

**City of Cayce  
Special Council Meeting  
November 15, 2011**

A Special Council Meeting was held this evening at 6:30 p.m. in Council Chambers. Those present included Mayor Elise Partin, Councilmen Steve Isom, Tim James, James Jenkins, and Kenneth Jumper, City Manager Rebecca Rhodes, Municipal Clerk, Tammy Barkley, and Municipal Treasurer, Garry Huddle. Mr. Shaun Greenwood, Director of Planning & Development, Mr. Frank Robinson, Director of Utilities, Fleet Manager Mike Clayborn, and the City's Building Official, Steve Martin 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.

**Call to Order**

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

**Other**

- A. Approval to amend the FY11-12 Budget for City Garage Addition and Improvements

Ms. Rhodes stated that this includes the additions and improvements that were asked for in this year's budget but were not able to fund. She stated that during the Council Retreat, it was estimated that this project along with additions would cost \$60,000. She stated that the City's Building Official will oversee all of the work and act as the contractor, saving the City money because hiring sub-contractors will be all that is required. She stated that the Garage staff has agreed to help with the smaller tasks and because of the team effort and after comparing costs for each item, it is requested that the FY11-12 budget be amended by only \$50,000 to accomplish all projects. She stated this would also include the addition of a bathroom that will be handicap accessible and contain a shower as required for the employees in case they are exposed to hazardous materials.

Ms. Rhodes thanked Steve Martin and Mike Clayborn to putting together the proposal and the effort of the Garage employees. She stated that while Mr. Martin will be overseeing all the work to make sure it is built to code, the West Columbia Building Official will inspect the project to make sure all work is completed correctly. Councilmember James made a motion to approve the request to amend the FY11-12 budget by \$50,000 to fund the construction of additions and improvements to the Garage work space. Councilmember Jenkins seconded the motion. Councilmember

Isom echoed the City Manager's comments about the city's employees and stated that Mr. Martin has done an excellent job for the city and that the city has some great employees. After discussion, the motion was unanimously approved by roll call vote.

B. Discussion of Ordinance to Amend the City of Cayce Zoning Ordinance Regarding Temporary Signs

Ms. Rhodes stated that at the request of Council, the Planning & Development Department had reviewed the Temporary Sign section of the Zoning Ordinance and through the analysis, staff found that in order to clarify the ordinance and to ensure a business friendly atmosphere, some changes to the ordinance are necessary. Mr. Greenwood addressed Council on the issue and stated that staff had researched several municipal Ordinances throughout the state and there are various ways that municipalities handle this issue. He stated that the amendments being provided have been tailored to Council's expressed concerns and maintaining citizens requests in surveys that were done prior to his arrival to maintain a good quality appearance. He provided Council with recommended amendments to Section 8.6 Temporary Signs of the Zoning Ordinance (see attached) and went through each amendment in detail.

After discussion, Mayor Partin recapped additional direction for staff prior to the recommendations being presented to the Planning Commission: better category for the posters, the fee schedule for sign permits, and the length of display period for banners. Councilmember James made a motion to formally request that the Planning Commission review the suggested changes to the City's Zoning Ordinance regarding Temporary signs and submit their recommendation to Council. Councilmember Jenkins seconded the motion which was unanimously approved.

C. Committee Appointments/Reappointments – Municipal Election Commission

Ms. Rhodes stated that currently the City's Municipal Election Commission consists of three members and that a decision needed to be made whether or not to appoint/reappoint the members or dissolve the Commission and turn over responsibility for the Cayce municipal elections to Lexington County Registration and Elections Commission. She stated that in accordance with State Law, the City is required to have no more than five and no less than three members on the Commission. Council considered the three options presented by staff regarding this issue. Councilmember Jenkins made a motion to approve option 2, reappointing the three current members and adding two new members to the Commission for a total of 5 members with staggered terms as suggested. Councilmember Jumper seconded the motion which was approved four to one by roll call vote with Councilmembers Jumper, James, Jenkins and Mayor Partin voting yes and Councilmember Isom voting no.

### **Executive Session**

- A. Receipt of legal advice regarding proposed wastewater services contractual arrangements between the City of Cayce, Town of Lexington, and Joint Water & Sewer Commission

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, Councilmember Jumper made a motion to reconvene the Special meeting. Councilmember 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**

No action by Council was taken in follow up to Executive session.

### **Adjourn**

There being no further business, Councilmember Jenkins made a motion to adjourn the meeting. Councilmember James seconded the motion which was unanimously approved by roll call vote. The meeting adjourned at 8:07 p.m.

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Elise Partin, Mayor

ATTEST:

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Tammy P. Barkley, CMC, Municipal Clerk