



Mayor  
Elise Partin

Mayor Pro-Tem  
James E. Jenkins

Council Members  
Phil Carter  
Tim James  
Hunter Sox

City Manager  
Tracy Hegler

Deputy City Manager  
Jim Crosland  
Assistant City Manager  
Michael Conley

**City of Cayce  
Regular Council Meeting  
Wednesday, May 24, 2023**

The May 24, 2023 Regular Council Meeting was held this evening at 5:00 p.m. in Council Chambers. Those present included Mayor Elise Partin, Mayor Pro Tem James Jenkins and Council Members Phil Carter, Tim James and Hunter Sox. City Manager Tracy Hegler, Deputy City Manager Jim Crosland, Assistant City Manager Michael Conley, Municipal Clerk Mendy Corder, Police Chief Chris Cowan, Fire Chief Steven Bullard, Finance Director Kelly McMullen, Human Resources Director Lynn Dooley, Utility Director Betsy Catchings 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.

**Call to Order**

Mayor Partin called the meeting to order and Mayor Pro Tem Jenkins 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.

**Presentation**

A. National Police Week Presentation

Police Chief Cowan stated that he and City staff had the honor and privilege to go to Police Week in Washington D.C. to honor Officer Drew Barr. He stated that Police Week was designed to not only be a healing opportunity, but an opportunity to learn best practices of the things other organizations were doing around the country and around the world to deal with situations where officers were killed in line of duty. Chief Cowan stated that in April of 2022, Drew was murdered and the City grieved that loss. He stated that he took pride of the fact that for his career, he had been able to travel all over the world and was able to say that South Carolina was unique because of the support that they get. He stated that since he had been with the City, one of the things that he had noticed was the pride that he felt for being at Cayce because of the support that he and his Department get from City administration and Council. He stated that for them to travel to Police Week was huge and it was a huge opportunity for them as an organization, meaning the Police Department, City Council, the Mayor, City administration, to be able to go to an environment where other people were going

through the same exact thing, where they were psychologically, emotionally impacted by the loss of their loved one.

Chief Cowan stated that the wall itself in Washington had 23,229 names on it and he personally knew four (4) people on that wall. He stated that Cayce as a City now had Drew on that wall and for the City's Officers to be able to go and physically see that was huge for them. He stated that it was a healing opportunity. He stated that when he was there speaking with other agency heads they were amazed at the fact that the City's Mayor and City administration came to support he and his Officers. He stated that the unique thing was since Drew was murdered, City administration and Mayor and City Council had been right there with him and his Department the entire time. Chief Cowan stated that he had experienced losing an Officer before and not had that kind of support from a County Council or from County Administration. He stated that their support was a tremendous impact to his team. He stated that Drew's family saw it and they felt it.

Chief Cowan showed a PowerPoint with pictures from Police Week. He stated that he thought it was important for Council to feel and see what they saw, because they were a part of it. He stated that when the Barrs and City staff got off the plane in Washington everyone was escorted by Police to their hotels and to every event and every venue because it was a sign of respect for the loss that they all felt. He stated that he and his team created t-shirts that said Cayce Strong because it was like a family reunion and they wanted everyone to know that they were Cayce strong and united together. Chief Cowan stated that the candlelight vigil was a sea of candles that went from the Capitol building all the way to the Washington Memorial. He stated that all the steps of the entire process were designed to be a healing process for the people that were in attendance, from Drew's family to the Police Officers to the City administration that were there.

Chief Cowan stated that everyone had the opportunity to be part of the Roll Call of Heroes where 556 Police Officer's names were added to the wall this year. He stated every single one of the Officers was memorialized during roll calls and during remembrances but what everyone needed to understand was as a City they were there to celebrate Drew, not to memorialize him. He stated that was something Drew's family wanted and fellow Police Officers wanted because Drew was a servant. Chief Cowan stated that the next slide was a picture of Drew's name on the wall with his Mom and Dad's hands on either side of it. He stated that he took the Barr's to the wall by themselves so that they had the opportunity to see it and experience it. He stated that there were chaplains there at the time, and the chaplains walked around, and did not interact unless someone wanted them to. Chief Cowan stated that Drew's father needed that and it was an opportunity for him to talk to a chaplain. He stated that Drew's fellow Officers went at a separate time so they had the opportunity to themselves as a unit and as a group to talk and experience that.

Chief Cowan showed pictures of the reflection pool and the memorial where there were remembrances put all along the wall. He showed a picture of Drew's father etching his name. He stated that Mayor Partin took the initiative to etch Drew's name in a piece of paper for Council to have so each of them could take that away from the service. He stated that there was a memorial service at the Capitol and during that time, Drew's family had the opportunity to be escorted and place a flower on the Wreath of Remembrance. He stated that they also received a Supreme Sacrifice Medallion in honor of Drew and his family dedicated one to them to the City and it would be placed in the City so everyone had an opportunity to see it.

Chief Cowan stated that this year had been a year of healing for everyone and everyone heals in their own way. He stated that Police Week did it the right way. He stated that there were resources and services there and support that allowed City personnel to grieve and heal in their own way. He stated that it gave him and Administration an opportunity to bring everyone together and make sure that they were all okay. Chief Cowan stated that he and his team continued to tell his Officers that it was okay to not be okay, but it was not okay for them to not to get help. He stated that he felt by taking them to Police Week they solidified that. He stated that the help and support that Council and City administration had provided to them had been second to none. Chief Cowan stated that they were unique in Cayce because of the support they received from Council and Administration. He stated that he was at a meeting that day with agency heads and they were talking about some of the issues they had and the lack of support and Cayce did not have those issues. He stated that Council communicated and worked with them and gave them support and what they needed to do their jobs and it was much appreciated.

### **Ordinances**

- A. Discussion and Approval of Ordinance 2023-05 Authorizing and Directing the City of Cayce to Enter into an Intergovernmental Agreement Relating to South Carolina Local Revenue Services; to Participate in One or More Local Revenue Service Programs; to Execute and Deliver One or More Participant Program Supplements; and Other Matters Relating Thereto – Second Reading

Mayor Pro Tem Jenkins made a motion to give Second Reading approval to the Ordinance and directed the City to enter into an updated intergovernmental agreement with MASC relating to South Carolina local revenue services to participate in one (1) or more of these local revenue service programs and to execute and deliver one (1) or more participant program supplements. Council Member Sox seconded the motion which was unanimously approved by roll call vote.

### **Items for Discussion and Possible Approval**

A. Discussion and Approval of Memorandum of Agreements (MOA) with the South Carolina Department of Transportation (SCDOT) for Utility Relocation (Sewer and Water) at the I-26 and US-21 (Exit 119) Interchange Improvement

Ms. Hegler stated that SCDOT was pursuing an interchange improvement project at the I-26 and US-21 exit. She stated that the City had both sewer and water in that area that would need to be relocated as part of the improvement. She stated that the relocations were previously designed and permitted and would fall under the construction contract of the DOT's project. She stated that the bid date for the project was originally scheduled for early 2022 but was significantly delayed but it was now moving forward. She stated that per State law the SCDOT was to pay for the relocation costs for small utilities and was only required to pay for relocation costs for larger utilities if the funds were available after paying for the relocations of the small utilities. Ms. Hegler stated that the City was considered a small utility for its water system, but a large utility for its sewer system. She stated that for this project, SCDOT had indicated that the funds were available to fund both relocations of the City's water and sewer. She stated that in order to proceed, the City had to enter into memorandums of agreements. She stated that there was no cost to the City and the City Attorney had reviewed both agreements and was comfortable with them and would recommend that Council approve both.

Council Member James made a motion to approve both contract utility relocation Memorandums of Agreements and authorize the City Manager to execute. Mayor Pro Tem Jenkins seconded the motion which was unanimously approved by roll call vote.

B. Discussion and Approval of Funding to Participate in the Midlands Regional Biosolids Compost Facility Feasibility Assessment

Ms. Hegler stated that the City's Utility Department was fortunate enough to be included in a regional group discussion to assess alternative options for biosolids disposal. She stated that biosolids were generated from the City's Wastewater Treatment Plant. She stated that it was decided to do a feasibility study for a regional facility as a first step. She stated that the purpose of the assessment was to determine the feasibility of and strategies for a Midlands Regional Biosolids Facility that would treat and dispose of the solids that were generated by four (4) different wastewater facilities around the area. Ms. Hegler stated that currently the primary means of dewatering sludge was to take it to an offsite landfill facility but due to predicted future limitations and the increasing costs that were being set by landfill operators to receive that sludge, this was beneficial to the City to proactively pursue. She stated that staff had made Council aware of the increased cost of sludge disposal at the landfills on several occasions and just this year, Council had to approve an increase in those costs. Ms. Hegler stated that the City had been proactively seeking other solutions to this problem and had asked American Engineering to look into improvements that could be

made at the Wastewater Treatment Plant to help lessen the sludge that was coming out of the process and costing so much to take to the landfills.

Ms. Hegler stated that along with entering into the agreement to work with the City's region to look at the feasibility study, staff felt they had given Council potentially two (2) options to deal with this high cost. She stated that the cost for the study had not been previously budgeted so staff was asking Council to allow the funding to enter into the feasibility study at a cost of \$17,925 to the City. She stated that it was a fair split of four (4) ways with the other partners. She stated that if approved, the City would be invoiced for their share with no additional requirements.

Council Member Carter made a motion to approve the funding to participate in the Midlands Regional Biosolids Compost Facility Feasibility Assessment and to fund it out of the O and M account. Mayor Pro Tem Jenkins seconded the motion which was unanimously approved by roll call vote.

- C. Discussion and Approval of Agreement Renewals for American Engineering Consultants, Inc. for Professional Engineering Services; Hanna Engineering, LLC for Professional Engineering Services; The LandPlan Group South, Inc. for Professional Planning, Design, Engineering and Construction Management Services; and MPA Strategies for Public Relations

Ms. Hegler stated that two (2) years ago Council asked staff to review all the City's agreements and pay specific attention to some of the longer term ones. She stated that at that time, staff did issue requests for proposals for a variety of services that the City received by its vendors. She stated that as a result of that, the City entered into long term agreements for on-call engineering, one with American Engineering and one with Hanna Engineering, both who do different things for the City and the Utility Department. She stated that the City entered into an agreement with the LandPlan Group South for professional landscape architecture, engineering and planning services and entered into an agreement with MPA Strategies for public relations. Ms. Hegler stated that staff continued to monitor this work and those agreements were at their two-year end, but do not automatically renew if the City wants them to.

Ms. Hegler stated that she wanted to bring to Council an intentional two-year renewal of the contracts and presumably would look at doing a request for proposal in two (2) to three (3) years which would give the City a good amount of time to work with these vendors and continue the agreements. She stated that in Council's packet were updated agreements as well as each vendor's current fee structure.

Council Member James made a motion to approve a two (2) year renewal of the agreements and authorize the City Manager to execute those agreements. Mayor Pro Tem Jenkins seconded the motion. Council Member James asked if any of the vendor's fees had increased. Ms. Hegler stated that they all had. She stated that staff

always received new fee structures from the on-call engineers and MPA Strategies fees had not increased since 2015. Council Member James stated that he knew if the fees had increased too much staff would have been looking elsewhere. Ms. Hegler stated that was correct. She stated that the increases had been consistent with CPI and in the cost of doing business aside from MPA Strategies who was probably long overdue for such. Mayor Pro Tem Jenkins asked if there had been any problems with any of the vendors where Ms. Hegler had to bring them to the office to discuss different situations. Ms. Hegler stated that there had not been any such problems. Mayor Partin called the question which was unanimously approved by roll call vote.

**D. Discussion and Approval of Reappointments of the City Prosecutor and Public Defender and Approval of Contract**

Ms. Hegler stated that staff was very pleased with the City Prosecutor, Mr. David Allen and the City Public Defender Mr. Harry Hancock. She stated that Council appointed a second new Prosecutor, Mr. Shawn Graham, in April. She stated that the City had been working with Mr. Allen since 2015 and Mr. Hancock since 2021, both who were in agreement to renew and continue to work with the City. She stated that Council appointed the City Prosecutor and the City Manager appointed the Public Defender at Council's approval.

Council Member James made a motion to reappoint City Prosecutor David Allen and approve the City Manager reappointing Public Defender Harry Hancock and authorize the acts and execute the agreements accordingly. Council Member Sox seconded the motion which was unanimously approved by roll call vote.

**E. Discussion and Approval of an Opioid Recovery Fund Request for a new Full Time Community Risk Reduction Program Manager**

Ms. Hegler stated that in March 2023, the City submitted a request to the Opioid Recovery Fund Board for specialized training and equipment to aid in the abatement and interdiction of opioids in the City. She stated that this request was part of the South Carolina opioid litigation settlement which enabled the City of Cayce to apply for funding for established disbursements over the next five (5) years. She stated that the City's application at that time was denied by the Board because the requested items did not fully align with their goals and strategies. She stated that staff then met with their technical assistant and were given advice from them on how to resubmit for that funding with a revised proposal. She stated that it was recommended that the City's proposal be structured toward a community outreach and education position. Ms. Hegler stated that the new proposal from the City to the Board was to hire a Community Risk Reduction Program Manager and to host a myriad of community events related to opioid abatement. She stated that this position would provide outreach and education to schools, community stakeholders and at-risk populations. She stated that the requested Program Manager would be fully funded from the Recovery Fund for a

minimum of five (5) years based on the allocations that had already been approved for the City. She stated that the funds would cover salary, fringes and all equipment for the new position. Ms. Hegler stated that the new proposal would also utilize requested funds to hold community drug take back events as well as provide resources for the proper disposal of medications and drugs.

Council Member James made a motion to approve a new full time position of the Community Outreach Manager to be fully funded by the program. Council Member Sox seconded the motion. Council Member Carter asked if the funds would be received annually. Ms. Hegler stated that what the City received each of those five (5) years was preprogrammed and what was not spent could rollover. She stated that there was an initial disbursement of what the City expected to spend on this position and remaining funds would get added to the next year's disbursement. Mayor Partin called the question which was unanimously approved by roll call vote.

### **Committee Matters**

- A. Appointments and Reappointments
  - Public Safety Foundation – One (1) Position
  - Events Committee – One (1) Position
  - Museum Commission - One (1) Position

Mayor Partin stated that there were two (2) reappointments and one (1) appointment before Council. She stated that there was one (1) open position on the Public Safety Foundation due to Dr. Collette Townsend Chambers resigning. She stated that the City had received a potential member application from Ms. Donna Ziegler. She stated that the Events Committee had one (1) reappointment – Ms. Evony Reed, who had been serving on the Committee since 2019 and would like to serve again and the Museum Commission had Ms. Pamela Sulton's term which was expiring and she had served on the Museum Commission since 2021 and would like to serve again.

Council Member Carter made a motion to appoint Ms. Zeigler to the Public Safety Foundation and reappoint Ms. Reed to the Events Committee and Ms. Sulton to the Museum Commission. Mayor Pro Tem Jenkins seconded the motion. Council Member Sox stated that staff had been putting attendance records for the reappointments and he wanted to make sure they stayed consistent with that on reappointments. Ms. Hegler stated that staff noted in the White Paper if there were issues but there were not any issues with these committee members. Mayor Partin called the question which was unanimously approved by roll call vote.

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

Ms. Hegler stated that Council had heard from staff and had certainly read in the news the difficulty in filling positions. She stated that the City had a new position in the Finance Department. She stated that Ms. Alison Barrs came to the City with a great background. She stated that position had been vacant for a long time and they were happy to have a full house in Finance. She stated that Mr. Mike Clayborn, the City's Fleet Manager, was officially retiring August 14 after 19 years with the City. She stated that Ms. Taylor Gray, the City's Grants Coordinator who was in the audience, did a wonderful job coordinating the Freeman Hill neighborhood cleanup the past weekend. Ms. Hegler stated that approximately two (2) tons of litter was collected. She stated that staff was close to finalizing the FY 23/24 budget and she would be meeting with Council to communicate with them over the budget. She stated that the City was getting a lot of attention on the new Community Tool Shed that the Beautification Foundation had put together. She stated that the Tool Shed was showcased at the Freeman Hill neighborhood cleanup. She stated that it had been mentioned on social media and it was ready to be used. Ms. Hegler stated that staff member Mr. Ken Walters, the City's Code Enforcement Officer and Residential Building Inspector, had the idea for the Tool Shed and did a good job of getting it off the ground.

Ms. Hegler stated they were in the very final phases of the Avenues Drainage Project and the contractor was expected to be paving Axtell Drive the following day which would be close to closing the project out and opening up the street once again. She stated that staff went to Airport High School to present at their request City positions, specifically the building official position. She stated that she asked staff to also talk about the Water Treatment Plant and the Wastewater Treatment Plant. She stated that they immediately recruited a young man who was interested and he brought his mom out to take a tour of the Water Plant with him. Ms. Hegler stated that the young man was starting with the City in July as a Trainee and would go through a program for free while working that would get him certified in a quick amount of time. She stated that it was really exciting to see a young person immediately interested in what the City was doing. She stated that there were a lot of people that did not know about these positions within the City and the more that staff could expose seniors and juniors the more they would learn about them.

Ms. Hegler stated that she had a few staff kudos for the evening. She stated that she received commendation for Officer Weaver for his excellent job taking someone through the park. She stated that Officer Weaver told wonderful stories and did an amazing job. She stated that the City also received a really sweet letter for the Fire Department. She stated that a young man who was homeschooled had been doing Friday ride alongs with the Fire Department and had expressed interest in applying for a job when he graduates and his mother wrote a letter. "I would name each and every one of you from Chief Bullard and Assistant Chief Gates down to every individual crew member if I thought I could do it without missing anyone. Thank you all so much for your flexibility in allowing Owen to job shadow with the department on Fridays throughout the school year. It was an amazing experience. The time he spent observing daily life in and



around the fire station with each alternating shift was beneficial for him as he explores and defines his strengths and his desire to serve the community. Not only was his time spent shadowing the department and action through various scenarios on countless ride alongs invaluable for him. But the time spent building relationship with the department members also inspired him to want to serve and sacrifice. You may have felt like he was just tagging along but he was observing how you balance your high adrenaline service with training, downtime and relationship building even through cooking meals together, which are all so vital for the unity and success of your team during emergency situations. By spending extended time with you he was able to better understand the big picture of life as a firefighter, and first responder. This has motivated him to define his personal goals and complete his high school coursework with direction and purpose this coming fall. Additionally, I was able to apply his time spent shadowing the knowledge and experiences gained this year as a course credit towards his high school diploma. I'm so very appreciative of the safe and accepting environment your team provided for him to explore this career path."

### **Council Comments**

Council Member James stated that Ms. Hegler had mentioned the budget being close to finalized and stated that Council would be meeting with her over the coming weeks before the First Reading of the budget. Ms. Hegler stated that once the budget was balanced she would start scheduling time to meet with Council. Council Member James asked if Council should go ahead and start giving Ms. Hegler some time on their schedules since everyone's schedules remained so busy. Ms. Hegler replied yes.

### **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

There were no items for discussion in Executive Session.

### **Adjourn**

Council Member Carter made a motion to adjourn the meeting. Council Member James seconded the motion which was unanimously approved by roll call vote. There being no further business, the meeting adjourned at 5:34 p.m.

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Elise Partin, Mayor

ATTEST:

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Mendy Corder, CMC, 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    May 24, 2023

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. The number of speakers at a council meeting may be limited in the discretion of the mayor or presiding officer, the length of time for any speaker's presentation is limited to a maximum of five minutes, and a presentation may be curtailed if determined to be uncivil, contentious, or disruptive in the discretion of the mayor or presiding officer or by majority of vote of council.