



MINUTES

Special Council Meeting
Friday, September 26, 2025, 3:00 PM

South Congaree Town Hall, Council Chambers
119 West Berry Rd., West Columbia, SC 29172

COUNCIL PRESENT:

Cindy Campbell, Mayor
Kitty Spires, Mayor Pro Tem
Debbie McIver
Dwayne Prosser

COUNCIL ABSENT:

Brian Jackson

STAFF AND OTHERS PRESENT:

Crystal Bouknight, Town Administrator
Ron Scott, Haynesworth, Sinkler, and Boyd Law Firm
Lt. James Marchant, South Congaree Police Department

MEDIA NOTIFICATION:

The agenda was posted at Town Hall, and The State, Free Times, Lexington County Chronicle, Cayce-West Columbia News, The Columbia Star, COLADaily.com, as well as radio and television stations, were notified by email on September 25, 2025.

I. Call to Order

Mayor Campbell called the meeting to order at 3:00 PM. A quorum was present.
Mayor Campbell led in the Pledge of Allegiance and Invocation.

II. New Business

Mayor Campbell recognized Mayor Pro Tem Spires. Mayor Pro Tem Spires made a motion that Town Council select Cohn Construction Services as the highest scoring offeror, for the Request For Proposal (RFP) for Design Build Services for a Municipal Complex for the Town of South Congaree and further moved that Town Council authorize the Town Administrator and Town Legal Counsel to engage in discussions with Cohn Construction Services to negotiate a tentative contract for design build services, award of which is subject to funding and final approval by Town Council. Mayor Pro Tem Spires moved that the Town Council authorize the Town Administrator and Town Legal Counsel to identify and recommend funding options for a municipal complex prior to approval of design build services by the Town Council. Council Member Prosser seconded the motion.

A discussion was held about the process of obtaining and securing funding for a municipal complex. If funding was not available, then the Town would not be obligated to the contract.

The motion passed unanimously.

Mayor Pro Tem Spires made a motion that Council amend the RFP for Design Building Services for a Municipal Complex for the Town of South Congaree to extend the contract negotiation period end date from October 30, 2025, to December 31, 2025. Council Member Prosser seconded the motion.

The motion passed unanimously.

III. Adjournment

Mayor Campbell made a motion to adjourn, and Council Member McIver seconded the motion.
The meeting adjourned at 3:17 PM.

The motion passed unanimously.

Kelli Ricard, Town Clerk

Cindy Campbell, Mayor

Date Approved: _____

October 21, 2025