



ADMINISTRATOR'S REPORT

Kevin Bronson

Office of the City Administrator
Westminster, South Carolina

September 11, 2026

GENERAL INFORMATION

Downtown Streetscape Update

The retaining wall contractor is expected to complete its work by the end of the week, and sidewalks along the storefronts are complete. Both new fire hydrants—at Lucky's and on Retreat Street—are also complete. Water taps and new water mains have been completed, while sidewalks and other concrete work are in the final stages. Paving began September 3, and work on the North Avenue side of the underpass began this week. Installation of the new light poles was also underway September 9. While there is still work to be completed, the project continues to make visible progress toward transforming our downtown.

The streetscape project is paid for with a combination of Community Development Block Grant, Appalachian Regional Commission Grant and Oconee County C-Funds.

Open Position – Assistant to the City Administrator

Applications are being accepted for the Assistant to the City Administrator position. More information is available here: <https://westminstersc.org/careers/>

The William Bartram Statue Project

The Westminster William Bartram Statue Project website is available at <https://www.williambartramsc.com>

This website will be used to inform the public about the project and seek donations to make it a reality. Once the project is complete the website will then be used to promote places and activities in Oconee County that inform, educate and entertain those interested about Bartram's legacy and the natural environment.

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

- Travel Baseball returns this coming weekend. We welcome everyone to the Horton Outdoor Recreational Area.
- Subway of Westminster has an amazing offer. Any rec/travel ball player for any sport that wears their jersey will get a free cookie. They have several other specials as well. We encourage all of our athletes, whether playing at home or away, to swing by Subway and take advantage of this opportunity.
- Basketball registration will be held in October. Details will be available in the coming weeks.

- Sponsors are needed for the upcoming basketball season. Contact us at 864 647 3208 or message us on Westminster Recreation Department Facebook messenger for more information.
- Remember to contact us at 864 647 3208 or on Westminster Recreation Department Facebook messenger to inquire on the availability of the Westminster Batter's Box (our indoor batting cages).

Lucky Street, James Street, and Highland Avenue Water Improvements

Notice to Proceed was issued March 25, 2026. Construction schedule details 90 days to Substantial Completion, 105 days to Final Completion. Lucky St Water Main is 100% complete. Mimosa St Extension Water Main install is completed as well. Highland Ave 6" main installation has been completed & tied into Norris. Installation of 6" main for James St to Main St is complete. Pressure test has passed and Notice to Operate was issued by SCDES. The next step is moving the service lines. *(No changes since last report.)*

Electric Undergrounding Project

UPA has completed all boring. Pads have been set. 100% of the wire has been pulled. 90% of terminations have been made. Switchgear has been delivered. UPA is back on-site splitting cables and preparing for final testing. Completion was projected for the end of August but may now push into early-to-mid September. *(No changes since last report.)*

SCADA Upgrade Project

The Notice to Proceed was issued March 26, 2026. The project schedule details 150 Days to Substantial Completion, 180 Days to final completion. The radio survey has been completed with excellent results. The design is in development, and graphics will be sent for approval soon. Radios & antennas have been delivered. Additional mounting hardware is still arriving. Onsite work is currently in progress with new radio antennas being mounted at each location. Project is nearing final stage. *(No changes since last report.)*

Unity Tank Upgrade

The Unity Tank project is being funded through the South Carolina Rural Infrastructure Authority (SCRIA) and the City's 2025 Combined Utility System Bond. The DES construction permit has been approved, and the project has been approved by RIA to start the bidding process. Bids dates are September 9th for pre-bid, and September 16th for bids due. *(No changes since the last report.)*

Board of Zoning Appeals

The BZA is scheduled to meet on September 17, 2026 at 5:00 pm at City Hall. The agenda packet will be included in next week's Administrator Report.

Westminster Planning Commission

The PC is scheduled to meet on September 17, 2026 at 6:00 pm at City Hall. The agenda packet will be included in next week's Administrator Report.

OJRSA

The Ad Hoc Reconstitution Committee met September 10, 2026; the agenda is attached. Past and future meetings are available on OJRSA's YouTube channel <https://www.youtube.com/@OconeeJRSA>

PMPA

Nothing to report. (www.pmpa.com)

PLEASE MARK YOUR CALENDAR

September 14, 2026 at 4:00 pm OJRSA Board Meeting at OJRSA
September 17, 2026 at 8:30 am OJRSA Operations & Planning Committee at OJRSA
September 22, 2026 at 9:00 am OJRSA Finance & Administration Committee at OJRSA
September 24, 2026 at 10:00 am PMPA Board Meeting at PMPA

October 8, 2026 at 9:00 am OJRSA Reconstitution Committee and Executive Committee at OJRSA
October 13, 2026 at 6:00 pm City Council Meeting at the Westminster Fire Department

Special Events Calendar

South Carolina Apple Festival – September 10-12, 2026 Downtown Westminster

Read more about the festival here: <https://www.scapplefestival.com/>

SC Foothills Heritage Fair – September 22-26, 2026 at the FARM Center

For more information, visit the FARM Center's website here: <https://www.farmoconee.org/fair>

South Carolina Bigfoot Festival – October 9-10, 2026 Downtown Westminster

For more information: <https://www.scbigfootfestival.com/schedule>

Music on Main by the Westminster Music Centre – October 17, 2026 Main Street Westminster

Cruise-in starts at 3:00 pm with the concert starting at 5:00 pm.

Artists are Reedy River String Band and the Matt Phillips & Whats Good.

More information is available here: <https://www.westminstermusiccentre.org/>

Boo on Main - October 31, 2026

...details to come...

Veterans Day Parade – November 11, 2026 Downtown Westminster

Time TBD.

Christmas Parade – December 4, 2026 Downtown Westminster

Time TBD.



Ad Hoc Reconstitution Committee and Executive Committee

OJRSA Operations & Administration Building
Lamar Bailes Board Room
September 10, 2026 at 9:00 AM

This advisory committee was established by the OJRSA Board of Commissioners at its August 4, 2025 meeting to consider the reorganization recommendations as identified in the [Ad Hoc Sewer Feasibility Implementation Committee Final Recommendations](#) report. This committee can neither create policy nor make decisions on behalf of the OJRSA or other wastewater service providers within the area. The recommendations are available at www.ojrsa.org/info.

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, Committee Chair
- B. Approval of Minutes**
 - Ad Hoc Reconstitution Committee and Executive Committee Meeting of August 13, 2026
- C. Committee Discussion and Action Items**
 - 1. Status Update on Financial Studies – Angie Mettlen, Facilitator
 - 2. Discussion of Continued County Participation: Funding for Studies and Role on Reconstitution Committee (Exhibit A) – Lawrence Flynn, OJRSA Counsel and Katherine Amidon, Facilitator
 - 3. Next Steps for Reconstitution – Lawrence Flynn, OJRSA Counsel and Katherine Amidon, Facilitator
 - 4. Communications with Elected Officials and Leadership: Feedback and Future Memo Requests – Katherine Amidon, Facilitator
- D. Committee Member Discussion** – Led by Kevin Bronson, Committee 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.
- E. Adjourn**

Upcoming Meetings

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

- Board of Commissioners – September 14, 2026 at 4:00 PM
- Operations & Planning Committee – September 17, 2026 at 8:30 AM
- Finance & Administration Committee – September 22, 2026 at 9:00 AM
- Board of Commissioners – October 5, 2026 at 4:00 PM
- Reconstitution Committee and Executive Committee – October 8, 2026 at 9:00 AM



OCONEE JOINT REGIONAL SEWER AUTHORITY

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

August 14, 2026

Stewart Jones, County Administrator
Oconee County, South Carolina
415 South Pine Street
Walhalla, South Carolina 29691

Via U.S. Mail -and- Email to
sjones@oconeesc.com

RE: Oconee County Participation in OJRSA Reconstitution; Payment of Agreed Study Costs

Dear Mr. Jones:

The Oconee Joint Regional Sewer Commission (the "Commission"), as the governing body of the Oconee Joint Regional Sewer Authority ("OJRSA"), has concerns about Oconee County's (the "County") ongoing participation in the OJRSA's reconstitution process, particularly in light of the County's recent refusal to pay its share of the cost for agreed-upon technical and financial studies that are essential to finalize the terms of the anticipated restructuring or reconstitution of OJRSA.

For many years the County has expressed a desire to be involved in OJRSA governance, and OJRSA has structured its proposed reconstitution process to include the County as an integral participant. The Ad Hoc Regional Feasibility Study Implementation Committee (the "Implementation Committee") was established by the Commission in November 2024, met monthly from December 2024 through June 2025, and was staffed with ten members, including County representation through former County Administrator Amanda Brock. The Implementation Committee's purpose was to review, discuss, and evaluate plans for restructuring OJRSA; in keeping with that mission, it issued a recommendation report in June 2025 with five major recommendations (the "Report").¹ Among those recommendations were that the County be added as a member of the reconstituted organization and that governance be reconstituted with representation involving the County.

Following dissolution of the Implementation Committee and as contemplated by the Report, OJRSA established an Ad Hoc Reconstitution Committee (the "Reconstitution Committee") to guide the initial implementation steps, and the County has continued to be represented on that committee—initially by Ms. Brock and more recently by Councilman Glenn Hart. Over more than a year of meetings, the parties have worked in alignment with the Report recommendations and with the County Council's subsequent support resolution. County Resolution 2026-04, dated March 3, 2026 ("Resolution 2026-04"), expressly acknowledges the need to evaluate potential coordination or consolidation opportunities, asset transfers, intergovernmental agreements, operational restructuring, or financial commitments, and further recognizes that technical evaluations and financial valuations of the collection systems, including debt, asset viability, and immediate capital, are essential to finalize the terms of systems transfers to OJRSA. The Report similarly emphasizes that technical and financial studies should be completed as soon as possible.

In this context, OJRSA is deeply troubled by the County's recent rejection of payment requests associated with the proposed studies to be performed by Raftelis and First Tryon, the consultants engaged to perform the required studies. On February 12, 2026, the Reconstitution Committee approved the initial Raftelis financial study invoice by unanimous vote, including the affirmative vote of Councilman Glenn Hart as the County's representative. The County has since declined to pay its share of the Raftelis invoice (and generally declined to provide any financial

¹ Note, the Report was publicly released at a meeting held at Tri-County Technical College on June 15, 2025. County Council attended the presentation and participated in a discussion about the findings of the Report.

support for the required studies).² We understand from recent communications between you and OJRSA's undersigned Executive Director that County Council was not aware of the financial obligation and that Councilman Hart lacked authority to commit the County. These developments are at odds with the collaborative framework the parties have followed and with the commitments espoused by the various reconstitution participants.

The Commission has discussed the practical implications of the County's nonpayment. The Commission prefers continued full participation and a voting role for the County, consistent with the Report and Resolution 2026-04, but we must ensure that voting members are aligned on the funding and execution of essential work products. If the County is unwilling to share in the costs of the studies necessary to advance the reconstitution work, the County's voting seat on the Reconstitution Committee will be eliminated by the Commission and the County will be shifted to an advisory-only role, similar to the current posture of the Town of West Union.

Accordingly, please provide a written response confirming the County's commitment to pay its allocated share of the Raftelis invoice, and future costs of both the Raftelis and First Tryon studies by Friday, September 11, 2026, so that the Commission may consider the County's position at its Monday, September 14, 2026 board meeting. If the County declines to pay its share, the County will be moved to an advisory-only role on the Reconstitution Committee (no voting seat) effective at or after the September 14 meeting. Further, if the County is moved to a non-voting position on the Reconstitution Committee, the Commission will deem such action to constitute the County's election not to be considered for future membership or participation in the reconstituted OJRSA and as the County's acknowledgment that it will not participate in the reconstituted Commission.

We value the County's partnership and invite its continued participation in all aspects of the reconstitution process, including consultant coordination, technical review, and the development of governance documents. The Reconstitution Committee's consultants, coordinated through Ms. Angie Mettlen of Ardurra, remain available to meet with County Council to present the study scopes, cost allocations, and anticipated deliverables, and to answer any questions regarding the proposed reconstitution of OJRSA. As you know, Ms. Mettlen and her team have made multiple attempts to coordinate such a meeting with County Council.

We appreciate your prompt attention to this letter and look forward to your written response by Friday, September 11, 2026.

Sincerely,

OCONEE JOINT REGIONAL SEWER AUTHORITY



Kevin Bronson,
Chairman



Christopher Eleazer,
Executive Director

C (via email) Mr. Glenn Hart, Oconee County Council
Ms. Bonnie Ammons, South Carolina Rural Infrastructure Authority
Sen. Thomas C. Alexander
Mr. Lawrence E. Flynn III, Esquire

² Note, it is anticipated that the County's share of the studies would be \$12,972.

**Oconee County
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Administrator**

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District II

Don Mize
District III

Thomas James
District IV

J. Glenn Hart
District V

August 26, 2026

Kevin Bronson, Chairman
Chris Eleazer, Executive Director
Oconee Joint Regional Sewer Authority
623 Return Church Road
Seneca, South Carolina 29678

RE: Oconee County Participation in OJRSA Reconstitution; Payment of Study Costs

Dear Chairman Bronson and Mr. Eleazer:

I am writing in response to your August 14, 2026 letter regarding Oconee County's participation in the Oconee Joint Regional Sewer Authority ("OJRSA") reconstitution process and the requested payment of the County's share of the costs associated with the Raftelis and First Tryon studies. Oconee County appreciates the work that OJRSA and the Reconstitution Committee have undertaken and recognizes the importance of evaluating the future structure, governance, assets, financial obligations, and operational considerations associated with OJRSA. However, I believe it is important to clarify the County's understanding of the matters raised in your letter.

First, the County's participation on the Reconstitution Committee should not be construed as authorization for the County Administrator, or any individual County representative serving on the Committee, to incur an expenditure or otherwise commit County funds without appropriate authorization from Oconee County Council.

As your letter acknowledges, OJRSA understands that Oconee County Council was not aware of the financial obligation associated with the studies at the time the Reconstitution Committee approved the initial Raftelis invoice. The County Administrator nor any individual representative therefore does not have the authority to unilaterally commit County funds to that obligation.

Second, Oconee County Council's adoption of Resolution 2026-04 expressed support for evaluating potential coordination and consolidation opportunities and recognized the need for technical and financial evaluations as part of that process. That resolution should not be interpreted as an independent appropriation or authorization for the County Administrator to obligate County funds for expenditures that were not previously approved through the County's budget or other appropriate County authorization process.

**Oconee County
Administration****Stewart Jones
Administrator**

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Accordingly, I am not in a position to provide the requested commitment that Oconee County will pay the approximately \$12,972 referenced in your letter. Any commitment of County funds will need to be considered and authorized through the appropriate County process.

That position should not be interpreted as a withdrawal from the reconstitution process. Oconee County remains interested in participating in discussions concerning the future of OJRSA and in evaluating potential governance, operational, financial, and infrastructure arrangements that may benefit the participating communities.

I also believe it would be beneficial for the County Council and OJRSA to have a clear understanding of the scope, cost, authorization, and expected deliverables associated with the studies before the County is asked to commit public funds. Oconee County would welcome the opportunity for the consultants and OJRSA representatives to meet directly with County Council to provide that information and answer questions regarding the work performed, the remaining scope of work, the allocation of costs among participating entities, and the anticipated use of the resulting reports.

With respect to the County's representation on the Reconstitution Committee, Oconee County would prefer that the County's voting status not be altered while these matters are being reviewed by County Council. Removing the County's voting representation before County Council has had an opportunity to consider the financial and substantive issues would, in my view, be premature.

I appreciate OJRSA's continued communication and its stated desire to maintain Oconee County's participation in the reconstitution process. I look forward to working with OJRSA, the Reconstitution Committee, and County Council toward a clear and mutually understood path forward.

Sincerely,

Stewart O. Jones, Administrator
Oconee County, South Carolina