

**Minutes
Special City Council Meeting
Tuesday, August 21, 2018**

The Special Meeting of Mullins City Council was held Tuesday, August 21, 2018 at 3:00 P.M. in the Raymond Pridgen Auditorium. The following were notified of the time, date, and place of the meeting: Mayor, City Council, the City Staff, and the press. Present at the meeting were the following: Mayor Pro Tem Phillips, Council Members Carolyn Wilson, Robert Woodbury, Terry Davis, Jo Sanders, Eddie Kitchen, Interim City Administrator Holly Jackson, Police Chief Michael Bethea, Captain Phil Mostowski, Fire Chief Robert Stetson, Street Supervisor Tarus Gilchrist, and Chris w/Enterprise Fleet Management.

1. Call Meeting To Order & Welcome: Mayor Pro Tem Phillips called the meeting to order and welcomed all that were present.

Pledge of Allegiance: Fire Chief Stetson gave the Pledge of Allegiance.

Invocation: Council Member Robert Woodbury gave the invocation.

2. Disclosure that local media has been informed of meeting pursuant to South Carolina Freedom of Information Act: Mayor Pro Tem Phillips stated the local media had been contacted regarding the time, date, and place of the Special Council Meeting for August 21, 2018.

3. New Business:

(a) Fleet Management / Executive Session if Needed

Captain Mostowski introduced Chris with Enterprise. Chris stated the cost of the fleet program would cost \$46,000.00 - \$57,000.00 per year. This would include the purchase of 6-7 vehicles. This would include lights, sirens, and other equipment. After 5 years the cars could be purchased by the City.

The Finance Committee will meet to make a recommendation to Council for the approval of fleet management.

A copy of the presentation is attached.

(b) Five Year Plan Workshop

Page Two
Minutes - Special City Council Meeting
Tuesday, August 21, 2018

Council Member Woodbury asked each department head to present their departmental 5 year plan.

A copy of the presentations and the discussion from the workshop is included.

4. Adjournment:

The meeting was adjourned.

Pat Phillips
Mayor Pro Tem

ATTEST:

Felicia J. Sawyer
City Clerk



FLEET MANAGEMENT

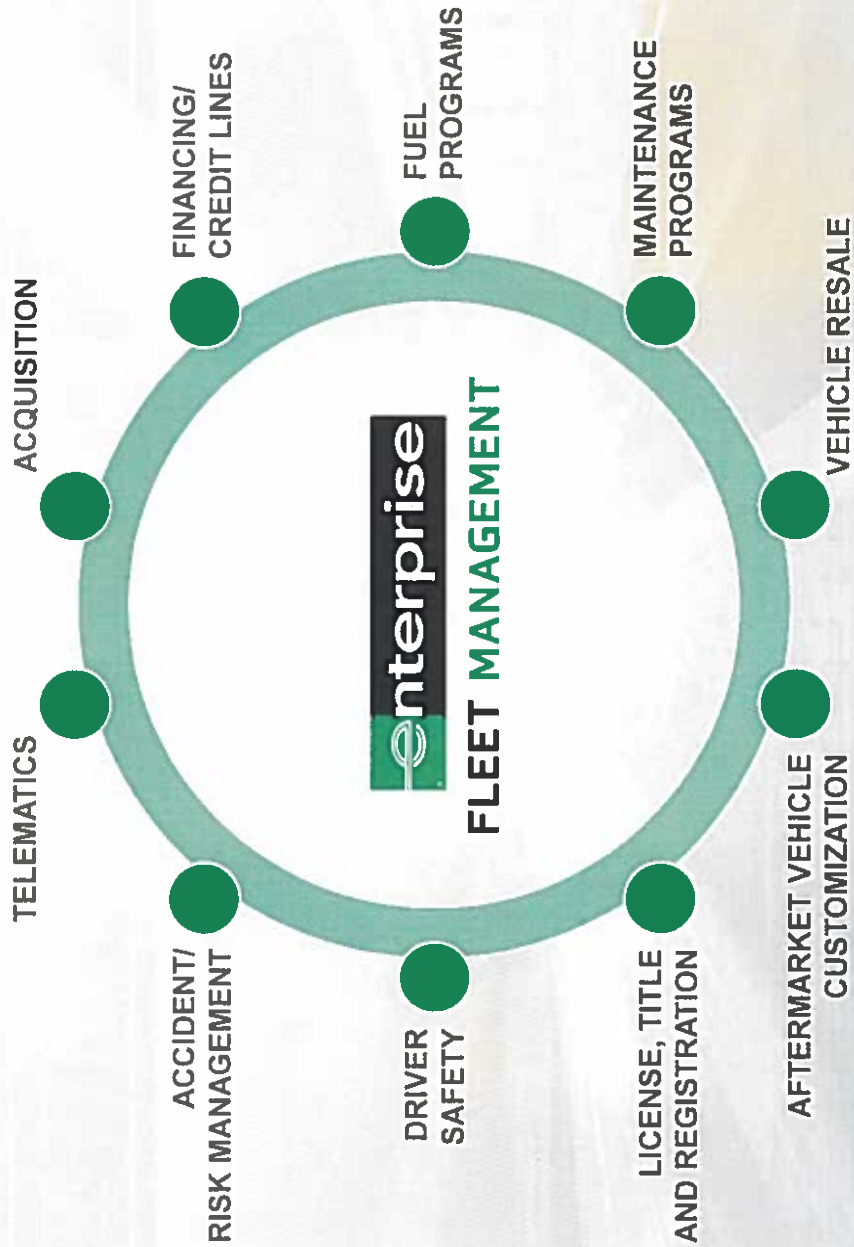
City of Mullins



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DELIVERING SOLUTIONS. DRIVING RESULTS.



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Current Government Customers

- Alachua County, FL
- Bamberg County, SC
- Bertie County, NC
- Calhoun County, SC
- Cherokee County, GA
- City of Bainbridge, GA
- City of Beaufort, SC
- City of Chester, SC
- City of Darlington, SC
- City of Fayetteville, NC
- City of Greenville, NC
- City of Hollywood, FL
- City of Lake City, FL
- City of Lincolnton, NC
- City of Miramar, FL
- City of Peachtree City, GA
- City of Raleigh, NC
- City of St. Mary's, GA
- Gilmer County, GA
- City of Tampa, FL
- Hendry County, FL
- Kershaw County, SC
- Orange County, FL
- Pasco County, FL
- Saluda County, SC
- Santee-Lynches Regional COG, SC
- Seminole County, FL
- Thrive Upstate, SC
- Town of Andrews
- Town of Port Royal
- Tri-Development Center of Aiken County, SC
- Williamsburg County, SC

Sample of Customers in SC, NC, GA & FL – Over 850+ Government Entities Nationwide

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Situation

- City of Mullins is looking for a solution to better manage its fleet of vehicles.
- **30%** of the light and medium duty fleet is currently **10 years or older**
- **11 years** - time it would take to cycle the entire fleet at current acquisition rates
- Currently averaging **2.8 Vehicles per year over the last 10 Years**
 - Approximately **60%** purchased Used
- Older vehicles have higher fuel costs, maintenance costs, are less reliable and less safe

Objectives

- Save resources and budget dollars through a managed vehicle program.
- Utilize an open-end lease as a funding mechanism, allowing the City to acquire additional vehicles while avoiding a large capital budget outlay.
- Replace aged vehicles with newer models to increase fuel efficiency and reduce maintenance expense.
 - WEX Fuel Program – No Fees, \$.05 Per Gallon Discount at Exxon/Mobil
 - Maintenance Management Program
- Establish a proactive replacement plan that maximizes potential equity at the time of resale, reduces operational expenses, and increases safety.
- Provide City with a higher resale return through Enterprise's resale network

Finance Structure



Open-End Lease

- Equity lease
- Flexible term
- No mileage restrictions
- No abnormal wear and tear clauses
- Vehicle equity is owned by you
- Customizable lease structure based on individual organization's needs

Traditional Financing

Vehicle Price \$25,000
\$17,500 Market Value
After 60 month term and 50k miles



Enterprise Solution

Vehicle Price \$25,000
\$17,500 Market Value
After 60 month term and 50k miles



**Approx. \$125/month lower
payment per vehicle**



FLEET MANAGEMENT

City of Mullins Menu Pricing

Vehicle Type	Year	Make	Model	Trim Level	Engine	Term	Monthly Cost (Lease Payment)	Annual Cost
Full-size Sedan	2018	Dodge	Charger	Police Package **INCLUDES \$9,000 EQUIPMENT**	5.7L V8	60	\$624.29	\$7,491.48
Midsize SUV AWD	2018	Ford	Interceptor SUV	Police Interceptor SUV **INCLUDES \$9,000 EQUIPMENT**	3.7L V6	60	\$710.74	\$8,528.88
Midsize SUV AWD	2019	Dodge	Durango	Pursuit Rated SUV **INCLUDES \$9,000 EQUIPMENT**	3.6L V6	60	\$710.42	\$8,525.04
1/2 Ton Pickup Crew Cab 4x4	2018	Ford	F-150 Crew Cab Police Responder	Pursuit Rated Crew Cab 4x4 **INCLUDES \$9,000 EQUIPMENT**	3.3L V6	60	\$813.60	\$9,763.20
1/2 Ton Pickup Crew Cab 4x4	2018	Chevy	Silverado 1500 Crew Cab	WT 4x4 Crew Cab NOT PURSUIT RATED **INCLUDES \$9,000 EQUIPMENT**	4.3L V6	60	\$692.19	\$8,306.28

Lease rates are based upon factory order pricing and miles per year

RESOURCES

Fleet Technology



Client Website

- Visibility and tracking of vehicle data
- Customized dashboards with easy reporting
- Real-time alerts
- Simplify accounting processes with vehicle descriptors
- Self-service features including *driver changes, vehicle descriptors, mileage information and more*
- Assign unlimited unique identifiers to each vehicle to simplify routine tasks and vehicle categorization



City of Mullins Five Year Plan

Development Workshop

Benefits of Developing A Plan

- Provides opportunities to unite thoughts and ideas (communicate)
- Provides clarity and direction
- Provides opportunities to network and develop relationships
- Provides opportunities to build something greater than ourselves

Today's Objective

- Understand the thoughts and needs of our City's employees
- Understand the thoughts and needs of our City's citizens
- Agree on a direction and path to pursue

Year 5 - What Do We Want To See For The Citizens?

- Health & Fitness Complex
- Increase in Industry / Business (County Involvement)
- Citizen Involvement / Pride in the City / Employee Involvement
- Revenues for the City / Annexation
- Healthier & more Vibrant City
- Clean Landscapes / Demolition of Houses
- Promoting Mullins / Social Media / Public Communication / Market Mullins
- Public Safety
- Senior Citizen / Youth Activities
- Safe & Viable Community for Retirees

- Quality of Living
- Facilities

Year 5 - What Do We Want To See For The Employees?

- Make employees proud of where they work
- Proper safe and quality of equipment / facilities / Uniforms
- Competitive Salaries & Benefits for all Employees
- Employees Health & Safety
- Employee Survey



Projected 5 Year Department Plans

August 21, 2018

5 YEAR PLAN

Holly Jackson

1. Create/expand/implement an effective Wellness Committee that works to provide all employees with opportunities to improve their health. Smoking Cessation, Weight Loss, Exercise, Health Screening (improve attendance), Availability of a RN coming in once or twice a month to see employees for general health concerns, Flu/Shingles Shots.
2. Create/expand/implement an effective Safety Committee that works to provide all employees with opportunities to improve their safety at work. Safety presentations, equipment.
3. Work to keep our SMIT/SCMIRF Audit numbers decreasing, thereby decreasing what we have to pay.
4. Check retention of personnel records and properly dispose of those that can be.
5. Find new ways to appreciate employees!

1. Repaint City Hall
2. Replace sliding windows with full windows
3. Landscape the entry way
4. Stripe all City owned parking lots

Sales Tax Suggestions:

1. Redo the Front Street Fire Station
2. Knock down the Old Police Station
3. Upgrade Smith-Haven Park
4. Put Security Cameras up ALL over the City

Fire Department 5 Year Plan

- Replace all dated and dilapidated equipment
- Open Station # 3
- Staff Station # 3
- Hire (3) additional paid staff or change from 24/48 to 24/24 system with 16 hour pay instead of 24
- City and County officials work together to change current tax fee to milage system to have appropriate funding
- Improve ISO to a goal of 3 at least class 4 from current 5
- Purchase 100' Aerial Platform Truck with remaining 193K from County Bond Money this will provide a large gain toward ISO improvement
- Complete class room and training ground
- Complete repairs to Rescue Building
- Complete update on SOG's
- Improve all data entry systems with the last software available etc. (pre plans, NFIRS, Inspection and Checkoff Sheets
- Fill roster and have all members certified to the FFII level except support staff
- Create a FD or City Employee health, exercise, and wellness program
- Improve Volunteer FF pay scale
- Improve Fire Prevention Program and Public Education to include inflatable Fire Safety House, Audio Visual Aids
- Restore 1940 Dodge Fire Truck and add a Fire Museum to the train depot in conjunction with the Tobacco and African American Museum, to better entertain and educate kids and visitors of all ages

Thanks for your consideration and continued support

Humbly Submitted,

Chief Robert Stetson
Mullins Fire & Rescue

MULLINS POLICE DEPARTMENT
151 E. FRONT ST
P.O. DRAWER 408
MULLINS, SC 29574



CHIEF OF POLICE MICHAEL J. BETHEA
PHONE: (843) 464-0707
FAX: (843) 464-0722

August 16, 2018

Mullins City Council
151 E. Front St.
Mullins, SC 29574

To City of Council Members:

At the beginning of August, we were requested to come up with a five year plan for our department. After sitting down with my staff, we have identified several areas that we feel need our attention and that could be implemented in this time frame. Each one of these items would not only benefit our officers, but the community as a whole. Below, is a list of our ideas:

- Rebuild our shooting range.
- In-Service training every month.
- Implement a fleet management plan.
- Get officers more involved with community.
- Officer retention.
- Increasing our staff (Patrol / C.I.D).
- Traffic Enforcement Officer.
- Adding a K-9.
- Reinstating our "Crime Suppression Team".

If you have any questions in regards to these ideas, I would be more than happy to sit down and go over each one in detail. Again, thank you very much for your continued support of myself and the department.

Sincerely,

A handwritten signature in black ink that reads 'Michael J. Bethea'.

Chief Michael J. Bethea

5 YEAR PLAN

Allen Floyd

1. Install 14 new light poles. The current poles are deteriorated significantly and will need to be replaced for safety reasons. After this is complete all the poles at the Gapway Street Complex will have been replaced. Poles will cost approximately \$2,000 each.
2. Install 4 new scoreboards at the baseball field. The current scoreboards have not been replaced in over 20 years. Each scoreboard will cost approximately \$2,200.
3. Pave the walking track at Mary Lois Rutland Park. This will cost approximately \$30,000.
4. Purchase a maintenance truck to replace the aging vehicle now being used.

Sales Tax Suggestions:

1. Bike Trail: paved, lit, signage
2. Splash Pad

Street Department

- **Trash Pickup**

Needs Trash collection collects dry trash and yard waste for all city residents. Separated trash is collected one time per week, Thursday's are dispose of old appliances and large metal items. Please drain hot water heaters and remove or secure all doors on refrigerators and freezers. Junk, furniture and other bulk items can be placed in their own pile at the curb on your collection day. To dispose of old appliances and large metal items, place them separately at the curb. Please drain hot water heaters and remove or secure all doors on refrigerators and freezers. Junk, furniture and other bulk items can be placed in their own pile at the curb on your collection day.

Critical Needs

Aging Fleet of Debris Trucks

1993 John Deere E EL Excavator – Approaching major repairs, over 15,000.00 Plus.

1989 International 4900 Bucket Truck – Approaching major repairs to hydraulic system boom system.

Policies recommendations for trash collection: All leaves, twigs, weeds and grass clippings shall be placed in brown paper bags designed for leaf and clippings disposal. It is the responsibility of the resident to provide the necessary bags.

- **Lawn Maintenance**

The city has miles of streets, and acres of property that it owns and maintains. City street "right of way" are typically either 60 ft. or 40 ft. from the center line of the road. There are also numerous alleyways spread throughout the city. All city streets are paved and trending towards gaining drainage and pedestrian improvements.

Critical Needs

Aging Zero Turn Mowers: 2008 & 2014

- **Street and Sidewalk Maintenance**

Over the next 5 years the city has done significant work on more city streets, ranging from pavement overlays to widening and adding curb, gutter and sidewalk. The city has an adopted Pavement Management System. The city is assisted by South Carolina Department of Transportation by making repairs to its rights of way when requested by the state or when special materials and construction techniques are required.

Funding for street resurfacing comes from C-funds that are distributed by the Charleston County Transportation Committee. With approval from the city, Charleston County Public Works administers a county-wide resurfacing contract that includes city streets.

Critical Needs

Paving & Repairs: Front St. From Gapway to Park St.

Paving & Repairs: Front St. From Gapway to Park St.

Sidewalks of Main St.: From Wine St. to Hwy. 76 Both Sides

- **Storm Drainage Maintenance**

Streets are power swept Monday - Friday. Every week the sweeper must go around parked cars. This result are streets that are not as clean as they could be, and storm drains more likely to clog with leaves.

Critical Needs

Storm Drain Cleaning with the Hydro-Jet

As one of the newest revolutions in plumbing technology for storm drain cleaning, hydro-jetting is a dominant force that uses our specialized high-pressure water nozzles to clear away accumulated leaves, sludge, roots, and clogs in your sewer and drain. Hydro-jetting uses a thin line topped with a nozzle which shoots jets of water in multiple directions at about 4000psi. Using hydro-jetting is one of the best plumbing methods for clogged drain lines because, despite the high pressure of the tool, it causes the least amount of damage, provides excellent results and can prevent build-up before it happens. Hydro-jetting doesn't use metal cables or snakes to flush away built up debris like other plumbing solutions do. No harsh or heavy chemicals are used in the hydro-jetting process. Depending on the condition of your drain, the water pressure varies. The plumber is trained to deliver the right amount of force for proper storm drain cleaning. Once the hydro-jet head gets inserted, pressurized water scours the pipes to clear out all remnants of debris. Water, along with gravity, flushes sludge safely out of the system.



Maintenance Department

- **Trash Pickup**

Needs Trash collection collects dry trash and yard waste for all city residents. Separated trash is collected one time per week, Thursday's are dispose of old appliances and large metal items. Please drain hot water heaters and remove or secure all doors on refrigerators and freezers. Junk, furniture and other bulk items can be placed in their own pile at the curb on your collection day. To dispose of old appliances and large metal items, place them separately at the curb. Please drain hot water heaters and remove or secure all doors on refrigerators and freezers. Junk, furniture and other bulk items can be placed in their own pile at the curb on your collection day.

Critical Needs

Diesel Diagnostic Equipment, Gas Diagnostic Equipment

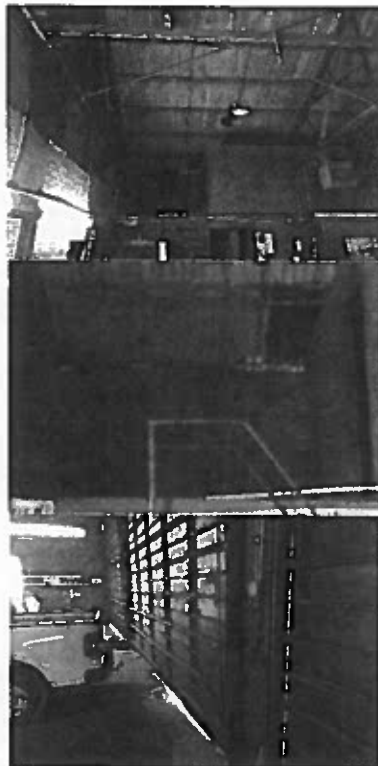
Policies recommendations for trash collection: All leaves, twigs, weeds and grass clippings shall be placed in brown paper bags designed for leaf and clippings disposal. It is the responsibility of the resident to provide the necessary bags.

Capital Expenditures:

City of Mullins Maintenance Shop

Building need a total renovation.

New roof, window, doors, replace damage wood, ect.....

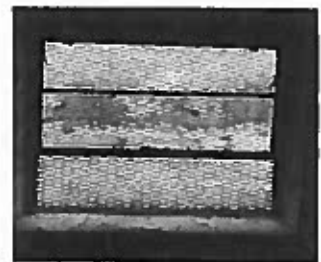


City of Mullins Public Works Building

Building need a total renovation.

New roof, window, doors, replace damage wood, ect.....





City of Mullins Public Works Building
Building need a total renovation.
New roof, window, doors, replace damage wood, ect.....

