



MINUTES

Regular Council Meeting
Tuesday, April 14, 2026, 6:00 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
Kelli Ricard, Town Clerk
CJ Quintan, Police Chief
Ty McComas, Corporal, Police Department
Joseph Dickey, Haynsworth Sinkler Boyd Law Firm
Nicholle Burroughs, Rile Consulting Services
Brian Duncan, Commissioner, Lexington County Recreation & Aging Commission
David McAllister, UHY LLP

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 April 10, 2026.

I. Call to Order

Mayor Campbell called the meeting to order at 6:00 PM. A quorum was present.

II. Pledge of Allegiance/Invocation

Mayor Campbell led in the Pledge of Allegiance and the invocation.

III. Announcements and Communications by the Mayor

Mayor Campbell publicly thanked the Pastors involved in the Easter Sunrise Service at the Arena.

IV. Presentations

Mayor Campbell recognized David McAllister of UHY LLP for a presentation on the 2022-2023 fiscal year audit. Mr. McAllister of UHY, formerly Manley Garvin, presented the audit findings to Council. He explained that due to the firm transition and issues related to the prior auditor's basis of accounting, the firm had to review beginning balances in addition to completing the audit. He thanked Greene Finney Cauley, LLP, for providing documentation promptly and assisting with the audit process.

Mr. McAllister reported that the Town received an unmodified, or clean, audit opinion for Fiscal Year 2022–2023, which is the highest level of assurance an external auditor can provide. He noted that the audit opinion also disclosed a change in basis of accounting from the prior auditor's presentation to the format normally required for municipalities.

During the presentation, Mr. McAllister reviewed key financial highlights. He stated that the Town's general fund balance at the end of 2023 was approximately \$1.9 million, with about \$1.88 million unassigned and available at Council's discretion. He reported that total expenditures for the year were approximately \$1.3 million and that the Town's unassigned fund balance was well above the Government Finance Officers Association's (GFOA) recommended minimum of two months of operating expenditures. He further reported that the Town's net change in fund balance for the audited year was approximately \$285,000.

Mr. McAllister also reviewed additional audit notes, including the Town's participation in the South Carolina Local Government Investment Pool, in which approximately \$875,000 was invested at the end of 2023, outstanding lease obligations, and the Town's proportionate share of the state retirement systems' net pension liability, which was reported at a little more than \$500,000. He clarified that the pension liability was an actuarially calculated estimate and not cash immediately owed by the Town. He also reported that victim service funds carried forward at year-end were approximately \$24,000 and were classified as restricted fund balance. In addition, he reported that no audit findings were identified in the current year and that no prior-year findings had been reported by the previous auditor.

Regarding budget performance, Mr. McAllister reported that revenues exceeded budget by approximately \$267,000, primarily due to ARPA grant revenue of about \$423,000 recognized during 2023. He stated that expenditures were approximately \$38,000 over budget, which remained within about two (2)% of the budgeted amount. Council members thanked him for clarifying that the reported pension liability was an estimate rather than actual dollars on hand or immediately payable.

Mr. McAllister then reviewed the auditor's required communication to Council, which summarized management's responsibilities, the auditor's responsibilities, significant accounting estimates, and proposed journal entries. He stated that an electronic copy of the audit report would be provided to Town staff for distribution as needed. He also advised Council that the firm was committed to completing the Fiscal Year 2023–2024 audit by June 30 and expected work to begin immediately, with assistance from Greene Finney Cauley, LLP. Council noted that bringing the audits up to date remained a priority because of the potential for state funds to be withheld.

Mayor Campbell recognized Police Chief Quinlan, who presented certificates of appreciation for community partners. He stated that the Town planned to begin recognizing business leaders and other community members on an ongoing basis for their contributions, support, and partnership with the Town and Police Department.

Chief Quinlan recognized Mr. and Mrs. Patel, owners of Subway, for their dedicated service and continued support of the South Congaree community and the Police Department. He noted their assistance with community events and presented a certificate of appreciation in recognition of their commitment to safety, cooperation, and civic pride. Manisha, Mitesh, Sweety, and Kint Patel were present to receive the recognition, and Council expressed appreciation for their support.

Chief Quinlan also recognized Hart Desai of Heritage Liquor for his cooperation with the Police Department, particularly regarding the prevention of underage alcohol sales, attention to proper identification procedures, and willingness to discuss security practices for his business.

He stated that additional recognitions would include community partners associated with New South Waste Disposal and that this acknowledgment program would continue at future Council meetings.

Mayor Campbell recognized Town Clerk, Kelli Ricard, who presented information regarding Council's vision, mission, and values statement for the Town of South Congaree. In March 2026, Town Council and administrative staff met to establish a vision statement, mission statement, and immediate and long-term goals for the Town. Council was advised that the statements had been formatted for publication and would be posted to the Town's website upon approval. It was further noted that formal approval later in the meeting would complete the record of Council's goals and priorities.

V. Approval of Minutes

Mayor Campbell entertained a motion to approve the minutes from the March 10, 2026, Special Council Meeting and the March 17, 2026, Regular Council Meeting. Mayor Pro Tem Spires made a motion to approve the minutes collectively, and Council Member McIver seconded the motion.

The motion passed unanimously.

VI. New Business

Mayor Campbell entertained a motion for First Reading Consideration Amending Title 9, Chapter 92, of the Town of South Congaree Code of Ordinances Regarding the Enforcement of Fire Prevention in the Town of South Congaree, Ordinance 2026-02. The amendment was presented as authorizing the Lexington County Fire Chief and designated employees to enforce the fire code within the Town limits. Mayor Pro Tem Spires made a motion and Council Member Prosser seconded the motion.

The motion passed unanimously.

Mayor Campbell entertained a motion for First Reading Consideration Amending Title 13, Chapter 130, Section 16 (B) of the Town of South Congaree Code of Ordinances Regarding Council Issuance of Permits for the Discharging of Firearms, Ordinance 2026-03. The proposed amendment would have removed the clause allowing a person to request special permission from Council to discharge a firearm within the Town limits.

The ordinance failed due to lack of a motion.

Mayor Campbell entertained a motion to adopt Resolution 2026-01, adopting Council's Goals and Priorities of the Town of South Congaree for the Fiscal Year 2026-2027. Council Member McIver made a motion and Council Member Prosser seconded the motion.

The motion passed unanimously.

Mayor Campbell entertained a motion for consideration to ratify approval of the purchase of a 2012 fully equipped Dodge Police Charger from the Calhoun County Sheriff's Department for \$4500. The \$4500 used to purchase the vehicle was from the insurance funds the Town received for the wrecked Dodge Charger. Mayor Pro Tem Spires made a motion and Council Member McIver seconded the motion.

The motion passed unanimously.

Mayor Campbell entertained a motion for consideration to adopt Council's Vision, Mission, and Values Statement for the Town of South Congaree. Council Member McIver made a motion and Council Member Prosser seconded the motion. During discussion, Mayor Campbell stated that she would not vote for this on the basis that not all Council members had provided input on the mission statement. Council Member McIver and Mayor Pro Tem Spires stated that the mission statement had been developed during the prior visioning session and based on Council's notes and discussion.

The motion passed three votes to one vote, with Mayor Campbell voting in opposition.

VII. Adjourn to Executive Session

Mayor Campbell made a motion to adjourn to Executive Session for discussion of contractual matters related to the Police Department software and professional services. (Pursuant to S.C. Code Ann. § 30-4-70 (A) (2)), and for receipt of legal advice related to pending litigation matters and threatened claims. (Pursuant to S.C. Code Ann. § 30-4-70 (A)(2)). Council Member McIver seconded the motion. Council adjourned to executive session at 6:49 PM.

The motion passed unanimously.

VIII. Reconvene to Regular Session

Mayor Campbell stated that no votes were taken during executive session and moved to adjourn executive session and reconvene to regular session. Council Member Prosser seconded the motion. Council reconvened at 7:45 PM.

The motion passed unanimously.

IX. After Reconvening to Regular Session, Action May be Taken by Council Regarding Matters Discussed in Executive Session

After leaving executive session, Mayor Campbell asked whether there were any motions for consideration.

Council Member Prosser made a motion to authorize the Town Administrator to negotiate the Rile Consulting contract as discussed in Executive Session. Council Member McIver seconded the motion.

The motion passed unanimously.

Council Member McIver made a motion to approve Patrol Logix as the Police Department software and allow the Town Administrator to negotiate a contract as discussed in Executive Session. Mayor Pro Tem Spires seconded the motion.

The motion passed unanimously.

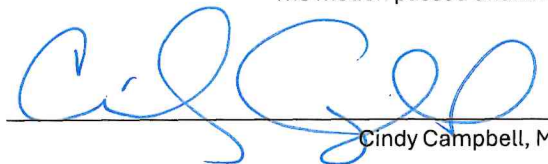
X. Adjournment

Mayor Campbell made a motion to adjourn, and Mayor Pro Tem Spires seconded the motion. The meeting adjourned at 7:47 PM.

The motion passed unanimously.



Kelli Ricard, Town Clerk



Cindy Campbell, Mayor

Date Approved: 5/19/26