



CITY OF CAYCE

MAYOR
ELISE PARTIN

MAYOR PRO-TEM
JAMES E. JENKINS

COUNCIL MEMBERS
TARA S. ALMOND
EVA CORLEY
TIMOTHY M. JAMES

CITY MANAGER
REBECCA VANCE

ASSISTANT CITY MANAGER
SHAUN M. GREENWOOD

CITY OF CAYCE Regular Council Meeting January 6, 2015

The January Regular Council Meeting was held this evening at 6:00 p.m. in Council Chambers. Those present included Mayor Elise Partin, Council Members Tara Almond, Eva Corley and Tim James, City Manager Rebecca Vance, Assistant City Manager Shaun Greenwood and Municipal Clerk Mendy Corder. Municipal Treasurer Garry Huddle, City Attorney Danny Crowe, Director of Utilities, Blake Bridwell, and Chief Charles McNair were also in attendance.

Mayor Partin asked if members of the press and the public were duly notified of the Council Meeting in accordance with the FOIA. Ms. Corder confirmed they were notified.

Call to Order

Mayor Partin called the meeting to order. She stated that Council Member Skip Jenkins' sister passed away over the weekend and her visitation was that night so he was unable to attend the meeting. Council Member Tim James gave the invocation. He asked everyone to keep Council Member Jenkins' and his family in their prayers during this difficult time.

Mayor Partin introduced Mr. Ray Mixon, a United States Military Veteran, to lead the assembly in the Pledge of Allegiance. Mayor Partin stated Mr. Mixon is a native South Carolinian and a 1969 Citadel graduate. He served in the Strategic Air Command on an Intercontinental Ballistic Missile Crew in Kansas during the Cold War in Wichita, Kansas. He also served as a Missile Targeting Team Chief while on Active Duty. He left active duty in December 1976. Mr. Mixon later joined the SC Air National Guard in 1985 and served as a Munitions NCO during Operation Desert Storm in Saudi Arabia in 1990-91. He was called on again shortly after 911 to serve in Operation Enduring Freedom in Qatar as a Senior NCO with the SC Air National Guard. Mayor Partin stated Mr. Mixon was called on again to deploy to Qatar as a Senior NCO with the SC Air National Guard in support of Operation Iraqi Freedom. He retired from the SC Air Guard in September 2007 receiving the Meritorious Service Medal for service during these deployments.

Approval of Minutes

Council Member James made a motion to approve the December 2, 2014 Regular Council Meeting minutes as written. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

Presentations

A. Presentation of Decorate Cayce Awards

Mayor Partin stated that the City of Cayce Beautification Board was pleased to announce the 2014 winners of the Decorate Cayce Contest. Mayor Partin presented the first place Decorate Cayce Award to Mr. and Mrs. Roger Edwards. Ms. Cathy Gunter was awarded second place and Ms. Brenda Griffin was awarded third place. Mayor Partin thanked the award recipients for helping to make the City so beautiful during the holidays.

B. Presentation of Whole Sole Awards

Mayor Partin presented the Whole Sole Award to Sgt. Frank Ballentine, Public Safety Officer Kelly and Public Safety Officer Baker. She stated that in September 2014 the on duty Public Safety Dispatcher was found unconscious on the floor of Dispatch by Sgt. Ballentine. Mayor Partin stated Sgt. Ballentine yelled for assistance from PSO Kelly and PSO Baker who both immediately responded. As Sgt. Ballentine attempted to get the Dispatcher to regain consciousness he noted that he had stopped breathing. He checked for a pulse and found none. Essentially, the Dispatcher died at that moment.

The officers quickly got their fellow employee out of the chair and on the floor to begin CPR. Sgt. Ballentine began CPR as he called out for both Kelly and Baker to find help. PSO Baker ran to the Firehouse to get First Responders and EMS personnel to respond as PSO Kelly began toning the firehouse and radio for assistance. PSO Kelly then ran toward the firehouse to gather help and equipment. Sgt. Ballentine continued doing CPR on the Dispatcher.

Mayor Partin stated as Kelly and Baker returned with assistance and equipment (AED, Crash bag, Stretcher) EMS and Firehouse Personnel connected the Dispatcher to an AED. It shocked his heart back into a rhythm and he began breathing on his own. He was still unconscious and was transported to the hospital and eventually made a full recovery. Mayor Partin stated the immediate actions of everyone involved saved their fellow employee's life.

Chief McNair presented Sgt. Ballentine, PSO Kelly and PSO Baker with the South Carolina Police Chiefs Association Life Saver Award. Everyone gave the gentlemen a standing ovation for their heroic actions.

C. Presentation of City of Cayce Safety Banner Contest Award

Mayor Partin stated that the City continues to recognize safety as a primary focus of its business operations. Promoting safe acts and encouraging employee health are key parts of a business operation. She explained that the City has an annual Safety

Banner Contest that encourages employee participation by allowing them to show their creativity in developing banners to be displayed at different facilities throughout the City of Cayce. The Safety Banner Contest looks at involving employees to encourage and promote employee safety.

Mayor Partin announced that this year's Safety Banner Contest winner was Shanna Henson, an employee of the Water Treatment Facility. Ms. Henson was given a Coupon for a day off, a Ruby Tuesday's gift card for \$95.00 and a jacket with her name and the City's Logo. Mayor Partin thanked her for creating such an inspiring banner.

D. Presentation by Mr. Robert Milhous of the City of Cayce FY13/14 Comprehensive Annual Financial Report

Mr. Robert Milhous, the City's auditor, presented the FY13/14 Comprehensive Annual Report to Council. Mr. Milhous went over the financial statement with Council and stated it was a good audit and good financial report. He stated that based on fiscal management that was instilled by the City Manager and staff there is a positive fund balance in the General Fund of over \$1,227,398 and it is increasing annually. Mr. Milhous stated that the Water and Sewer Utility Fund also had a positive fund balance and the City met its debt coverage ratiom, therefore the City is in compliance with its bond covenants.

Council Member James thanked Ms. Vance and Mr. Greenwood for doing a great job with the budget. Ms. Vance thanked the City's department heads for keeping their expenditures down and still being able to accomplish their jobs. She stated the entire audit would be placed on the City's website immediately so anyone could view it. Ms. Vance stated that in 2010 the City had a negative fund balance, but that subsequent years have resulted in a positive balance.

Public Comment Regarding Items on the Agenda

Ms. Corder advised that no one had signed up for Public Comment.

Ordinances and Resolutions

A. Approval of Ordinance 2015-01 to Amend the City of Cayce FY2014/2015 General Fund and O&M Budget – First Reading

Ms. Vance advised due to increased revenue and grant funds in the City's General Fund, the 2014-2015 budget is required to be amended to account for these revenues and the desired expenditures correlated with these funds. She explained that

for the Utility Fund, the 2014-2015 budget is required to be amended to account for a decreased projection of revenues and the correlated reduction in expenditures to make up for this decrease. The amendment is also needed to account for the revenue from the SRF Debt Reserve Fund reimbursement.

Council Member Almond made a motion to approve the Ordinance amending the FY2014/2015 General Fund and O&M Budget. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

B. Approval of Resolution 2015-01 Ratifying Execution of Documents by City Manager in Connection with Acquisition of History Park property

Mr. Crowe explained that the Resolution was a technical resolution that ratifies any documents that were executed by the City Manager at the closing in connection with the acquisition of the real property for park purposes on the donation from SCE&G. He explained that in addition to the Agreement executed by the Mayor, it was necessary, in order to effectuate the closing of the acquisition transaction, for the City also to execute other documents at the closing on the property including a Quitclaim Bill of Sale, a License Agreement, and a Closing Statement, all which were executed, on behalf of the City, by the City Manager. He advised that Council should formally ratify and consent to the actions of the City Manager in executing the documents at closing as within the appropriate exercise of her authority and as within the intent of the Council in accepting and consummating the gift.

Council Member Almond made a motion to approve the Resolution. Council Member James seconded the motion which was unanimously approved by roll call vote.

Ms. Vance explained that with the signing of the documents the City did acquire all the archaeological assets that were discovered on the property. She stated some of the items are on display at the Relic Room and some are still being catalogued by students at the University of South Carolina.

City Manager's Report

Ms. Vance stated that staff has started a numbering process with all future Ordinances and Resolutions so they can be indexed and easier to refer to when needed. She stated that staff has received the RFQ's for the Knox Abbott Drive project and have narrowed it down to three firms who are being interviewed in the near future. She stated staff will bring a recommendation for Council at the second meeting in January.

Ms. Vance reminded everyone that the grand opening of Phase IV of the Riverwalk will be January 9, 2015. She stated this phase completes the City's

Riverwalk and the City now has eight miles of continuous trails. She explained the lighting and call boxes have not been installed in Phase IV yet. The call boxes are on back order and SCE&G should install lighting in the near future. She stated the State Street Sewer Project has started and should only take two weeks to complete.

Ms. Vance stated Mr. Greenwood has created a new fillable City business license which does the calculations automatically. She stated that soon a desk and computer will be placed in the lobby of Planning and Development so customers can fill out their business licenses in the office.

Committee Matters

A. Approval to Enter the Following Approved Committee Minutes into the City's Official Record

Council Member Corley made a motion to approve entering the following Committee minutes into the City's official record:

Cayce Events Committee – October 9, 2014
Board of Zoning Appeals – October 20, 2014
Cayce Museum Commission – November 5, 2014
Planning Commission – November 17, 2014

Council Member Almond seconded the motion which was unanimously approved by roll call vote.

B. Annual Appointments of Council Members to City Foundations

After discussion, it was decided that Council Member Almond would serve on the Beautification Foundation and Council Member Corley would serve on the Public Safety Foundation. Council Member James made the motion and Council Member Corley seconded the motion which was unanimously approved by roll call vote.

Council Comments

Council Member James thanked the Public Safety Officers in attendance for all they do for the community. Council Member Almond thanked staff for a great audit for FY2013/2014. Council Member Corley also thanked the Officers and staff for all they do.

Executive Session

A. Receipt of legal advice relating to claims and potential claims by the City

and other matters covered by the attorney-client privilege

- B. Discussion of negotiations incident to proposed contractual arrangements with Lexington County
- C. Discussion of negotiations incident to possible acquisition of property For a new water tank

Council Member James made a motion to move into Executive Session to discuss the matters above. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

Reconvene

After the Executive Session was concluded, Council Member Almond made a motion to reconvene the Regular meeting. Council Member Corley seconded the motion which was unanimously approved by roll call vote. Mayor Partin announced that no vote was taken in Executive Session other than to adjourn and resume the regular meeting.

Possible Actions by Council in follow up to Executive Session

- VIII. C. Discussion of negotiations incident to possible acquisition of property for a new water tank

Council Member James made a motion to authorize the City Manager to proceed with negotiations for the acquisition of property for a new water tank. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

Adjourn

There being no further business, Council Member Corley made a motion to adjourn the meeting. Council Member James seconded the motion which was unanimously approved by roll call vote. The meeting adjourned at 7:40 p.m.

Elise Partin, Mayor

ATTEST:

Mendy C. Corder, Municipal Clerk

IF YOU WOULD LIKE TO SPEAK ON A MATTER APPEARING ON THE MEETING AGENDA, PLEASE COMPLETE THE INFORMATION BELOW PRIOR TO THE START OF THE MEETING.* **THANK YOU.**

COUNCIL MEETING SPEAKERS' LIST

Date of Meeting January 6, 2015

Name	Address	Agenda Item

***Appearance of citizens at Council meetings - City of Cayce Code of Ordinances, Sec. 2-71.** Any citizen of the municipality may speak at a regular meeting of the council on a matter pertaining to municipal services and operation, with the exception of personnel matters, by notifying the office of the city manager at least five working days prior to the meeting and stating the subject and purpose for speaking. Additionally, during the **public comment period** as specified on the agenda of a regular meeting of the council, a member of the public may speak on a matter appearing on the meeting agenda, with the exception of personnel matters by signing a speakers list maintained by the city clerk prior to the start of the public comment period. At the discretion of the mayor or presiding officer, the length of time for any speaker's presentation may be limited and the number speakers also may be limited.