

Mayor  
Elise Partin

Mayor Pro-Tem  
Tara S. Almond

Council Members  
Phil Carter  
Eva Corley  
James E. Jenkins

City Manager  
Tracy Hegler

Assistant City Manager  
James E. Crosland



**City of Cayce  
Regular Council Meeting  
April 22, 2020**

A Regular Council Meeting was held this evening at 5:00 p.m. via Microsoft Teams video meeting software. Those present included Mayor Elise Partin, Council Members Tara Almond, Phil Carter, Eva Corley and James Jenkins. City Manager Tracy Hegler, Assistant City Manager Jim Crosland, Municipal Clerk Mendy Corder, IT Director Jamie Beckham and City Attorney Danny Crowe were also in attendance.

Mayor Partin asked if members of the press and the public were duly notified of the meeting in accordance with the FOIA. Ms. Corder confirmed they were notified. Mayor Partin stated that the meeting was being recorded through Microsoft Teams program. She stated that the public was provided a call in number to be able to follow all of the City business as normal. She asked any caller to mute their audio so there would not be any feedback or background noise. She stated that the meeting organizer was also able to mute calls. Mayor Partin stated that the public could speak on any item on the agenda if they prearranged speaking with the City's Municipal Clerk.

**Call to Order**

Mayor Partin called the meeting to order and Council Member Almond gave the invocation. Mayor Partin led the assembly in the Pledge of Allegiance.

**Public Comment Regarding Items on the Agenda**

No one signed up for Public Comment.

**Ordinances and Other**

- A. Discussion and Approval of Ordinance 2020-07 Providing for the Issuance and Sale of Water and Sewer System Refunding Revenue Bonds of the City of Cayce, South Carolina, in an Amount Not Exceeding Twenty-Seven Million Dollars (\$27,000,000) and other Matters Relating Thereto – Second Reading

Ms. Hegler stated that there were a few changes made to Ordinance 2020-07 between First and Second Reading. She stated that the main change was to open the refinancing up to capital markets.

Council Member Almond made a motion to amend the bond ordinance to conform the version given at First Reading to the version provided by bond counsel after First Reading and contained in the Council packet. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote. Council Member Almond made a motion to approve Ordinance 2020-07 on Second Reading as

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

**B. Discussion and Approval of Change Order and Additional Funding for the Knox Abbott Drive Pedestrian Safety and Traffic Calming Project**

Ms. Hegler stated that Council approval was needed to authorize a Change Order with TNT, Inc. for the Knox Abbott Drive Pedestrian Safety and Traffic Calming Project and to allocate additional TIF funding for undergrounding utilities to certain businesses and additional landscaping. As part of the Knox Abbott Drive Pedestrian Safety and Traffic Calming Project, utilities were buried underground. In most cases, adjacent properties are being serviced by new poles that were consolidated to reduce the overall number of overhead poles within the project area. There are several properties where poles cannot reach and service will need to be buried.

Ms. Hegler stated that a change order was approved by Council on November 5, 2019 to prepare the design drawings for burying utilities to those businesses. These drawings were then used to estimate construction costs of \$84,096.80. Additionally, improved landscaping is desired for the median on Knox Abbott Drive, which is beyond the original design cost of \$19,313.60. She stated that the total change order request for utility construction and additional landscaping was \$103,410.40. However part of the change order could be covered by existing TIF funds already allocated to the project.

Council Member Almond made a motion to approve the change order and authorize the City Manager to sign the related agreement with TNT, Inc. and spending up to \$19,142.60 in TIF funds for the additional work on the Knox Abbott Drive Pedestrian Safety and Traffic Calming Project. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

**C. Bid Award – Harvesting Timber on City-owned Property**

Ms. Hegler stated that Council's approval was needed to proceed with the process of selecting a timber company from the recommendation of Epting Forestry and Resources to harvest City-owned property along Old State Road and near the area of the Cayce Riverwalk Phase Four and Timmerman Trail. She stated that on November 20, 2019, City Council approved a contract with Epting Forestry and Resources (Epting) for the purposes of managing the sale of timber on City-owned property along Old State Road and near the area of the Cayce Riverwalk Phase Four and Timmerman Trail. Since that time, Epting has been working with City staff to identify and properly mark timber for harvesting. She stated that this effort was done to preserve special hardwoods and ensure adequate buffer remained for the City's Riverwalk, Timmerman Trail and 12,000 Year History Park. In researching the property, Epting also identified a mitigation area previously marked by the Corps of Engineers - this part of the property will not be harvested and will remain untouched in perpetuity.

Ms. Hegler stated that sustainability was Epting's main goal for the timber sale. In addition to protecting the City's recreational and historical resources, the sale area was laid out specifically by Epting where the land/ground will allow the harvesting without causing disturbance to the soil, while also abiding by the South Carolina BMP guidelines. She stated that Epting was also contracted to manage the selection process for a harvesting vendor. Epting solicited bids and received three. After consideration of the bids, Epting recommends Log Creek Timber Company due to the best pricing and their great reputation. Epting has worked with them successfully on a previous timber sale. Log Creek Timber Company merchandise and sort the wood products professionally to ensure the best return on the City's investment. Log Creek Timber Company was also agreeable to the extra precautions that were stressed due to the trails and history of the area to be harvested.

Council Member Corley made a motion to approve the selection of Log Creek Timber Company and allow the City Manager to proceed with appropriate contractual agreements for harvesting approximately 120 to 125 acres of City-owned property along Old State Road and near the area of the Cayce Riverwalk Phase Four and Timmerman Trail. Council Member Almond seconded the motion. Mayor Partin stated that the Department of Natural Resources recently harvested timber in the same area. Mayor Partin called the question which was unanimously approved by roll call vote.

#### **D. Discussion of Proposed FY2020-2021 Utility Fund Budget**

Ms. Hegler stated that the 2020-2021 Utility Fund Budget was balanced with Projected Revenues of \$20,741,194.00 and Projected Expenditures of \$20,739,470.00. She stated that the Utility Department was able to remove several Capital items from the requested budget for FY 20/21, using existing cost savings to purchase those items in the current fiscal year. She stated that the Utility Fund Budget includes Capital Expenditures totaling \$570,447; included in this are the following:

- \$125,000 for membrane upgrades at the Wastewater Plant.
- \$100,000 Pole Building at the Wastewater Plant for Equipment.
- \$90,000.00 Replacement Dump Truck in Wastewater Collection. The one being replaced will be transferred to Sanitation.

Ms. Hegler stated that two new positions were included in the Utility Fund budget, a Clerk II position in the Billing Department and an Assistant Superintendent in Water Distribution. She stated that the City's health insurance increased by 6.73% and there was a transfer of \$1,800,000 to General Fund for Indirect Costs. Ms. Hegler stated that the City's 15% debt coverage for the City's utility fund debt was included as well as the bond payment for all bonds. She stated that the proposed budget did not include a cost of living adjustment for City staff.

#### **City Manager's Report**

Ms. Hegler stated that the City continues to operate on a two-team system. She stated that staff was remaining healthy and the City was operating efficiently and effectively. She stated that the City was properly registered with FEMA for public assistance related to the declared emergency, COVID-19. She stated that she was not sure what that would amount to, but staff was tracking expenses and the City was in the system to submit charges when applicable. Ms. Hegler stated that the City's agreement with Lexington County allowing the City to participate in CDBG and HOME funding was automatically renewed for fiscal years 2021-2023.

### **Council Comments**

There were no Council comments.

### **Executive Session**

- A. Receipt of legal advice relating to claims and potential claims by and against the City and other matters covered by the attorney-client privilege
- B. Discussion of possible contractual arrangements concerning Lexington County water rates

Council Member Jenkins made a motion to move into Executive Session. 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**

No action was taken in follow up to Executive Session.

### **Adjourn**

Council Member Almond made a motion to adjourn the meeting. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote. There being no further business, the meeting adjourned at 5:56 p.m.

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Elise Partin, Mayor

ATTEST:

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Mendy Corder, CMC, Municipal Clerk