



COUNCIL PRESENT:

**Cindy Campbell, Mayor
Kitty Spires, Mayor Pro Tem
Brian Jackson (Arrived at 6:22 PM)
Debbie McIver
Dwayne Prosser**

COUNCIL ABSENT:

STAFF PRESENT:

**Kerri Charlton, Municipal Clerk
Steven Jonas, Police Chief
Joseph Dickey, Town Attorney**

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 6 PM. A quorum was present.
Mayor Campbell led in the Pledge of Allegiance and Invocation.
This meeting complied with the public meeting notice and agenda requirements as per the Freedom of Information Act, S.C. Code 30-4-80, posting 24 hours in advance.

II. Amend the Agenda

Mayor Campbell made a motion to amend the agenda to include an executive session item pursuant to the S.C. Code Ann. § 30-4-70 (A)(1), to allow for Discussion of Administrative Policies and Procedures. Mayor Pro Tem Spires seconded the motion.
The motion passed unanimously.

III. Approval of Minutes

Mayor Campbell entertained a motion to approve the December 17, 2024, Public Hearing & Regular Council Meeting minutes. Council Member Prosser motioned, and Council Member McIver seconded the motion.
The motion passed unanimously.

Mayor Campbell entertained a motion to approve the January 14, 2025, Council Work Session and January 28, 2025, Regular Council Meeting Minutes. Mayor Pro Tem Spires motioned, and Council Member Prosser seconded the motion.

The motion passed unanimously.

Mayor Campbell entertained a motion to approve the February 11, 2025, Council Work Session, the February 19, 2025, Regular Council Meeting, and the February 24, 2025, Special Called Executive Session Minutes. Council Member Prosser motioned, and Mayor Pro Tem Spires seconded the motion. Mayor Pro Tem Spires requested a change on page two under item H. on the February 11, 2025, meeting minutes. She asked for the acronym COG to be spelled out to reflect the name of the organization, as Central Midlands Council of Governments. Council Member McIver asked for MASC to be changed to reflect the Municipal Association of South Carolina. All of the Council agreed to the minutes as amended.

The motion passed unanimously.

IV. Old Business

a. Car Wash Fleet Program - During the February 11, 2025, Council Meeting, Council asked Municipal Clerk Charlton to research a car wash program for the Police Department vehicles. Municipal Clerk Charlton negotiated with Take Five Car Wash for a cost of \$13.44 per vehicle for seven vehicles. After some discussion, Council Member McIver made a motion to approve the contract with Take Five Car Wash and Detailing for the Pro 5 Plus Package with unlimited use for the seven Police Department vehicles for \$13.44 each for a year, and Council Member Prosser seconded.

The motion passed unanimously.

b. Fiscal Year 2023 Audit – Mayor Campbell entertained a motion to enter into an agreement with Manly Garvin, CPA firm, to complete the town’s fiscal year 2023 audit. Mayor Pro Tem Spires made a motion, and Council Member Prosser seconded the motion. There was a discussion about the proposed cost of the audit. Mayor Pro Tem Spires stated the price would range

from \$100 per hour to \$195 per hour. The cost difference is based on the professional experience required to perform the audit due to the difficulty with the fiscal year 2022 audit. She stated that the fiscal year 2023 audit should not necessitate the in-depth research required for the 2022 audit, as Greene, Finney, Cauley, LLP already had the town's financial records on file at Bill.com.

Council Member Mclver and Prosser were concerned about not being able to cap the cost, and Mayor Pro Tem Spires estimated it would take approximately 80 hours to perform the audit. It was stated there was no way to estimate the price since it is based on the complexity of the 2022 audit.

The motion passed unanimously.

- c. Town Park Water Fountain and Septic Repairs - Tabled-02/11/2025 – Mayor Campbell made a motion to table the discussion on the Town Park Water Fountain and Septic Tank Repairs until the April Work Session Meeting. Mayor Pro Tem Spires seconded the motion.

The motion passed unanimously.

- d. Council Meeting Rules and Order - Tabled-02/11/2025 - Mayor Campbell made a motion to table the discussion on the Council Meeting Rules and Order until the April Work Session Meeting. Mayor Pro Tem Spires seconded the motion.

The motion passed unanimously.

V. New Business

- a. Blue Cross Blue Shield (BCBS) Renewal Review – Mayor Campbell spoke with Mr. Rudy Smith from BCBS, and he stated the premium increase will be \$365.40 per month. Mr. Smith confirmed the Town had the highest level of insurance for its employees, Gold Eight. He would need a 30-day notice if the Council determines to make any changes to the plan. Mayor Campbell entertained a motion to approve the renewal of the BCBS Gold Eight. Mayor Pro Tem Spires motioned, and Council Member Mclver seconded the motion. Council Member Prosser questioned the monthly increase and confirmed that the level of benefits was the same as the employees currently had. Council Member Jackson arrived at 6:22 PM and asked when the S.C. Public Employee Benefit Authority (S.C. PEBA) insurance would be approved. Mayor Campbell stated that the Town must be accepted into the SC PEBA insurance, which would not commence until August 1st. Mayor Campbell noted that the insurance has been automatically renewed for the past five years.

The motion passed unanimously.

- b. S.C. PEBA Letter of Acceptance Review – Municipal Clerk Charlon requested to give Council background information on the acceptance letter. She stated that an initial application was required to be accepted into the S.C. PEBA network. The letter of acceptance recognized the Town of South Congaree as a municipality and allowed it to join the network. There would be additional paperwork and deposits required to join. The earliest the Town would be able to switch to S.C. PEBA insurance would be September 1st. Mayor Campbell entertained a motion to accept the letter as information for future discussion and consideration to be determined later. Council Member Jackson made a motion, and Council Member Prosser seconded. Mayor Pro Tem Spires confirmed the timeline was feasible. Council Member Jackson asked for confirmation that S.C. PEBA insurance would be available to employees when they retire. Municipal Clerk Charlton stated that employees become vested in the insurance, and it would be available to them in retirement.

The motion passed unanimously.

VI. Departmental Reports

- a. Police Report- Chief Jonas - Chief Jonas introduced, swore in, and welcomed Officer Christopher John Roche as a School Resource Officer (SRO) and a patrol officer for the Town of South Congaree.

Mayor Campbell made a motion to request a weekly email report from the Police Chief, Municipal Clerk, and Code Enforcement, beginning April 1st, instead of monthly reports. Council Member Mclver seconded the motion. Municipal Clerk Charlton asked if the Departmental reports could then be removed from the agenda. Mayor Campbell responded in the affirmative.

The motion passed unanimously.

VII. Public Comments

Mayor Campbell confirmed there were no requests for public comments.

VIII. Adjourn to Executive Session

Mayor Campbell made a motion to adjourn to executive session to discuss items listed on the agenda with the addition of the discussion of Administrative Policies and Procedures, pursuant to (S.C. Code Ann. § 30-4-70 (A)(1)) and (S.C. Code Ann. § 30-4-70 (A)(2)). Council Member Prosser seconded the motion. Council entered executive session at 6:41 PM.

- a. Discussion of Proposed Contractual Agreement Related to Planning and Zoning and the Central Midlands Council of Governments (COG) (S.C. Code Ann. § 30-4-70 (A)(2))
- b. Discussion of Proposed Contractual Agreement Related to Audit Firms (S.C. Code Ann. § 30-4-70 (A)(2))
- c. Discussion of Proposed Contractual Agreement Related to Town Facilities (S.C. Code Ann. § 30-4-70 (A)(2))
- d. Receipt of Legal Advice Related to Pending Litigation Matters and Threatened Claims (S.C. Code Ann. § 30-4-70 (A)(2))
- e. Discussion of Administrative Policies and Procedures (S.C. Code Ann. § 30-4-70 (A)(1))

IX. Reconvene to Regular Session

Mayor Campbell stated no votes were taken during Executive Session and made a motion to adjourn Executive Session and reconvene to regular session. Council Member Jackson seconded. Council reconvened at 7:21 PM.

The motion passed unanimously.

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

No action was taken.

XI. Adjournment

Mayor Campbell entertained a motion to adjourn. Council Member Jackson seconded. The meeting adjourned at 7:44 PM.

The motion passed unanimously.

*Kerri Charlton, Municipal Clerk



Cindy Campbell, Mayor

Date Approved: 8.19.25

*Municipal Clerk Kerri Charlton was present at the meeting to take notes, but is no longer employed by the Town to sign the minutes.