



Mayor Elise Partin	Mayor Pro-Tem Tim James	Council Members Phil Carter Hunter Sox Byron Thomas	City Manager James Crosland	Deputy City Manager Michael Conley
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**City of Cayce
Regular Council Meeting
Wednesday, December 18, 2024**

The December 18, 2024, Regular Council Meeting was held this evening at 5:00 p.m. in Council Chambers. Those present included Mayor Elise Partin, Mayor Pro Tem Tim James and Council Members Phil Carter, Hunter Sox and Byron Thomas. Interim City Manager Jim Crosland, Interim Deputy City Manager Michael Conley, Municipal Clerk Mendy Corder, Fire Chief Steven Bullard, Human Resources Director Lynn Dooley 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 Mayor Pro Tem James gave the invocation. Mayor Partin led the assembly in the Pledge of Allegiance.

Public Comment Regarding Items on the Agenda

There was no public comment.

Ordinances

- A. Discussion and Approval of Ordinance 2024-13 Amending Section 6.6 Table 2 Schedule of Uses and Off-Street Parking Requirements for Commercial, Industrial and Development Districts – Second Reading

Interim City Manager Crosland stated that there were not any changes between First and Second reading of Ordinance 2024-13. He stated that the amendments proposed would permit bowling centers in the C-3 zoning district which would allow bowling centers to grow and adapt to modern trends since they were often part of larger entertainment centers that included arcades and a restaurant. He stated that the Planning Commission held a regularly scheduled meeting on November 18, 2024, and voted on the text amendment to include bowling centers as a permitted use in the C-3 zoning district. He stated that there was no one there from the public to speak for or against the text amendment. He stated that the Planning Commission unanimously voted to recommend Council approve the request to amend Section 6.6 Table two, schedule of uses and off-street parking requirements for commercial, industrial development districts to include bowling centers as a permitted use in the C-3 central commercial zoning district.

Mayor Pro Tem James made a motion to move to approve the amendments. Council Member Sox seconded the motion which was unanimously approved by roll call vote.

Items for Discussion and Possible Approval

A. Discussion and Approval of Bid Award to SAK Construction for Six Mile Creek Sewer Interceptor Rehabilitation Project Phase 1

Interim City Manager Crosland stated that the Six Mile Creek sewer interceptor main at the City's regional wastewater system had four (4) failures since 2011 due to pipe deterioration. He stated that these failures resulted in overflows and extensive cost and manpower due to bypassing flow and conducting emergency repairs. He stated that those pipes had been in the ground since the 1970's and was a 30 by 36 reinforced concrete pipe and the sewer gas was slowly deteriorating that pipe. He stated that staff applied for and received a Rural Infrastructure Authority grant for \$1,000,000 with a 25% City match. He stated that this would provide the first phase for rehabilitation, which would affect Moss Creek and Old Dunbar Road near Charleston Highway. He stated that the rehabilitation would use cured in place pipe liner to line the inside of the pipe, and the life expectancy on that was 50 to 60 years. Interim City Manager Crosland stated that the bids were opened on October 3 for this work and based on a review of the bid documents submitted, staff recommended awarding SAK Construction the bid in the amount of \$1,085,515. He stated that the RIA had reviewed the bid package as it related to the grant awarded and found it to be in order. He stated that due to the low cost of the bid, the City could include manhole rehabilitation in its work, including the alternate bids. He stated that the City match was \$271,378.75 and would come from the water and sewer capacity reserve fund and the remaining funds of \$814,136.25 would come from the grant. He stated that staff recommended the project be awarded to SAK Construction in the amount of \$1,085,515 and authorize the Interim City Manager to execute the contract. He stated that the water and sewer capacity reserve fund currently had a balance of \$5,448,966.95.

Council Member Sox made a motion to award the bid to Sak Construction and authorize the Interim City Manager to execute the contract and utilize funds from the water and sewer capacity reserve fund. Council Member Carter seconded the motion which was unanimously approved by roll call vote.

B. Discussion and Approval of a Bid Award to Stewart Engineering, Inc for Update of Zoning and Land Development Regulations

Interim City Manager Crosland stated that Council approval was needed to accept a service agreement between the City of Cayce and Stewart Engineering Incorporated for updates to the City's Zoning Ordinance and Land Development Regulations. He stated that the current Land Usage Ordinances, Zoning Ordinance and Land Development Regulations were adopted over 24 years ago and 10 years ago respectively and while both documents had been updated periodically and continued to serve the City well, they now required further revisions to align with evolving practices and contemporary needs. He stated that four (4) companies submitted proposals -

Stewart Engineering, Incorporated, CPL, TSM and Aspire. He stated that a selection committee made up of three (3) City staff members and two (2) Planning Commission members reviewed and scored the proposals based on specific criteria and Stewart Engineering Incorporated was the most responsive, responsible responder. He stated that staff recommended that the project be awarded to Stewart Engineering Incorporated in the amount of \$195,000 and Council authorize the Interim City Manager to execute the contract. He stated that funding for the project would include the use of designated ARPA funds in the amount of \$195,000.

Council Member Sox made a motion to award the project to Stewart Engineering Incorporated in the amount of \$195,000 and authorize Interim City Manager Crosland to execute the contract. Mayor Pro Tem James seconded the motion which was unanimously approved by roll call vote.

C. Discussion and Approval of Inter-Agency Agreement Between the City of Cayce Utilities Department for ARPA Chlorination Improvements Project

Interim City Manager Crosland stated that Council approval was needed to approve an interagency agreement between the City of Cayce and the Cayce Utilities Department for an ARPA chlorination improvement project. He stated that the project was approved several months ago in the ARPA plan to redo the City's chlorination project. He stated that the project could be done in house, therefore the City would not have to hire a consultant. He stated that the Inter-Agency agreement was between the City and the Utilities Department and the funds were going to be obligated in the amount of \$290,547.

Council Member Sox made a motion to approve the interagency agreement between the City and the Cayce Utilities Department for the completion of the chlorination improvements project in the amount not to exceed \$290,547 and authorize the Interim City Manager to execute said agreement. Council Member Thomas seconded the motion which was unanimously approved by roll call vote.

D. Discussion and Approval for Reallocation of ARPA Funds

Interim City Manager Crosland stated that on June 21, 2023, Council approved an allocation from the first tranche of ARPA funding to procure Timekeeping Software. He stated that staff was unable to locate a vendor for this project that could meet the complex requirements of the City's current payroll processes. He stated that under the ARPA Obligation Interim Final Rule (IFR), the City could use a portion of ARPA funds to cover the costs, including personnel, related to costs the City had incurred to support and monitor the federal funding received. He stated that allowable administrative support costs included expenses that helped ensure effective management and oversight of funds, including consultation for ensuring compliance with legal, regulatory, and other requirements as long as they were in accordance with 2 CFR 200.404 and

2CFR 200.405. Interim City Manager Crosland stated that pursuant to 2 CFR 200.414(f), ARPA recipients could elect to use the de minimis rate of 10 percent of the modified total direct costs of administering the project and under this rule, the City was allowed to allocate up to \$513,909 in administrative costs as reimbursement to the City's General Fund for costs incurred from August 1, 2021, to November 30, 2024.

Interim City Manager Crosland stated that the ARPA Allocation was \$6,974,296 less \$1,835,208 in unallowable expenses and the modified total direct costs were \$5,139,088 x 10% which equaled \$513,909. He stated that City staff was able to administer the federal funds internally, without the need to hire additional personnel or consultants for general administrative support and management of the federal funds therefore staff was only recommending a reimbursement amount sufficient to account for Finance and Administration personnel costs, additional audit and single audit costs, as well as applicable legal fees to ensure compliance. He stated that staff recommended Council approve the reallocation of \$82,392.42 in ARPA funds from the approved time keeping software to an administrative cost transfer to the City's General Fund for reimbursement of costs incurred for the management and oversight of the federal award.

Council Member Sox made a motion to approve the transfer to the City's General Fund. Council Member Thomas seconded the motion. Council Member Carter asked if the original software for time keeping that Council approved if the delivery was ever accepted. Interim City Manager Crosland stated that it was not accepted. He stated that staff tested a lot of systems but none of them worked. He stated that staff was currently looking at the City's system to see if it was possible to update that to see if it could be done in house with Edmonds. Council Member Carter asked if there was any cost incurred with the original deployment. Interim City Manager Crosland stated that no cost was incurred. Mayor Partin called the question which was unanimously approved by roll call vote.

Committee Matters

- A. Reappointments
 - Events Committee – One Position
 - Planning Commission – One Position

Council Member Carter made a motion to reappoint Mr. Dave Capps to the Events Committee and Mr. Mike Wuest to the Planning Commission. Mayor Pro Tem James seconded the motion which was unanimously approved by roll call vote. Mayor Partin stated that there were four (4) open positions on the Events Committee if anyone was interested in serving.

City Manager's Report

Interim City Manager Crosland stated that City offices would be closed December 24, 25 and 26 for Christmas and asked residents to visit the City's website for the sanitation schedule or visit the Recollect app. He stated that the Police Department was hosting their Shop with a Cop that Saturday.

Council Comments

Mayor Pro Tem James stated that there were several of the City's law enforcement in attendance that night and he wanted to thank them for what they do. He stated that he appreciated them very much. He stated that Sensei Brian Pena was also in attendance. He stated he was a local businessman who had touched many children's lives in his time and thanked him for what he did throughout the community.

Council Member Thomas stated that he wanted to thank Keep Midlands Beautiful for working with him and working with the City to allow them to get a free mural for a City business. He stated that the local business receiving the mural was One Love Convenience Store which was located on Julius Felder and Frink Street and in his District. He stated that since being elected to Council, he had constituents tell him that they would love to see more beautification efforts coming that way past Frink Street. He stated that they did not receive any high school submissions but Keep Midlands Beautiful wanted to make the mural a reality so three (3) local muralists submitted proposals, one of which would be chosen as the mural. He stated that the hope was that the mural would bring tourism and beautify not only the City but the area which was historically known as the Pokomo area in Cayce. Council Member Thomas stated that he and his wife's first child was due in March and the thoughts of being in the City's parks watching her play on the playground and playing with kids and making new friends made him so happy. He wished everyone a Merry Christmas and happy New Year.

Council Member Sox stated that he hoped everyone had a Merry Christmas and happy New Year and hoped it was restful.

Mayor Partin stated that there was a room full of Police Officers in attendance and they were thankful they were there. She stated that she would continue to stand by them. She stated that they were going to make it through this together, and they being there spoke volumes. She stated that she was glad they were there and she knew they could not be there every time because they were out serving the community and they were thankful for that.

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. Discussion of Matters of Employment – Police Chief Search

C. Negotiations of Contractual Matters – Contract with Interim City Manager

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

Reconvene

After the Executive Session was concluded, Mayor Pro Tem James made a motion to reconvene the Regular meeting. Council Member Thomas 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 in follow up to Executive Session

A. Approval of City Manager Contract

Council Member Carter made a motion to appoint Jim Crosland City Manager. Mayor Pro Tem James seconded the motion which was unanimously approved by roll call vote.

Mayor Partin stated that City Manager Crosland had an update in regard to the discussion of matters of employment for the police chief search. City Manager Crosland stated that he briefed Council regarding matters of employment on a police chief search and would be advising police command staff the following day at their team meeting. He stated that he appreciated everyone that attended that night to show their support. Mayor Partin thanked City Manager Crosland for making sure that the command staff was the first to know about all the positive steps forward that they could all take together.

B. Other

There was no action in regards to Other.

Adjourn

Mayor Pro Tem James made a motion to adjourn the meeting. Council Member Thomas seconded the motion which was unanimously approved by roll call vote. There being no further business, the meeting adjourned at 7:58pm.

Elise Partin, Mayor

ATTEST:

Mendy Corder, CMC, Municipal Clerk

