



Mayor
Elise Partin

Mayor Pro-Tem
James E. Jenkins

Council Members
Ann Bailey-Robinson
Phil Carter
Tim James

City Manager
Tracy Hegler

Assistant City Manager
James E. Crosland

**City of Cayce
Regular Council Meeting
May 19, 2021**

A Regular Council Meeting was held this evening at 5:00 p.m. via Zoom video and conferencing software. Those present included Mayor Elise Partin and Council Members Ann Bailey-Robinson, Phil Carter, Tim James and James Jenkins. City Manager Tracy Hegler, Assistant City Manager Jim Crosland, Municipal Clerk Mendy Corder, Planning Director Wade Luther, Finance Director Kelly McMullen, 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. Mayor Partin stated that the meeting was being recorded through Zoom. She stated that the public was provided a call in number to be able to follow all of the City business as normal. She asked any caller to mute their audio so there would not be any feedback. She stated that the meeting organizer was also able to mute calls. Mayor Partin stated that the public could speak on any item on the agenda if they prearranged speaking with the City's Municipal Clerk.

Call to Order

Mayor Partin called the meeting to order and Council Member Bailey-Robinson gave the invocation. Mayor Partin led the assembly in the Pledge of Allegiance.

Public Comment Regarding Items on the Agenda

No one signed up for Public Comment.

Presentations

- A. Annual Report by the Cayce Public Safety Foundation
- B. Annual Report by the Cayce Beautification Foundation

Ms. Hegler stated that the President of the Cayce Beautification Foundation was ill and asked to move the presentation to the June 1, 2021 Council Meeting. She stated that she thought it was best for both presentations to be done at the same Council Meeting therefore both were moved to June 1, 2021.

Ordinances

- A. Discussion and Approval of Ordinance 2021-14 to Adopt an Annual Budget, Levy a Property Tax, and Provide Revenue for the City of Cayce for the Fiscal

Year Ending June 30, 2022 and To Adopt and Establish Certain New Fees and Charges with Amounts – First Reading

Ms. Hegler stated that the 2021-2022 General Fund Budget was currently balanced at \$15,326,977. She stated that revenues were projected and included \$894,195 in Hospitality Tax Revenue, \$150,000 in Grant Income, \$2,100,000 transfer from Utility Fund for Indirect Costs, \$429,000 in lease revenue for nine (9) vehicles, \$500,000 from Lexington School District Two for School Resource Officers (SRO) cost sharing at 75%, a conservative estimate of Accommodations Taxes still impacted by the COVID-19 pandemic (assumed a 10% reduction from pre-pandemic revenues)

Ms. Hegler stated that the General Fund Budget included capital expenditures totaling \$564,234; included in those were the following: new Replacement server for IT, new replacement SRO Vehicles (75% reimbursement from District) (lease-purchase), new replacement Patrol vehicles and two (2) Investigations replacement vehicles (lease-purchase), new replacement river boat, replacement bunker gear, one (1) new replacement vehicle for Administration (lease-purchase), 11 replacement radios for a five-year plan, a Skid Loader with attachments for the Riverwalk, a Turbine Jet Blower for the Riverwalk and a canopy for the tire building at the Garage. Ms. Hegler stated that the General Fund Budget also included a 2% cost of living increase for General Fund employees, a \$102,000 annual lease purchase payment for (9) vehicles, no millage or fee increase, no new positions and one (1) new Planning and Development fee of \$100 for infill development applications since it was so time consuming for Staff. She stated there was an additional increase for Comet Transit service from \$33,150 to \$43,000.

Ms. Hegler stated that the 2021-2022 Utility Fund Budget was currently balanced at \$36,216,195. She stated that it included Capital Expenditures totaling \$293,094 which included a HACH WIMS Database System for the Water Treatment and Wastewater Plants, one (1) replacement vehicle, a new FOG Software Program, Biorem Odor Control Rehab, a Network Switch and a SpeedVap Solvent Evaporation System. She stated that the Utility Fund Budget also included a replacement sludge trailer, two (2) repair pumps, a 2% cost of living increase for Utility employees, 15% debt coverage for the City's utility fund debt, the bond payment for all bonds: 2002, 2016A, 2016B, 2017, and 2020, approximately \$80,000 in convenience fees for credit card payments and no rate increases or new positions.

Council Member James made a motion to approve the General Fund and Utility Fund budgets on First Reading. Mayor Pro Tem Jenkins seconded the motion. Mayor Partin thanked Staff for their hard work in putting together the budget and for navigating a lot of unknowns over the last year with the pandemic. Council Member James stated that it was amazing that Staff was able to balance the budget with no increases for residents especially during COVID. Mayor Partin called the question which was unanimously approved by roll call vote.

B. Discussion and Approval of Ordinance 2021-15 Extending the 2021 Deadline for Registration and Renewal of Rental, Non-Owner Occupied Residential Property Required by City Code Section 10-81 – First Reading

Mayor Partin stated that in light of the language of the Ordinance and the circumstance that she may fall into the class of those eligible for a refund she wished to recuse herself from the discussion and consideration of the Ordinance. She asked Mayor Pro Tem Jenkins to preside over this portion of the meeting and stated she would provide a written recusal to the City Clerk.

Ms. Hegler stated that Staff was requesting Council approval for a temporary extension to Code Section 10-81- Rental, non-owner occupied, and unoccupied registration required subsection (d) penalty phase. She stated that on December 16, 2015, the City of Cayce adopted Article IV of Section 10 to establish the property registration program. She stated that the intent of the program was to ensure that the City had good and current information on all rental, non-owner occupied and unoccupied structures in the City particularly those that were residential. She stated that there was no charge for the registration, but section 10-81 (d) established that renewals of registrations after April 30th would be considered late and would be assigned a \$100 late fee.

Ms. Hegler stated that upon staff review, it was found that currently the City had only received registrations for 55% of the known non-owner occupied or unoccupied residences. She stated that letters were mailed to all owners that staff had on file but only a little over half returned them before the deadline of April 30th. Ms. Hegler stated that the City's goal was to have 100% compliance for owners to register their property; it was not to generate income on penalties. She stated that to date, the City had three (3) owners that had paid the late fee and five (5) others that registered by mail but would need to be invoiced for the late penalty. Ms. Hegler stated that Staff recommended returning the late fees that had been collected and work on a more effectual effort to gain compliance with the others.

Ms. Hegler stated that Staff recommended that Council approve a temporary extension and waive the penalty fee to July 1, 2021 for the registration of rental, non-owner occupied, and unoccupied residences. She stated that it would allow staff to resend notifications and use other necessary avenues in attempt to have the remaining 45% obtain compliance.

Council Member Bailey-Robinson made a motion to approve Ordinance 2021-15 on First Reading. Council Member Carter seconded the motion which was unanimously approved by roll call vote.

**C. Discussion and Approval of Emergency Ordinance 2021-16 Repealing
Emergency Ordinance 2021-13 Concerning Face Coverings**

Council Member James made a motion to approve Emergency Ordinance 2021-16. Council Member Bailey-Robinson seconded the motion which was unanimously approved by roll call vote. Mayor Partin stated that vaccine rates in South Carolina were only at 35% which meant that 3 ½ people out of every ten were vaccinated. She stated that the City had to repeal its face covering Ordinance because it could no longer be based on the Governor's Emergency Order. She stated that the City was asking for wisdom and kindness. She stated that if one was in a room with ten people seven (7) of those people were not vaccinated. Mayor Partin stated that if a business wanted to require a face covering, inside their premise which is within their rights, than Council was asking for kindness. She stated that the people in those businesses work hard and have every right to ask their patrons to wear a face covering since they have no way of knowing who was vaccinated and who was not. She stated that for the safety of the City's staff and visitors face coverings would be required inside City buildings. Mayor Partin stated that Lexington Medical Center was working with the City to bring their mobile vaccine units to several of the City's neighborhoods and churches. She stated that information was on the City's website and social media and one could also call City Hall for details.

**D. Discussion and Approval of Emergency Ordinance 2021-17 Repealing
Emergency Ordinance 2021-11 Concerning Electronic Meetings of City
Boards and Commissions**

Council Member James made a motion to approve Emergency Ordinance 2021-17. Council Member Carter seconded the motion which was unanimously approved by roll call vote.

**E. Discussion and Approval of Emergency Ordinance 2021-18 Repealing
Emergency Ordinance 2021-09 Concerning Temporary Signs**

Council Member Bailey-Robinson made a motion to approve Emergency Ordinance 2021-18. Mayor Pro Tem Jenkins seconded the motion. Council Member James stated that the City's restaurants and businesses were so appreciative of the City allowing temporary signs during the pandemic and asked that during the transition of no longer allowing them that Staff take that into consideration. Ms. Hegler stated that Staff would be very careful in their application of the repeal. Mayor Partin called the question which was unanimously approved by roll call vote.

Committee Matters

- A. Appointments**
Museum Commission – Four (4) Positions

Council Member James made a motion to appoint Mr. Garrett Creasman to the Museum Commission. Mayor Pro Tem Jenkins seconded the motion which was unanimously approved by roll call vote.

Council Member Carter made a motion to appoint Mr. James Stewart to the Museum Commission. Council Member Bailey-Robinson seconded the motion which was unanimously approved by roll call vote.

Mayor Pro Tem Jenkins made a motion to appoint Ms. Pamela Sulton to the Museum Commission. Council Member Bailey-Robinson seconded the motion which was unanimously approved by roll call vote.

Mayor Pro Tem Jenkins made a motion to appoint Ms. Charlita Earle to the Museum Commission. Council Member Bailey-Robinson seconded the motion which was unanimously approved by roll call vote.

City Manager's Report

Ms. Hegler stated that Staff was ready to sign the agreement with Synovus Bank. She stated that Finance staff and Mr. Crowe did a great job with the agreement. She stated that Synovus staff would be at City Hall to assist with the transition and it would take approximately six (6) weeks. She stated that Ms. McMullen had been through a similar transition and was looking forward to managing the process. She stated that Staff was looking forward to some efficiencies, cost savings and even money earning on behalf of the City. Ms. Hegler stated that Staff was closely following the American Rescue Plan process and Ms. McMullen was attending the training and info sessions. She stated that there was still no true final allocation or a firm set of rules. She stated that Staff was told they should get that information soon. She stated that staff had a good sense of some of the eligible uses and had been meeting to put together ideas to present to Council.

Council Comments

Council Member James stated that it was great to see all of City staff at the Employee Awards Ceremony that was held earlier that day on the front lawn of City Hall. He stated that it was great to be able to award the many Staff members that were so deserving. Mayor Partin stated that she had missed seeing Staff during the pandemic and really enjoyed seeing everyone.

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

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 Bailey-Robinson made a motion to reconvene the Regular meeting. Mayor Pro Tem 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

There were no actions in follow up to Executive Session. Mayor Partin reminded everyone that the City had the vaccine clinics coming up soon thanks to Lexington Medical Center. She stated that the hospital was so excited about the mobile vaccine clinics. She stated that the hospital was only having 50 to 75 people a day coming in to be vaccinated. She stated that's why it was important to make getting vaccinated as easy as possible. She asked Council to share the information on their social media as well to help spread the word. Mayor Partin asked Council to also share the City's message on showing kindness when visiting businesses that still require face coverings.

Adjourn

Mayor Pro Tem Jenkins made a motion to adjourn the meeting. Council Member Carter seconded the motion which was unanimously approved by roll call vote. There being no further business, the meeting adjourned at 6:01 p.m.

Elise Partin, Mayor

ATTEST:

Mendy Corder, CMC, Municipal Clerk

RECUSAL STATEMENT

Member Name: Mayor Elise Partin

Meeting Date: May 19, 2021

Agenda Item: Section Ordinances **Number** IV. B.

Topic: Discussion and Approval of Ordinance 2021-15 Extending the 2021 Deadline for Registration and Renewal of Rental, Non-Owner Occupied Residential Property Required by City Code Section 10-81

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: I own a rental property in the City

5-19-21
Date



Member Signature

Approved by Parliamentarian:
