in the manner in which the original appointments are required to be made.

b. All members of the commission shall be residents of the city.

Sec. 2-236.

The parks and recreation advisory commission will recommend to the mayor and city council methods of recreation that will employ the leisure time of the citizens of the city in a constructive and wholesome manner. The commission will serve as an additional liaison between the citizens and city government and as a measuring tool or instrument for determining direction and success of programs, and will offer support for budgets and grant procedures.

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

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

DONE, RATIFIED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF
THE CITY OF NORTH AUGUSTA, SOUTH CAROLINA, ON THIS ____ DAY OF NOVEMBER
2023.

First Reading _____

Second Reading _____

Briton S. Williams, Mayor

ATTEST:

Jamie Paul, City Clerk

ORDINANCE NO. 2023-27
AN ORDINANCE ESTABLISHING THE DEPARTMENT OF HUMAN RESOURCES

WHEREAS, although the City has, consistent with the general laws of this State, conducted human resources responsibilities within the City and has City employees devoted specifically to human resources; and

WHEREAS, the City has not previously formally established the Department of Human Resources by ordinance; and

WHEREAS, Mayor and City Council desire to formally and officially establish the Department of Human Resources and have said Department be included under Chapter 2 of the City Code.

NOW THEREFORE, BE IT ORDAINED by the Mayor and City Council for the City of North Augusta, South Carolina, in a meeting duly assembled and by the authority thereof, that the Municipal Code for the City of North Augusta is hereby amended by including the following as a portion of said Code:

ARTICLE XIII. Department of Human Resources; Manager of Human Resources; duties of Department and Manager.

Sec. 2-276. Establishment of Department of Human Resources; Purpose.

There shall be a Department of Human Resources. The Department shall provide advice and technical expertise to City employees, elected officials, citizens and others who inquire regarding matters of employment, benefits and personnel policy.

Sec. 2-277. Establishment of office and appointment of Manager.

There shall be an officer of the City known as the Manager of Human Resources who shall be appointed by the Mayor, upon recommendation of the City Administrator.

Sec. 2-278. Control and management of the Department.

The Manager shall be responsible for the administration and management of the Department and shall report directly to the City Administrator in connection with such administrative duties.

Sec. 2-279. Duties of Department of Human Resources Manager generally.

The Department under the direction of the Manager shall:

- (1) Plan, implement, and administer human resources, benefits administration, and risk management functions.
- (2) Manage City wide personnel policies and procedures; advise management staff and supervisors regarding HR practices, issues, and legal practices.
- (3) Ensure the accuracy, confidentiality, and security of HR records.
- (4) Plan, coordinate, and manage HR department and aspects, including compensation and classification program, orientation, employment, safety

and risk management program, employee relations, and records management.

- (5) Ensure City wide regulatory compliance with HR laws, rules, regulations, and reporting, both state and federal, to protect City litigation risks.

Sec. 2-280. Approval authority during times of absence of Manager.

- (1) The Manager is authorized to designate a person to exercise authority of the Human Resources Manager at times when the Manager is unavailable as result of physical absence from the office. In order for such designation of authority to be effective, the Human Resources Manager would need to provide written authorization, setting forth the specific dates that the designee would have such authority.
- (2) In the event of the vacancy in the position of Human Resources Manager, the City Administrator is authorized to designate a person to exercise the authority of the Human Resources Director. In order for such designation of authority to be effective, the City Administrator would need to provide written authorization, setting forth the specific dates that the designee would have such authority.

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

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

DONE, RATIFIED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH AUGUSTA, SOUTH CAROLINA, ON THIS ____ DAY OF NOVEMBER 2023.

First Reading_____

Second Reading_____

Briton S. Williams, Mayor

ATTEST:

Jamie Paul, City Clerk

ORDINANCE NO. 2023-28
AN ORDINANCE ESTABLISHING THE DEPARTMENT OF INFORMATION TECHNOLOGY

WHEREAS, although the City has, consistent with the general laws of this State, conducted information technology responsibilities within the City and has City employees devoted specifically to information technology; and

WHEREAS, the City has not previously formally established the Department of Information Technology by ordinance; and

WHEREAS, Mayor and City Council desire to formally and officially establish the Department of Information Technology and have said Department be included under Chapter 2 of the City Code.

NOW THEREFORE, BE IT ORDAINED by the Mayor and City Council for the City of North Augusta, South Carolina, in a meeting duly assembled and by the authority thereof, that the Municipal Code for the City of North Augusta is hereby amended by including the following as a portion of said Code:

ARTICLE XIV. Department of Information Technology; Manager of Information Technology; duties of Department and Manager.

Sec. 2-281. Establishment of Department of Information Technology; Purpose.

There shall be a Department of Information Technology. The Department shall provide advice and technical expertise to City employees, elected officials, citizens and others who inquire regarding technology matters and city policy.

Sec. 2-282. Establishment of office and appointment of Manager.

There shall be an officer of the City known as the Manager of Information Technology who shall be appointed by the Mayor, upon recommendation of the City Administrator.

Sec. 2-283. Control and management of the Department.

The Manager shall be responsible for the administration and management of the Department and shall report directly to the City Administrator in connection with such administrative duties.

Sec. 2-284. Duties of Department of Information Technology Manager generally.

The Department under the direction of the Manager shall:

- (1) Develop and maintain long term network operation strategy that will help enhance and achieve long term goals for the city.
- (2) Forecast yearly IT needs and coordinate with the rest of the IT staff / employees to prepare the annual budget for the department.
- (3) Protect the city's digital assets from unauthorized access from the outside as well as from the inside.
- (4) Maintain the city's virtual infrastructure to include servers, switches, routers and phone equipment.

- (5) Plan for disaster recovery in case of an emergency or natural disaster.
- (6) Ensure the department complies with requirements, regulations and policies set by the city as well as outside agencies.

Sec. 2-285. Approval authority during times of absence of Manager.

- (1) The Manager is authorized to designate a person to exercise authority of the Information Technology Manager at times when the Manager is unavailable as result of physical absence from the office. In order for such designation of authority to be effective, the Information Technology Manager would need to provide written authorization, setting forth the specific dates that the designee would have such authority.
- (2) In the event of the vacancy in the position of Information Technology Manager, the City Administrator is authorized to designate a person to exercise the authority of the Information Technology Director. In order for such designation of authority to be effective, the City Administrator would need to provide written authorization, setting forth the specific dates that the designee would have such authority.

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

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

DONE, RATIFIED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH AUGUSTA, SOUTH CAROLINA, ON THIS ____ DAY OF NOVEMBER 2023.

First Reading_____

Second Reading_____

Briton S. Williams, Mayor

ATTEST:

Jamie Paul, City Clerk

ORDINANCE NO. 2023-29
AN ORDINANCE ESTABLISHING THE DEPARTMENT OF TOURISM

WHEREAS, the City has, consistent with the general laws of this State, conducted tourism activities and responsibilities within the City as part of a Department of Parks Recreation and Tourism and has employees devoted specifically to tourism; and

WHEREAS, tourism promotion and activities have grown and evolved beyond the City's initial efforts and capabilities; and

WHEREAS, Mayor and City Council desire to formally and officially establish the Department of Tourism and have said Department be included under Chapter 2 of the City Code.

NOW THEREFORE, BE IT ORDAINED by the Mayor and City Council for the City of North Augusta, South Carolina, in a meeting duly assembled and by the authority thereof, that the Municipal Code for the City of North Augusta is hereby amended by including the following as a portion of said Code:

ARTICLE XV. Department of Tourism; Manager of Tourism; duties of Department and Manager.

Sec. 2-286. Establishment of Department of Tourism; Purpose.

There shall be a Department of Tourism. The Department shall provide advice and technical expertise to City employees, elected officials, citizens and others who inquire regarding matters of tourism and events.

Sec. 2-287. Establishment of office and appointment of Manager.

There shall be an officer of the City known as the Manager of Tourism who shall be appointed by the Mayor, upon recommendation of the City Administrator.

Sec. 2-288. Control and management of the Department.

The Manager shall be responsible for the administration and management of the Department and shall report directly to the City Administrator in connection with such administrative duties.

Sec. 2-289. Duties of Department of Tourism Manager generally.

The Department under the direction of the Manager shall:

- (1) Be responsible for the promotion of locations throughout the City as a viable, competitive, and preferred option for local and national meetings, events, and celebrations for business and leisure.
- (2) Direct the daily operations of the Tourism Department including all tourism and event facilities; Coordinate joint use of city tourism and event facilities with community groups.
- (3) Take necessary steps to ensure the safety of citizens that utilize tourism facilities, attend special events and take part in any activity offered by the department and/or City.

Sec. 2-290. Approval authority during times of absence of Manager.

- (1) The Manager is authorized to designate a person to exercise authority of the Tourism Manager at times when the Manager is unavailable as result of physical absence from the office. In order for such designation of authority to be effective, the Tourism Manager would need to provide written authorization, setting forth the specific dates that the designee would have such authority.
- (2) In the event of the vacancy in the position of Tourism Manager, the City Administrator is authorized to designate a person to exercise the authority of the Tourism Director. In order for such designation of authority to be effective, the City Administrator would need to provide written authorization, setting forth the specific dates that the designee would have such authority.

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

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

DONE, RATIFIED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH AUGUSTA, SOUTH CAROLINA, ON THIS ____ DAY OF NOVEMBER 2023.

First Reading _____

Second Reading _____

Briton S. Williams, Mayor

ATTEST:

Jamie Paul, City Clerk

ORDINANCE NO. 2023-30
AN ORDINANCE ESTABLISHING THE OFFICE OF ASSISTANT CITY ADMINISTRATOR

WHEREAS, the City has, consistent with the general laws of this State, employed an Assistant City Administrator responsible for assisting the City Administrator in daily municipal operations working with Mayor and City Council, administrative staff and department directors; and

WHEREAS, Mayor and City Council desire to formally and officially establish the office of the Assistant City Administrator to be included under Chapter 2 of the City Code.

NOW THEREFORE, BE IT ORDAINED by the Mayor and City Council for the City of North Augusta, South Carolina, in a meeting duly assembled and by the authority thereof, that the Municipal Code for the City of North Augusta is hereby amended by including the following as a portion of said Code:

ARTICLE XVI. Assistant City Administrator.

Sec. 2-291. Establishment of office; appointment.

There shall be an officer of the City known as the Assistant City Administrator who shall be appointed by the Mayor, upon recommendation of the City Administrator.

Sec. 2-292. Duties of Assistant City Administrator generally.

- (1) Assist the City Administrator with public relations, internal and external communications.
- (2) Provide support to the City Administrator in the development and implementation of major programs as well as short and long-range goals.
- (3) Provide management support to department/division directors as needed to maintain cohesive City operations.
- (4) Serve as a liaison on major City-wide projects and oversees implementation of assigned projects.

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

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

DONE, RATIFIED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH AUGUSTA, SOUTH CAROLINA, ON THIS ____ DAY OF NOVEMBER 2023.

First Reading_____

Second Reading_____

Briton S. Williams, Mayor

ATTEST:

Jamie Paul, City Clerk

ORDINANCE NO. 2023-31
AN ORDINANCE ESTABLISHING THE DEPARTMENT OF PUBLIC SERVICES

WHEREAS, although the City has, consistent with the general laws of this State, conducted responsibilities pertaining to public services such as utilities, sanitation, recycling and property maintenance within the City and has City employees devoted specifically to such public services; and

WHEREAS, the City has not previously formally established the Department of Public Services by ordinance; and

WHEREAS, Mayor and City Council desire to formally and officially establish the Department of Public Services and have said Department be included under Chapter 2 of the City Code.

NOW THEREFORE, BE IT ORDAINED by the Mayor and City Council for the City of North Augusta, South Carolina, in a meeting duly assembled and by the authority thereof, that the Municipal Code for the City of North Augusta is hereby amended by including the following as a portion of said Code:

ARTICLE XVII. Department of Public Services; Director of Public Services; duties of Department and Manager.

Sec. 2-293. Establishment of Department of Public Services; Purpose.

There shall be a Department of Public Services. The Department shall provide services and technical expertise to City employees, elected officials, citizens and others regarding utility provision, sanitation and recycling, and public property maintenance.

Sec. 2-294. Establishment of office and appointment of Director.

There shall be an officer of the City known as the Director of Public Services who shall be appointed by the Mayor, upon recommendation of the City Administrator.

Sec. 2-295. Control and management of the Department.

The Director shall be responsible for the administration and management of the Department and shall report directly to the City Administrator in connection with such administrative duties.

Sec. 2-296. Duties of Department of Public Services Director generally.

The Department under the direction of the Director shall:

- (1) Plan, organize, supervise, coordinate and direct the operations, activities and administration of several divisions to include Utilities Administration, Water Operations, Water Production, Sanitation Services, Materials Recovery Facility, Property Maintenance and Fleet Maintenance.
- (2) Develop and implement short and long term capital project improvement plans, budgets for construction, personnel and equipment needs; prepare project cost estimates; obtain state and local permits; conduct pre-construction meetings and manage projects.

- (3) Receive public service inquiries for assistance and complaints; evaluates customer service needs; oversees response to non-emergency and emergency inquiries.
- (4) Prepare reports for City Council, City Administration, and other public entities; attends community meetings, special events, and public service presentations for various groups; meets with builders, developers, engineers, news media, vendors, and others.

Sec. 2-297. Approval authority during times of absence of Director.

- (1) The Director is authorized to designate a person to exercise authority of the Public Services Director at times when the Director is unavailable as result of physical absence from the office. In order for such designation of authority to be effective, the Public Services Director would need to provide written authorization, setting forth the specific dates that the designee would have such authority.
- (2) In the event of the vacancy in the position of Public Services Director, the City Administrator is authorized to designate a person to exercise the authority of the Public Services Director. In order for such designation of authority to be effective, the City Administrator would need to provide written authorization, setting forth the specific dates that the designee would have such authority.

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

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

DONE, RATIFIED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH AUGUSTA, SOUTH CAROLINA, ON THIS ____ DAY OF NOVEMBER 2023.

First Reading_____

Second Reading_____

Briton S. Williams, Mayor

ATTEST:

Jamie Paul, City Clerk

RESOLUTION NO. 2023-45
A RESOLUTION AUTHORIZING PARTIAL RELEASE OF CORONAVIRUS STATE AND LOCAL
FISCAL RECOVERY FUNDS

WHEREAS, on July 19, 2021, City Council adopted Resolution 2021-30 authorizing receipt of the Coronavirus State and Local Fiscal Recovery Fund (SLFRF) allocation totaling \$11,871,089.22 from the State of South Carolina as appropriated by the American Rescue Plan Act of 2021; and

WHEREAS, City Council adopted Resolution 2022-12, which obligated SLFRF funds for use between revenue loss replacement and investment in water and sewer infrastructure; and

WHEREAS, City Council adopted Resolution 2022-13, which authorized Expenditure Request 1 totaling \$3,965,004 for two projects; and

WHEREAS, City Council adopted Resolution 2022-28, which authorized Expenditure Request 2 totaling \$3,123,632 for one project; and

WHEREAS, City Council adopted Resolution 2022-35, which authorized Expenditure Request 3 totaling \$1,367,000 for six projects; and

WHEREAS, City Council adopted Resolution 2022-53, which authorized Expenditure Request 4 totaling \$1,600,000 for several projects; and

WHEREAS, City Council adopted Resolution 2023-17, which authorized Expenditure Request 5 totaling \$89,800 for one project; and

WHEREAS, City Council adopted Resolution 2023-25, which authorized Expenditure Request 6 totaling \$450,000 for one project; and

WHEREAS, City Council adopted Resolution 2023-29, which authorized the release of encumbered funds to be placed as unencumbered in the SLFRF funds totaling \$2,063,915; and

WHEREAS, City Council adopted Resolution 2023-30, which authorized Expenditure Request 7 totaling \$50,000 for Greenway improvements; and

WHEREAS, City Council adopted Resolution 2023-40, which authorized Expenditure Request 8 totaling \$770,000 for Financial Software; and

WHEREAS, expenditure of SLFRF funds are required to be approved by City Council via resolution; and

WHEREAS, the Parks, Recreation, & Tourism has remaining encumbered funds unspent from the completed projects of the Quiet Generators and Trailer Removal at Country Club Property allowing the release of \$4,357 authorized in Expenditure Request 3 in Resolution 2022-35; and

WHEREAS, with this release, \$2,523,925 remains of available SLFRF funds for future expenditures.

NOW THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of North Augusta, South Carolina, in a meeting duly assembled and by the authority thereof, that:

\$4,357.00 of funds that were designated by Resolution 2022-35 for use by PRT for Quiet Generators and Trailer Removal at the Country Club Property be unencumbered and returned to the SLFRF Available Funds.

DONE, RATIFIED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH AUGUSTA, SOUTH CAROLINA, ON THIS ____ DAY OF NOVEMBER, 2023.

Briton S. Williams, Mayor

ATTEST:

Jamie Paul, City Clerk

RESOLUTION NO. 2023-46
A RESOLUTION AUTHORIZING EXPENDITURE OF CORONAVIRUS STATE AND LOCAL
FISCAL RECOVERY FUNDS – EXPENDITURE REQUEST 9

WHEREAS, on July 19, 2021, City Council adopted Resolution 2021-30 authorizing receipt of the Coronavirus State and Local Fiscal Recovery Fund (SLFRF) allocation totaling \$11,871,089.22 from the State of South Carolina as appropriated by the American Rescue Plan Act of 2021; and

WHEREAS, City Council adopted Resolution 2022-12, which obligated SLFRF funds for use between revenue loss replacement and investment in water and sewer infrastructure; and

WHEREAS, City Council adopted Resolution 2022-13, which authorized Expenditure Request 1 totaling \$3,965,004 for two projects; and

WHEREAS, City Council adopted Resolution 2022-28, which authorized Expenditure Request 2 totaling \$3,123,632 for one project; and

WHEREAS, City Council adopted Resolution 2022-35, which authorized Expenditure Request 3 totaling \$1,367,000 for six projects; and

WHEREAS, City Council adopted Resolution 2022-53, which authorized Expenditure Request 4 totaling \$1,600,000 for several projects; and

WHEREAS, City Council adopted Resolution 2023-17, which authorized Expenditure Request 5 totaling \$89,800 for one project; and

WHEREAS, City Council adopted Resolution 2023-25, which authorized Expenditure Request 6 totaling \$450,000 for a replacement tanker truck and equipment; and

WHEREAS, City Council adopted Resolution 2023-29, which authorized the release of encumbered funds to be placed as unencumbered in the SLFRF funds totaling \$2,063,915; and

WHEREAS, City Council adopted Resolution 2023-30, which authorized Expenditure Request 7 totaling \$50,000 for Greenway improvements; and

WHEREAS, City Council adopted Resolution 2023-40, which authorized Expenditure Request 8 totaling \$770,000 for Financial Software; and

WHEREAS, City Council adopted Resolution 2023-45, which authorized the release of encumbered funds to be placed as unencumbered in the SLFRF funds totaling \$4,357; and

WHEREAS, expenditure of SLFRF funds are required to be approved by City Council via resolution; and

WHEREAS, the Parks, Recreation and Tourism Department has received the costs associated with the boat dock and overlook portions of the Sharon Jones Amphitheater improvements, and request \$600,000 of SLFRF funds to be authorized for this project; and

WHEREAS, with this expenditure, \$1,923,925 remains of available SLFRF funds for future expenditures.

NOW THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of North Augusta, South Carolina, in a meeting duly assembled and by the authority thereof, that:

1. Expenditures of \$600,000 of SLFRF funds is approved for the Boat Dock and Overlook project.
2. The City will follow its adopted procurement ordinance as it relates to expenditure of SLFRF funds.
3. The City Administrator is authorized to execute such documents as necessary to enter into agreements to procure the Boat Dock and Overlook project.
4. Any monies not spent on the boat dock and overlook project will be made available in SLRF funds for future expenditures.

DONE, RATIFIED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH AUGUSTA, SOUTH CAROLINA, ON THIS ____ DAY OF NOVEMBER, 2023.

Briton S. Williams, Mayor

ATTEST:

Jamie Paul, City Clerk

RESOLUTION NO. 2023-47
A RESOLUTION AUTHORIZING THE BUDGET AND FUNDING SOURCE FOR THE
CONSTRUCTION OF THE BOAT DOCK AND OVERLOOK IN RIVERSIDE VILLAGE

WHEREAS, City Council adopted Resolution 2023-28, selecting Cranston Engineering as the city's design & engineering services Sharon Jones Amphitheater Additions; and

WHEREAS, City Council adopted Resolution 2023-38, which selected R.D. Brown Construction Company, Inc. as the City's General Contractor for the Riverside Village Boat Dock, Overlook, Sharon Jones Amphitheater Rest Area and Sharon Jones Amphitheater Expansion Project; and

WHEREAS, the City staff, Cranston Engineering, and R.D. Brown Construction Company, Inc. have conducted further design reviews and value engineering to minimize costs; and

WHEREAS, City Council adopted Resolution 2023-46, which set aside \$600,000 in SLFRF funds for the construction of the boat dock and overlook; and

WHEREAS, the City has received \$350K from the Aiken County watercraft tax funds for the boat dock project and overlook; and

WHEREAS, the funding source for the boat dock and overlook will be derived from SLRF and watercraft funds in the total amount of \$950,000 with \$813,416 set as the GMP with R.D. Brown Construction, Inc. and the remainder for design costs, FF&E, and project contingency costs.

NOW THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of North Augusta, South Carolina, in a meeting duly assembled and by the authority thereof, that:

1. The Council authorizes the City Administrator to enter into a contract amendment with R.D. Brown Construction for a GMP amount of \$813,416 for the construction of the Riverside Village boat dock and overlook.
2. The City Administrator is authorized to direct the immediate start of construction of the boat dock and overlook projects.
3. The Council authorizes the City Administrator to finalize and execute any agreements in regards to the construction and project completion of the boat dock and overlook.
4. Expenditures of \$600,000 from SLFRF and \$350,000 from the Aiken County watercraft tax fund are approved for the construction of the boat dock and overlook.

DONE, RATIFIED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH AUGUSTA, SOUTH CAROLINA, ON THIS _____ DAY OF NOVEMBER, 2023.

Briton S. Williams, Mayor

ATTEST:

Jamie Paul, City Clerk