



ADMINISTRATOR'S REPORT
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OFFICE OF THE CITY ADMINISTRATOR
WESTMINSTER, SOUTH CAROLINA

September 20, 2024

GENERAL INFORMATION

This Week in Rec: An Update from Recreation Director Herb Poole

- The water, septic, and concrete for the bathrooms at Yousef Field has been installed and the units will be usable soon.
- Basketball registration will begin shortly.
- The Recreation Department has experienced strong attendance for the fall sports games.
- Fall sport pictures are scheduled for October 1. Detailed schedules will
- Games for all fall sports have started. We invite the community to come and enjoy the action. Schedules can be found on the Westminster Recreation Department Facebook page.

USDA-RD Water System Projects

Two contractors are being utilized to install the water system improvements funded by the USDA-RD. Both contractors are on schedule.

Arrowood General Contracting is responsible for a grouping of projects entitled Division 1.

- The project areas for Division 1 are: Dawn Drive; Dixon Rd; Phillip Lear; and Dr. Johns Rd.
- Arrowood is completing the final steps of completing their division.

Payne, McGinn, and Cummins is responsible for Division 2.

- The project areas in Division 2 are: sections of Highway 76; Welcome Church Rd to Berry Farm Rd; and Berry Farm Rd to Cleveland Pike Rd.
- Division Two is complete.

Miscellaneous Utility Projects

- SCIIP SEWER: The recently awarded SCIIP Project is scheduled to begin on October 1st.
- Heirloom Farms Sewer: Construction on the Sewer system at Heirloom Farms Subdivision (S. Seed Farm Road and HWY 11) will begin on October 1st. The contractor is scheduled to begin receiving material on September 23rd.
- James Street Water Improvements: City staff has identified areas of James Street as an area of potential water line improvements and will present improvement options for City Council's consideration at the coming City Council meetings.

Oconee Economic Alliance

The Oconee Economic Alliance Board of Directors will meet September 27, 2024. The agenda is attached.

Oconee County Transportation "C-Fund" Committee

The City of Westminster was awarded approximately \$700,000 by the Oconee County C-Fund committee for road resurfacing. There were no bidders. Oconee County recently began a paving contract with King Asphalt (funded by C-Funds), and the County has agreed to allow the cities of Westminster, Walhalla, and Seneca (also all who received no bids on their projects) to be included on their contract as a change order at the prices they agreed to.

Local (county and city) roads have lesser requirements of asphalt quality and material than state roads, resulting in a difference of cost. The City of Westminster’s project includes both types of roads, whereas the county only includes local roads. Because of this, King Asphalt can only hold unit pricing of the local roads, and it unlikely we will be able to complete the entire project piggybacking off the County contract. King will provide an answer to the County by the October C-Fund Committee Meeting. The County procurement, grants office, and legal teams are managing this process and updating city staffs as available.

With the passing of the state’s FY 2025 budget, the C-Fund committee was awarded an additional \$5 million, and the committee has expressed interest in awarding it to SCDOT for road resurfacing. If they choose to do so at the September meeting, SCDOT has verbally agreed to include the remaining city projects that were not included in the King contract in their project and will bid it out in conjunction with their new and likely-to-be awarded project. That project will likely go out to bid in Spring of 2025.

Westminster Planning Commission

Nothing to report.

OJRSA

The draft minutes from the September 9, 2024 OJRSA Board meeting may be accessed at the link below.
<https://drive.google.com/file/d/1V4-boa2gBZ-3V6aklDXwWrauXrP6lB-N/view?usp=sharing>

PMPA

Nothing to report.

PLEASE MARK YOUR CALENDARS

September 24, 2024 at 9:00 am Finance & Administration Committee at OJRSA

October 7, 2024 at 4:00 pm OJRSA Board Meeting at OJRSA

October 8, 2024 at 6:00 pm Westminster City Council Meeting at the Westminster Fire Department

October 16, 2024 at 8:30 am Operations & Planning Committee at OJRSA

October 21 at 6:00pm Westminster Planning Commission Meeting at City Hall

October 23-25, 2024 at PMPA Board Retreat in Flat Rock, NC – in lieu of a Board Meeting

City Council Meeting Schedule

| | | | |
|-------------------|---------|-------------------|---------|
| October 8, 2024 | 6:00 PM | December 10, 2024 | 6:00 PM |
| November 12, 2024 | 6:00 PM | | |

Special Events Calendar

October 11-12, 2024 South Carolina Bigfoot Festival – Downtown Westminster
(Squatch Themed Festival activities in Downtown Westminster)

October 26, 2024 Music on Main- Downtown Westminster
(3-5pm car show; 5-9pm free concert on Main Street)

October 31, 2024 Boo on Main - Downtown Westminster
(more details to come)

December 6, 2024 – Westminster Christmas Parade and Tree Lighting
(more details to come, rain makeup scheduled for December 13)



**OCONEE
ECONOMIC
ALLIANCE**

OCONEE COUNTY, SOUTH CAROLINA, USA

Board of Directors Meeting September 27, 2024

- I. WELCOME**
- II. INVOCATION**
- III. PLEDGE OF ALLEGIANCE**
- IV. EXECUTIVE SESSION TO DISCUSS A PERSONNEL MATTER**
- V. ACTION ITEM RESULTING FROM EXECUTIVE SESSION**
- VI. AUGUST 2024 FINANCIAL REPORT**
- VII. INQUIRIES, LEADS, PROJECTS AND WINS**
- VIII. BUSINESS RETENTION AND ENGAGEMENT (BRE)**
- IX. MARKETING AND OPERATIONS**
- X. BOARD DISCUSSION**
- XI. ADJOURN**