



Mayor
Elise Partin

Mayor Pro-Tem
Tim James

Council Members
Phil Carter
Hunter Sox
Byron Thomas

City Manager
Michael Conley

Assistant City Manager
Wesley Crosby

**City of Cayce
Special Council Meeting
Wednesday, November 13, 2025**

The November 13, 2025, Special Council Meeting was held this evening at 5:00 p.m. in Council Chambers. Those present included Mayor Elise Partin, Council Members Phil Carter, Byron Thomas, Tiffany Aull and Alice Rose. City Manager Michael Conley, Assistant City Manager Wesley Crosby, Municipal Clerk Mendy Corder, Finance Director Allison Barrs, IT Director Jamie Beckham, Utilities Director Betsy Catchings, Police Chief Bruce Wade, Fire Chief Steven Bullard and City Attorney Will Dillard 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 Special Council meeting to order and Council Member Carter gave the invocation. Mayor Partin led the assembly in the Pledge of Allegiance.

Nomination and Election of Mayor Pro Tem

Council Member Thomas made a motion to nominate Council Member Carter as Mayor Pro Tem. Council Member Rose seconded the motion which was unanimously approved by roll call vote.

Approval of Minutes

Council Member Thomas made a motion to approve the October 7, 2025, Regular Council Meeting, October 13, 2025, Special Council Meeting, October 22, 2025, Regular Council Meeting and October 27, 2025, Special Council Meeting minutes as written. Council Member Rose seconded the motion which was unanimously approved by roll call vote.

Public Comment Regarding Items on the Agenda

There was no Public Comment.

Items for Discussion and Possible Approval

A. Discussion and Approval and Authorization for City Manager to Sign Financial Participation Agreement with SCDOT for Multiuse Trail off Foreman Street

Council Member Thomas made a motion to approve the terms and conditions of the financial participation agreement and authorize the City Manager to execute the agreement with the City's match of \$97,775.09 to be funded through the City's unrestricted reserve balance. Council Member Rose seconded the motion which was unanimously approved by roll call vote.

B. Consideration of Fireworks Exemption Request for Carolina Bonfire Event

Council Member Thomas made a motion to approve the fireworks exemption requested for the Carolina Bonfire Festival. Council Member Rose seconded the motion which was unanimously approved by roll call vote.

C. Discussion and Approval of Updated Contract with Samsara

Council Member Aull made a motion to postpone this item to the December 2, 2025, as City Manager Conley requested. Council Member Thomas seconded the motion which was unanimously approved by roll call vote.

D. Discussion and Approval of Memorandum of Agreements (MOA) with South Carolina Department of Transportation (SCDOT) for Utility Relocation (Water) for Frink Street Sidewalk Project

Council Member Rose made a motion to approve the contract utility relocation MOA for the Frink Street sidewalk project water line relocation and authorize the City Manager to execute the MOA. Council Member Thomas seconded the motion. He stated that he would like to see benches and trash cans there to keep things beautiful in that area. Mayor Partin called the question which was unanimously approved by roll call vote.

E. Discussion and Approval to move forward with the Hazard Mitigation Grant Program Application

Council Member Thomas made a motion to authorize the City Manager to sign the financial agreement commitment for the 25% required local match of the grant. Council Member Carter seconded the motion which was unanimously approved by roll call vote.

F. Update on the ColaJazz Invigorate Cayce Project funded through a Central Carolina Community Foundation Grant and Details of First Pop Up Concert Being Held November 23, 2025, at 2 Story Studios Located at 2018 State Street

City Manager Conley stated that the Cola Jazz Foundation, led by Mark Rapp, had been awarded a \$30,000 grant through the Central Carolina Community

Foundation for the Invigorate Cayce project. He stated that this initiative would revitalize three (3) underutilized spaces in Cayce through pop up jazz events that would combine clean-up efforts with live performances to create a vibrant community gathering. He stated that a 20% local match of \$6,000 was required and would be funded through the City's hospitality tax funds. He stated that the project supported the City's goals of enhancing visual appeal, foster community pride and encouraging investment in development while aligning with the Connected Communities grant mission to promote engagement and accessibility to the arts. He stated that the three (3) spaces that would be activated were 2 Story Studios at 2018 State Street, the City's Art Lot and Kelley Jones Park.

Ordinances

- A. Discussion and Approval of Ordinance 2025-08 Amending the Business License Ordinance of the City of Cayce to Update the Class Schedule as Required by Act 176 of 2020 – Second Reading

Council Member Thomas made a motion to approve the amendment to update the City's business license Ordinance on Second Reading. Mayor Pro Tem Carter seconded the motion which was unanimously approved by roll call vote.

- B. Discussion and Approval of Ordinance 2025-09 Annexing Portion (1.86 Acres) of Property Located at or near 2490 Charleston Highway and 2121 Old Dunbar Road (Tax Map Number 006896-01-002) into the City Limits Under the Provisions of South Carolina Code Section 5-3-150 (3) – First Reading

Mayor Pro Tem Carter made a motion to approve the annexation and the zoning designation as it was consistent with the City's comprehensive plan. Council Member Thomas seconded the motion which was unanimously approved by roll call vote.

Committee Matters

- A. Approval to Enter the Following Committee Approved Minutes Into the City's Record
 - Zoning Board of Appeals – January 27, 2025
 - Events Committee – March 13, 2025
 - Cayce Museum and Historical Commission – September 3, 2025
 - Planning Commission – September 15, 2025
 - Cayce Museum and Historical Commission – October 1, 2025

Mayor Pro Tem Carter made a motion to enter the committee approved minutes into the City's record. Council Member Aull seconded the motion which was unanimously approved by roll call vote.

**B. Reappointments
Public Safety Foundation – One Position**

Council Member Thomas made a motion to reappoint Ms. Donna Zeigler to the Public Safety Foundation. Council Member Rose seconded the motion which was unanimously approved by roll call vote.

C. Appointment of Council Members to City Boards and Foundations

Council Member Thomas made a motion to appoint Council Member Rose to the Beautification Foundation. Council Member Aull seconded the motion which was unanimously approved by roll call vote.

Council Member Rose made a motion to appoint Council Member Thomas to the Public Safety Foundation. Mayor Pro Tem Carter seconded the motion which was unanimously approved by roll call vote.

D. Appointment of Council Members to Designated External Boards and Commissions

Mayor Partin stated that an appointment for the Joint Municipal Water and Sewer Commission was needed since former Mayor Pro Tem Tim James sat on that board. City Attorney Dillard stated that it was his understanding that this board provided a per diem for the appointed members, thereby creating an economic interest so he recommended that whoever was nominated recuse themselves from the vote to avoid possible ethic violations.

Council Member Aull made a motion to appoint Mayor Partin to the Joint Municipal Water and Sewer Commission. Council Member Thomas seconded the motion. Mayor Partin recused herself from this item, the recusal form is attached.

Mayor Pro Tem Carter called the question which was unanimously approved by roll call vote.

Council Member Rose made a motion to appoint Council Member Aull as the alternate to the Joint Municipal Water and Sewer Commission. Council Member Thomas seconded the motion which was unanimously approved by roll call vote.

City Manager Conley stated that the City was a member of the National League of Cities which was an external organization and the City did not appoint a member to sit on the National League of Cities. He stated that each Council Members could be actively involved with the NLC and did not have to be appointed to it.

City Manager's Report

City Manager Conley stated that over 700 people attended the Tales on Trails event and he thanked Police and Fire staff and the Public Safety Foundation for hosting such a great event for the community. He stated that City offices would be closed from November 26 until Monday, December 1 for the Thanksgiving holiday. He stated that December 4 was the annual Tree Lighting and the Woman's Club of Cayce always did an outstanding job with that. He stated that the Carols Along the River would not be held this year due to the construction at the entrance to the Riverwalk. He stated that Saturday, December 6, from 6pm to 9pm was the Cayce Museum Traditions Olde and New Christmas event. He stated that they always did an amazing job as well. He stated that Saturday, December 20 the Cayce Public Safety Foundation, along with the Cayce Police Department, was holding Shop with a Cop, another amazing event that the Police Department and Public Safety Foundation Board puts on. City Manager Conley stated that Saturday, December 23 was the Greater Cayce West Columbia Chamber Holiday Parade of Lights which was a huge event that brought 20 to 25,000 people to the area.

Council Comments

Council Member Thomas stated that he, along with the City's banking partners, Synovus Bank, were holding a Free Money Smart workshop. He stated that he had partnered with the Center for Heirs to host another free will clinic at Mount Zion Church. He stated that the Cayce Action Group recently did an amazing job giving away over 100 turkeys to families in the community.

Mayor Partin welcomed Council Member Aull and Council Member Rose and stated that this was their official first business meeting. She thanked Council Member Thomas for having the great idea to separate out the swearing in from the business meeting.

Executive Session

- A. Receipt of legal advice relating to claims and potential claims by and against the City and other matters covered by attorney – client communications
 - i. Request for reimbursement of right-of-way negotiation expenses (Congaree Bluff)
 - ii. Discussion of possible employment of City Attorney

Mayor Partin stated that Council was asked to defer Item A. i. to the December 2, 2025, Council Meeting. Council Member Thomas made a motion to defer that item to the December 2, 2025, Council Meeting. Council Member Rose seconded the motion which was unanimously approved by roll call vote.

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

Reconvene

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

Possible actions in follow up to Executive Session

- A. Action regarding request for reimbursement of right-of-way negotiation expenses (Congaree Bluff)
- B. Appointment of City Attorney

Council Member Thomas made a motion to defer the appointment of City Attorney to the December 2, 2025, Council Meeting. Council Member Aull seconded the motion which was unanimously approved by roll call vote.

Adjourn

Council Member Thomas made a motion to adjourn the meeting. Council Member Aull seconded the motion which was unanimously approved by roll call vote. There being no further business, the meeting adjourned at 6:33pm.

Elise Partin, Mayor

ATTEST:

Mendy Corder, CMC, Municipal Clerk

RECUSAL STATEMENT

Member Name: Elise Partin

Meeting Date: 11/13/2025

Agenda Item: Section Appt Fdn Number V. D

Topic: _____

The Ethics Act, SC Code §8-13-700, provides that no public official may knowingly use his office to obtain an economic interest for himself, a family member of his immediate family, an individual with whom he is associated, or a business with which he is associated. No public official may make, participate in making, or influence a governmental decision in which he or any such person or business has an economic interest. Failure to recuse oneself from an issue in which there is or may be conflict of interest is the sole responsibility of the council member (1991 Op. Atty. Gen. No. 91-37). A written statement describing the matter requiring action and the nature of the potential conflict of interest is required.

Justification to Recuse:

____ Professionally employed by or under contract with principal

____ Owns or has vested interest in principal or property

Other: _____

11/13/25
Date

Elise Partin
Member Signature

Approved by Parliamentarian:

Mandy CordeR

RECUSAL STATEMENT

Member Name: Tiffany Aull

Meeting Date: Nov. 13, 2025

Agenda Item: Section Exec. Sess Number VIII. A.i.

Topic: Request for Reimbursement
of Right-of-Way Negotiation
expenses (Congoee Bluff)

The Ethics Act, SC Code §8-13-700, provides that no public official may knowingly use his office to obtain an economic interest for himself, a family member of his immediate family, an individual with whom he is associated, or a business with which he is associated. No public official may make, participate in making, or influence a governmental decision in which he or any such person or business has an economic interest. Failure to recuse oneself from an issue in which there is or may be conflict of interest is the sole responsibility of the council member (1991 Op. Atty. Gen. No. 91-37). A written statement describing the matter requiring action and the nature of the potential conflict of interest is required.

Justification to Recuse:

Professionally employed by or under contract with principal

Owns or has vested interest in principal or property

Other: _____

11/13/25
Date

Tiffany Aull
Member Signature

Approved by Parliamentarian:

Mary Coad