



**City of Guyton**  
**City Council Meeting**  
**February 11, 2020 – 7:00 p.m.**

**MINUTES OF MEETING**

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**Call to Order**

The February 11, 2020 City of Guyton City Council Meeting was called to order by Mayor Russ Deen at approximately 7:00 p.m. Mayor Russ Deen, Mayor Pro Tem Michael Johnson, Sr., Council Member Joseph Lee, Council Member Hursula Pelote, and Council Member T. Marshall Reiser were present at this meeting.

*Others Present* - Interim City Manager Brett Bennett, City Attorney Ray Smith, City Clerk Tina Chadwick and Interim City Clerk Linda Rinear were present.

*Guest Present* - The guests sign-in sheets are filed in the office of the City Clerk.

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**Moment of Repose for Those Who Practice Some Other Faith**

Mayor Deen asked all present to take a brief repose for those who practice some other faith.

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**Invocation**

Pastor Eric Palmberg of Guyton's New Providence Baptist Church gave the invocation.

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**Pledge of Allegiance**

The Pledge of Allegiance was led by Council Member Lee.

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**Consideration to approve or amend the Agenda**

Reiser made a motion to approve the Agenda, as presented. Johnson seconded the motion. **Motion passed unanimously.**

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**Consideration to approve Minutes of Meetings**

Reiser made a motion to approve the minutes from the January 14, 2020 Special Called Meeting held at 6:00 p.m., January 14, 2020 Organizational Council Meeting held at 7:00 p.m., and the January 21, 2020 Special Called Meeting. Lee seconded the motion. **Motion passed unanimously.**

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## Agenda Request

### **Kristen (Casa) – K5 run for the October Casa Ogeechee – request consideration for donation to event**

Suzie Christen presented that she is the Executive Director of the Child Advocacy Services Group. She would like to request permission to hold the 8<sup>th</sup> Annual Superhero Run which will be held on Saturday, October 24, 2020 in Guyton. She would also like to request that the City give her a \$1,000 Grant like they did last year. Mayor Deen stated that we would take this under advisement and talk to the City Manager this week.

### **Scott Thompson of Hidden Creek Drive request approval for homes on 4 Hidden Creek Drive. Paul Cribbs is the home builder, 2.98 acres**

Mayor Deen briefly reported that an agenda request had been submitted by Scott Thompson of 4 Hidden Creek Drive requesting approval for homes on 4 Hidden Creek Drive. Paul Cribbs is the home builder, 2.98 acres. Mayor Deen requested that this be added to the Agenda for the February 25, 2020 Planning and Zoning Committee Meeting and on the Agenda for the March 10, 2020 City Council Meeting.

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## **ALL PUBLIC COMMENTS WILL BE LIMITED TO AGENDA ITEMS ONLY**

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### **NEW BUSINESS**

#### **Consideration to approve a proposal presented by Spatial Engineering, Inc.**

Bennett reached out to Spatial Engineering regarding putting data and scanned documents into a system. Richard Truluck presented for Spatial Engineering, Inc. They currently serve Rincon, Springfield and Effingham County. They are proposing to be The City of Guyton's GIS Department. Basically, becoming the repository for our information. There are three things that they want to do. 1. Capture institutional knowledge because things change and you need some continuity. 2. Automate some business processes – creating a zoning report. 3. Keep our data current. Proposal is broken into 3 options. He would recommend Option C for our City. Truluck said that they will provide training sessions. Truluck said that they will give us a recommendation on what we need to do each year. At a minimum the annual cost would be \$4,800.

Mayor Deen asked if there were any public comments at this time. David Rollins approached the podium and stated that he was here a month ago. He handed maps about his property which has a natural waterway running through it and had to go through a sewer pipe and the pipe has stayed blocked. He stated that he has been coming here for three years and that nobody will talk to him or call him. Mr. Bennett was supposed to call him after the last meeting, but he never called him. Bennett stated that he spoke to him at City Hall. Rollins stated that they did not talk about anything. Mayor Deen stated that we were talking about utility lines and tracking all of that. Mayor Deen asked Mr. Rollins to give him his number and that he would touch base with him tomorrow. Mayor Deen stated to Mr. Rollins again that the best that he could do for him tonight is that he would promise that he would call him personally tomorrow and that they would have a discussion tomorrow and that if what they were talking about was not on the Agenda then it is not protocol to continue on. Mr. Rollins stated that Mr. Bennett has his number and then asked the Mayor to call him tomorrow. Mayor Deen replied that he would call him tomorrow.

Johnson made a motion to approve Option C with RightSpot GIS Services presented by Spatial Engineering, Inc. Reiser seconded the motion. **Motion passed unanimously.**

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**Consideration to approve a Professional Services Contract with Nutter and Associates, Environmental Consultants**

Bennett stated that this a proposal for \$31,000. This is the cost that would be associated with the entire process. All that is needed at this time is \$4,000 of this for Task 1 to begin preliminary work for the site analysis.

Reiser made a motion to approve this proposal of \$4,000 for Task 1 of the Professional Services Contract with Nutter and Associates, Environmental Consultants. Pelote seconded the motion. **Motion passed unanimously**

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**Consideration to Appoint Tina Chadwick as the City Clerk for the City of Guyton**

Pelote made a motion to appoint Tina Chadwick as the City Clerk for the City of Guyton. Lee seconded the motion. **Motion passed unanimously.**

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**Consideration to approve the City Clerk as the Pension Secretary**

Reiser made a motion to approve the City Clerk as the Pension Secretary. Johnson seconded the motion. **Motion passed unanimously.**

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**Consideration to approve the purchase of tablet computers for the Mayor and Council**

Mayor Deen stated that he had gotten some quotes from Repower It for some Surface Pros. Councilman Johnson stated that they have bought other units from them as well. Johnson stated that he wanted to purchase from them again since they are a local company and he wanted to support local businesses.

Johnson made a motion to approve the purchase from Repower It for the Surface Pros at a cost of \$375.00 each for tablet computers for the Mayor and Council, a total of 5 tablet computers. Pelote seconded the motion. **Motion passed unanimously.**

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**Consideration to approve the City of Guyton, Georgia Fire Department Rental/Lease Agreement**

Bennett stated that he communicated with Chief Hodges and he was trying to make sure that this agreement was approved and he did notice in the Minutes of Guyton that something was approved, but he couldn't remember the exact date. The City Attorney stated that the leasing was approved. Bennett stated that he does not personally have a problem with not requiring security deposits for Effingham County. There was a brief discussion from everyone about whether or not the training and living quarters were to be used. Chief Hodges said that they didn't want to overstep any bounds and if that was the desire of the City then they would be happy with that. Bennett stated that he didn't think that they use of the trucks needed to be in the lease agreement. A brief discussion was had by all regarding the Bay in the Lease Agreement and the Training and Living

quarters. Chief Hodges stated that they were all connected. Reiser asked the City Attorney if he was comfortable with the insurance issues. The City Attorney stated that this is the first time that he has seen it.

Reiser made a motion to approve the City of Guyton, Georgia Fire Department Rental/Lease Agreement contingent on The City Attorney looking into the insurance issue. Pelote seconded the motion. **Motion passed unanimously.**

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**Consideration to engage the services of Linda Rineair for the City Clerk transition as deemed appropriate by the City Manager**

Mayor Deen presented that part of the Agreement with the Interim City Manager was to provide a City Clerk until he was successful in hiring one. He has provided us with one, Mrs. Chadwick and has successfully completed that part of his Contract. Mayor Deen sent out Mrs. Rineair's proposed rate and estimated time to finish the organization of records. She said it should take 3 to 4 months working 3 to 4 hours a day. Bennett stated that is estimated and as we progress forward the staff will talk and coordinate and if that dials back sooner than planned, than that would be the maximum extent of it. Bennett also added that there are a lot of records and information to go through that need to be organized. Our new City Clerk is already entering new functions and ongoing things that she needs to be doing going forward, but there is a lot of information that needs to be gone through and fast and find documents and you can get bogged down with that. There are a lot of things going forward and I would like to see Ms. Chadwick focused on things going forward and have Ms. Rineair help you guys get organized. Bennett stated it is needed.

Johnson made a motion to engage the services of Linda Rineair for the City Clerk transition as deemed appropriate by the City Manager. Reiser seconded the motion. **Motion passed unanimously.**

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**Consideration to replace Michael Johnson with Joseph Lee on the committee to analyze the status of the WWTP established at the 01/14/2020 meeting**

Pelote made a motion to replace Michael Johnson with Joseph Lee on the committee to analyze the status of the WWTP established at the 01/14/2020 meeting. Johnson seconded the motion. **Motion passed unanimously.**

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**GENERAL GOVERNMENT**

**Discussion of an Intergovernmental Agreement for use and Distribution of proceeds generated by the 2020 Transportation Special Purpose Local Option Sales Tax Referendum**

Bennett stated that the Council has probably heard a lot of discussion about this from the News and any other meetings around the County. The process has already started and underway already. He just wanted to get this document before the Council. This is the proposed draft of the Intergovernmental Agreement. He expects it to be approved right away, but he wanted to get it circulated so that the Council could look at it at all requirements, but they are all going to sign this together. Bennett also added that part of this process is for the City and County to approve a list of projects. The other thing that Bennett told the Council is they need to be thinking about projects that they want to be doing within the City. Bennett just wants them to start looking at this

document and to provide feedback and be prepared. The City Attorney advised them to be very careful about their projects. Mayor Deen stated that they will discuss this more at the workshop.

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### **Discussion of the City of Guyton Event Calendar for the year 2020**

Bennett stated that our Clerk has pulled together a City of Events Calendar. Bennett stated to email Mrs. Tina and she will get them added. Mayor Deen asked the Community if they know of events to let us know. He knows the ones that he participates in, but at the same time there are so many things going on. Ms. Seabrooks stated that she would just bring records that she has and that there are lot of records that she will just bring to the Clerk. Mayor Deen stated that this is something that we can work on at the Retreat. Diane Hicklin stated that one of the things that was kind of suggested at the community picnic last year was that they were thinking about moving it from July because it was so warm to October, but then we also have the fall festival that the churches are doing in October as well and she is not sure if we want to have two rather large events together. Lee said that they would be something that Leisure Services can work on. Mayor Deen stated that they are looking to reinstitute Leisure Services again and we will be discussing it at the upcoming workshop and a big part of why I ran was to have more community events. This is the year of rebuilding so I can't guarantee all of the things that I promised during my campaign in terms of community events, but it is a priority for me and I want to bring people together and out there doing stuff.

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### **Discussion of the Census**

Mayor Deen had a brief discussion regarding the 2020 Census. The Census provides data that the lawmakers use to provide the daily services in support of your community. Mayor Deen would like to encourage the Census and stated that we will be offering help some way.

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### **Discussion of a (Draft) Purchasing Policy**

Bennett stated that is an initial draft and that he wanted to get this out there for comment. It will be adopted by Ordinance.

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### **Reports from Staff or Committees**

Public Works – Jacob Ford

Fire Department - Chief Clint Hodges reported that in January 305 calls county wide – within the City 27 to 28 call margin.

Interim City Manager – Brett Bennett stated that he will give a full report at the workshop.

Ms. Powell extended an invitation to Seniors in the Know.

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Mr. Harville inquired as to Police stats.

Ms. Seabrooks asked to put on our Facebook page the training for the new voting machines.

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### Dates to Remember

Mayor Deen reminded Council Members and those present of the following dates to remember:

02/21/2020 Mayor and Council Retreat beginning at 9:00 a.m.

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### Consideration to move from the Regular Meeting into an Executive Session, if needed

Reiser made a motion at approximately 8:09 p.m. to move from the regular meeting into an Executive Session referencing Personnel and Litigation. Johnson seconded the motion, **Motion passed unanimously.**

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### Consideration to move from the Executive Session back into the Regular Meeting

Pelote made a motion at approximately 9:34 p.m. to move from the Executive Session back into the Regular Meeting. Johnson seconded the motion. **Motion passed unanimously.**

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### Adjournment

Reiser made a motion at approximately 9:38 p.m. to adjourn this meeting. Pelote seconded the motion. **Motion passed unanimously.**

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Tina Chadwick, City Clerk



  
Russ Deen, Mayor