



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

March 7, 2025

GENERAL INFORMATION

Statement of Economic Interests (SEI) for the South Carolina Ethics Commission

A reminder to all city councilmembers to file 2024 SEI's prior to noon on March 30th. The website is <https://ethics.sc.gov/>

Sewer Improvements Invitation to Bid

The City published an advertisement for bids for the second phase of the SCIIP Sewer Project, the installation of 8" gravity sewer line and manholes. Bids are due on April 9, 2025 at 2:00pm at City Hall. The advertisement is attached.

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

- Westminster Recreation had 8 all-star teams in different age groups that participated in the Western District Tournaments this past weekend. Each of the teams played well, but none won their tournaments. Therefore, none advanced to the State Tournaments.
- Volleyball games begin on Monday.
- T-ball, baseball, and softball practice began in most age divisions. The other divisions will begin soon.
- Westminster Rec hopes to feed kids lunch again this year during spring break. We will start requesting donations soon. Spring Break is toward the end of March this year.

Chief Fred Miller's Monthly Report

Chief Miller's report on calls for service and Police Department activity is attached.

SCIIP Sewer Project

Tugaloo/McClam have moved on to manholes on Spring St. Contractors have ran into issues with a 2" water line where the new sewer line will be installed that was not anticipated. The City is working with them to move the service connections of the 2" line to a nearby 6" water line to allow for the 2" galvanized line to be decommissioned, improving water quality and pressure to those connections.

Tugaloo/McClam have moved on to the manhole at the corner of Spring and Green streets moving down Green St.

Anderson Park

The shade structures were delivered this week and installation has begun. The swing set was installed this week.

Horton Outdoor Recreational Area

The contractor continued to make progress this week excavating and grading the site. There were several days of rain which slowed progress. City Staff continue to clean and level of areas of the site that are not under construction.

Heirloom Farms

J&M for construction has begun mobilization and delivering materials. They are preparing to make the tap on Hwy 123 to begin construction.

Long and Sons has issued a sewer change order for \$5,000. Once payment has been received by the contractor.

Long Creek Highway Chauga River Bridge (*from Utilities Director Scott Parris*)

Crowder Construction has reached out to contractors about Phase 2. The City has submitted information to SCDOT for payment on Phase 1

SCDOT to hold a drop-in public information meeting in Oconee County

SCDOT will hold a drop-in public information meeting on Thursday, March 13, 2025 regarding a proposed intersection improvement project at US 76/US 123 (Clemson Boulevard) and SC 130 (Rochester Highway/East North 1st Street) in Oconee County.

The meeting will be held from 5 to 7 p.m. on Thursday, March 13 at Seneca City Hall, 221 E. N. 1st Street, Seneca, SC 29678.

SCDOT representatives will be available at the meeting to discuss the proposed project with members of the community. There will be no formal presentation.

SCDOT will accept public comments on this proposed project from February 27 to March 28, 2025. Visit the project website for additional information.

For more information about this and other proposed SCDOT projects, please visit our public involvement meeting webpage.

Westminster Code Enforcement Report

The monthly Westminster Code Enforcement Report is attached.

Westminster Planning Commission

Nothing to report.

OJRSA

The OJRSA Board of Directors met March 6, 2025. The agenda is attached.

PMPA

Nothing to report.

PLEASE MARK YOUR CALENDARS

March 11, 2025 at 4:00 pm City Council Budget Workshop at the Westminster Fire Department

March 11, 2025 at 6:00 pm City Council Meeting at the Westminster Fire Department

March 13, 2025 at 9:00 am OJRSA Ad-hoc Feasibility Implementation Committee at OJRSA

March 18, 2025 at 8:30 am Operations & Planning Committee at OJRSA

March 20, 2025 at 10:00 am PMPA Board Meeting at PMPA

March 25, 2025 at 9:00 am Finance & Administration Committee at OJRSA

April 7, 2025 at 4:00 pm OJRSA Board Meeting at OJRSA

City Council Meeting Schedule

January 14, 2025		6:00 PM	City Council Meeting
February 11, 2025	4:00 PM	6:00 PM	Budget Workshop/City Council Meeting
March 11, 2025	4:00 PM	6:00 PM	Budget Workshop/City Council Meeting
April 8, 2025	4:00 PM	6:00 PM	Budget Workshop/City Council Meeting
April 29, 2025	4:00 PM		Budget Workshop
May 13, 2025		6:00 PM	City Council Meeting
June 17, 2025		6:00 PM	City Council Meeting
July 8, 2025		6:00 PM	City Council Meeting
August 12, 2025		6:00 PM	City Council Meeting
September 9, 2025		6:00 PM	City Council Meeting
October 14, 2025		6:00 PM	City Council Meeting
November 18, 2025		6:00 PM	City Council Meeting
December 9, 2025		6:00 PM	City Council Meeting

Special Events Calendar

March 15, 2025 Westminster 150th Birthday Kickoff at the Westminster Depot

Festivities, vendors, and a live band to celebrate the City of Westminster's 150th Birthday; Oconee County History Museum Presentation on the History of Westminster will begin at 10:00am at the Depot. A flyer is attached.

May 17, 2025 Music on Main in Downtown Westminster

Westminster Music Centre presents Music on Main. Car Show will begin at 3:00.

150TH ANNIVERSARY

Birthday



150
city of
WESTMINSTER
1875 | 2025



Saturday, March 15th from 11:00 AM- 2:00 PM on Main Street

ADVERTISEMENT FOR BIDS

CITY OF WESTMINSTER
P.O. Box 399 / 100 E. Windsor Street
Westminster, SC 29693

Sealed bids for the construction of Sanitary Sewer System Improvements will be received by **CITY OF WESTMINSTER (OWNER)** located at **P.O. Box 399 / 100 E. Windsor Street, Westminster, SC 29693** until **2:00 PM** on **Wednesday, 4/9/2025**, and then, at said place and time, publicly opened and read aloud.

Composition of work is as follows: Sanitary Sewer System Improvements

SCIIP A-23-C207 SEWER COLLECTION IMPROVEMENTS - AMENDMENT

Replacement of approximately 7,540 LF of 8" gravity sewer line, 32 manholes and all necessary appurtenances to replace existing mains in the service area.

The Contract Documents are open to public inspection and may be examined at:

CITY OF WESTMINSTER	or	Rosier Group
P.O. Box 399 / 100 E. Windsor Street		110 West 1 st . Avenue, Suite D
Westminster, SC 29693		Easley, SC 29640
864-647-3232		864-859-6900

A **highly encouraged non-mandatory** pre-bid conference will be held on **Wednesday, April 2, 2025**, at **2:00 PM**.

Copies of the Contract Documents may also be obtained by prospective bidders and suppliers upon application to the Engineer, along with a non-refundable payment of \$200.00 per set.

The CITY OF WESTMINSTER reserves the right to waive any irregularities and/or the right to reject any and/or all bids. The contract award will be evaluated based on the lowest responsible bid.

This project is being funded by a grant from ARPA and the South Carolina Rural Infrastructure Authority (RIA), and all Bidders must comply with all applicable state and federal requirements identified in the Contract documents. [SAM.GOV](https://sam.gov) registration will be used to verify debarment status as required. If a contractor cannot obtain SAM within 60 days, CITY OF WESTMINSTER would have the right to move forward with the second low bid.

Each Bidder must deposit with his bid, security in the amount, form and subject to the conditions provided for in the Information for Bidders.

No Bidder may withdraw his bid within ninety (90) days after the actual date of the opening thereof.

For work costing \$5,000 or more, the bidder must be qualified under the provisions of the South Carolina General & Mechanical Contracting Act of 2001, Chapter 11 – Title 40, as amended. Where a mechanical subcontract amounts to \$5,000 or more, the subcontractor shall be licensed under the same act.

3/4/2025

CITY OF WESTMINSTER



Westminster Chief of Police Monthly Report

February 2025

Offenses/Incident Reports	23
Vehicle Accidents	6
Use of Force Incidents	0
DUI	0
Arrests	14
Citations Issued	64
Warnings Issued	189
Traffic Stops	253
Security Checks	155
Total Calls	670
Training Hours	18
Welfare Checks	15

02/01 WMPD conducted a traffic stop on Toccoa Highway. The driver was arrested for alcohol related charges.

02/02 WMPD conducted a traffic stop on E Main and Oak St. The driver was arrested for driving offenses.

02/03 WMPD investigated an alleged CSC with a minor that was unfounded

02/03 WMPD conducted a traffic stop on Toccoa Highway and Long Creek. The driver was arrested for Narcotics Violation, Reckless Driving, and Resisting Arrest.

02/04 WMPD responded to a house fire at 207 Skyland Dr. The Male victim was transported to the hospital with severe burns to his body.

02/04 WMPD was called to investigate the ex-boyfriend making threats to do physical harm. No charges were filed, but the victim was advised to obtain a Restraining Order.

02/05 WMPD conducted a traffic stop, and the driver was arrested for NO SCDL. He was transported to jail after it was determined that the State of Florida wanted him for outstanding charges in their state. A warrant for Fugitive from Justice was obtained.

02/07, WMPD conducted a traffic stop on Hall Rd. The driver was arrested for several traffic violations.

02/10 WMPD arrested a female for Public Drunk on E. Main and Alley

02/10 WMPD responded to a disturbance call at 407 N Piedmont St. A male subject was arrested for Assault and Battery 3rd degree.

02/11 Cardiac Arrest on President St.

02/12 WMPD arrested a male subject for shoplifting 3rd and above after he was caught stealing from Spinx.

02/14 WMPD took a report in reference to a stolen U-Haul trailer from 111 Toccoa Hwy.

02/14 WMPD worked a collision at E. Main St. and Bibb St. The female driver was arrested for outstanding warrants out of the OCSO.

02/16 WMPD took a report in reference to a juvenile claiming a family member assaulted her by punching her in the arm. The case remains active currently.

02/20 WMPD responded to elderly person with medical issues that went missing on Main Street. The elderly female was located short time later around E Main St.

02/21 WMPD arrested a female driver for numerous traffic violations after a traffic stop was conducted on Hall Rd.

02/21 WMPD worked a death investigation after a male subject was found deceased on N. Bibb St. No foul play expected possible cause of death is narcotics related.

02/22 WMPD conducted a traffic stop on Dr. Johns St where a female driver was issued several vehicle license violations.

02/23 WMPD issued a driver a seat belt citation resulting from a traffic stop on 123

02/24 WMPD and WMFD responded to a structure fire at 1410 E Main St.

02/25 While on routine patrol WMPD recovered a stolen U Haul trailer off Maple St. U Haul didn't want to press charges.

02/27 WMPD worked a traffic accident where the driver was issued citation for NO SCDL.

02/28 WMPD conducted an investigation where ex-boyfriend claimed his ex- girlfriend assaulted her son. Case Unfounded

Retreat Street One Way Street Project (15 warning and 4 tickets)

Notes from the Chief

02/02 Officer Sheppard started the Criminal Justice Academy

02/04 Office of Highway Safety and Justice Programs Grant Solicitation Workshop for Projects beginning in CY 2025 in Columbia

02/06 PD Foundation Meeting

02/11 Budget workshop and Council Meeting

02/13 Opioid Task Force Meeting

02/13 Capt. Harrison I met and put together a grant proposal for funding for our pill back campaign starting soon at the PD. More to come

02/14 Meeting with Kabuto Dealer in reference to pricing items for the Opioid Task Force Grant

02/18 Meet with a representee from Lexipol about new policy software to help with getting the department accredited.

02/18 Zoom call with a representee from Motorola about in camera systems

02/18 Rotary Meeting

02/19 Meeting with Harrison Uniforms and Supply out of Mauldin about their products they offer

02/21 Follow up and quote received from Lexipol and turned in with budget proposal to Reagan.

02/24 Axon Meeting by Zoom in reference to in car camera system.

02/25 Demo Day with Jeff Aden from Utility in car camera system

02/25 Seneca PD Lt came to look at the department used equipment to see what we had available for them to purchase.

02/26 Representee from Reed's Uniform meeting

02/27 SCLLEN Meeting Wahalla Steakhouse

02/28 Osterbrink Graduated from the Academy

Fred Miller

Chief of Police

Westminster Code Enforcement Report							
Address	Owner Name	Violation	IPMC/City Code	Date Noticed	Method of Notification	Due Date	Notes
112 West Oak Hwy	Tawada Group LLC.	Grass	93.25	7/3/2024	Mail	7/15/2024	Completed
110 Maartin St.	Marc Baillagreon	Grass	93.25	7/5/2024	Mail/Phone	7/17/2024	Completed 8/5/24
E. North Ave Property	Randy Dickson	Fence	151.268	7/3/2024	Mail	10/3/2024	Completed
110 Small St.	Nathaniel Dougles	Inspection	N/A	7/3/2024	On property	N/A	
401 N. Piedmont St.	Lisa Orr	Junk	151.101	7/3/2024	Mail	8/3/2024	Completed
100 Gaston cir.	Randall Polmeroy	Vehicals	302.8	7/11/2024	Mail	8/16/2024	Completed
102 Martin St.	Luther Elrod	Vehicals	302.8	7/11/2024	Mail	8/16/2024	Completed
111 Wood St.	Marsha Swafford	Vehicals	302.8	7/11/2024	Mail	8/16/2024	completed
331 Cornila ave	Sandra Blackwell	Junk	302.8	7/23/2024	Mail	8/30/2024	Needs dumpster dumped 2nd time
304 retreat st	George Knight	Camper	151.22	7/23/2024	Mail	N/A	completed
216 Retreat st	Stephen Butts	Grass	93.25	7/23/2024	Mail	8/5/2024	completed
1114 E. Main St.	James Lyle	Clean up	302.4	7/23/2024	Mail	12/15/2024	2nd letter sent
113 Holcombe	Mike Donahue	Grass	93.25	7/25/2024	Email	8/5/2024	completed
422 Highland Ave.	Rodney Massey	Clean up	302.4	7/31/2024	Phone call	8/31/2024	completed
200 Oak St.	Kimberly Rhodes	Vehicle	302.8	7/31/2024	Mail	8/31/2024	completed
310 Bermuda St.	Ruby Taylor	Vehicles	302.8	7/31/2024	Mail	8/31/2024	Completed
509 S. Piedmont St.	Brianna Miller	Grass/Shrubs	93.25	7/31/2024	Mail	8/12/2024	completed
511 S. Piedmont St.	Dylan Reed	Grass	93.25	7/31/2024	Mail	8/12/2024	completed
Singlewide Bermuda St.	Betty Phinney	Grass	93.25	7/31/2024	Mail	8/12/2024	completed
Aug-24							
106 Jenkins St.	Philip Burton	Dogs	92.21	5/16/2024	Mail	N/A	
201 Willow Row	Bob Elliott/Current Res.	Chickens	92.21	8/16/2024	Mail	N/A	
208-210 E. Main St.	Fred Bland	Repairs/window	151.101	8/29/2024	Mail	10/15/2024	No progress
202 N. Bibb St.	Michelle Runyon/Curren	Junk	151.101	8/29/2024	Mail	9/29/2024	Completed
200 N. Bibb St.	Albert Scarfo	Junk/car	151.101	8/29/2024	Mail	10/15/2024	Car removed/Completed
102 B St.	James Webb	Grass	93.25	8/29/2024	Mail	9/10/2024	Completed
309 Lakeside Dr.	BKSA LLC.	Grass	93.25	8/29/2024	Mail	9/10/2024	Completed
310 Bermuda St.	Ruby Taylor	Cars	302.8	8/29/2024	Mail	9/29/2024	Completed

120 Cedar St.	Colman Davenport	Inspection		8/27/2024		N/A	INSPECTION
1727B President St.	Andrew Plummer	Inspection		8/29/2024		N/A	INSPECTION
Sept. - 24							
409 E. North ve	James Kay	Cars/Junk/Fence	151.101/302.8/302.7	9/4/2024	Mail	12/9/2024	New Fence 11/6/2024
317 N. King #6	Maurice Gilchrist	Inspection		9/9/2024		N/A	INSPECTION
102 Taccoa Hwy	Jackson Sharpe	Sign Permit		9/6/2024		N/A	Permit
Lot 31-38 Thrift Dr	Joshua Jacobs	Shed Permit		9/4/2024		N/A	Permit
401 N. Piedmont St	Westminater Church of	RV permit		9/7/2024		9/13/2024	RV permit
1725B President St.	Shelby Lingerfelt	Inspection		9/16/2024		N/A	INSPECTION
321 Doyle St.	Heather Harbinson	Shed Permit		9/16/2024		N/A	Permit
107 John St.	Steve James	Shed Permit		9/26/2024		N/A	Permit
Mostly Worked on VBR							
OCT. - 2024							
9327 Long Creek Hwy.	Judy Smith	Carport		10/10/2024	Office	N/A	Permit
224 E. Main St.	Randy Roberts	Temp Sign		10/10/2024	Office	N/A	Westminster Music Hall / Permit
109 Toccoa Hwy.	WSB 2011 LLC	Inspection		10/10/2024		N/A	Service inspection
1509 E. Main St.	Marathon Gas	Sign Replacment		10/10/2024	Office	N/A	Sign Permit
9327 Long Creek Hwy.	Judy Smith	Carport		10/10/2024	Office	N/A	Permit
500 E. Main St	Mary Perret	Payment Letter		10/25/2024	Mail and Certified	11/30/2024	Cert. letter was excepted on 10/27
318 Westminster Hwy.	Katiy Baumgartner	Unfit		10/23/2024	Mail/Posted	N/A	Unfit due to storm damage
517 W. King St.	Rylan Fitzgerald	Unfit		10/23/2024	Email/Mail/Posted	N/A	Unfit due to fire
110 B St.	Michael Towe	Inspection		10/18/2024	N/A	N/A	Utility inspection
907 E. Main St.	Junis Ogburn LLC.	unsecured		10/17/2024	Mail	11/1/2024	4150,ext12. Getting new roof and
404 Simpson St.	Marvin Moore	Reclassification		10/22/2024	Mail	N/A	From Buss. To Resident
Willow Row Trailer	Anniase Hunter	Unfit		10/23/2024	Mail/Posted	N/A	Posted Condemned
309 Westminster Hwy.	Regina Moss	Permit		10/15/2024	Office	N/A	Carport extension permit
521 E. North Ave.	Lester McMahan	RV	151.22	10/30/2024	Mail/Posted	11/30/2024	Returned, Not deliverable
120 Riley St.	Helen Sims	Remove burnt shed		10/30/2024	Mail	11/30/2024	
1114 E. Main St.	James Lyle	Clean up	302.4	10/30/2024	Mail	11/30/2024	Second and Final Letter
Nov. - 2024							
304 N. Isundega St.	Andrew Washburn	Inspection		11/11/2024	Office	N/A	Utility Inspection
E. Main St. Spinks	Spinks	Permit		11/1/2024	Email	N/A	Sign Permit

300 E. Windsor St.	Crystal Bouknight	Permit		11/5/2024	Email	N/A	Roof Permit
108 Freeman St.	Judy Lawing	Permit		11/7/2024		N/A	Tiny Home Permit
306 Westminster Hwy.	Leonard Poole	Permit		11/7/2024		N/A	Roof Permit
304 N. Isundega St.	Andrew Washburn	Inspection		11/15/2024		N/A	Utility Inspection
426 West oak hwy	J Davis	Permit		11/19/2024		N/A	Building Permit
718 Wilson Ct.	Randy Moore	Permit		11/19/2024		N/A	Driveway Permit
306 E. Windsor St.	Capitol Signs	Permit		11/21/2024		N/A	Dogwood Bank Sign Permit
Worked on Vacant builing Registry and Billing							
Dec. - 2024							
115 Pritchard St.	Jenni Elliott	Trash/Junk	151.101	12/2/2024	Mail	12/17/2024	Completed
109 A St	James Yonce	condemned		12/5/2024	Mail	12/31/2024	owner. Unknwn, Building is secured.
1608 E Main st	Rosa Clark/Debbie Walla	Permit		12/9/2024		N/A	Sign Permit
319 Anderson Ave	Jerry Smith	Tree Debri	93.25	12/16/2024	Mail	12/31/2024	Completed
500 E. Main St.	Mary Perret	Downed Tree	93.25	12/20/2024	Mail	1/20/2025	remove
108 Martin St.	Lia Disomone	Fence Permit		12/27/2024		N/A	Permit
111 Small St	Mathew Alexander	Sewer		12/27/2024		N/A	Sewer right of way
403 S Hampton St.	Nathan Douglas	Sewer		12/27/2024		N/A	Same as above
Worked on Vacant builing Registry and Billing							
Jan. 2025							
1114 E. Main St.	James Lyle	Clean up	151.101	1/7/2025	Mail	2/15/2025	Final Notice
500 E. Main St.	Mary Perret	Payment Letter		1/8/2025	Cert. Mail	2/15/2025	Notice for payment and Lein
521 E. North ave.	Lester McMahan	Final Notice		1/8/2025	Mail/Posted	2/15/2025	Remove RV
517 W. King St #4	Rylan Fitzgerald	Inspection		1/10/2025			Utility inspection
205 Butler St.	Andrea Franklin	Condemned	151.101	1/15/2025	Cert. Mail	3/15/2025	Unfit. On list for demo
126 Park Ave.	Gabrid Urso	Inspection		1/16/2025			Utility inspection
115 Pritchard St.	Terresa Walker	Inspection		1/20/2025			Utility inspection
Worked on Vacant builing Registry and Billing and Non-contact from Property owner							
Feb. 2025							
200 N.Bibb St.	Albert Scarfo	Clean up	151.101	2/3/2025	Mail	5/3/2025	up
206 D St.	Kenneth Kelly	condemned	108.1.3	2/3/2025	Cert. Mail	4/3/2025	thiers. It was a grandmother and she
413 Mimosa Rd,	Rebecca Edwards	Dogs	OCAC	2/14/2025	Mail	N/A	Referred to county animal control
110 John St.	Francisco Olvera	Demo	151.101	2/14/2025	Mail	5/14/2025	needs demo/ in process
108 JohnSt.	Betty Smith/Current Res.	condemned	151.101	2/14/2025	Mail	5/14/2025	needs demo



Board of Commissioners Meeting
OJRSA Operations & Administration Building
Lamar Bailes Board Room
March 6, 2025 at 4:00 PM

OJRSA commission and committee meetings may be attended in person at the address listed above. The OJRSA will also broadcast meetings live on its YouTube channel at www.youtube.com/@OconeeJRSA (if there is a technical issue preventing the livestreaming of the meeting, then a recording will be published on the channel as soon as possible). For those not able to attend in person, then the OJRSA Board or Committee Chair will accept public comments by mail (623 Return Church Rd, Seneca, SC 29678) or at info@ojrsa.org. Comments must comply with the public session instructions as stated on the meeting agenda and will be received up until one hour prior to the scheduled meeting. If there is not a public session scheduled for a meeting, then comments shall not be accepted.

Agenda

- A. Call to Order** – Kevin Bronson, Board Chair
- B. Invocation and Pledge of Allegiance** – Led by Commissioner Scott Parris
- C. Public Session** – Receive comments relating to topics that may or may not be on this agenda. Session is limited to a maximum of 30 minutes with no more than 5 minutes per speaker.
- D. Approval of Minutes**
 - Board of Commissioners Meeting of February 3, 2025
- E. Committee and Other Meeting Reports**
 - Sewer Feasibility Implementation Meeting of January 9, 2025 – Lynn Stephens, Secretary/Treasurer
Minutes from the February 13, 2025 meeting to be considered at the April 7, 2025 board meeting
 - Operations & Planning Meeting of February 19, 2025 – Bob Faires, Committee Chair
 - Finance & Administration Meeting of February 25, 2025 – Celia Myers, Committee Chair
- F. Secretary/Treasurer's Report** (Exhibit A) – Lynn Stephens, Secretary/Treasurer
- G. Oconee County Government Update Regarding Matters Involving Wastewater** – Oconee County Administrator or Appointed County Representative
- H. Presentation and Discussion Items** *[May include vote and/or action on matters brought up for discussion]*
 - 1. Rate and cost of service study presentation – Daryll Parker, Willdan Financial Services
 - 2. Discuss rate and cost of service study – Led by Kevin Bronson, Board Chair
 - 3. Board of Commissioners to receive input from committees and establish organizational goals for 2025 (Exhibit B) – Led by Kevin Bronson, Board Chair
- I. Action Items**
 - 1. Consider an agency response to proposed South Carolina House Bill 3656 to amend South Carolina Code of Laws by adding Section 44-1-320 to prohibit the Department of Environmental Services from denying property owners the right to repair or replace a well or septic tank solely because of any other available water or sewer service, or both (Exhibit C) – Chris Eleazer, Director
 - 2. Consider making the following memorandums that were distributed to the Ad Hoc Sewer Feasibility Implementation Committee available to the public – Chris Eleazer, Director
 - a. "Summary of Reconstitution, including Acquisition of Sewer Collection Infrastructure" (February 2025; Pope Flynn, LLC); and
 - b. "Noted Issues and Recommendations Related to OJRSA Enforcement Authority" (March 2025; Maynard Nexsen, PC).
 - 3. Consider changing the date of Operations & Planning Committee meeting scheduled for March 21, 2025 due to a scheduling conflict – Chris Eleazer, Director
- J. Executive Director's Discussion and Compliance Matters** – Chris Eleazer, Director
 - 1. Environmental and regulatory compliance matters
 - 2. OJRSA Sewer Use Regulation
 - 3. Update to OJRSA Development Policy
 - 4. Miscellaneous (if any)

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- K. Commissioners' Discussion** – Led by Kevin Bronson, Board Chair
Discussion can be related to matters addressed in this meeting or for future consideration by the Board or Committee. Voting is not permitted during this session.
- L. Executive Session** *NOTE: Board may act on matters discussed in executive session upon returning to open session*
- Receipt of Legal Advice – Agency responsibilities following sanitary sewer overflow [*Executive Session permissible under SC Law 30-4-70(a)(2), which states: 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.*]
- M. Upcoming Meetings** *All meetings to be held in the OJRSA Lamar Bailes Board Room unless noted otherwise.*
- Sewer Feasibility Implementation Ad Hoc Committee – March 13, 2025 at 9:00 AM
 - Operations & Planning Committee – TBD
 - Finance & Administration Committee – March 25, 2025 at 9:00 AM
 - Board of Commissioners – April 7, 2025 at 4:00 PM
- N. Adjourn**



Secretary/Treasurer's Report for Board of Commissioners

Prepared for the March 6, 2025 OJRSA Board of Commissioners Meeting

Cash and investment information stated herein come from bank and other financial records as of: February 28, 2025

UNRESTRICTED FUNDS CASH AND INVESTMENTS SUMMARY

Account/Fund Name	Cash (\$)	Investments (\$)	Total (\$)
Wholesale Operations & Maintenance (O&M)	600,538	2,695,000	3,295,538
Retail Operations & Maintenance (RO&M)	2,463,526	245,000	2,708,526
TOTAL UNRESTRICTED FUNDS	3,064,064	2,940,000	6,004,064

RESTRICTED FUNDS CASH AND INVESTMENTS SUMMARY

Account/Fund Name	Cash (\$)	Investments (\$)	Total (\$)
Projects and Contingency (PCF)	815,917	0	815,917
Wholesale Impact Fund (WIF)	417,402	4,837,000	5,254,402
Retail Impact Fund (RIF)	3,400	0	3,400
TOTAL RESTRICTED FUNDS	1,236,719	4,837,000	6,073,719

Combined Total for All Funds

Cash 4,300,783

Investments 7,777,000

Combined 12,077,783

Account Notes:

DAYS CASH ON HAND

Financial & Accounting Policy Section 2.10(H) states the minimum balances established for OJRSA Wholesale O&M and Retail O&M funds are 120 Days Operating Cash on Hand.

$$\text{Formula for Cash on Hand} = \frac{\text{Cash} + \text{Cash Equivalents}}{(\text{Annual Operating Expense} - \text{Depreciation}) \div 365 \text{ Days}}$$

	Cash on Hand (Days)	Annual Operating Expense minus Depreciation (\$)	Budget Amended During Fiscal Year?
O&M Fund	180.7	6,657,488	X NO YES
RO&M Fund	73.8	13,390,177	X NO YES

INDEPENDENT RECONCILIATION OF ACCOUNTS

All transactions for all funds have been satisfactorily reconciled by an independent accounting firm for the month of January 2025 (mark with an "X" on appropriate line): X YES NO See attached document(s) from accountant.

Reconciliation Notes:

Waiting on reconciliation letter from accountant's office.

See next page for more information

INVESTMENTS UPDATE

Maturing Investment	%age Rate	Fund Code	Maturity Date	Amount (\$)	To Be Reinvested?
Western Alliance	5.35	WIF	3/28/2025	245,000.00	X YES NO
Preferred Bank	5.35	WIF	3/31/2025	245,000.00	X YES NO
California Bank	5.30	WIF	4/3/2025	245,000.00	X YES NO
					YES NO
					YES NO
					YES NO
					YES NO
					YES NO
					YES NO
					YES NO
					YES NO
					YES NO
					YES NO
					YES NO
					YES NO

Investment Notes:

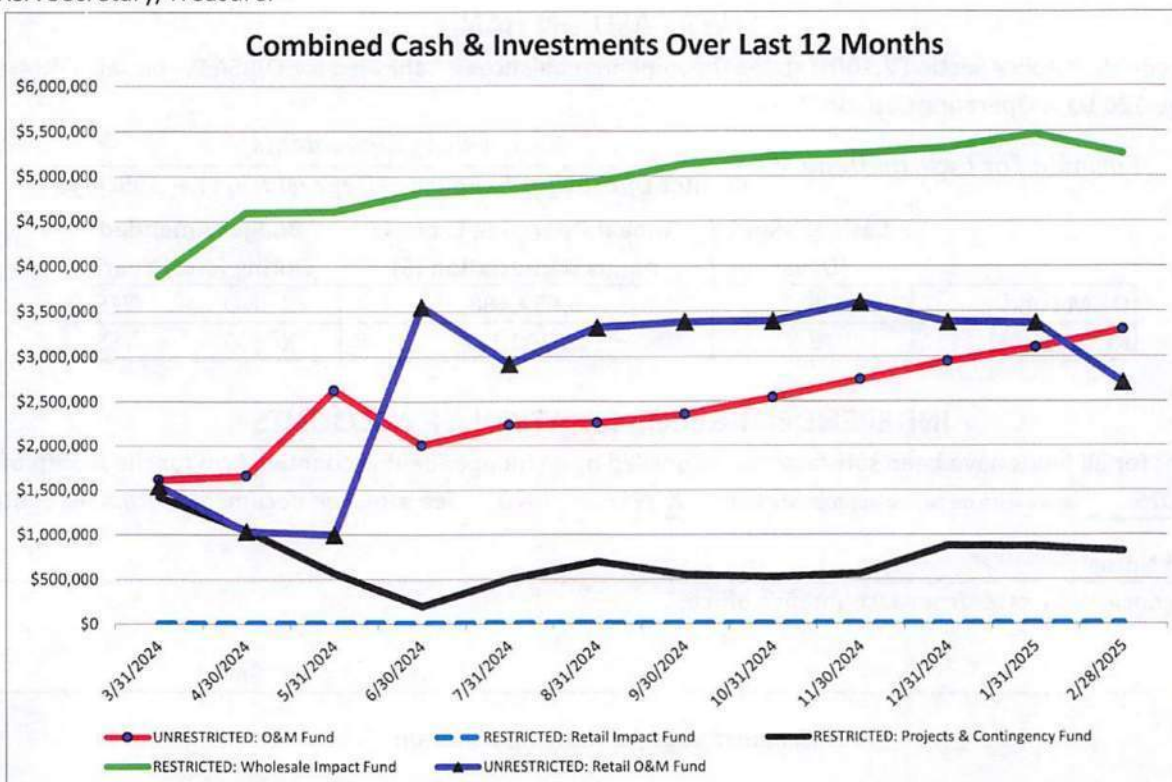
See additional sheets for investment information and trends

By my signature, to the best of my knowledge, I certify this report is accurate.



Lynn Stephens

OJRSA Secretary/Treasurer





STANCIL
COOLEY ESTEP
& STAMEY, LLP

*Certified Public
Accountants*

631 ByPass 123
P. O. Drawer 1279
Seneca, SC 29679

(864) 882-3048
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602-5 College Avenue
Clemson, SC 29631

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March 3, 2025

Lynn Stephens
Oconee Joint Regional Sewer Authority
623 Return Church Road
Seneca, SC 29678

RE: Bank Reconciliations for OJRSA January 2025

Dear Lynn,

We have completed the bank reconciliations for the Oconee Joint Regional Sewer Authority for the month ending January 31, 2025. Copies of the bank reconciliations are attached for your review. Please contact me if you have any questions.

Sincerely,

Susan M. Stamey, CPA
Enclosures

Oconee Joint Rsa

Bank Reconciliation SummaryPage 1 of 2
2/17/2025 at 10:11 am

Fund	Bank Code	Account Number
010-000	10	010-001-00101-01000

Reconcile to Bank Register	
Statement Date	01/31/2025
Opening Balance	0.00
Net Activity	3,400.00
Calc Ending Balance	3,400.00
Statement Ending	3,400.00
Out Of Balance	0.00

Reconcile to General Ledger	
Period	07
Fiscal Year	2025
G/L Balance	3,400.00
Outstanding Items	0.00
G/L Calc Ending Balance	3,400.00
G/L Out of Balance By	0.00

No Outstanding Items

Oconee Joint Rsa

Bank Reconciliation SummaryPage 1 of 3
2/17/2025 at 10:13 am

Fund	Bank Code	Account Number
010-000	20	010-001-00101-01020

Reconcile to Bank Register

Statement Date	01/31/2025
Opening Balance	3,135,151.74
Net Activity	(11,397.35)
Calc Ending Balance	3,123,754.39
Statement Ending	3,123,754.39
Out Of Balance	0.00

Reconcile to General Ledger

Period	07
Fiscal Year	2025
G/L Balance	3,118,954.39
Outstanding Items	(4,800.00)
G/L Calc Ending Balance	3,123,754.39
G/L Out of Balance By	0.00

Oconee Joint Rsa

Bank Reconciliation SummaryPage 1 of 2
2/17/2025 at 10:16 am

Fund	Bank Code	Account Number
010-000	40	010-001-00101-01040

Reconcile to Bank Register	
Statement Date	01/31/2025
Opening Balance	876,013.61
Net Activity	(8,009.66)
Calc Ending Balance	868,003.95
Statement Ending	868,003.95
Out Of Balance	0.00

Reconcile to General Ledger	
Period	07
Fiscal Year	2025
G/L Balance	868,003.95
Outstanding Items	0.00
G/L Calc Ending Balance	868,003.95
G/L Out of Balance By	0.00

No Outstanding Items

Oconee Joint Rsa

Bank Reconciliation SummaryPage 1 of 6
2/17/2025 at 12:50 pm

Fund	Bank Code	Account Number
010-000	60	010-001-00101-01060

Reconcile to Bank Register

Statement Date	01/31/2025
Opening Balance	495,377.54
Net Activity	(89,871.28)
Calc Ending Balance	405,506.26
Statement Ending	405,506.26
Out Of Balance	0.00

Reconcile to General Ledger

Period	07
Fiscal Year	2025
G/L Balance	380,633.27
Outstanding Items	(24,872.99)
G/L Calc Ending Balance	405,506.26
G/L Out of Balance By	0.00

Oconee Joint Rsa

Bank Reconciliation SummaryPage 1 of 2
2/17/2025 at 10:20 am

Fund	Bank Code	Account Number
010-000	80	010-001-00101-01080

Reconcile to Bank Register	
Statement Date	01/31/2025
Opening Balance	235,640.58
Net Activity	(97,835.43)
Calc Ending Balance	137,805.15
Statement Ending	137,805.15
Out Of Balance	0.00

Reconcile to General Ledger	
Period	07
Fiscal Year	2025
G/L Balance	137,805.15
Outstanding Items	0.00
G/L Calc Ending Balance	137,805.15
G/L Out of Balance By	0.00

No Outstanding Items



OJRSA Board of Commissioners' Goals for 2025

To be considered during the March 6, 2025 Board of Commissioners meeting.

Goals below were provided by members of the OJRSA Finance & Administration and Operations & Planning committees:

Operations & Planning Committee

1. Focus on completing the Ad Hoc Sewer Feasibility Implementation Committee review, recommendations, and implementation.
2. Determine how the OJRSA is to govern the cities and how it is to handle the enforcement of the sewer use regulations when a system is not in compliance.
3. Develop a consensus on how much we are going to approve capital improvement projects.
4. Consider replacing the Speeds Creek force main.
5. Have an open discussion about incorporating Oconee County government into the OJRSA board and what their financial obligation will be.

Finance & Administration Committee

- Continue with the projects and the feasibility study.

Board Chair and Others Discussed During Board Meeting (if any)

-



OCONEE JOINT REGIONAL SEWER AUTHORITY

623 Return Church Road
Seneca, South Carolina 29678
Phone (864) 972-3900
www.ojrsa.org

March 6, 2025

**IDENTICAL LETTERS TO BE SENT TO:
REPRESENTATIVE WHITMIRE (HOUSE DISTRICT 1)
REPRESENTATIVE DUNCAN (HOUSE DISTRICT 2)
SENATOR ALEXANDER (SENATE DISTRICT 1)**

Submitted via email (EMAIL ADDRESS)
and South Carolina Legislative Messaging Portal

RE: **Opposition to Proposed South Carolina House Bill 3656**
Allowing Septic Systems on Any Property in South Carolina

Dear (TITLE AND NAME) :

We are writing on behalf of the Oconee Joint Regional Sewer Authority to strongly oppose South Carolina House Bill 3656, which is currently pending in the House Agricultural Committee. As a public sewer utility our specific issue regarding this bill is related to allowing septic systems on any property. We feel strongly that this would undermine our community's sewer utilities while allowing a proliferation of septic systems in the area. While we appreciate Chairman Hixon's efforts to find compromise language, we urge you to oppose this legislation.

Our primary concern is that the bill would allow landowners to abandon public sewer service in favor of septic systems. This undermines public investment in sewer infrastructure, weakens our ability to address failing septic systems through sewer expansion, and limits our capacity to support future growth. Septic systems have high failure rates and are often poorly maintained, making them an unreliable alternative where regulated public wastewater systems exist. This legislation would be a step backward for public health, environmental protection, and responsible growth management.

Where public sewer service is available, properties should be required to connect or pay benefit fees; otherwise, the financial burden of maintaining and expanding infrastructure falls on fewer customers, driving rates up drastically and creating inefficiencies in system operation. Instead of achieving economies of scale, fewer users mean higher costs per customer, increased maintenance issues, and difficulty in designing a properly sized conveyance system. Without a stable user base, designing and maintaining wastewater infrastructure becomes nearly impossible, leading to either oversized, inefficient systems or undersized facilities unable to meet demand.

Beyond these operational concerns, this bill could hinder affordable housing and economic development. Higher sewer costs make housing less affordable, and uncertainty in wastewater infrastructure discourages economic investment. A stable and predictable sewer system is critical to fostering economic growth and ensuring affordability for all residents, businesses, and industries in Oconee County.

We urge you to reject House Bill 3656 and support policies that promote sustainable wastewater management. Thank you for your service and for considering our concerns. We are available to discuss this matter further at your convenience.

Sincerely,
OCONEE JOINT REGIONAL SEWER AUTHORITY

Kevin Bronson
Chairman

Christopher Eleazer
Executive Director

C (via email) OJRSA Board of Commissioners

South Carolina General Assembly
126th Session, 2025-2026

H. 3656**STATUS INFORMATION**

General Bill

Sponsors: Reps. Ligon and Hardee

Document Path: LC-0112VR25.docx

Introduced in the House on January 14, 2025

Currently residing in the House

Summary: Wells and Septic Tanks

HISTORY OF LEGISLATIVE ACTIONS

Date	Body	Action Description with journal page number
12/12/2024	House	Prefiled
12/12/2024	House	Referred to Committee on Agriculture, Natural Resources and Environmental Affairs
1/14/2025	House	Introduced and read first time (House Journal-page 282)
1/14/2025	House	Referred to Committee on Agriculture, Natural Resources and Environmental Affairs (House Journal-page 282)
2/4/2025	House	Member(s) request name added as sponsor: Hardee

View the latest [legislative information](#) at the website

VERSIONS OF THIS BILL

12/12/2024

1
2
3
4
5
6
7
8
9
10

A BILL

11 TO AMEND THE SOUTH CAROLINA CODE OF LAWS BY ADDING SECTION 44-1-320 SO AS
12 TO PROHIBIT THE DEPARTMENT OF ENVIRONMENTAL SERVICES FROM DENYING
13 PROPERTY OWNERS THE RIGHT TO REPAIR OR REPLACE A WELL OR SEPTIC TANK IN
14 CERTAIN CIRCUMSTANCES.
15

16 Be it enacted by the General Assembly of the State of South Carolina:

17

18 SECTION 1. Chapter 1, Title 44 of the S.C. Code is amended by adding:

19

20 Section 44-1-320. The Department of Environmental Services shall not deny a property owner the
21 right to repair and replace any well or septic tank existing on the effective date of this act solely because
22 of any other available water or sewer service, or both.
23

24 SECTION 2. This act takes effect upon approval by the Governor.

25
26

---XX---

27 **Received from South Carolina Water Quality Association by email on February 10, 2024:**

28

29 **The bill is being pushed by the SC Groundwater Association (well-drillers).**

30

31

3656 AMENDMENT 1

32 **ADD AN APPROPRIATELY NUMBERED SUBSECTION THAT READS:**

33 a. A county, municipality, or water authority shall not deny or prohibit the installation of a private
34 irrigation water well, regardless of whether the property is connected to, or served by, a public water
35 system.

36 b. The irrigation water well shall not be interconnected to plumbing that is connected to any public
37 water system and will be used for irrigation or other non-potable purposes only.

38 c. For purposes of this section, "irrigation water well" means a well that produces water for uses other
39 than human consumption, to include, but not be limited to, lawn and landscape watering.

40 d. A county, municipality, or water authority shall not deny or prohibit the installation of a septic system
41 on a parcel of land that meets Department of Environmental Services guidelines for a septic system,
42 regardless of whether the property is connected to, or served by, a public sewer system.