

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  
August 21, 2019**

The August Regular Council Meeting was held this evening at 5:00 p.m. in Council Chambers. 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, Municipal Treasurer Garry Huddle, Planning and Development Director Carroll Williamson, Utilities Director Blake Bridwell, Director of Public Safety Byron Snellgrove, Deputy Director of Public Safety JJ Jones, Director of Human Resources Lynn Dooley 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 Council Meeting in accordance with the FOIA. Ms. Corder confirmed they were notified.

**Call to Order**

Mayor Partin called the meeting to order. Council Member Jenkins gave the invocation. Mayor Partin lead the assembly in the Pledge of Allegiance.

**Public Comment Regarding Items on the Agenda**

No one signed up for Public Comment.

**Discussion and Motion Concerning Previous Authorization for Discussions as to City-Owned Property at 800 Lexington Avenue**

Ms. Hegler stated that on April 2, 2019 Council authorized her to continue discussions with the other owners of the property on the 800 block of Lexington Avenue. She stated that the City was approached by the other owners for a property deal. She stated that since that time staff has been in conversation with the other owners. She stated that it now appears that the terms that were important to the City are not agreeable with the other party who relayed this to Ms. Hegler via voicemail and email on August 19, 2019. She stated that she recommends that the City withdraw those discussions that Council previously authorized her to hold. She stated that she did inform the other party of her recommendation earlier that day and that afternoon received a request to defer any action on that for two (2) weeks. However the other party did not offer any new information that would change her recommendation.

Council Member Carter made a motion for the City of Cayce to withdraw from any further discussions concerning the properties on the 800 block of Lexington Avenue. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

### **Ordinances and Resolutions**

- A. Discussion and Approval of Ordinance 2019-11 Re-Zoning 800 Lexington Avenue (TMS# 005769-04-001), 800A Lexington Avenue (TMS# 005769-04-004), and 1815 8<sup>th</sup> Street (TMS# 005769-04-002) from RS-3 (Single Family Residential) to RS-4 (Single-Family Residential) – Second Reading

Ms. Hegler stated that the City owns 800A Lexington Avenue and agreed to partner on the rezoning of the 800 block of Lexington Avenue with the other property owners. She stated that since indications are that the City will not achieve the intended improvements to that neighborhood that the City was seeking with the rezoning City staff withdraws the request for rezoning. She stated that with the withdrawing of the request the property in play is not large enough per the City's Ordinance to request a rezoning. She stated that it now falls below the 2 acre minimum therefore Ordinance 2019-11 no longer complies with the City's Ordinance for a request for rezoning. Ms. Hegler stated that the applicant also requested that this be deferred for two (2) more weeks but there was not any new information that would change her recommendation.

Council Member Carter stated that since this was no longer a valid zoning request and a normal motion to approve or deny would conflict with City code he made a motion to postpone the previously proposed Ordinance indefinitely. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

- B. Discussion and Approval of Ordinance 2019-12 Amending Budget Ordinance Adopted June 19, 2019 (Ordinance 2019-10) to Correct Scrivener's Errors as to Millage – First Reading

Council Member Corley made a motion to approve Ordinance 2019-12 on First Reading. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

- C. Consideration and Approval of Resolution Approving Financing Terms for General Fund Vehicle Lease Purchases

Ms. Hegler stated that new vehicles for Public Safety and the Parks Department were approved for purchase by Council in the 2019-2020 Fiscal Budget. She stated that Council's approval of a Resolution authorizing and approving financing through a

Lease/Purchase and awarding of the Lease/Purchase Contract to a Financial Institution was needed to proceed. The total value and thus financing for the equipment will total \$364,000. Staff contacted seven (7) financial institutions who handle lease/purchase contracts and asked for financing proposals for the equipment based on the purchase price. The City received three (3) responses.

Ms. Hegler stated that First Community Bank quoted a four (4) year contract of 2.21% fixed. BB&T quoted a four (4) year contract of 2.38% fixed and First Citizens Bank quoted a four (4) year contract of 2.57% fixed. She stated that if Council approves the First Community Bank quote, annual payments for the four (4) year contract will be approximately \$95,165 (with no down payment). The payments shall be monthly in arrears. Funding for the lease/purchase contract is included in the FY 2019-2020 General Fund budget and will be included in successive years.

Council Member Carter made a motion to approve a Resolution authorizing the lease/purchase contract to First Community Bank. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

### **Other**

#### **A. Discussion and Approval of Proposed State Revolving Fund Loan for Improvements to the Septage and Grease Facility**

Ms. Hegler stated that this item has been before Council in the past and deferred by her each time. She stated that the City's Septage and Grease Facility would benefit from various improvements to make it more reliable, more functional, more efficient, and more profitable. She stated that American Engineering Consultants (AEC) estimate that these improvements would cost \$3.5 million. SCDHEC denied a grant application from the City to fund these improvements, but has notified staff that a SRF Loan for \$3.5 million is available for the project.

Ms. Hegler stated that the \$3.5 million SRF loan is a low interest loan, currently at 2.6% for the current fiscal year. The loan is typically a 20 to 30 year loan. She stated that because there are loan requirement milestones and deadlines, a decision as to whether the City will pursue the loan is needed fairly quickly. The principal and interest (P & I) for this type of loan would be approximately \$200,000 annually depending on the loan term and interest rate. Ms. Hegler stated that the Septage and Grease Facility typically makes a much higher profit margin than the required P & I amount for the loan. The useful life of the facility, as a whole, has been estimated by AEC to be 30 years or more.

Ms. Hegler stated that staff considered three (3) options after being provided notice of the loan award and after further fine-tuning the original \$3.5M estimate:

1. Decline the grant and make no improvements
2. Moderate upgrades to improve efficiency (\$1.5M estimated cost)
3. Major upgrades and expansions to grow capacity and revenue (\$2.7M estimated cost)

Ms. Hegler stated that her initial recommendation, as noted in the white paper, was to proceed with the more conservative option or to decline the award. However, Council should also consider that this is a unique revenue generator and accepting this loan would afford improvements to the facility that could greatly increase that revenue. If Council opted to choose that course of action, the City has ample borrowing capacity to accept the loan.

Council Member Almond made a motion to authorize the City Manager to proceed with negotiations for acceptance of the State Revolving Fund loan from DHEC for the Septage and Grease Facility and report back to Council on the terms. She stated that the negotiations should consider phasing in the project for less than the amount requested and include other sources for funding such as grants. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

#### B. Discussion and Approval of Bid Award for Wayfinding Signage for the City

Ms. Hegler stated that the City needs enhanced signage throughout the City to improve navigation to public buildings, parks, and other important sites. A request for proposal (RFP) to design wayfinding signage was placed in SCBO and on the City's website. Fourteen firms from across the country responded. After a review of all proposals, staff recommends Arnett Muldrow & Associates. She stated that they were the most responsive to the RFP, best able to perform the scope of work, and for an acceptable budget of \$38,321. She stated that Arnett Muldrow is located in South Carolina, and worked on the City's Master Plan Charrette with the Clemson Institute for Economic and Community Development. They have created wayfinding master plans for Fort Mill, Lake City and Travelers Rest, all located in South Carolina. Ms. Hegler stated that this project will result in a comprehensive plan of location, design and content of signage, as well as bid-ready documents for construction and installation, to be funded later.

Council Member Corley made a motion to accept the proposal from Arnett Muldrow & Associates for the design of wayfinding signage throughout the City, and to approve and execute a contract between the City of Cayce and Arnett Muldrow & Associates. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

**C. Discussion and Approval of Eliminating Glass from Approved Recyclable Items for Pickup**

Ms. Hegler stated that Council is being asked to consider eliminating glass from the City's list of accepted recyclables, due to the increased cost per ton incurred by the City. She stated that Sonoco Recycling has increased their fees within the past 12 months from \$25.00 per ton of recyclables to approximately \$90.00 per ton. The FY19-20 approved budget for Sanitation includes \$27,000.00 to cover the annual fees at Sonoco Recycling. At the current rate of \$85.00 per ton and the average tonnage of recyclables at 34 tons, the budget would be exhausted in nine months leaving an approximate deficit of \$7,000.00; that is assuming no additional increases. Glass constitutes a substantial share of the tonnage collected by the City of Cayce. Eliminating its collection would greatly reduce the amount of tonnage delivered to Sonoco, thus reducing the City's overall costs.

Ms. Hegler stated that neighboring towns and counties have made the same changes in their recycling programs. For example, Irmo and Lexington have eliminated glass from their pickup. She stated that the City is in the process of increasing its educational efforts related to recycling, so the timing to make such a change is advantageous.

Council Member Jenkins made a motion to approve staff's request to eliminate glass from the list of the City's accepted recyclables. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

**D. Discussion and Approval of Harvesting on City-Owned Property**

Ms. Hegler stated that the City owns approximately 360 acres of undeveloped land along Old State Road and in the area of the Cayce Riverwalk Phase Four and Timmerman Trail. This property was planted for harvesting and then donated to the City by SCANA. The trees that were planted, such as pine trees, are an invasive species to the area. At this time, all the pine trees located in the area are at the mature age to harvest and the City has been approached by contractors about doing so.

Ms. Hegler stated that staff has identified approximately 100 acres for harvesting, primarily in the Phase Four and Timmerman Trail area, which is also where the 12,000-Year History Park is centered. Consideration was given to protecting the history park and other precautions, including wildlife viewing areas and bicycle/walking trails. These special areas would see a 50 to 100 foot buffer zone, limiting the view of open spaces. The complete areas to be harvested would be well marked. In addition, staff would mark special hardwoods that would need to be preserved.

Ms. Hegler stated that the Department of Natural Resources (DNR) recently harvested nearly 126 acres of land adjacent to the City's property, intending to return the property to its more natural state. She stated that staff would recommend the most responsive and highest (i.e., offers to pay the most to the City for the harvest) bidder to Council after review and assessment of the bid proposals.

Council Member Almond made a motion to authorize the City Manager to issue bids for a harvesting company to harvest approximately a 100 acres of the City owned property as identified by staff with the specifications set forth by staff. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

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

Ms. Hegler stated that Mr. Jim Crosland was finishing his second week of being the City's new Assistant City Manager. She stated that JJ Jones was in the assembly and would start his new position of Deputy Director of Public Safety the following day. She stated that she was thrilled to have Mr. Crosland's help and was excited to have Mr. Jones on staff. She stated that the Comprehensive Plan Public Input Session was held the previous week and was a huge success. The Museum's 1964 Dixie Youth World Series exhibit opening was a huge success as well. She stated that the players were very appreciative and very complimentary of the City for having the exhibit and the Friday night event. Ms. Hegler stated that the Planning Commission met recently to discuss the Arts Design Overlay District proposed for State Street and Frink Street. She stated that the meeting was well attended and staff received great feedback from the people who attended the meeting.

### **Committee Matters**

#### **A. Appointments and Reappointments Consolidated Board of Appeals – One (1) Position**

Council Member Carter made a motion to reappoint Mr. Erskine Suber to the Consolidated Board of Appeals. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

### **Council Comments**

Council Member Almond stated that she had the opportunity to join the 1964 Dixie Youth World Series champions at the Columbia Fireflies game the previous Friday night. She stated that the players were very appreciative of everything the City had done. Mayor Partin stated that the next generation of baseball players has been

inspired by the 1964 team and the Museum exhibit honoring the players. She stated that the Cayce West Columbia Dixie Youth baseball team had a very successful season this year and in their social media they made reference to the 1964 team. Council Member Carter stated that he played baseball with two (2) of the three (3) bat boys and had not seen one (1) in 50 years until the Museum exhibit opening. Mayor Partin asked Ms. Hegler to share Council's thanks to the Museum staff for having such an impactful exhibit and event.

### **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

Council Member Jenkins made a motion to move into Executive Session. Council Member Carter seconded the motion which was unanimously approved by roll call vote.

### **Reconvene**

After the Executive Session was concluded, Council Member Jenkins made a motion to reconvene the Regular meeting. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

### **Possible Actions by Council in follow up to Executive Session**

No action was taken in follow up to Executive Session.

### **Adjourn**

There being no further business, Council Member Almond made a motion to adjourn the meeting. Council Member Corley seconded the motion which was unanimously approved by roll call vote. The meeting adjourned at 5:39 p.m.

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Elise Partin, Mayor

ATTEST:

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Mendy C. Corder, CMC, Municipal Clerk



