

Mayor
Elise Partin

Mayor Pro-Tem
James E. Jenkins

Council Members
Tara S. Almond
Phil Carter
Eva Corley

City Manager
Brian Watkins



**City of Cayce
Special Council Meeting
September 19, 2018**

A Special Council Meeting was held this afternoon at 5:00 p.m. in Council Chambers. Those present included Mayor Elise Partin and Council Members Tara Almond and Phil Carter. Council Member Eva Corley was out of the state and Council Member James Jenkins had a work emergency. City Manager Brian Watkins, Assistant to the City Manager Rachelle Moody, Municipal Clerk Mendy Corder, City Treasurer Garry Huddle, Planning and Development Director Carroll Williamson, Director of Public Safety Byron Snellgrove 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 reciting the Pledge of Allegiance.

Public Comment Regarding Items on the Agenda

Ms. Corder stated no one had signed up for public comment.

Ordinances and Resolutions

- A. Discussion and Approval of Ordinance 2018-10 Relating to the Recovery of Collection Costs as a Part of Delinquent Debts Collected Pursuant to the Setoff Debt Collection Act – Second Reading

Council Member Almond made a motion to approve Ordinance 2018-10 on second reading. Council Member Carter seconded the motion which was unanimously approved by roll call vote.

- B. Discussion and Approval of Ordinance 2018-11 Amending Article II (“Licenses”) of Chapter 12 (“Businesses”) of the City Code (The Business License Ordinance) – First Reading

Council Member Almond made a motion to approve Ordinance 2018-11 on first reading. Council Member Carter seconded the motion. Mr. Watkins stated that the Municipal Association of South Carolina (MASC) has recommended changes to their Model Business License Ordinance, which the City of Cayce has previously adopted as Article II in Chapter 12 of the City Code. He stated that the major change is the change of due date from April 15th each year to April 30th, and the change in the term for the license from January 1st - December 31st to May 1st - April 30th each year. This will allow

the City of Cayce to participate in MASC's online portal for businesses to pay their business license fee online, starting in 2019. He stated that the City Attorney suggested making one additional change to the Ordinance. Mr. Crowe suggested giving pool halls an 8 number rather than a 9 number. Staff will make the suggested change for the second reading of the Ordinance.

Mr. Williamson stated that staff added a fee for special events to the Ordinance since it was not very clear previously. He stated that it would go into effect once an amendment to the budget on the fee schedule is made in January. Council Member Carter asked if any changes made to legislation on business licenses would affect the Ordinance. Mayor Partin stated that it could affect the Ordinance. She stated that the City has been using the MASC model Ordinance for quite some time. Mayor Partin called the question which was unanimously approved by roll call vote.

C. Consideration and Approval of Resolution Supporting a Grant Application from the City of Cayce to the Municipal Association of South Carolina

Mr. Watkins stated that City staff plans to submit a grant application to the Municipal Association of South Carolina (MASC) for the Hometown Economic Development Grant opportunity to be used to work on establishing a State recognized Arts District in the State Street area. As part of the grant application, the City is required to include a resolution of Council in support of the application. He stated that MASC has a grant opportunity for cities and towns in South Carolina to implement economic development projects that will make a positive impact on the quality of life in their communities. The City of Cayce plans to apply for a grant and request \$25,000 in funding. Establishment of an arts district will benefit both the city and stores/artists.

Council Member Carter made a motion to approve the Resolution supporting the grant. Council Member Almond seconded the motion. Mayor Partin stated that she would like to review the grant before it is submitted since it is an outcropping of her time with the Mayor's Institute for City Design and she would like to tell the story of how the information she learned at the Institute is working. Mayor Partin called the question which was unanimously approved by roll call vote.

Other

A. Consideration and Approval of Second Amendment to Agreement for Completion of a Subdivision and for Providing of a Surety Bond or Letter of Credit (Congaree Bluff)

Mr. Watkins stated that the developer of the Congaree Bluff neighborhood is requesting City Council approve an amendment to the current subdivision agreement to cover the cost for the completion of the required infrastructure in the subdivision. City of Cayce Land Development Regulations require all developers to provide a surety bond or letter of credit to the City for the cost of construction for any infrastructure in new

subdivisions. This requirement protects the City by ensuring money is available to complete critical infrastructure if the developer pulls out of the project or in any way fails to satisfy the terms of the agreement. Specifically, Congaree Bluff LLC is requesting a one year extension to September 30, 2019. All other aspects of the agreement, including the amount of the surety bond, will remain unchanged.

Council Member Almond made a motion to approve the agreement. Council Member Carter seconded the motion which was unanimously approved by roll call vote.

B. Consideration and Approval of Statewide Mutual Aid Agreement for Emergency Disaster/Response Recovery

Mr. Watkins stated that in June 2006, the City of Cayce and the other municipalities, counties and special districts in the State of South Carolina signed the South Carolina Statewide Mutual Aid Agreement. This agreement assists local governments and special districts in receiving aid following a disaster from the South Carolina Emergency Management Division (SCEMD) and the Federal Emergency Management Agency (FEMA). The agreement has recently been updated and all prior signatories have been requested to sign.

Mr. Watkins stated that the Statewide Mutual Aid Agreement is the framework for providing and receiving aid from state, county and municipal entities during a disaster. The agreement addresses how the process works among signatories. It is critical to the County of Lexington's ability to request reimbursement from FEMA as the agreement must be in place prior to an emergency. The County of Lexington has reviewed and signed the agreement, and is requesting that all county municipalities sign as well.

Mr. Watkins stated that all requests for shared services and support go through SCEMD, not the individual entities. This agreement allows the City of Cayce to both send and receive assets and support to and from other state, county and municipal entities. It also allows the City to bill for services rendered if it chooses to do so. This agreement does not supersede or nullify any of the City's other mutual aid agreements.

Council Member Carter made a motion to approve the statewide mutual aid agreement. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

C. Consideration and Approval of Agreement Concerning Electric Service Rights Between Mid-Carolina Electric Cooperative Inc. and South Carolina Electric and Gas Company

Mr. Watkins stated that the City has Ordinances establishing the right of the City to charge franchise fees to electricity providers within the City to use the right of ways in the City to deliver service. The two service providers for the City of Cayce are SCE&G and Mid-Carolina Electric Cooperative (MCEC).

SCE&G and MCEC have reached an agreement that assigns electric service territory rights down to the parcel level; each parcel has been assigned to SCE&G or MCEC based on a number of factors. They believe the agreement will aid future planning for electric utilities, and will reduce uncertainty for property owners and developers. The agreement will also help to minimize duplication of facilities in the future. They are asking the City to adopt the municipal electric service territory map for Cayce through official action by Council.

Mr. Watkins stated that the electric service providers have established a two-step process that has already been successfully implemented in a number of municipalities (both large and small). The first step will be the adoption of an Electric Service Rights Agreement (ESRA). SCE&G, MCEC and the municipality will all be parties to the ESRA. The ESRA will adopt the new municipal electric service territory map and provide a timeline for the adoption of new franchise agreements with SCE&G and MCEC. The second step will be the adoption of new franchise agreements between SCE&G, MCEC and Cayce. Each new franchise agreement will include the municipal electric service territory map as an exhibit.

Mayor Partin asked if new franchise fee agreements were an automatic next step or was it requested by the service providers. Mr. Watkins stated that it was requested and staff will closely review the proposed new franchise fees before proceeding. Council Member Almond made a motion to approve the agreement. Council Member Carter seconded the motion which was unanimously approved by roll call vote.

City Manager's Report

Mr. Watkins stated that Public Safety's National Night Out is October 1 at the Public Safety complex. The City's fall Plant Exchange is Saturday, October 13 as well as the Museum's Congaree Heritage Day. The 12,000 Year History Park fall Tours and Events schedule has been released. The 12,000 Year History Park working group is working with the University of South Carolina's College of Information and Communication School of Journalism and Mass Communication on a fall Create-a-thon. The students will provide suggestions for a park logo design, story marketing materials, social media accounts and signs and banners. Mr. Watkins stated that City staff is working on a letter that will be sent to all residents that live near or in a floodplain. The City participates in the Community Rating System and this letter is a requirement to ensure that Cayce citizens can get a reduction in their insurance premium. Mayor Partin asked if the wording of the letter was provided. Mr. Watkins stated that it was.

Council Comments

No comments were made.

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 employment of employee regulated by a public body

Mr. Crowe stated that he did not have any items to discuss with Council and staff under Item VII. A. in Executive Session. Mayor Partin stated that Item VII. B. was going to be postponed until all of Council was able to attend the meeting. Council Member Almond made a motion to postpone Item VII.B. Council Member Carter seconded the motion which was unanimously approved by roll call vote.

Adjourn

Council Member Almond 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 5:14 p.m.

Elise Partin, Mayor

ATTEST:

Mendy Corder, CMC, Municipal Clerk

