

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
Tuesday, November 1, 2022**

The November Regular Council Meeting was held this evening at 6:00 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, Finance Director Kelly McMullen, Police Chief Chris Cowan, Fire Chief Steven Bullard, IT Director Jamie Beckham 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 Council Member Carter gave the invocation. Mayor Partin led the assembly in the Pledge of Allegiance.

Approval of Minutes

Mayor Pro Tem Jenkins made a motion to approve the October 4, 2022 and October 19, 2022 Regular Council Meeting minutes as written. Council Member Carter 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 the City of Cayce FY 2020-2021 Comprehensive Annual Financial Report by Mauldin & Jenkins, CPA

This item was rescheduled to the November 16, 2022, Regular Council Meeting due to the presenter being ill.

Ordinances

- A. Discussion and Approval of Ordinance 2022-14 Amending the Zoning Map and Rezoning Properties Located at 2216 Taylor Road (TMS#005759-07-030), a portion (approximately .047 acres) of 2218 Taylor Road (TMS#005759-07-003 (P)) and 2220 Taylor Road (TMS#005759-07-004) from C-2 to RS-3 – First Reading

Ms. Hegler stated that this item was before Council a few weeks prior but staff requested a deferral so they could meet with the applicant again and discuss some other options with her. She stated that the request was for three (3) properties located on Taylor Road near the Frink Street intersection. She stated that the applicant wished to rezone two (2) of the existing parcels to residential and subdivide the third parcel so a portion of it would then be rezoned to residential and the rest remain commercial. She stated that all the properties were currently commercially zoned which was in compliance with the City's future land use map and the updated Comprehensive Plan. Ms. Hegler stated that the Planning Commission did support the rezoning; however, in looking at the way the property was to be subdivided and as mentioned at the last Council Meeting, staff noted that the proposed rezoning would create a situation where commercially zoned property would be situated behind a residential zone. Ms. Hegler stated that was a conflict in zoning therefore staff met with the applicant. She stated that staff met with the applicant a couple of times and the conversations were positive. She stated they were not able to resolve the issue the way the applicant had hoped to. She stated that the Planning Commission's recommendation was unanimously to vote in favor of the zoning request simply based on the City's Comprehensive Plan. She stated that however, as staff had noted, the zoning request would create a bit of a conflict because of the way the properties would be subdivided.

Council Member Carter made a motion to deny amending the zoning map. Council Member James seconded the motion. Council Member Carter stated that he appreciated the lengths staff and the applicant went through to come to a resolution. He stated that he thought in time a workable solution that would satisfy the applicant and the City could be achieved. Mayor Partin called the question which was unanimously approved by roll call vote.

B. Discussion and Approval of Ordinance 2022-16 Amending Sections 10-31 of the Cayce City Code Relating to Technical Codes – First Reading

Ms. Hegler stated that the amendments to the technical codes Ordinance was merely a formality the City was required to do when the technical codes were updated. She stated that the State formally adopts building codes for new construction related to technical codes when changes are needed and it was mandatory that all municipalities and counties enforce these codes, and the City currently operated under the previously adopted building codes. She stated the new technical codes would be effective January 1, 2023. She stated that no revisions or modifications were permitted to the codes without prior approval of the South Carolina Building Codes Council. Ms. Hegler stated that due to this mandate, the City needed to adopt the new versions of the codes by reference through an Ordinance. She stated that staff recommended that Council approve first reading of an Ordinance amending the City of Cayce Code of Ordinances to adopt the technical codes as listed in the Ordinance. She stated that the City's Building Official would be attending some courses and conferences in the coming

weeks to learn what had changed, but his initial assessment was there were not any major changes that staff and Council needed to be made aware of.

Council Member James made a motion to approve Ordinance 2022-16 on First Reading. Council Member Sox seconded the motion which was unanimously approved by roll call vote.

Items for Discussion and Possible Approval

A. Discussion and Approval to Award a Contract for Survey of Historic African American Cemeteries Request for Proposals (RFP)

Ms. Hegler stated that she was excited to announce that the City received an award from the South Carolina Department of Archives and History for a federal historic preservation grant. She stated that the purpose of the grant was to fund a survey of historic African American cemeteries in the City of Cayce. She stated that the grant required a 50% match from the City with a maximum grant match of \$15,000. She stated that the information to be provided from the vendor included GIS mapping data of the recorded cemeteries, recommendations for cemeteries eligible to be listed on the National Register of Historic Places, and recommendations for raising awareness and preservation of those sites. She stated that a staff evaluation team was put together and consisted of three (3) staff members as well as one (1) member from the City's Museum's African American Committee.

Ms. Hegler stated that the City received 10 responses for the work and after review of the proposals and a team discussion, the evaluation team recommended to enter into an agreement with one firm, Cardno, now Stantec, as they were found to be the most responsive, responsible responder. She stated that the cost of the project would not exceed the \$30,000 in approved grant funding, and the City's \$15,000 match was proposed to be paid from hospitality tax.

Council Member James made a motion to give approval to the City Manager to negotiate and enter into an agreement with Cardno, now Stantec, to provide a historical survey with the City's African American cemeteries in a not to exceed amount of \$30,000 dollars with the City's match of \$15,000 being paid from hospitality tax. Council Member Sox seconded the motion which was unanimously approved by roll call vote.

B. Discussion and Approval to Award a Contract for Vehicle Global Positioning (GPS) and Maintenance Tracker Request for Proposals (RFP)

Ms. Hegler stated that in the FY 22/23 budget, Council included \$30,000 from ARPA funding to be used for the one-time purchase or one year purchase of the GPS and maintenance trackers with software for all of the City's fleet. She stated that the trackers were small devices that plug into the vehicle's diagnostic port and would

provide up to the second location, speed, braking, harsh events, collisions, as well as maintenance issues to help the City track those. She stated that the City would have to enter into a three-year contract with the option to extend two (2) additional years.

Ms. Hegler stated that an evaluation team was selected from City staff and consisted of four (4) team members. She stated that the City received 11 responses from firms that do this type of work and after review of the proposals and a team discussion, the RFP evaluation team recommended to enter into an agreement with one (1) firm, Samsara, as they were found to be the most responsive, responsible responder. She stated that the first year of cost including installation would not exceed the \$30,000 that Council approved with ARPA allocations and funding for all subsequent years would be included in the respective annual budgets and split accordingly between utilities and general fund.

Mayor Pro Tem Jenkins made a motion to give approval to the City Manager to negotiate and enter into an agreement with Samsara to provide the vehicle trackers and software for the City fleet. Council Member Sox 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
Cayce Housing Authority – August 16, 2022
Museum Commission – September 7, 2022

Council Member Sox made a motion to accept the Committee approved minutes into the record. Council Member Carter seconded the motion which was unanimously approved by roll call vote.

City Manager's Report

Ms. Hegler stated that staff was gearing up for Christmas in Cayce events. She stated that December 1 was the Christmas drive thru. She stated that the drive thru started during COVID and had been a great success ever since. She stated that the Carols Along the Riverwalk event was December 2 from 6pm to 8pm at the Naples Street entrance to the Cayce Riverwalk and the Christmas Traditions Holiday Open House at the Cayce Historical Museum was on December 3 from 6pm to 9pm. Ms. Hegler stated that staff had submitted two (2) very important applications to the State over the last two (2) months for the Avenue Stormwater Improvement Plan. One (1) application was to the Rural Infrastructure Authority and one (1) was to the South Carolina Office of Resiliency. She stated that American Engineering did the study for the City and really helped with the applications. She stated that staff was optimistic

that the City would be awarded one (1) or both grants. She stated that they were very strong applications and staff was very proud of that work. She stated that she was super proud to announce that the City's ISO rating just dropped from a three (3) to a two (2). Council Member James stated that was a huge deal. Ms. Hegler stated that it was a huge deal for the City's residents and it met one (1) of the new Fire Department's goals so kudos to them for doing that in a year. She stated that the City's residents would be pleased when they see a reduction in their property insurance fees. Ms. Hegler stated that the City's Comprehensive Plan received the Small Urban Planning Award from the South Carolina American Planning Association and Ms. Ocean and Mr. Conley were asked to speak at the Association's upcoming conference in Hilton Head.

Council Comments

Council Member James stated that to achieve a lower ISO rating, equipment and water pressure had to be taken into consideration as well as staff and the great training they received. He stated that to receive an ISO two rating in the state of South Carolina, the department had to be exceptional. He thanked Chief Bullard and his staff for everything they did to achieve the rating. He thanked Ms. Hegler, City staff and American Engineering for their months of preparation in applying for grant funding.

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
- B. Personnel Matter – City Manager's annual evaluation and salary review

Mayor Pro Tem Jenkins made a motion to enter into Executive Session. Council Member James seconded the motion which was unanimously approved by roll call vote.

Reconvene

After the Executive Session was concluded, Council Member James made a motion to reconvene the Regular meeting. Council Member Carter 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

Council Member James made a motion to adjust the City Manager's compensation package as discussed in Executive Session. Mayor Pro Tem Jenkins seconded the motion which was unanimously approved by roll call vote.

Adjourn

Council Member James made a motion to adjourn the meeting. Mayor Pro Tem Jenkins seconded the motion which was unanimously approved by roll call vote. There being no further business, the meeting adjourned at 8:19 p.m.

Elise Partin, Mayor

ATTEST:

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 *November 1, 2022*

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.