



CITY OF CAYCE

MAYOR
ELISE PARTIN

MAYOR PRO-TEM
JAMES E. JENKINS

COUNCIL MEMBERS
TARA S. ALMOND
PHIL CARTER
EVA CORLEY

CITY MANAGER
REBECCA VANCE

ASSISTANT CITY MANAGER
SHAUN M. GREENWOOD

CITY OF CAYCE Regular Council Meeting December 6, 2016

The December 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, Phil Carter, Eva Corley and James Jenkins. City Manager Rebecca Vance, Assistant City Manager Shaun Greenwood, Municipal Clerk Mendy Corder, Municipal Treasurer Garry Huddle, City Attorney Danny Crowe, and Director of Public Safety Byron Snellgrove 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 Corley gave the invocation. Mayor Partin stated that three students from Davis Early Childhood Center for Technology were in attendance to sing the National Anthem and lead the assembly in the Pledge of Allegiance. She introduced Keondre who is a hardworking and dependable student who is a natural leader. He is always willing to jump in and help others in his classroom. It doesn't matter what you ask, he always has a smile and a good attitude. Some of his favorite activities are singing, dancing, and reading dinosaur books.

Mayor Partin introduced Ana who is one of the class mathematicians. She is always drawn to helping others. She has a shy demeanor but is a spunky young lady who has a strong work ethic and strives to do her best. Ana enjoys dancing and art.

Mayor Partin introduced Bella who is a multi-talented young lady who is a natural leader and has a fearless spirit. She is always ready to put forth her best at any given task. Bella has a way with words, and is a master writer.

Oaths of Office

- B. Oath of Office Administered by Judge Keabii Henderson
Council Member District 1 and Council Member District 3

Judge Henderson administered the oaths of office to Council Member Tara Almond and Council Member Eva Corley.

C. Election of Mayor Pro-Tem

Mayor Partin advised that in accordance with City Code, the Mayor Pro-Tem is to be elected after each municipal election. Council Member Corley made a motion to appoint Council Member James "Skip" Jenkins as Mayor Pro-Tem to serve a two-year term. Council Member Carter seconded the motion which was unanimously approved by roll call vote.

Approval of Minutes

Council Member Almond made a motion to approve the November 17, 2016 Special Council Meeting minutes as written. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

Public Comment Regarding Items on the Agenda

No one signed up for Public Comment.

Presentations

A. Presentation of City's Holiday Card Contest Winner

Mayor Partin stated that the announcement of the Holiday Card Contest Winner was postponed to the January 3, 2017 Council Meeting.

B. Presentation by Mr. Danny Creamer re the Congaree Bluegrass Festival

Mr. Creamer thanked Mayor Partin, Council and staff for their support of the City's Events Committee and the Congaree Bluegrass Festival. He thanked Council for the Accommodations Tax Funds and the Hospitality Tax Funds that the Festival receives each year. He stated that the 2016 Congaree Bluegrass Festival had a lot of firsts. The Festival venue was moved from Granby Gardens Park to the Historic Columbia Speedway. There was an admittance fee for non-residents of Cayce for the first time in 2016 and the Festival was a two day show for the first time, with the second day being a Gospel Bluegrass show. The Festival also had a free hay ride in 2016 which was a big hit with the children.

Mr. Creamer stated that the attendance numbers were lower than the Committee expected. He stated that the Events Committee was also disappointed in how few Cayce residents took advantage of the free admittance to the Festival. He stated that the Committee met after the Festival and began discussions on how to grow the

attendance numbers for the future. There were people from fourteen different states that attended the Festival.

Mr. Creamer stated that the Events Committee is requesting much less funding through the Accommodations Tax Funds and the Hospitality Tax Funds for 2017. He stated that they are looking for ways to decrease costs for the 2017 Festival even though it is the 10th Annual Congaree Bluegrass Festival. Mr. Creamer stated that he was proud to serve on the Events Committee and thanked Council for their support.

C. Approval of 2017 Council Meeting Dates

South Carolina state law requires a municipality to make public the dates of Council Meetings at the beginning of each calendar year and provide Council with a suggested schedule. Mayor Partin stated that the Regular Council Meetings are the first Tuesday of the month. She explained that Council tentatively schedules a second Council Meeting each month for the third Wednesday of the month at 5pm. She stated that the February, March, July and November Special Council Meetings will be held the fourth Wednesday of the month due to schedule conflicts.

Council Member Almond made a motion to approve the Council Meeting dates as submitted. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

Ordinances and Resolutions

A. Discussion and Approval of Ordinance 2016-19 Amending Zoning Map and Rezoning Property Located at 613 Knox Abbott Drive Tax Map Numbers 004649-01-001 and 004649-01-013 from C-3 to DAD – Second Reading

Council Member Corley made a motion to approve second reading of Ordinance 2016-19 to re-zone 613 State Street (TMS# 004649-01-001 and 004649-01-013) from C-3 to DAD. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

B. Discussion and Approval of Ordinance 2016-20 Approving the Financing of Water System Improvements Through the Borrowing of Not Exceeding Twenty Six Million Dollars (\$26,000,000), Plus Capitalized Interest, If Any, From the State Drinking Water Revolving Loan Fund, By Agreement with the South Carolina Water Quality Revolving Fund Authority, Pursuant to Title 48, Chapter 5, Code of Laws of South Carolina 1976, As Amended; Providing for The Agreement to Make and to Accept a Loan, the Execution and Delivery of a Loan Agreement between the City of Cayce, South Carolina and the South

Carolina Water Quality Revolving Fund Authority, the Execution and Delivery of A Promissory Note from the City of Cayce, South Carolina to the South Carolina Water Quality Revolving Fund Authority; and Other Matters Relating Thereto – Second Reading

Council Member Almond made a motion to approve Ordinance 20016-20 on second reading. Council Member Corley seconded the motion. Council Member Carter stated that he understood that the Ordinance only addresses the loan aspect of the project and asked Ms. Vance if there would be any more discussion of this project with Council before the bid award. Ms. Vance stated that Council has to award each of the seven bids to the seven different contractors. She stated Council approval will also be needed for a Resolution approving any rate increases needed for the loan. Ms. Vance stated that if the loan amount increases that will also have to come before Council for discussion and approval. Ms. Corder called the question and the motion passed unanimously by roll call vote.

C. Discussion and Approval of Ordinance 2016-21 Authorizing and Approving Implementation, Administration and Enforcement of Lexington County's 2016 Stormwater Management Ordinance and Lexington County's 2016 Land Development Manual within the Corporate Limits of the City – First Reading

Ms. Vance stated that the City entered into an intergovernmental agreement, signed June 4, 2014, with the County for implementation of a Stormwater Management Plan in support of the NPDES permit for small municipal separate storm sewer systems. The agreement allows the City to partner with the County on stormwater management issues and requires the City to adopt the County's most current Stormwater Ordinance (SWO) and Land Development Manual (LDM). The County performs the review of construction stormwater run-off and post construction stormwater management for new development and redevelopment within the City. She stated that staff is requesting adoption of the Lexington County Stormwater Ordinance and Land Development Manual. Adoption of the SWO and LDM will ensure that stormwater components within the City remain consistent with County requirements. The City currently has a Flood Damage Prevention Ordinance, so the LDM Chapter 11 Flood Damage Prevention will not be adopted.

Council Member Jenkins made a motion to approve Ordinance 2016-21. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

D. Discussion and Approval of Resolution Approving Assistance and Support Agreement with City of West Columbia and West Columbia Police Department

Council Member Almond made a motion to approve the Resolution approving the mutual aid agreement. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

Other

A. Discussion and Approval of Bid Award for Platt Springs Road Sewer Force Main Replacement Project

Ms. Vance stated that Council approval is needed for the bid award for the redirection of approximately 6,975 linear feet of 16" sewer force main and 7,905 linear feet of 12" sewer force main in the Airport/Three Fountains Area. She stated that the Platt Springs Road Sewer Pump Station force main, the CAE Sewer Pump Station force main, and the Old Barnwell Pump Station force main all pump to a single 12" gravity main near the Airport. The 12" gravity main is now operating near full capacity from years of development in the Three Fountains and Old Barnwell Road Areas. Future development is limited without this force main redirection project. Ms. Vance stated that two private developers are developing subdivisions in this area and want to build on or near this line.

Ms. Vance stated that the purpose of the project is to redirect the three force mains out of the 12" gravity main so that they will pump to the 30" Regional Force Main. This redirection will allow for continued development in the Three Fountains and Old Barnwell Road Areas. She stated that five bids were received for the project. The low bidder is Barwick Plumbing Co., LLC with a bid of \$1,092,057.25. She stated that the project actually came in below bid. Upon Council approval, work is scheduled to start in January 2017. A 120 day project time is anticipated. Ms. Vance stated that the project is part of the City's Capital Investment Plan for the Utility Department. This project will be paid for with funds from the Utility Reserve Fund and the two private developers. Ms. Vance stated that she will not issue a notice to proceed until the two developers sign an agreement stating who is responsible for what and how many REU's (Residential Equivalent Unit) they will receive for their contribution.

Council Member Almond asked if the amount was being split equally between the City and the two developers. Ms. Vance stated that the formula is based on the number of units being built and the amount of REU's needed for each unit. The City's cost is approximately \$558,000.

Council Member Jenkins made a motion to approve the low bid for the project contingent upon the two developers signing the agreement. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

City Manager's Report

Ms. Vance stated that by the end of 2016 staff will be sending out new letters and brochures for the renewals for the Property Registration Program. She stated that instituting a Property Registration Program was discussed at the Council Strategic Planning Session and at that time Mr. Greenwood stated he would be happy with 60% compliance. Ms. Vance stated that the City actually received 71% compliance in its first year of the program. She stated there were 1,496 rental properties in the City and 1,200 rental property owners. She stated that 953 owners complied, 298 owners did not comply and 66% of those owners reside out of the state. Ms. Vance stated that it is not legal to mail a ticket therefore is very difficult to make someone that lives out of the City and state comply.

Ms. Vance stated that the property registration applications are due the same time that business licenses are due. She stated that anyone that did not register last year will have to pay the late fee for the previous year before they can register this year.

Mayor Partin thanked staff for their hard work in implementing the Property Registration Program. She stated that the program is a great example of democracy in action since the City's neighborhood leader's asked staff and Council for help with the large number of rental properties in the City. She stated that the City's program is less stringent than other city's programs. Ms. Vance stated that it is a tool for the City to use to communicate with property owners and to use if the City has issues with the person/s renting the property.

Ms. Vance thanked staff for all the hard work they put into the City's Holiday events. She stated that the Administration, Parks and Public Safety staff work incredibly hard to make the events successful and safe.

Committee Matters

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

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

Events Committee – October 20, 2016

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

Council Member Carter stated that the Events Committee minutes state that Ms. Corder stated that the picnic shelter in the Riverwalk is not safe to use for the Carols Along the Riverwalk event. He asked staff for details on the issues with the shelter. Mr. Greenwood stated that the roof of the shelter has deteriorated over time. Several contractors looked at the roof of the shelter and one of the contractors stated that it was unsafe for anyone to get on the roof of the shelter to make patch repairs. The contractors also stated that the shelter would be unsafe if there was a snow or ice event that added additional weight to the roof. Staff thoroughly checked the roof before the Carols event and ensured that it was safe to use for the event. Ms. Corder stated that she meant that it was unsafe to try to clean off the roof of the shelter or get on it but it is not unsafe to be in the picnic shelter. Staff has received bids to replace the roof and it will be done as an emergency repair before the winter weather.

B. Appointments and Reappointments

Mayor Partin stated that Ms. Debra Carter's position on the Cayce Beautification Foundation recently expired and the Foundation recommended her for reappointment. Council Member Corley made a motion to reappoint Ms. Carter to the Beautification Foundation. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

Council Comments

Council Member Almond thanked staff for their dedication and hard work during the holidays. Council Member Jenkins stated that staff does a great job being safe when putting up the light displays and lights for the holidays. Council Member Carter stated that the Museum Commission did a wonderful job with the Museum's Christmas Traditions event.

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 regarding the funding of a waterline project
- C. Discussion of negotiations incident to proposed contractual arrangements for the provision of sewer service
- D. Discussion of negotiations incident to proposed contractual arrangements

between the City of Cayce and Lexington School District Two

Mayor Partin stated that Council and staff would not be discussing item IX. D. in Executive Session since Ms. Vance did not have any new information to share with them. Council Member Almond made a motion to move into Executive Session. Council Member Jenkins 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 Jenkins 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

A.

Council Member Carter made a motion to authorize the City Attorney to draft a letter stating that the City agreed to the closing of Karlaney Avenue between Sixth Street and State Street but the City asked that when the property is deeded that the City have an easement to protect the City for all existing utilities. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

C.

Council Member Almond made a motion to approve the City Manager sending a letter to Lexington School District One indicating the City's willingness to serve their sewer needs. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

Adjourn

There being no further business, Council Member Almond made a motion to adjourn the meeting. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote. The meeting adjourned at 7:31 p.m.

Elise Partin, Mayor

ATTEST:

Mendy C. Corder, Municipal Clerk