



**MINUTES**

South Congaree Town Council

Council Work Session 5:30 PM

Tuesday, October 8, 2024

South Congaree Town Hall, Council Chambers

119 West Berry Rd., West Columbia, SC 29172

**Members in Attendance:** Mayor Cindy Campbell, Mayor Pro-Tem Kitty Spires

**Councilmembers:** Brian Jackson (Absent) Debbie McIver and Dwayne Prosser.

**Attendees Present:** Municipal Clerk, Kerri Charlton (Via Teams), Chief Steven Jonas, Interim Town Administrator Ted Luckadoo, Brittany Burns, part-time Clerk of Court.

*The public was duly notified of the date, time, and place of the meeting.*

**I. Call to Order.**

Mayor Campbell called the meeting to order at **5:42 PM**. A quorum was present.

Mayor Campbell led in the Pledge of Allegiance and Invocation.

Meeting was in compliance with the FOIA.

**II. Items for Council Discussion:**

**A. Bids for Town Sign Landscape**

The council discussed the RFP Bid to be opened on October 15, 2024.

**B. Municipal Attorney Ordinance Review**

The council discussed the Municipal Attorney Ordinance and agreed the ordinance is not necessary.

**C. Clerk of Court Position**

The council discussed the Clerk of Court position and will continue to evaluate the role and its responsibilities. Brittany Burns agreed to continue assisting the town as the part-time Clerk of Court. Council was informed by Ms. Burns that the Municipal Clerk has the role of Hearing Officer, but due to her medical absence, an interim Hearing Officer is needed. Council Member Dwayne Prosser volunteered to serve as temporary hearing officer for the upcoming hearing.

**D. Town Sign Management and Policy**

The council discussed a Town Sign Management and Policy and will continue to review the slides and advertisements/updates that need to be implemented in a timely manner. There is a monthly design fee of \$1800 per year as stated in our contract. The council discussed the brightness and ordinance that prohibits animation, and what would be allowed to be on the Town Sign. The Town Sign will reflect only Town sponsored events. All other Town event requests can be emailed and posted on Facebook. The responsibility to update or change the sign is assigned to the Interim Town Administrator and Municipal Clerk. Interim Town administrator send draft posts to Council for review.

**E. Fireworks Ordinance Review**

The council discussed the Fireworks Ordinance and will continue to discuss revisions to address safety and noise concerns. Corrections were addressed. Interim Town Administrator to send updated ordinance to Council for review.

**F. Junkyard Scrapyard Ordinance Review**

The council discussed the Junkyard Scrapyard Ordinance. Council agreed to discuss with the Town at a future meeting.

**G. Franchise Fee Discussion**

Mayor Campbell made the motion to move this item to the October 15, 2024, Council meeting executive session, Seconded by Councilman Prosser, No Discussion, Roll call vote:

**Motion Carried at 7:16 PM**

- Councilmember McIver- Yes
- Councilmember Prosser-Yes
- Mayor Pro-Tem Spires-Yes
- Mayor Campbell-Yes

**H. Council Open Discussion/No action to be taken.- Removed by Council-No future use.**

**III. Executive Session 7:18 PM**

Section 30-4-70 (A) (2) Discussion of negotiations incident to proposed contractual arrangements and proposed sale or purchase of property, the receipt of Legal Advice where the Legal Advice relates to a pending, threatened, or potential claim or other matters covered by the attorney-client privilege, settlement of legal claims, or the position of the public agency in other adversary situations involving the assertion against the agency of a claim. (GMK, Land, Municipal Buildings)

Mayor Campbell made the motion to enter Executive Session at **7:18 PM**, Motion seconded by Councilman Prosser, Motion carried by unanimous vote.

Mayor Campbell stated for the record the Council exited Executive Session and reconvened to public forum at **7:28 PM**.


Mayor Campbell motioned to enter into Public session at **7:28 PM**. Seconded by Mayor Pro-Tem Spires, Motion carried by unanimous vote.


*No Votes were taken during Executive Session.*

**Upon returning to open session, action may be taken by Council regarding matters discussed in the Executive Session.**

**IV. Adjournment of Council Meeting:**

The council, on the motion of Mayor Campbell, motioned to adjourn the meeting at **7:28 PM**.

  
\_\_\_\_\_  
Attested by:  
Kerri Charlton, Municipal Clerk

  
\_\_\_\_\_  
Approved by:  
Cindy Campbell, Mayor

12.17.2024  
\_\_\_\_\_  
Date Approved

*Civility Pledge*

*I pledge to build a stronger and more prosperous community by advocating for civil engagement, respecting others, and their viewpoints, and finding solutions for the betterment of my city or town.*

**The public was duly notified of the date, time, and place of the upcoming meeting.**

The Town of South Congaree is a handicapped accessible facility.