



**MINUTES**  
**Executive Session 5:30 PM &**  
**Work Session 6:30 PM**  
**May 9, 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.**

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**Also in Attendance: Municipal Clerk Kerri Charlton, Chief Mike Gordon, MASC Field Representative,  
Naomi Reed.**

*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 **5:30 PM**. A quorum was present.

Mayor Campbell led in the Pledge of Allegiance and the Invocation. The Town is in compliance with the FOIA, posting 24 hours in advance.

**II. Executive Session Entered at 5:36PM:**

**Section 30-4-70(A)(1) Discussion** of employment, appointment, compensation, promotion, demotion, discipline or release of an employee, a student, or a person regulated by a public body or the appointment of a person to a public body. *(Police Department, Town Commissions & Boards, Attorney-Municipal & Indigent, Clerk of Court)*

**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. *(Consulting firm for office organization)*

**Section 30-4-70(A)(5) Discussion** of matters relating to the proposed location, expansion, or the provision of services encouraging location or expansion of industries or other businesses in the area served by the public body. *(Town properties)*

Mayor Campbell made the motion to enter Executive Session at **5:34 PM**, Motion seconded by Councilmember McIver, Motion carries by unanimous vote.

Mayor Campbell made the motion to invite Interim Chief Mike Gordon into Executive Session at **5:35 PM**, Motion seconded by Councilmember Prosser, Motion carries by unanimous vote.

Mayor Campbell made the motion to exit Executive Session at **6:36 PM** and reconvene to public forum as the regular Council meeting, Motion seconded by Mayor Pro-Tem Spires, Motion carries 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.**

**III. Town Sign:**

Municipal Clerk, Mrs. Charlton opened the RFQ BIDS received for the New Town Sign. No action was taken by Council.

1. Sign-O-Rama: \$47,721.79
2. Signs Unlimited: \$49,811.00
3. MD Companies: Option A-\$45,074.00, Option B \$42,474.00
4. Flagship Signs: \$61,324.62 with animation and 5 YR warranty.

All BIDS were unconditionally accepted. The council requested that the Municipal Clerk evaluate BIDS against RFQ requirements for the next meeting.

**IV. Questions & Answers session with MASC Field Representative Naomi Reed.**

The Council had an open discussion with Ms. Reed on numerous topics, to include the Hospitality Tax. Please refer to FB Live provided below for complete details.

<https://www.facebook.com/TownOfSouthCongaree/videos/may-9-2024-work-session/825322556308969/>

**V. Legislative Items:**

1. **Ordinance 2024-02: Second and Final Reading and correct Ordinance No. to reflect 2024-03: AN ORDINANCE AMENDING CHAPTER 31: COUNCIL MEETINGS, SECTION 31.01 (A) TIME, DATE OF REGULAR MEETINGS OF THE TOWN OF SOUTH CONGAREE.**
2. **Council to Amend Town of South Congaree's adoption of the Lexington County Animal Control Ordinance number from No. 2024-01 to reflect No. 2024-02.**

**Motion made by Mayor Pro-Tem Spires** to approve the second and final reading to amend Chapter 31: Council Meetings, section 31.01 (A) Time, Date, of Regular Meetings of the Town of South Congaree; to establish the council work session will be on the (2<sup>nd</sup>) second Tuesday of each month at 5:30 PM and the regular Council meeting on the (3<sup>rd</sup>) Third Tuesday of each month at 6:00 PM and to correct the Ordinance number to reflect 2024-03, **Seconded by Councilmember McIver.** No Discussion

**Motion carried at 7:07 PM**

- *Mayor Campbell- Yea*
- *Mayor Pro-Tem Spires- Yea*
- *Councilman Jackson- Absent*
- *Councilwoman McIver- Yea*
- *Councilman Prosser-Yea*

**Motion made by Councilmember Prosser** to approve the amendment of the Town of South Congaree's Animal Control Ordinance number from No. 2024-01 to reflect the Ordinance number to reflect 2024-02, **Seconded Councilmember McIver.** No Discussion

**Motion carried at 7:08 PM**

- *Mayor Campbell- Yea*
- *Mayor Pro-Tem Spires- Yea*
- *Councilman Jackson- Absent*
- *Councilwoman McIver- Yea*
- *Councilman Prosser-Yea*

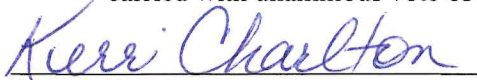
**VI. Discussion Items:**

- The Council discussed the elements for an RFP for Website, social media, and media management systems for meetings to include attaining the proper equipment for viable recording and information disbursement. Discussion referencing moving the Facebook Live feed to YOUTUBE for future meetings once a Media Management contract is accepted. MASC representative Naomi Reed will send the Council example companies used for these services.
- 2024-2025 Fiscal Budget discussion. The Council continued to discuss the Town Budget.
- A Strategic Planning Session will be held on May 20, 2024, to determine immediate needs for the town.

**VII. Citizen Comments:** None

**VIII. Adjournment of Council Meeting:**

The council, on the motion of Mayor Campbell, voted to adjourn the meeting at **7:29 PM**. Motion carried with unanimous vote of council.



Attested by:  
Kerri Charlton, Municipal Clerk



Approved by:  
Cindy Campbell, Mayor

7.16.24  
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.*

**For the complete Live Stream Video, Please see the following Facebook Links:**

<https://www.facebook.com/TownOfSouthCongaree/videos/may-9-2024-work-session/825322556308969/>

**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.