

CITY OF CAYCE
Regular Council Meeting
City Council Chambers
Tuesday, November 9, 2010 – 6:00 P.M.

The Regular November 2010 Council meeting was held this evening at 6:00 p.m. in Council Chambers. Those present included Mayor Elise Partin, Council members Steve Isom, James Jenkins, Kenneth Jumper and Councilmember-elect, Tim James, Interim City Manager Steve Brown, Tammy Barkley, Municipal Clerk, and Garry Huddle, Municipal Treasurer. City Attorney, Danny Crowe, Frank Robinson, Director of Utilities, Ken Knudsen, Director of Planning & Development, and Chief Charles McNair, Director of Public Safety, were also in attendance. Mayor Partin advised that members of the press and the public were duly notified of the meeting in accordance with the FOIA.

Mayor Partin called the meeting to order. Councilmember Jumper gave the invocation and the assembly recited the Pledge of Allegiance.

Oaths of Office

Judge Melody James administered the oaths of office to Mayor Elise Partin and Councilmember Skip Jenkins who were recently re-elected to office. Notary Public, A.G. Dantzler administered the oaths of office to newly elected District 4 Councilmember Tim James. After each took their Oaths of Office, they joined other Council members at the dais. Mayor Partin then convened and continued the meeting.

Mayor Partin advised that in accordance with City Code, the Mayor Pro-Tem is to be elected after each municipal election. Mr. Jenkins made a motion to appoint Councilmember Kenneth Jumper as Mayor Pro-Tem to serve a two-year term. Mr. Isom seconded the motion which was unanimously approved by roll call vote.

Mayor Partin announced that the Director of Public Safety, Charles McNair was installed as the President of the South Carolina Police Chiefs Association on Saturday, November 6 and congratulated him on this honor.

Approval of Minutes

Councilmember Isom made a motion to approve the minutes of the October 5, 2010 Council Meeting as submitted. Councilmember Jenkins seconded the motion which was unanimously approved by roll call vote.

Presentations

A. Presentation by Justin Strickland re Navigation from Good to Great

Mr. Strickland provided Council with an overview of the Navigation from Good to Great program – a five-year community development and prosperity initiative for the Riverbanks Region. He stated that the initiatives of the program include economic development, transportation needs, homelessness, riverfront development, environment and quality of life, hydrogen fuel cell research and development, intergovernmental cooperation and workforce development. He informed City Council that municipalities within the Riverbanks Region were being asked to fund the program at a level of \$25,000 for FY 2011. He stated that another request will be submitted requesting funding beginning 2012 through 2017. Councilmember Isom inquired as to how the \$25,000 would be used. Mr. Strickland advised it would be placed in the overall budget and would not be specifically slated toward any one project. Mayor Partin asked Mr. Strickland to submit a formal proposal for Council's consideration.

B. Presentation by Bunny Corbin re Water/Sewer Issue

C. Presentation by Joyce Surrett re Chapter 35 Relating to Smoking in Places of Employment

D. Presentation by Scott Long re Chapter 35 Relating to Smoking in Places of Employment

Mayor Partin advised that Ms. Corbin, Ms. Surrett, and Mr. Long had requested their presentations be rescheduled.

E. Presentation by Utilities Department re Brown Water Study Update

Mr. Gary Hubbard, Superintendent of the Water and Wastewater Plants appeared before Council to provide an update on their efforts in eliminating the brown water issue. He stated that the City's staff has been working on the following tasks during the past month to identify the cause of brown water in the city's water distribution system and to develop a recommended course of action to correct or limit future occurrences of brown water.

1. Obtained a one year record of telephone complaints to identify potential high volume complaint areas in the water distribution system. The records indicate that the majority of complaints come from the "avenues area" of the city. He stated that staff felt like this would be the case given the age and type of piping in this area.

2. Compiled one (1) year of plant water quality data to identify any deficiencies in the water treatment process. Records indicate that the water treatment plant consistently produces a high quality drinking water with very low levels of iron and

manganese. This is further attested to by the recent awards received by the water treatment plant staff on October 27, 2010.

- 2009 Water Fluoridation Quality Award (Presented by the Centers for Disease Control and Prevention US Department of Health & Human Services)
- 2009 AWOP Excellence Award – For successfully achieving the optimization performance goals of Area Wide Optimization Program (Presented by the SC Department of Health and Environmental Control)
- Five Years AWOP Excellence Award – For successfully achieving the optimization performance goals of Area Wide Optimization Program for five (5) years (Presented by the SC Department of Health and Environmental Control)
- Assistant Superintendent Vince Osborne was named SC 2010 Water Operator of the Year in May

3. The water treatment plant staff has been performing bench test studies to determine and verify optimum chemical feed rates.

4. Reviewing quality of chemical additions used during the water treatment process.

5. Working on an aggressive flushing and sampling program of the water distribution system. The staff has been taking water samples one week before flushing a particular area, a water sample during the actual flushing operation and one week following the flushing operation.

6. Installed a corrosive meter to determine corrosiveness of the finished drinking water. Earlier indications are that the finished drinking water is not aggressive.

7. Discussions with other local water treatment systems to identify treatment methods and control of potential brown water problems.

He stated that the City's engineers and chemical suppliers are assisting with the evaluations and although evaluations are on-going, we anticipate making another presentation and recommendations to Council at the next monthly meeting.

Public Comments regarding Items on the Agenda

Ms. Barkley advised that no one had signed up for the public comments period.

Other

A. Approval of Proclamation – National American Indian Heritage Month

Mayor Partin advised that the National Society Daughters of American Revolution had requested that Council consider approval of a Proclamation proclaiming

the month of November as National American Indian Heritage Month. Councilmember Isom made a motion to approve the proclamation. Councilmember Jenkins seconded the motion which was unanimously approved by roll call vote. Mayor Partin presented the Proclamation to members of the Daughters of American Revolution and to Native American and Cayce resident, Mr. Harold Spires.

B. Approval of Ordinance to Annex and Zone Property Located at 2706 Haynes Lane – Second Reading

Council considered for second and final reading an Ordinance to annex and zone property located at 2706 Haynes Lane. Councilmember Isom made a motion to approve the Ordinance on second and final reading. Councilmember Jenkins seconded the motion which was unanimously approved by roll call vote.

C. Approval of Agreement with SCE&G re Street Lighting for Concord Park Subdivision

Mr. Brown stated that staff recently met with David Hilburn, developer of Concord Park and a representative with SCE&G to discuss street lights for the new subdivision. He stated that SCE&G has proposed a total of 36 lights at a cost of \$26.13 per light monthly. He advised that initially only four lights would be installed which would increase the city's budget approximately \$100 a month. He added that the subdivision is designed for 280 units with a cost range of \$160,000 - \$300,000. Councilmember Jumper made a motion to authorize the Interim City Manager to sign the agreement with SCE&G for the proposed number of street lights in Concord Park. Councilmember James seconded the motion which was unanimously approved by roll call vote.

D. Approval of Contract with VC3 to Perform IT Assessment

Mr. Brown advised that he had previously provided Council with his concerns regarding the City's information technology system and read a portion of his weekly memo to Council regarding this issue. He stated that a key element in the IT System within any organization is the software and that to determine hardware and software needs, the city is required to identify the processes employed to complete its responsibilities. He stated that within the city there are many processes that need to be studied, and he is not convinced that changing the IT Services contractor will necessarily resolve the problems. He stated that instead, he chose to take a more comprehensive approach and was asking Council to authorize him to contract with VC3 to complete an IT Assessment at a cost of \$11,336.49. He stated that by addressing this problem systematically, he felt comfortable in stating that the money invested in this assessment would be recouped by a systematic approach. He stated the assessment would provide the city with a catalog of current hardware set up and document the processor, the memory, the operating system, productivity software, standardization and data backup and the final report will outline the findings, recommended areas of

improvement, recommended projects/phases, cost/budget information and suggested future actions.

He stated that the assessment would be completed within 60 days which will coincide with the arrival of a new City Manager. This recommended action will provide him/her with a complete assessment of the city's IT system and the information needed to make critical decisions based upon credible information. Councilmember Isom made a motion to authorize the Interim City Manager to sign an Agreement with CC3 to complete an IT Assessment at a cost of \$11,336.49. Councilmember James seconded the motion which was unanimously approved.

E. Approval to Authorize Staff to Submit CDBG Grant for Water Line Replacement

Mr. Brown advised that the city received notification of the availability of Community Development Block Grant (CDBG) funds. He stated that CDBG funds may only be expended on projects where 51% of those receiving benefits qualify as low-to-moderate income persons and that he asked staff to identify any LMI neighborhoods. He noted that there are several LMI neighborhoods in Cayce and after discussing this project with the Utility Director, and realizing that \$500,000 would only make a dent in the city's need to replace old water lines, it was decided that Lexington, Poplar, Holland, State, and Frink Streets would be identified as target areas. He stated that if the city is awarded the grant, the process would begin with the anticipation of future grant resources to continue the effort. Mr. Isom made a motion to authorize staff to submit the CDBG grant for water line replacement as discussed. Mr. James seconded the motion which was unanimously approved by roll call vote.

F. Discussion of Procedures/Process to Employ the New City Manager

Mr. Brown advised that 21 applications for the position of City Manager had been received, and with the New Year approaching, City Council must decide on the method and procedures to follow to employ the new City Manager. He stated his original agreement with the City was to remain Interim City Manager through December 2010 and asked that Council work diligently toward that goal. He provided Council with copies of the applications received to date. Council decided to begin the interview process on November 18, 2010.

Committee Matters

A. Committee Minutes

Cayce Events Committee – September 9, 2010 and October 14, 2010
Beautification Board – October 12, 2010
Cayce Municipal Election Commission – October 12, 2010
Cayce Historical Museum Commission – October 13, 2010

Cayce Housing Authority – October 19, 2010

Councilmember Jenkins made a motion to approve that the above Committee minutes be entered into the official city record. Councilmember Isom seconded the motion which was unanimously approved by roll call vote. Mayor Partin suggested that staff add Cayce events to Columbia's Famously Hot website.

B. Committee Recommendations

Approval of Amendment to Section 2 of Beautification Board Bylaws

Mr. Brown advised that he attended the October 11, 2010 Beautification Board meeting where the Board voted unanimously to ask City Council for permission to revise the bylaws to remove them from under the auspices of the Planning Commission. He stated the basis of this request rests on the perception that the present structure is bureaucratic in practice and limits the Board's effectiveness as a volunteer group. He stated that he believed the request had merit and asked City Council to approve the revision. Councilmember Jenkins made a motion to approve the amendment to the Beautification Board Bylaws as recommended. Councilmember Jumper seconded the motion which was unanimously approved by roll call vote.

C. Committee Appointments

Cayce Events Committee – Two Positions

Ms. Ellen Mancke's and Mr. Mike Henderson's terms expire October, 2010. Both have been contacted and would like to serve again. Their reappointment applications are attached. The Committee recommends the reappointment of Ms. Mancke and Mr. Henderson. Councilmember Jenkins made a motion to reappoint Ms. Mancke and Mr. Henderson to the Committee. Councilmember Isom seconded the motion which was unanimously approved by roll call vote.

Executive Session

A. Receipt of legal advice relating to claims by and against the City and other matters covered by the attorney-client privilege

Councilmember Jenkins made a motion to move into Executive Session to discuss the matter above. Councilmember Jumper seconded the motion which was unanimously approved by roll call vote.

Reconvene

After the Executive Session was concluded, the Regular meeting was reconvened. Mayor Partin announced that no vote was taken in Executive Session other than to adjourn and resume the Regular meeting.

There being no further business, the meeting adjourned at 8:00 p.m.

Elise Partin, Mayor

ATTEST:

Tammy P. Barkley, CMC, Municipal Clerk