



ADMINISTRATOR'S REPORT
Kevin Bronson
Office of the City Administrator
Westminster, South Carolina

October 3, 2025

GENERAL INFORMATION

South Carolina Bigfoot Festival

The South Carolina Bigfoot Festival will begin in Westminster on Friday, October 10, and continue through Saturday, October 11. Road closures will begin after 5:00pm on Thursday, October 9, 2025. More information and a full schedule can be found at <https://www.scbigfootfestival.com/>

Visit Oconee – Fall Leaf Sightseeing

Visit Oconee published a guide to finding the peak leaf colors for this fall. For Oconee County that peak time is expected to be mid-October. To view a map and more information follow this link: <https://visitoconeesc.com/fall-leaf-sightseeing/>

Palmetto Power Cities to celebrate Public Power Week

Next week marks the start of Public Power Week. Public Power serves 55 million people in 49 states and 5 U.S. territories, representing about 15% of electric customers nationwide. Palmetto Power Cities (of which Westminster is a member) will join the celebration October 5–11, highlighting that 170,000 customers across South Carolina receive their power from these cities. Nationwide, there are 2,000 public power utilities, including 21 in South Carolina.

South Carolina Golf Cart Law Updated

On May 22, 2025, Governor McMaster signed [H3292](#), which amended state law at SC Code Section 56-2-90 to allow municipalities and counties to adopt ordinances to regulate the operation of golf carts within their jurisdiction. This includes the hours, methods and locations of operations provided the golf cart is operated on a highway where the speed limit is 35 miles per hour or less.

In cases where the local government does not enact a golf cart ordinance, the law allows golf carts to be operated only under certain conditions:

- It must be daylight hours.
- The golf cart can only operate on a secondary highway where the speed limit is 35 miles per hour or less.
- The golf cart can only operate within 4 miles of the address on the registration certificate, or only within 4 miles of a point of ingress and egress of a gated community if the address is within a gated community.
- The golf cart may only cross a highway at an intersection where the speed limit is more than 35 miles an hour but not otherwise drive on it.

Westminster Awarded Palmetto Pride Tree Grant

The City of Westminster was awarded 59 Trees by Palmetto Pride, a state organization that works to reduce the impact of litter across South Carolina. The trees will be planted at Veteran's Park, Anderson Park, Hall Road Ballfields, and the Horton Outdoor Recreation Area. Trees will be picked up and planted in the coming weeks.

Awarded trees include:

- 19 Dogwood
- 16 Pin Oak
- 6 Red Maple
- 16 Thuja Green Giant

Assistant Recreation Director

In the FY 2026 Budget, City Council authorized the creation of an Assistant Recreation Director position. The job has been posted on the City and MASC Websites. The job posting can be found at <https://westminstersc.org/careers/>.

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

- Football Homecoming was a tremendous success. Congratulations to all that participated.
- Basketball registration will be held in October. Exact dates and times will be announced in the coming days.
- Fall Break is next week. We hope to feed the kids lunch during this time if we raise enough funds. The Westminster Recreation Department Facebook page has a link to donate for those wishing to do so.
- Fall sports end of season tournament brackets will be released in a day or two.
- We will host a travel baseball tournament this weekend. The teams will be from Westminster, Seneca, Anderson, Six Mile, and Hartwell Georgia. The tournament will be held at Yousef Field.

Horton Outdoor Recreational Area

Netting and backstop pad installation is mostly complete on all fields. The Horton-branded windscreen is installed on most of the fields. Final grading is nearly complete on all fields, irrigation is installed and the sod is scheduled to be delivered and installed Monday thru Wednesday next week.

AMW Construction, the contractor for the concession stand/bathroom is still waiting on the storm water permit to be transferred from Mammoth to AMW. The agency involved is a state agency in Columbia. As of this week the most recent estimate to receive the permit is October 10, 2025.

Coopers Mill Phase II

HDH Construction has completed the main water line and tie-in on Clearmont Road and will be completing services at a future time. Sewer is complete.

SCIIP Sewer Improvements Phase I

Tugaloo/McClam are finalizing all completed sections before moving to the section from Pumphouse Road to Mimosa Street.

SCIIP Sewer Improvements Phase II

LW Inc has completed Section A (behind Yousef's and the former Burger King Site). Work on Section C (Intersection of HWY 24 and portions of HWY 123) has begun, including some lane closures.

Heirloom Farms

Water services are near complete. Sewer is complete

Oconee Nuclear Station Siren Test

On October 8, 2025, between 11:00am and 1:00pm, there will be a test of sirens around Oconee Nuclear Station. Sirens will sound for approximately 3 minutes and may sound more than once. A public notice is attached.

Westminster Monthly Chief of Police Report

The monthly activity report for Chief of Police Fred Miller is attached.

Westminster Monthly Codes Report

The monthly Westminster Code Enforcement Report is attached.

Westminster Planning Commission

Nothing to report.

OJRSA

Past and future meetings are available on the OJRSA's YouTube channel:

<https://www.youtube.com/@OconeeJRSA>

The OJRSA Board of Commissioners will meet on October 6, 2025 at OJRSA at 4:00pm. The agenda is attached.

PMPA

Nothing to report.

PLEASE MARK YOUR CALENDARS

October 6, 2025 at 4:00 pm OJRSA Board Meeting at OJRSA

October 9, 2025 at 9:00am OJRSA Ad Hoc Reconstitution Committee at OJRSA

October 14, 2025 at 6:00 pm City Council Meeting at the Westminster Fire Department

October 20, 2025 at 6:00 pm Westminster Planning Commission Meeting at City Hall

October 23, 2025 at 8:30 am OJRSA Operations & Planning Committee at OJRSA

October 23, 2025 at 9:00 am OJRSA Finance & Administration Committee at OJRSA

There will not be a PMPA Board Meeting in October, the Board will, instead, have a Planning Retreat October 29-31, 2025 in Flat Rock, NC

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

150th Birthday Tea Party- October 4, 2025 at 2:00pm at the Martin House
Join the Lazy Daisy Garden Club for a Tea Party Celebrating Westminster's 150th Birthday. Tickets will be \$10 per person. All proceeds will go to support scholarships for West-Oak Highschool Students. Tickets must be reserved by September 18 and can be purchased at <https://www.zeffy.com/en-US/ticketing/westminster-150th-birthday-tea-party>.

Oconee History Museum Arts and Crafts Show- October 4, 2025 at 10:30am at Oconee History Museum (123 Browns Square Drive, Walhalla, SC 29691)
Join Oconee History Museum for their 2nd annual Arts and Crafts Show. There will be local artist demonstrations, vendors, and a silent auction of local art pieces. The event is free to the public. A flyer is attached.

Oconee County Veterans Appreciation Festival- October 4, 2025 from 10:00am to 5:00pm at South Cove County Park
This exciting event promises a day filled with good food, entertainment, comradery and celebration for the many veterans that live in Oconee County. More than twenty organizations will be present to provide information about free services currently being offered to our veterans.

FARM Center Native Plants Festival- October 4, 2025 from 10:00am to 3:00pm at the FARM Center
Discover local native plants, connect with growers, and explore the beauty of sustainable gardening. A flyer is attached.

South Carolina Bigfoot Festival- October 10-11, 2025 on Main Street Westminster
The South Carolina Bigfoot Festival Committee Hosts the South Carolina Bigfoot Festival on Main Street.

Music on Main- October 18, 2025 on Main Street Westminster
Join Westminster Music Centre on Saturday, October 18, for live music featuring Jesse Velvet and Brandi Colt & Andrew Crawford. To enter a raffle for a guitar, please visit westminstermusiccentre.org.

Boo on Main!- October 31, 2025 on Main Street Westminster
The City's annual Boo on Main! features a festival style trunk or treat for Westminster Children on Halloween Night. A flyer is attached.

Westminster Arbor Day Celebration – December 5, 2025 (time and place TBD)

Westminster Christmas Parade and Tree Lighting- December 5, 2025 on Main Street and Retreat Street Park

Siren Test

Wednesday, Oct. 8

On **Oct. 8, 2025**, between 11 a.m. and 1 p.m., there will be a test of the sirens around Oconee Nuclear Station.

Sirens will sound for approximately **3 minutes**, and may sound more than once. This is only a test.

If there were an emergency, you would tune to a local radio or television station for instructions and information.

If you have questions, call:

1-800-777-1004, Option 1

NO PUBLIC ACTION IS NECESSARY.





Westminster Chief of Police Monthly Report

September 2025

Offenses/Incident Reports	45
Vehicle Accidents	8
Use of Force Incidents	0
DUI	0
Arrests	32
Citations Issued	114
Warnings Issued	173
Traffic Stops	287
Security Checks/ Extra Patrol	200
Total Calls	778
Training Hours	16
Senior Checks	10

09/01 WMPD officers conducted a traffic stop on Green St. and Dickson St, which resulted in the arrest of a male subject for distribution of meth,3rd and above charges.

09/01 WMPD officers conducted a traffic stop on W. Piedmont and E Main St., which resulted in the arrest of a female subject for distribution of meth 1st offense.

09/01 WMPD officers conducted a traffic stop on Hwy 123 and Hwy 24, which resulted in the arrest of a male subject for No SCDL.

09/03 WMPD officer arrested a male subject for public drunkenness after he was found stumbling down D St with a rifle.

09/05 WMPD officers conducted a traffic stop on E Main St, which resulted in the arrest of a male subject for No SCDL.

09/05 WMPD arrested a female subject for Shoplifting from Dollar General

09/05 WMPD arrested a male subject and has an active warrant for another male subject in connection with a shoplifting incident that occurred at 76 Supply.

09/06 WMPD arrested a male subject for DV 2nd degree after responding to a call for service on Bulter St.

09/10 WMPD arrested a male subject for traffic-related offenses after a traffic collision that damaged a power pole, and the subject left the scene.

09/11 WMPD arrested a male subject for public intoxication at a business on E. Main St.

09/11 WMPD arrested a female subject for DV 3rd after responding to an incident on Main St.

09/12 WMPD arrested a male subject for Unlawful use of 911

09/12 WMPD officers conducted a traffic stop on E Main St, which resulted in the arrest of a female subject for No SCDL.

09/13 WMPD officers arrested a female for drug-related offenses after responding to a call for service on E. Main St.

09/13 WMPD responded to a fight in progress on B St, and the victim declined to prosecute

09/13 WMPD arrested a female for disturbing the peace after responding to a fight in progress on Freeman St.

09/14 WMPD responded to an assault and battery case that occurred on Martin St both subjects declined charges.

09/16 WMPD responded to Freeman St in reference to Mental Health Detention Order.

09/18 WMPD arrested a male subject for traffic-related offenses on Lucky Street

09/18 WMPD arrested a male subject for traffic-related offenses on Toccoa Highway

09/19 WMPD issued a traffic ticket to a male subject on James St in reference to his dogs running on the street without being on a leash

09/20 WMPD arrested a male subject for Domestic Violence High and Aggravated from an incident that occurred on Bibb St.

09/21 WMPD arrested a female on Freeman St for Assault and Battery

09/23 WMPD arrested a male subject for multiple drug offenses after a traffic stop on E. Main St.

09/23 WMPD arrested a male subject for traffic-related offenses on Oak St.

09/23 WMPD arrested a male subject for traffic-related offenses on E. Main St and Oak St.

09/23 WMPD took a report for an auto breaking that occurred at the Rec Dept.

09/24 WMPD arrested a female subject for Trespassing after notice for an incident that happened in N. Piedmont

09/25 WMPD arrested a male for Assault and Battery for an incident that occurred on N. Piedmont

09/26 WMPD issued warrants for a female for shoplifting from an incident at Spinx

09/26 WMPD arrested two subjects for Disturbing the Peace after responding to an incident on N. Hampton St.

09/27 WMPD has obtained warrants for a male subject for Shoplifting from Dollar General

09/28 WMPD arrested a male subject for traffic-related offenses on Green St.

Chief's Notes

09/02-4 Last-minute preparations for the apple festival

09/5-6 Apple Festival and Apple Festival Luncheon

09/09 Zoom meeting with RAMS Software about transitioning from Law Trak which will be going away sometime in 2026.

09/09 Council Meeting

09/09 Rotary Meeting

09/10 Meeting with Verkade software company

09/10 Met with the FBI in reference to one of their persons of interest

09/11 Interview with a certified officer in reference to employment

09/12 Crime Stoppers Tournament

09/15 Public Safety Luncheon Congratulations to Officer Sheppard

09/18 Foundation Meeting

09/18-19 Several officers went to Florence for training on High-Risk Stops

09/25 Chief attended an event for Helping Hands Ministry in Woodruff

09/25 Community Stakeholder Meeting Regarding Homeless Population

09/29 Bigfoot Meeting

Fred Miller

Chief of Police

25 - Sept.							
331 Cornelia Ave	Sandra Blackwell	Ticket/Fine	151.22	9/5/2025	Mail/Posted	10/6/2025	\$500
1114 E. Main St.	James Lyle	Ticket/Fine	301.3	9/4/2025	Mail/Posted	10/6/2025	\$500
400 Mimosa	Alex Hernandez	Ticket/Fine	151.101	9/4/2025	Mail/Posted	10/6/2025	\$500
216 Mountian View St.	Janette Clark	Permit	N/A	9/12/2025	In Person	N/A	Storage Building
200 N. Hampton St.	Camila Espino	Inspection	N/A	9/10/2025	In Person	N/A	Utility inspection
318 Westminster Hwy.	Katly Baumgartner	Trash collection	N/A	9/12/2025	Posted	9/15/2025	Loose trash for pickup
413 Mimosa Rd,	Daphne Edwaeds	Condemned	502.1	9/13/2025	Posted	9/3/2025	Final Notice
403 Highland Ave.	Jerry Smith	Permit	N/A	9/11/2025	In Person	N/A	Power permit
115 W. Windsor St.	Apollo Sign	Permit	N/A	9/11/2025	Emial	N/A	Sign Permit
501 Westminster Hwy.	Jason Ray	Permit	N/A	9/12/2025	Email	N/A	Sign Permit
413 Mimosa Rd,	Daphne Edwaeds	Inspection	N/A	9/16/2025	In Person	N/A	Utility inspection
224 E. Main St.	Randy Roberts	Permit	N/A	10/10/2025	In Person	10/18/2025	Temp. Siign permit
9208 Long Creek Hwy.	Jacyueline Chavez	Inspection	N/A	9/17/2025	In Person	N/A	Utility inspection
214 Walhalla St.	Lataisha Dendy	Trash	151.101	9/17/2025	Mail/Posted	9/20/2025	Completed Trash not in rool-cart
202 N. Bibb St	M.Runyon/Current Res	Trash	151.101	9/19/2025	Mail/Posted	9/22/2025	Trash not in rool-cart
200 Frank St.	Kutusah Rayton	Inspection	N/A	9/19/2025	In Person	N/A	Utility inspection
108 Martin St.	Lia Desimone	Permit	N/A	9/23/2025	In Person	N/A	Fence Permit
200 Mtn. View St.	Charles Moyer	Permit	N/A	9/19/2025	In Person	N/A	Temp. sign permit



O C O N E E

HISTORY



MUSEUM

ARTS & CRAFTS SHOW

WHERE: OCONEE HISTORY MUSEUM

WHEN: SATURDAY, OCTOBER 4TH
10:30 AM-2:30 PM

WHAT:

- ART FOR SALE
- SILENT AUCTION
- LIVE DEMONSTRATIONS



O C O N E E
HISTORY
MUSEUM

123 BROWNS SQUARE DR.
WALHALLA, SC 29691

Join us for our 2nd Annual Arts & Crafts Show!

This event also features a Silent Auction of local art pieces. Proceeds raised from the Silent Auction will benefit Oconee History Museum.

art demonstrations and vendors will be selling their artworks.

This event is FREE and open to the public!!

Demonstrators Include:

Martha File, Quilter & Upstate Heritage Quilt Trail Representative

Bill & Mary McGinn, Historical Craftspersons

Wendy Converse, Potter & Blue Ridge Arts Center Representative

and more!!

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Board of Commissioners Meeting
OJRSA Operations & Administration Building
Lamar Bailes Board Room
October 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 Moulder
- 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 September 8, 2025
- E. Committee and Other Meeting Reports**
 - Reconstitution Committee and Executive Committee Meeting of August 14, 2025 – Kevin Bronson, Committee Chair *Acceptance of the September 11, 2025 meeting to be considered at the November 3, 2025 board meeting*
 - Operations & Planning Committee Meeting of September 23, 2025 – Scott Moulder, Committee Chair
 - Finance & Administration Committee Meeting of September 23, 2025 – Celia Myers, Committee Chair
- F. Secretary/Treasurer's Report** (Exhibit A) – Lynn Stephens, Secretary/Treasurer
- G. Presentation and Discussion Items** [May include vote and/or action on matters brought up for discussion]
 - None
- H. Action Items**
 1. Authorize Executive Director to negotiate and execute contract with KCI Technologies for computerized maintenance management system (OJRSA Project #2026-01) – Chris Eleazer, Director
 2. Approve FY 2026 Supplemental Budget #1 (Exhibit B) – Chris Eleazer, Director
 3. Execute amendment to Ardurra contract for services for additional SCIIP-funded collection system rehabilitation as part of OJRSA Project #2024-08 (Exhibit C) – Chris Eleazer, Director
- I. Executive Director's Discussion and Compliance Matters** – Chris Eleazer, Director
 1. Environmental and regulatory compliance matters
 2. Cancellation of General Water Reclamation Facility Installation Projects bid (OJRSA Project #2026-02)
 3. Miscellaneous (if any)
- J. 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.
- K. Adjourn**

Upcoming Meetings

All meetings to be held in the Lamar Bailes Board Room unless noted otherwise.

- Reconstitution Committee and Executive Committee – October 9, 2025 at 9:00 AM
- Operations & Planning Committee – October 23, 2025 at 8:30 AM
- Finance & Administration Committee – October 28, 2025 at 9:00 AM
- Board of Commissioners – November 3, 2025 at 4:00 PM



Secretary/Treasurer's Report for Board of Commissioners

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

Cash and investment information stated herein come from bank and other financial records as of: September 30, 2025

UNRESTRICTED FUNDS CASH AND INVESTMENTS SUMMARY

Account/Fund Name	Cash (\$)	Investments (\$)	Total (\$)
Wholesale Operations & Maintenance (O&M)	356,127	2,940,000	3,296,127
Retail Operations & Maintenance (RO&M)	99,066	0	99,066
TOTAL UNRESTRICTED FUNDS	455,193	2,940,000	3,395,193

RESTRICTED FUNDS CASH AND INVESTMENTS SUMMARY

Account/Fund Name	Cash (\$)	Investments (\$)	Total (\$)
Projects and Contingency (PCF)	2,453,188	0	2,453,188
Wholesale Impact Fund (WIF)	974,522	5,635,000	6,609,522
Retail Impact Fund (RIF)	3,400	0	3,400
TOTAL RESTRICTED FUNDS	3,431,110	5,635,000	9,066,110

Combined Total for All Funds

Cash 3,886,303 Investments 8,575,000 Combined 12,461,303

Account Notes:

A CD for \$245,000 matured on 8/21/25 (after 6/30/25 cut-off date for project accounting) and should've been included in refund to Oconee County. It was overlooked and accidentally transferred to PCF account (included in cash amount). Will be transferred back to RO&M and then refunded by check to Oconee County less \$46,336 paid in error for another project.

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	178.0	6,759,426	X	NO YES
RO&M Fund	341.8	105,802	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 August 2025 (mark with an "X" on appropriate line): YES NO See attached document(s) from accountant.

Reconciliation Notes:

Still waiting on reconciliation letters from Susan Stamey for July and August 2025.

See next page for more information



Fiscal Year 2026 Supplemental Budget #1

October 6, 2025 Board Meeting

OPERATIONS & MAINTENANCE FUND		Current (\$)	Incr/ Decr (\$)	Amended (\$)	Note
O&M FUND REVENUES		Dept Total 6,759,426	0	NO CHANGE	
401/501/801/1201 Departments					
O&M FUND EXPENSES		6,759,426	0	NO CHANGE	
101/201/501 Administration (not including depreciation)	Dept Total	3,775,898	0	NO CHANGE	
601 Conveyance System	Dept Total	964,406	0	NO CHANGE	
701 WRF Operations	Dept Total	1,702,295	0	NO CHANGE	
801 Pretreatment	Dept Total	158,565	0	NO CHANGE	
901 Laboratory	Dept Total	58,830	0	NO CHANGE	
1201 Contract Operations (I-85 Sewer)	Dept Total	19,432	0	NO CHANGE	
1401 O&M Capital Improvement Projects	Dept Total	80,000	0	NO CHANGE	

RESTRICTED AND OTHER FUNDS		Current (\$)	Incr/ Decr (\$)	Amended (\$)	Note
FUND REVENUES					
1001 RETAIL IMPACT FUND (RESTRICTED USE)		5,000	0	NO CHANGE	
1101 WHOLESALE IMPACT FUND (RESTRICTED USE)		976,000	0	NO CHANGE	
1301/1401 RETAIL OPERATIONS & MAINTENANCE FUND (UNRESTRICTED USE)		105,802	0	NO CHANGE	
1501 PROJECTS & CONTINGENCY FUND (RESTRICTED USE)		8,556,158	159,000	8,715,158	
Fund Balance Transfer In			159,000		[B]
FUND EXPENSES					
1001 RETAIL IMPACT FUND (RESTRICTED USE)		0	0	NO CHANGE	
1101 WHOLESALE IMPACT FUND (RESTRICTED USE)		0	0	NO CHANGE	
1301/1401 RETAIL OPERATIONS & MAINTENANCE FUND (UNRESTRICTED USE)		105,802	1,783,376	1,889,178	
1401-06050 Sewer South Phase II			1,783,376		[A]
1501 PROJECTS & CONTINGENCY FUND (RESTRICTED USE)		8,556,158	159,000	8,715,158	
1501-09009 OJRSA Project #2024-08 Collection System Rehab			159,000		[B]

NOTES

[A] Return of funds to Oconee County following closeout of construction project. Revenues from county payments accounted for during previous fiscal years.

[B] Continue construction administration and observation services beyond original contract end date of 09/29/2024 for existing SCIP-funded project and provide necessary services to utilize remaining SCIP funds for manhole rehabilitation in accordance with Ardurra Contract for Services Amendment - 01 associated with OJRSA Project #2024-08.



CONTRACT FOR SERVICES AMENDMENT – 01

ADDITIONAL SERVICES AUTHORIZATION

The following modifications to the contract (“Contract”) for 2024-08 Collection System Rehab 20230904.00.CL dated 15th day of September 2023 between **Oconee Joint Municipal Sewer Authority (OWNER)** and **Ardurra Group, Inc., (CONSULTANT)**.

1. SCOPE OF SERVICES.

The CONSULTANT shall continue to provide Construction Administration and Construction Observation services beyond the original contract end date of September 29th, for the ongoing construction activities under the current contract.

Additionally, the CONSULTANT shall provide professional services necessary to utilize the remaining SCIIP funding for rehabilitation of additional manholes. These services shall include:

- A. **Continued Services Under Current Contract:** The CONSULTANT will continue providing the following services as outlined in the original contract, for an additional 10 weeks (09/30/2025 – 12/11/2025).
 1. SCIIP Coordination
 2. Construction Administration and
 3. Construction Observation
- B. **Additional MH Rehab Services:**
 1. Project Management:
 - i. The CONSULTANT’s Project Manager will coordinate and oversee all project activities (biweekly, monthly etc.) related to the administrative and technical aspects throughout its duration.
 - ii. The CONSULTANT’s Project Manager will ensure ongoing QA/QC of all tasks in accordance with the CONSULTANT’s standard quality control procedures.
 - iii. The CONSULTANT’s Project Manager will prepare monthly invoices in a format acceptable to the OWNER.
 2. Preparation of Construction Documents:
 - i. The CONSULTANT will prepare construction guidance sheets for use by the contractor, detailing manhole locations and the required repairs/rehabilitation. These sheets will be developed utilizing available data from the OWNER’s Geographic Information System (GIS) database, previous investigation efforts.

- i. Coordinating construction services and notice to proceed for the CONTRACTOR with RIA / ACOG and the OWNER.
- ii. Conducting pre-construction meeting with CONTRACTOR and the OWNER's representatives.
- iii. Coordinating contract execution with the CONTRACTOR and the OWNER.
- iv. Providing necessary digital copies of construction documents to the CONTRACTOR and the OWNER.
- v. Reviewing and approving or taking other appropriate action with respect to Shop Drawings, samples, and other data which CONTRACTOR is required to submit, but only for conformance with the design concept of the project and compliance with the information given in the Contract Documents. Such reviews or other action shall not include, means, methods, techniques, sequences, or procedures of construction or safety programs and precautions incident thereto. This scope includes a maximum of two (2) reviews per submittal. Additional reviews, if required due to contractor resubmissions or revisions, may be considered an additional service.
- vi. Determining the amount owed to the CONTRACTOR based on CONSULTANT's and OWNER's observations and inspections at the site and the data comprising the Application for Payment, and the accompanying data and schedules, and recommend in writing payments to CONTRACTOR in such amounts. Such recommendations of payment will constitute a representation to the OWNER that the Work has progressed to the point indicated and that, to the best of the CONSULTANT's and OWNER's representative knowledge, information and belief, the quality of the Work is in accordance with the Contract Documents. The issuance of recommendation will further constitute a representation that the CONTRACTOR is entitled to payment in the amount certified. However, the issuance of a recommendation for payment will not be a representation that the CONSULTANT is responsible for construction means, methods, techniques, sequences or procedures or has ascertained how or for what purpose the CONTRACTOR has used money previously paid on account of the Contract Price. CONSULTANT has budgeted for review of up to four (4) payment applications, one being the final adjusting payment.
- vii. Making recommendations to OWNER concerning the disapproval or rejection of CONTRACTOR's Work while it is in progress if CONSULTANT believes that such Work does not produce a completed Project that conforms to the Contract Documents or that it will prejudice the integrity of the design concept of the Project as reflected in the Contract Documents. CONSULTANT shall have access to the Work at all times wherever it is in preparation or progress.
- viii. Clarifying and interpreting construction plans and specifications for the OWNER and the CONTRACTOR on an as needed basis during the course of the project. Such clarifications and interpretations will be consistent with the intent of and reasonably inferable from the Contract Documents. The CONSULTANT may issue Field Orders authorizing minor variations from

the requirements of the Contract Documents. Field Orders shall not involve change in Contract Price or Time.

6. Construction Observation – The CONSULTANT shall assign a OWNER’s representative (Construction Observer) to the project to provide part-time construction observation services during the construction period of 90 consecutive calendar days. Observation services can be provided beyond 90 days, if requested, as an additional service. The representative will call to the attention of the CONTRACTOR deficient work noted in the field and, through assistance of the Project Manager, interpret the contract documents when questions arise. It is assumed that construction will not exceed 90 consecutive calendar days or 60 Contractor work days, which excludes weekends, holidays. The part time Construction Observation includes up to 260 man-hours (approximately 20 man-hours per week) plus expenses for the Construction Observer. Observation services can be provided beyond this specified time, if requested as an additional service. The CONSULTANT will provide general consultation as may be necessary to achieve successful construction for the duration of the project, including:
 - i. Perform part-time observation of the project construction to verify conformance with Contract Documents;
 - ii. Call to the attention of the CONTRACTOR any deficient work noted in the field;
 - iii. Through the assistance of the Project Manager, will interpret Contract Document and Work Orders on behalf of the OWNER as questions arise;
 - iv. Document construction activities and photograph critical portions of the project;
 - v. Schedule and conduct a pre-final visit to establish initial punch list items; and,
 - vi. Perform final inspection to assure that all punch list items have been completed per the Contract Documents.
2. TIME OF PERFORMANCE. The timeline for completion of services is dependent on the progress of the overall project schedule, including timely reviews and approvals by others, bidding process, and receipt of successful bids, the contractor’s performance and any unforeseen conditions or delays.
3. BASIS OF COMPENSATION.
 - A. Basic Services. The OWNER shall pay the CONSULTANT for services set forth above, Scope of Services, a Lump Sum Fee of **One Hundred Fifty-Nine Thousand Dollars (\$159,000)**.

A percentage of the Lump Sum Fee will be billed on the last day of each month. The percentage billed will be the percentage of Scope of Services work estimated to be completed as of the day of billing.

- B. Additional Services. The OWNER shall pay the CONSULTANT for additional services which are not specifically called for in above, Scope of Services, on an hourly basis in accordance with the CONSULTANT’S standard rates.
- C. Reimbursable Expenses. Unless expressly included in the Lump Sum Fee, the OWNER shall compensate the CONSULTANT for incidental expenses incurred in connection with this Task Order, including travel expense, lodging and subsistence expense, printing and duplication expense, and other incidental out of pocket expenses at cost. For the purposes of reimbursement, travel expense shall be at the rate contained in the attached rate schedule.
- D. Premium Rate Adjustment. Should OWNER request an accelerated schedule requiring CONSULTANT to work overtime hours, then a 1.25 premium rate adjustment shall be applied to current hourly rates or lump sum fees as applicable. Accelerated schedule and premium rate adjustment shall be approved as part of compensation at time of contract execution or by written amendment

OWNER:

CONSULTANT:

**OCONEE JOINT REGIONAL SEWER
AUTHORITY**

ARDURRA GROUP, INC.

By: _____

By:  _____

Name: CHRIS ELEAZER

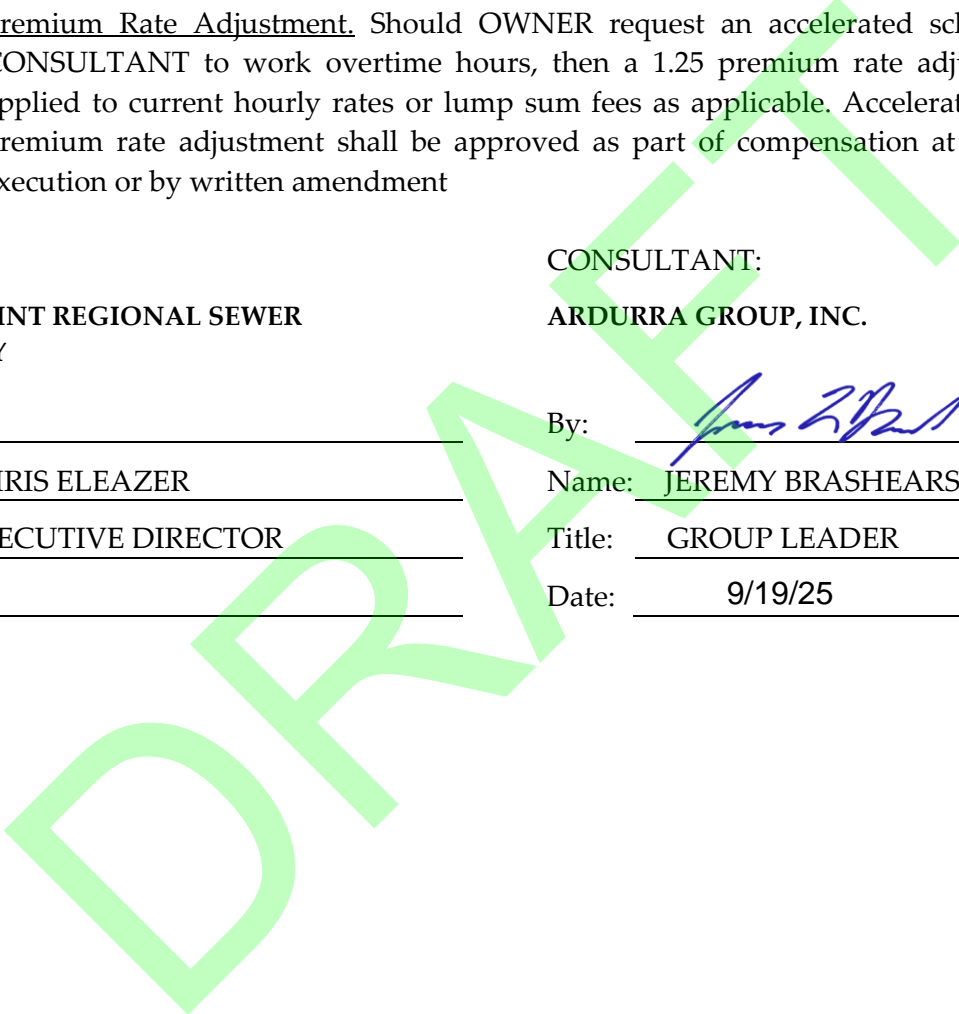
Name: JEREMY BRASHEARS, PE

Title: EXECUTIVE DIRECTOR

Title: GROUP LEADER

Date: _____

Date: 9/19/25



2024-08 Collection System Rehab Amendment

- **Assumptions:**
 - Amendment from 09/30/2025 – 12/11/2025 (additional 10 weeks)
 - Services include: continued Project Management (PM), SCIIP/RIA/ACOG coordination, Construction Administration (CA) (Weekly meetings, reviews, pay applications etc), Construction Observation (CO) (upto 20 hours a week, 10 weeks)

2024-08 Collection System Rehab – Additional MH Rehab Plan

- **Assumptions:**
 - **Tentative Timeline for Additional MH Rehab Plan (October 13, 2025 – May 18, 2026)**
 - Design Documents: October 13 – October 31, 2025
 - Bid Advertisement Start: November 4, 2025
 - Bid Advertisement End / Bid Opening: December 4, 2025 (30 calendar days)
 - Bids are publicly opened on this date.
 - Bid Evaluation and Recommendation: December 5 – December 19, 2025 (2 weeks)
 - RIA Review / Approval of Contract Documents: December 22 – January 9, 2026 (3 weeks)
 - Bid Recommendation Presented / Approval: January 12 – January 16, 2026
 - Bid Award Notification: January 20, 2026
 - Notice to Proceed (NTP): February 2, 2026
 - Substantial Completion: April 3, 2026
 - Final Completion: May 3, 2026
 - Closeout: May 18, 2026
 - Services include: Project Management, Design Documents for the additional MH Rehab work, Bidding, SCIIP coordination, Construction Administration (Meetings, reviews, pay applications etc), Construction Observation (upto 20 hours a week, 13 weeks)



OCONEE COUNTY, SOUTH CAROLINA PRESS RELEASE

For Immediate Release
September 30, 2025

Fourth Annual Oconee County Veterans Appreciation Festival

Seneca, S.C. – The Oconee County Veterans Appreciation Festival returns to South Cove County Park on Saturday, October 4, 2025. This exciting event promises a day filled with good food, entertainment, comradery and celebration for the many veterans that live in Oconee County. More than twenty organizations will be present to provide information about free services currently being offered to our veterans. All veterans and their families in attendance will be eligible to enter into a free drawing for excellent prizes.

QUOTE(S)

"We here at the Oconee County Veterans Affairs Office are looking forward to the Fourth Annual Salute to Oconee County Veterans as we are gearing up for another great event at South Cove County Park. This is a wonderful opportunity for Oconee County Government and our Veterans Affairs Office to tell, and show, veterans in Oconee County just how special we think they are and how much we appreciate what they have sacrificed for the freedom we STILL enjoy here in AMERICA!"

-Director of Oconee County Veterans Affairs Jerry Dyar

FAST FACTS

- **Date: October 4, 2025**
- **Time: 10:00 a.m. – 5:00 p.m.**
- **Location: South Cove County Park**
- **Free event with lunch provided (until food runs out).**
- **Live entertainment by Cecil Thompkins, Heath Rankin and Luke Deuce.**

About the Oconee County Veterans Affairs

The mission of the Oconee County Veterans Affairs Office is to provide assistance to Veterans, surviving spouses, dependents and beneficiaries in applying for benefits from the U.S. Department of Veterans Affairs. Furthermore, we strive to create and maintain a first-rate customer service environment by adhering to five core values: Integrity, Commitment, Advocacy, Respect and Excellence.

MEDIA CONTACT:

Tanya Adkins
Administrative Assistant
Oconee County Veterans Affairs
(864) 638-4231
tadkins@oconeesc.com
www.oconeesc.com

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GOLDEN CORNER NATIVE PLANT FESTIVAL

Discover local native plants, connect with growers, & explore the beauty of sustainable gardening.

WHAT YOU'LL FIND AT THE FESTIVAL:

- ✓ Native plants for sale from trusted local nurseries
- ✓ Expert talks & educational booths for all experience levels
- ✓ Nature-inspired art, crafts, and kids' activities
- ✓ Local food options on-site to keep you energized all day

Why Native Plants Matter

- ✓ Attract and support pollinators like bees and butterflies
- ✓ Naturally adapted to local soil and climate
- ✓ Require less water and maintenance
- ✓ Help preserve local biodiversity and natural beauty

**SAT, OCTOBER 4
10 AM - 3 PM**

FESTIVAL SPEAKER LINE-UP



Rick Huffman

President of the
Upstate Chapter of the
South Carolina Native
Plant Society and
Earth Designs

11:00 AM



Kay Wade

Founder of
Jocassee Wild
Outdoor Education

12:00 PM



Tradd Cotter

Microbiologist,
Mycologist, Author

1:00 PM



Jon Fritz

BlueStem Landscape
Design LLC

2:00 PM

**First Annual Golden Corner Native Plant Festival, happening at
The FARM Center on October 4 from 10am to 3pm**

2063 Sandifer Blvd., Seneca, SC 29678

THE CITY OF WESTMINSTER PRESENTS

BOO!



DRESS-UP AND TRICK-OR-TREAT
BOO! ON MAIN

31
OCT

MAIN STREET

DOWNTOWN WESTMINSTER

5:00-7:00PM

CONTACT ROSBON@WESTMINSTERSC.ORG

