CITY OF WALHALLA

Main Street to the Mountains

AGENDA
City Council Meeting
September 15, 2026
5:30 PM
Council Chambers | 206 N Church St. Walhalla, SC

Tim Hall
Mayor

David Underwood
Mayor Pro Tem

Jessie Bunning
Councilwoman

Chris Grant
Councilman

Lynn McClain
Councilwoman

Sarai Melendez
Councilwoman

Michael Kozlarek
City Attorney

David Poulson
City Administrator

I. **Call to Order and Welcome** — Mayor Hall

II. **Moment of Silence**

III. **Pledge of Allegiance**

IV. **Approval of Agenda**

V. **Approval of Minutes**
   A. Council Capital Improvements Workshop Meeting, August 13, 2026
   B. Called Council Meeting, August 13, 2026
   C. Regular Council Meeting, August 18, 2026
   D. Called Council Meeting, August 21, 2026
   E. Called Council Meeting, September 1, 2026
   F. Committees Meeting, September 1, 2026

VI. **Public Comment** (*Public Comment is limited to 5 minutes and must be directed to Council, per City Ordinance 2022-8*)

VII. **Presentation**
   A. Walhalla Tree and Beautification Committee – Janis Keats

VIII. **Mayoral Proclamations**
   A. Proclamation 2026-12 A Proclamation recognizing the week of September 17th – 23rd as Constitution Week in the City of Walhalla
   B. Proclamation 2026-13 A Proclamation recognizing October as Fire Prevention Month in the City of Walhalla

IX. **First Reading of Ordinances**

A. Ordinance 2026-16: amend Article IV Careless Driving Ordinance, sections 295-14 and 15, and other matters related thereto.

X. **Discussion and/or Action Items** (*to include Vote and/or Action on matters brought up for discussion, if required*)

A. SC WARN Mutual Aid Agreement
B. Walhalla Downtown Development Corporation membership
C. Walhalla Utilities Reorganization report - Public Engagement

XI. **Executive Session** (*to include Vote and/or Action on matters brought up for discussion, if required*)

A. Personnel matter regarding Parks, Tourism and Events Director position
B. Legal matter.

XII. **Mayor Comments** Mayor Hall

XIII. **Adjournment**

City of Walhalla
Council Workshop
August 13, 2026 • 4:30 PM
Council Chambers | 206 N Church St
Walhalla, South Carolina
Minutes

In accordance with the South Carolina Freedom of Information Act, Section 30-4-10 et seq., South Carolina Code, 1976, the media was duly notified of the date, time, and place of the meeting.

Councilmembers Present: Mayor Tim Hall, Jessie Bunning, Lynn McClain, David Underwood.

Staff Present: Chris Carter, Interim Administrator

Call to Order: Mayor Hall started the workshop at 4:30 PM. He asked Rob Wolfe of the Municipal Association to speak on the Municipal Tax Relief Act (MTRA). Mr. Wolfe reviewed a slide presentation of the legislation allowing for the MTRA. He discussed the eight-year time frame of the Act. He stated that this would be a referendum for the next general election. He stated that there would be a list of projects included with the referendum, and that the list could not change. He stated that the MTRA would allow for tax relief and a percentage of the funds collected would go toward property tax relief.

Mr. Wolfe explained what municipal projects would be eligible. He spoke of how revenue collected would roll from one project to the next, and any remaining funds would be added to the tax relief. He spoke of how taxes are calculated and what expected tax relief would be on various properties. He noted that the tax relief applies to the municipal taxes and not other taxes levied such as county or school district.

Mr. Underwood read from the legislation and noted that enterprise infrastructure was not eligible for the tax revenues. Mrs. Bunning asked about the consequences of finding alternate funding for specific projects and what happens to the list. Mr. Wolfe noted that funding would then roll to the next project on the list.

Mr. Carter presented next. He delivered a slide presentation on the city's capital improvement plan and the list of projects included. He discussed the calculations of example properties to determine what tax relief would be remitted based on differing percentages of return, noting that a minimum of 20% had to be used for tax relief, but that higher percentages could be considered.

Mr. Wolfe cautioned that the city considers inflation costs as the amounts listed in the referendum cannot be exceeded and that the city would have to cover additional costs to finish the projects. He noted that the department of revenue would receive the revenue and send checks to the city on either a monthly or quarterly basis. He also noted that keeping up with audits would be very important as they could affect the city's ability to receive funding.

Mayor Hall thanked Mr. Wolfe and asked Mr. Carter if there was any additional information needed. He then concluded the workshop at 5:07 PM.

Respectfully Submitted,

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Edward R. Halbig
City Clerk

City of Walhalla
Called Council Meeting
August 13, 2026 • 5:30 PM
Council Chambers | 206 N Church St
Walhalla, South Carolina
Minutes

In accordance with the South Carolina Freedom of Information Act, Section 30-4-10 et seq., South Carolina Code, 1976, the media was duly notified of the date, time, and place of the meeting.

Councilmembers Present: Mayor Tim Hall, Jessie Bunning, Chris Grant, Lynn McClain, Sarai Melendez, David Underwood.

Staff Present: Chris Carter, Interim Administrator, John Garlbreath, Terry Sanford, Aaron Alexander, Ed Halbig

Call to Order: Mayor Hall called the meeting to order at 5:30 PM. He thanked the council for their attendance at the numerous meetings and then asked for a moment of silence.

Pledge of Allegiance: Mrs. McClain led the Pledge of Allegiance.

Approval of Agenda. Mr. Grant moved to approve the agenda. Mrs. Bunning seconded. The motion passed.

Public Hearing: Mayor Hall opened the public hearing of Ordinance 2026-14. Hearing no public comment, Mayor Hall closed the public hearing.

Second, Final Reading and Public Review of Ordinance: Mayor Hall asked for a motion to approve Ordinance 2026-14. Ms. Melendez moved to approve the ordinance. Mrs. Bunning seconded. Mayor Hall asked what percentage the city should consider for tax relief. Mrs. McClain recommended fifty percent. Mr. Grant and Mrs. Bunning agreed. Mayor Halll asked Mr. Carter to provide an estimate of revenue based on the fifty percent return to taxpayers. Mr. Carter estimated the amount to be $1,917,000 over the eight-year lifespan of the proposed tax. Mayor Hall asked for an estimate of the reduction in taxes. Mr. Carter estimated a rebate of approximately $450 yearly over the eight years for a property valued at $250,000.

Mayor Hall sked to discuss the projects list and asked for the total amount. Mr. Carter estimated 2.9 million in project costs. Mayor asked to prioritize the projects knowing that they would be included on the ballot. Mayor Hall discussed the Depot Pond. Mrs. McClain mentioned Kaufman Square maintenance details. Mayor Hall asked for Tier One projects. Mr. Underwood asked about public safety as a priority. Mayor Hall asked if projects could be put together to include fire and police projects. Mrs. McClain asked about generators for the different projects. Chief Sanford discussed the varied generator costs. Mr. Grant noted that the costs could be averaged. Mr. Galbreath noted that inflation will factor into the cost.

Mayor Hall asked about the need for the police Sally Port request. Chief Alexander discussed the need and the estimate proposed.

Mr. Carter mentioned that the requirements of the law designated certain types of uses and asked that the council align their requests to those designations. Mayor Hall noted that Tier One requests for public safety upgrades and projects totaled $540,000. He asked to consider Tier Two projects. Mrs. Bunning mentioned the Depot pond repairs. Ms. Melendez asked about defining the Depot ponds as infrastructure and having Kaufman counted separately.

Mr. Grant suggested considering the community center generator as an emergency shelter project. Mrs. McClain asked Mr. Galbreath about the cost. Mr. Galbreath noted that the generators were once part of the community center project, and he suggested a price of $175,000 to 200,000 given the inflation to be considered. Mrs. Bunning asked to clarify how the tiers are funded. Mayor Hall stated that Tier One would include public safety, Depot ponds and Kaufman Square. He stated that sidewalks and Sertoma Parking would be included in Tier Two. He asked for estimates on the parking costs. Mr. Ridley discussed quotes and Mayor Hall recommended putting in $300,000. He asked about sidewalk replacement throughout the city. Mr. Galbreath noted that the sidewalks requested were on city property. Mr. Grant clarified the distinction between sidewalks on city properties versus sidewalks in rights-of-way that are eligible for C-funds.

Mrs. Bunning asked for a running total. Mr. Halbig stated that the amount was $1,925,000. Mayor Hall asked to consider the city hall parking to Tier Two. Mr. Carter read the language of the state legislation to confirm how the order of projects would be addressed. Mrs. Bunning suggested that city hall improvements as Tier Three.

Mayor Hall asked Mr. Carter to ensure that the document language is correct. He asked for a motion to amend Ordinance 2026-14 to include the project list. Mr. Grant so moved and Mrs. Bunning seconded. The motion passed. He then called for a vote on the original motion to approve Ordinance 2026-14 on second reading. The motion passed.

Mr. Grant moved to go into executive session for personnel matters regarding city administrator and finance director positions. Mrs. Bunning seconded.

Council exited executive session at 8:00 PM. No action was taken and council moved to adjourn. The meeting adjourned at 8:00 PM.

Respectfully Submitted,

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Edward R. Halbig
City Clerk

City of Walhalla
City Council Regular Meeting
August 18, 2026 • 5:30 PM
Council Chambers | 206 N Church St
Walhalla, South Carolina
Minutes

In accordance with the South Carolina Freedom of Information Act, Section 30-4-10 et seq., South Carolina Code, 1976, the media was duly notified of the date, time, and place of the meeting.

Councilmembers Present: Mayor Tim Hall, Jessie Bunning, Chris Grant Lynn McClain and David Underwood. Sarai Melendez addended via phone.

Staff Present: Chris Carter, Interim City Administrator, Chief Terry Sanford, Zane Thompson, John Galbreath.

Call to Order: Mayor Hall called the meeting to order at 5:30 PM, with a quorum present to conduct the meeting. He noted the absence of the City Clerk and asked for thoughts for his family. He then called for a moment of silence.

Pledge of Allegiance: Mrs. Bunning led the Pledge of Allegiance.

Approval of Agenda: Mr. Grant voted to approve the agenda. Mr. Underwood seconded.

Election of Mayor Pro-Tem: Mayor Hall discussed the need and the process of electing a Mayor Pro Tem. He then asked for nominations. Mrs. McClain nominated Mr. Underwood. Mr. Grant seconded. Mayor Hall asked for any further nominations. Hearing none, Mrs. McClain moved to close nominations. Mr. Grant seconded. Mayor Hall asked for a motion to elect Mr. Underwood by acclamation to serve as Mayor Pro Tem. Mr. Grant so moved and Mrs. Bunning seconded. The council voted unanimously to do so.

Approval of Minutes: Mr. Grant moved to approve the Regular Council Meeting minutes of June 16, 2026. Mrs. Bunning seconded. The motion passed. Mr. Grant moved to approve the Called Council meeting minutes of June 29, 2026. Mr. Underwood seconded. The motion passed. Mrs. McClain moved to approve the Called Council Meeting of July 9, 2026. Ms. Melendez seconded. The motion passed. Mr. Grant moved to approve the Called Council Meeting minutes of July 15, 2026. Mrs. Bunning seconded. The motion passed. Mr. Grant moved to approve the Called Council Meeting minutes of July 21, 2026. Mrs. McClain seconded. The motion passed. Mr. Grant moved to approve the Called Council Meeting minutes of July 23, 2026. Mr. Underwood seconded. The motion passed. Mrs. McClain moved to approve the Called Council Meeting and Public Hearing minutes of July 30, 2026. Mrs. Bunning seconded. The motion passed. Mr. Grant moved to approve the Committees Meeting minutes of August 4, 2026. Mrs. Bunning seconded. The motion passed. Mr. Grant moved to approve the Called Council Meeting minutes of August 4, 2026. Mrs. McClain seconded. The motion passed. Mr. Grant moved to approve the Called Council Meeting minutes of August 11, 2026. Mrs. Bunning seconded. The motion passed.

Mrs. McClain moved to approve the Finance, Budgeting, Purchasing and Contracting Committee Meeting on July 27, 2026. Mr. underwood seconded. The motion passed.

Public Comment: There being none.

Presentation: Sam Herin, AIA, presenteda proposal for a Clemson University Student Architecture Project involving students studying the city's old gym building by Memorial Field. He stated he wanted the students to be able to measure the building and have access to building plans. Mayor Hall stated that there was no need for a vote, but merely to provide information for and get consensus from the council.

Mayoral Proclamations: Mayor Hall read Proclamation 2026-10 recognizing September as Emergency Preparedness Month in the City of Walhalla, and he noted its timeliness given the events of the past several days. He mentioned the upcoming Hispanic Heritage Festival and read Proclamation 2026-11 recognizing September 15th to October 15th as Hispanic Heritage Month in the City of Walhalla.

First and Final Reading of Resolutions: Mayor Hall read Resolution 2026-07 honoring Chief Terry Sanford for his actions on July 3rd, 2026. He noted that he had received another letter that day recognizing the heroic actions of the Walhalla Fire Department. He asked for a motion to approve the resolution. Mr. Underwood so moved, and Mr. Grant seconded. The motion passed. Mayor Hall then asked for photographs of council with Chief Sanford.

First Reading of Ordinances: Mayor Hall read Ordinance 2026-15 amending Chapter 330, Articles I through VII of the City of Walhalla Official Zoning Ordinance. He asked Mr. Jeff Guibault of the ACOG to respond to questions. He asked if the Planning Commission had approved the changes. Mr. Guibault responded that they had and that they had requested changes to short-term rental requirements during the public hearing. Mayor Hall asked about the changes to political sign requirements. Mr. Guibault explained the limitations. Mrs. Bunning moved to approve the ordinance on first reading. Mrs. McClain seconded. The motion passed. Mayor Hall asked about the comprehensive plan update. Mr. Guibault stated that the ACOG was not involved in the comprehensive plan update.

Discussion / Action Items: Mrs. Bunning stated that a Community Center opening event would be postponed due to the flooding of the past weekend. Mr. Carter asked Mr. Galbeaeth to update the council on the response from the remediation company. Mr. Galbreath stated that they had performed well. Mayor Hall asked about repairs to carpet and drywall. Mr. Carter mentioned that the damage was minimal and discussed remedies. Mr. Galbreath discussed preventative measures to move water away from the building. Mr. Underwood asked about warranties. Mr Galbreath noted that the city was responsible for the building after receipt of the Certificate of Occupancy. He stated that an opening event should be after cameras and internet are installed. Mrs. Bunning asked about a September opening date. Mrs. Melendez noted that there were events scheduled that should be considered so that the dates do not coincide.

Mrs. McClain addressed the Depot Cleaning RFP and suggested that the city consider smaller local businesses to provide the service of cleaning after events and to ensure that they have a business license.

Mrs. McClain addressed the cemetery maintenance RFP and its intent to aid the Streets and Facilities Department with their workload, and she again suggested that a smaller, local business might be more responsive. Mayor Hall asked about a timeline. Mrs. McClain indicated that she was looking for these to be submitted as soon as possible. Mr. Galbreath asked about whether the church was included in the Depot contract. Mrs. McClain stated that it would be included. Mayor Hall asked about the funding for the two RFPs. Mrs. McClain stated that the funding had been included in the budget.

Mayor Hall asked Mr. Thompson for the Water System Report from the weekend. Mr. Thompson explained that the water plant experienced water loss after the heavy rains of Friday night. Mr. Thompson detected the leak Saturday. He explained that the water was restored on Sunday morning. He expected that the storm could have affected the pipe. Mr. Underwood thanked the water crews and other departments that served over the weekend that worked to resolve the water issues. Mr. Thompson introduced Patrick Jackson as a contractor for the city. Mr. Underwood reviewed the number of new tie-ins and the need for "boil water" advisories when water pressure drops during a tap or repair. Mr. Jackson discussed SCDES regulations, the different levels of regulation for different circumstances. Mr. Underwood discussed the damage to water lines by other utilities. Mr. Thompson discussed other utilities that hit water lines. Mayor Hall noted that old lines don't have locator wires. Mr. Jackson discussed the new 8-1-1 requirements. Mr. Underwood addressed power outages to pump stations and valves. He mentioned how dedicated the water crew were in working to correct issues. Mr. Underwood asked how water gets cloudy, Mr. Jackson spoke of tuberculation where turbulence stirs up sediments. Mr. Underwood discussed three other incidents and asked that citizens report water issues to the water department or even council, rather than complain on social media. Mayor Hall discussed improvements to the water system and reiterated that the water has nevere failed to meet or exceed EPA standards. Mr. Underwood discussed the need of citizens to report issues through city channels and not on social media. He stated that the claims of "bad" water present a false image of the city. He recalled the incidents he described earlier and noted that they were addressed promptly and properly. He discussed the ad-hoc committee efforts and the discussions with the new city administrator about efforts to improve operations. Mr. Underwood discussed providing representation throughout the water system, which includes over 70 percent of Walhalla's water system. He proposed the development of an advisory board to help address issues.

Mayor Hall discussed boil water advisories, including the five that resulted from natural causes. Mr. Underwood asked about water clarity and filter systems. Mr. Jackson noted that there are several things that affect water clarity. Mr. Grant brought up the efforts of the workers and went out with the crew to understand the difficulty of the work. He discussed the hazards and the difficulty, and the dedication of the water crews. He commended Mr. Thompsom for his commitment to the city. The room applauded Mr. Thompson's efforts.

Administrator's Report: Mayor Hall asked Mr. Chris Carter to speak. Mr. Carter mentioned a new grant program from Duke Energy, but that it had a deadline of August 31st. Mr. Carter discussed the Cane Creek Bank Restoration project bid opening on Thursday for submission by September 1st. Mr. Carter mentioned the possible need for a budget amendment. Mayor Hall asked Mr. Galbreath about the accounting for the Sertoma Bridge grant and the possibility of completing the project by Oktoberfest. Mr. Galbreath noted that the schedule would be determined by the new administrator. Mayor Hall asked Mr. Carter to send a letter to the council and fire department.

Adjournment: Mr. Grant made a motion to adjourn. Mrs. McClain seconded. The meeting adjourned at 6:40 PM.

Respectfully Submitted,

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Edward R. Halbig
City Clerk

City of Walhalla
Called Council Meeting
August 21, 2026 • 5:30 PM
Council Chambers | 206 N Church St
Walhalla, South Carolina
Minutes

In accordance with the South Carolina Freedom of Information Act, Section 30-4-10 et seq., South Carolina Code, 1976, the media was duly notified of the date, time, and place of the meeting.

Councilmembers Present: Mayor Hall, Jessie Bunning, Chris Grant, Lynn McClain, David Underwood. Ms. Melendez attended via phone.

Mayor Hall called the meeting to order and welcomed the attendees. He asked to have a moment of silence.

Mrs. Bunning led the Pledge of Allegiance.

Mayor Hall asked for approval of the agenda. Mr. Underwood moved, Mr. Grant seconded. The motion passed.

Mayor Hall discussed an overview of the meeting. He discussed the seven boil water advisories that are part of the waterline improvements. He spoke of five lines hit by contractors, three accidents, and six events considered to be natural causes. He asked to discuss how the city proceeds and prepares for sustainable infrastructure. He thanked the employees that had to deal with the recent incidents. He addressed Mayor Pro Tem Underwood. Mr. Underwood spoke of the council's responsibility to the departments. He introduced Patrick Jackson and Rich Anderson as consutlants for the city, and Mr. Thompson as head of the city utility. He showed video of dirty water and explained how the city corrected the issue with a crossover to clear the line. He cited issues with posts on Facebook that should have been presented as workorders.

Mr. Underwood showed damaged pipe and asked Mr. Thompson to explain natural issues that can damage water lines. Mr. Underwood showed video of news reports that he claimed to be erroneous and rebutted the claims with photographs and asked Mr. Thompson to discuss the inventory. Mr. Underwood discussed fund transfers between the city and the utility. He discussed how the utility makes purchases with the approval by the council. He spoke of a citizen who was having water quality problems. He spoke of the utility's actions and the city's need to call SCDES when it was found that the property owner was responsible. Mr. Underwood stated that customer service needed an improved phone system to address incoming calls. Mayor Hall reiterated the need for reporting and creating work orders in order to track on what and where the utility needs to focus its efforts.

Mr. Underwood addressed the part failure that caused the power outage. Mr. Galbreath noted that professionals in the electric industry stated that the part that failed was one that almost never fails, and that Mr. Thompson had to drive to central Georgia to get a replacement. Mr. Underwood asked about "boil water" advisories. Mr. Thompson referred to Mr. Jackson who explained that such advisories were required by the state as a precaution to notify the affected public whenever there was a significant loss in pressure, regardless of the water quality. Mr. Jackson stated that if there were water quality issues, the state required different notices and testing requirements. Mr. Underwood recommended that the city continually educate the public on how to report problems to the city. He reiterated the city's need to improve the phone system and water policies. Mayor Hall asked to discuss contingency planning. Mr. Carter discussed pump station enhancements with Supervisory Control and Data Acquisition (SCADA) capabilities. Mayor Hall asked about managing critical infrastructure inventory. Mr. Galbreath stated that the city keeps replacements of parts expected to fail. He noted that the SCADA system was affected by interrupted internet service which was causing faulty readings. Mr. Underwood asked staff to get with the new administrator to make any improvements. Mayor Hall asked staff to review policy updates from August 2024.

Mr. Underwood discussed the SCWARN mutual aid agreement. Mr. Galbreath

Mr. Underwood made a motion to present SC WARN mutual aid agreement to the full council. Mayor Hall seconded and asked for the city attorney to review. Mrs. Bunning asked that the city's insurance be reviewed to determine if it meets the SCWARN standards. The motion passed.

Mr. Underwood asked about SCDES review of the water plant. Mr. Galbreath noted that the issue was in updating Standard Operating Procedures and was not an issue of water quality. Mayor Hall and Mr. Underwood recognized the efforts of the utility staff.

Mayor Hall asked the council for further comments. Mr. Grant recognized the efforts of the utility staff and Mrs. Bunning reiterated the sentiment. Mr. Underwood restated his hope that people would make the effort to contact staff or council. Mayor Hall discussed the need for working together and not being insincere for porposes of expoitatiton. Ms. Melendez thanked Mr. Underwood for his efforts and echoed the sentiments of the other council members.

Mr. Grant made a motion to aadjourn. Ms. Melendez seconded. The motion passed and the meeting adjourned at 6:29 PM.

Respectfully submitted

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Edward Halbig, City Clerk

City of Walhalla
Called Council Meeting
September 1, 2026 • 5:30 PM
Council Chambers | 206 N Church St
Walhalla, South Carolina
Minutes

In accordance with the South Carolina Freedom of Information Act, Section 30-4-10 et seq., South Carolina Code, 1976, the media was duly notified of the date, time, and place of the meeting.

Councilmembers Present: Mayor Tim Hall, Mayor Pro-Tem David Underwood, Jessie Bunning, Chris Grant, and Lynn McClain. Sarai Melendez attended remotely.

Staff Present: David Poulson, Brittney Martin, Cathy Whetstone, Petey Ridley, John Galbreath, Tommy Crooks, Zane Thompson, Ed Halbig.

Call to Order: Mayor Hall called the meeting to order at 5:30 PM. He then called for a moment of silence.

Pledge of Allegiance: Mr. Grant led the Pledge of Allegiance.

Approval of Agenda: Mayor Hall requested a change to the agenda to include OJRSA appointment. Mr. Grant seconded. The motion passed.

Mayor Hall reviewed a document reaffirming the resolution of 2025-05 recognizing September as Walhalla Employee Appreciation Month. He asked for a motion to approve signing the document. Mrs. Bunning so moved. Mr Underwood seconded. The motion passed.

Mayor Hall asked Mr. Poulson to discuss the Cane Creek Bank Rehabilitation project. He asked Rich Anderson of Summit Engineering to present to the council. Mr. Anderson discussed the proposed awards, and the two contractors selected to perform the work. He noted the timeframe, and discussions with the state about receiving extra time for the project. Mayor Hall asked about the timeframe and the possibility to expand or improve the project with remaining available funds. Mayor Hall asked for a motion to approve the bids. Mr. Grant so moved and Mr. Underwood seconded. The motion passed.

Mayor Hall stated that the city needed to appoint new representative to OJRSA as Mrs. Myers was no longer serving with the city. He recommended Mr. Poulson to serve as representative. Mr. Underwood moved to approve Mr. Poulson for the role. Mr. Grant seconded.

Mr. Grant moved to adjourn the called council meeting. Mrs. Bunning seconded. The meeting adjourned at 5:44 PM.

Respectfully Submitted,

Edward R. Halbig
City Clerk

City of Walhalla
Council Committees Meeting
September 1, 2026 • 5:45 PM
Council Chambers | 206 N Church St
Walhalla, South Carolina
Minutes

In accordance with the South Carolina Freedom of Information Act, Section 30-4-10 et seq., South Carolina Code, 1976, the media was duly notified of the date, time, and place of the meeting.

Councilmembers Present: Mayor Tim Hall, Mayor Pro-Tem David Underwood, Jessie Bunning, Chris Grant, and Lynn McClain. Sarai Melendez attended remotely.

Staff Present: David Poulson, Brittney Martin, Cathy Whetstone, Petey Ridley, John Galbreath, Tommy Crooks, Zane Thompson, Ed Halbig.

Call to Order: Mayor Hall introduced the members of the Utilities Committee.

Approval of Agenda: Mr. Underwood asked for an amendment to the agenda to add review of the findings of the Walhalla Water Advisory Ad Hoc Committee and to review the Walhalla Utilities Reorganization report. Mrs. Bunning seconded. The motion carried.

Mr. Underwood presented images of water testing and water filters from residents in Walhalla. Mr. Underwood asked Mr. Poulson to reach out to the residents to determine how to address water quality issues. Mr. Underwood introduced Tommy Crooks of the city water plant to discuss the process. Mr. Crooks demonstrated the tests done to determine water quality. Mr. Underwood asked for clarification of processes. Mayor Hall asked about testing frequency. Mr. Crooks discussed testing types, the materials tested for and the frequency of those tests. Mayor Hall asked to have the results of the water reports presented at the September Council meeting. Mr. Crooks spoke of calibration schedules and the supplies consumed. Mr. Underwood asked about the flushing program. Mr. Thompson discussed the testing that is included with the flushing program. Mr. Poulson left the meeting at 6:07 PM.

Walhalla Water Advisory Ad Hoc Committee: Mr. Underwood read the Ad Hoc Committee report. He asked for comments from city staff to provide clarification and updates to the report. Mrs. Whetstone discussed Mr. Poulson's interest in improving communication. Mrs. Tollison discussed the work order process. Mrs. Whetstone discussed the interactive PDF form on the city's website and Facebook. Mr. Underwood read further into the report. Mrs. McClain asked about adding notification to the water bills. Mr. Underwood discussed greater distribution of information offline for people not using social media. He reviewed the request to provide mapping information to the public. Mr. Thompson noted that such action created greater security risks for the water utility. Mr. Underwood discussed providing more information on water department actions, policy changes and other opportunities to inform the public. He asked staff to review the document and consider what should be implemented.

Walhalla Utilities Reorganization Report: Mr. Underwood read the report. He discussed administration and budget changes. Mayor Hall noted that some of the recommendations had been implemented. Mr. Underwood discussed public engagement and the recommendation of adding an advisory board. Mr. Underwood asked to move the document recommendations to full council. Mrs. Bunning noted that administrative and budget changes were already underway, and that she supported moving the public engagement portion to full council. She made a motion to send the Public Engagement section of the Walhalla Utilities Reorganization report to full council for consideration. Mr. Underwood seconded. The motion passed.

Utility Work orders: Mr. Underwood asked for a work order report to be submitted to council every month and asked for a flushing report to be submitted every month. Mrs. Bunning noted that the second request should be included in the work order report.

Mr. Underwood asked about repairing the city hall flagpole. He then moved to adjourn. Mrs. Bunning seconded and the motion passed. The committee adjourned at 6:44 PM.

Parks, Recreation and Tourism Committee: Jessie Bunning called the meeting to order. Ms. Melendez was not online.

Parks, Tourism, & Events Director: Mrs. Bunning reminded the board of the Parks, Tourism, & Events Director search. She asked Mr. Ridley to present the Fall Recreation Schedule. She asked Mr. Ridley to discuss the Tournaments. He discussed the tournaments scheduled for October. He noted the Super Saturday tournament schedule. Mrs. Bunning addressed the Community Center and needs for modifications of overflow parking, and emergency access. He also discussed having windows tinted for energy savings. He received bids for the work. Mrs. Bunning noted that the Administrator would be able to authorize the work given the low cost and available grant monies. Mrs. Bunning asked about a grand opening for the center. Mr. Ridley discussed September 18 as a possible date, and mentioned having an open house with some food and activities. Ms. Melendez returned online and asked about the dates and sponsorships. Mrs. Bunning noted that the sponsorships would be in the form of donations.

Events: Mrs. Bunning discussed the Hispanic Heritage Festival. Ms. Melendez discussed the sponsorships for the event. Mrs. Whetstone listed the sponsorship amounts, the budgeted amount and the fact that the event was currently under budget. Ms. Melendez asked about departments heads responding to the event meeting invite. Mrs. Whetstone stated that she had heard from all department heads. Mrs. Bunning noted that the meeting was to ensure coordination and communication within the city.

Signage: Mrs. Bunning discussed improvements to field signage at Sertoma Field and noted that the Oktoberfest Committee would replace the sign and had received material donations to do so. She concluded her comments. Mr. Grant made a motion to adjourn. Mrs. Bunning seconded. The motion carried and the meeting adjourned at 7:02 PM.

Public Safety Committee: Mr. Grant called the Public Safety committee meeting to order.

Careless Driving ordinance: Mr. Grant asked Judge Roberta Barton to present. She asked that the Careless Driving Ordinance to be amended to match statutory allowances of the Summary Court. She discussed court costs and allowing the court to have some discretion and more flexibility. She asked that the first time offense requirement be removed for additional flexibility. Mr. Grant stated that this needed attention and asked that it be brought to council. Mr. Underwood moved to bring it to council. Mr. Grant seconded. The motion passed.

Update on new Police facility: Mr. Grant asked Chief Alexander to update council on the Police Station construction. Chief Alexander presented the status of the construction and the hope of being in by Christmas. Mr. Underwood asked about officers recording street lights that are out over the night shift.

Axon Body Cam presentation: Captain Carr provided a demonstration of the interpretation features of the Axon Body Camera. Chief Alexander discussed the benefits and features of the system and noted that by assessing the features needed that there would be no additional costs. Ms. Melendez tested the system and commented on the efficacy of the feature.

Mr. Underwood made a motion to adjourn. Mr. Grant seconded. The motion carried and the meeting adjourned at 7:22 PM.

Respectfully submitted

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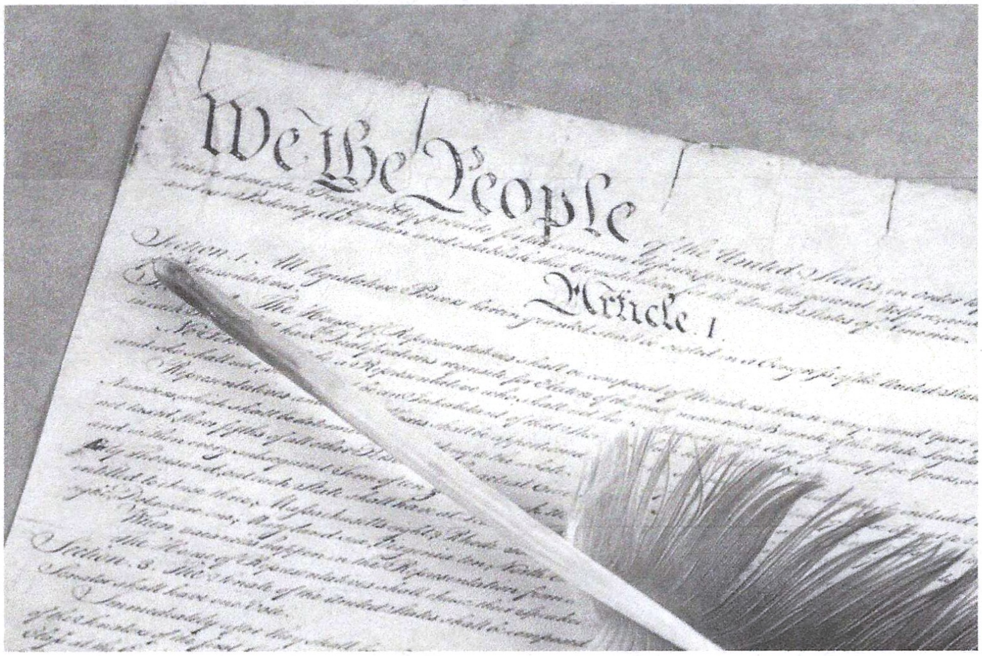
Edward Halbig, City Clerk



WHEREAS: The Constitution of the United States of America, the guardian of our liberties, embodies the principles of limited government in a Republic dedicated to rule by law; and

WHEREAS: September 17, 2026, marks the two hundred thirty nineth anniversary of the framing of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS: It is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary, and to the patriotic celebrations which will commemorate it; and

WHEREAS: Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week,

NOW, THEREFORE I, *Tim Hall* by virtue of the authority vested in me as the *Mayor of Walhalla, South Carolina* do hereby proclaim the week of September 17 through 23 as

CONSTITUTION WEEK

and ask our citizens to reaffirm the ideals the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties.

IN WITNESS WHEREOF, I have hereunto set my hand for the **City of Walhalla, South Carolina** on this 1st day of September of the year of our Lord two thousand twenty-six.

Signed ______________________________

CITY OF WALHALLA, SOUTH CAROLINA
A PROCLAMATION
DESIGNATING OCTOBER 2026 AS FIRE PREVENTION MONTH
IN THE CITY OF WALHALLA

WHEREAS, the protection of life and property in the City of Walhalla is a fundamental responsibility of our government, and the prevention of fire-related injury and loss is essential to the health, safety, and general welfare of all who live, work, and visit within our community; and

WHEREAS, the observance of Fire Prevention Month provides an occasion for the City of Walhalla to advance public awareness, encourage personal responsibility, and promote fire-safety practices at home, at work and throughout the City; and

WHEREAS, the Walhalla Fire Department, established in 1871, serves the City with integrity, and professionalism through emergency response, fire protection, public education, training, and prevention; and

WHEREAS, the citizens of Walhalla can reduce the likelihood and severity of fires by checking their smoke alarms, preparing and practicing escape plans, maintaining their living and working spaces, and recognizing and correcting known fire hazards;

NOW, THEREFORE, I, Tim Hall, Mayor of the City of Walhalla, South Carolina, do hereby proclaim October 2026 as **FIRE PREVENTION MONTH** in the City of Walhalla and call upon Walhalla's citizens, property owners, and community partners to examine their fire-safety practices, maintain appropriate detection and prevention equipment, prepare and rehearse emergency plans, and strive to support the safety of our families, our neighbors, and our city.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the official seal of the City of Walhalla, South Carolina, to be affixed this Fifteenth Day of September in the Year Two Thousand Twenty-Six.

____
Mayor Tim Hall

STATE OF SOUTH CAROLINA)

COUNTY OF OCONEE) ORDINANCE 2026-16

CITY OF WALHALLA)

AN ORDINANCE TO AMEND CHAPTER 295 OF THE WALHALLA MUNICIPAL CODE OF ORDINANCES IN ORDER TO TO STANDARDIZE FINES AND PROTECT POLICE OFFICERS' PROSECUTORIAL DISCRETION, AND OTHER MATTERS RELATED THERETO.

Whereas, the Walhalla Police Department officers operate as prosecuting officers in the municipal court and have discretion to enter into plea agreements; and

Whereas, subsection 295-15 limits officers' ability to exercise such discretion when they would otherwise be able to apply such discretion; and

Whereas, the Municipal Judge of the City of Walhalla is authorized to impose fines according to Subsection 1-1 of the city ordinance; and

Whereas, the Walhalla City Council finds that updated policies regarding Careless Driving are necessary to better align the penalties of subsection 295-14 with the rest of the city's code of ordinances;

Now Therefore: it is ordained and enacted by the Mayor and Council members of the City of Walhalla, in meeting duly assembled, that:

1. Chapter 295 of the Walhalla Municipal Code of Ordinances are hereby amended as follows:

   § 295-14 Penalties.

   Any person found guilty of this offense will be fined ~~no less than $50 nor more than $100~~, up to $500 plus all applicable state-mandated fees and assessments and/or up to 30 days' imprisonment.

   § 295-15 Purpose and scope.

   This article will not be used as a means of increasing revenue, but is to be used as an alternative method to avoid an increase in insurance rates ~~for first-time offenders~~.

2. The remaining terms and provisions of the City of Walhalla Code of Ordinances not revised or affected hereby remain in full force and effect.

3. Should any portion of this Ordinance be deemed unconstitutional or unenforceable

by a court of competent jurisdiction, such determination shall not affect the remainder of this Ordinance, all of which is hereby deemed separable.

4. All Ordinances, Orders, Resolutions, and actions of Walhalla City Council inconsistent herewith are, to the extent of such inconsistency only, hereby repealed, revoked and rescinded.

This Ordinance shall take effect and be in full force upon the Second Reading and Enactment by Walhalla City Council. The City Council shall review this Article within eighteen (18) months of its effective date to assess its operation and any related litigation exposure.

DONE AND RATIFIED in Council Duly assembled this ______Day of ____________ 2026.

____

Tim Hall, Mayor

(seal)

ATTEST:

____

David Poulson, City Administrator

Introduced By:

First Reading:

Public Hearing,
Second Reading
And Adoption:

SOUTH CAROLINA WATER & WASTEWATER AGENCY RESPONSE NETWORK

Mutual Aid and Assistance Agreement for Water And Wastewater Utilities

(Effective October 3, 2011 – Supersedes all prior versions)

AGREEMENT

This Agreement is made and entered into by public and private Water and Wastewater Utilities that have, by executing this Agreement, manifested their intent to participate in an Intrastate Program for Mutual Aid and Assistance.

South Carolina Code of Laws Section 25-1-450 requires that State, county and municipal governments cooperate in developing and maintaining a plan for mutual assistance in emergencies and Section 6-11-1810 allows mutual aid assistance between municipalities, fire districts, fire protection agencies and other emergency service entities. This Agreement is made pursuant to that statutory authority.

ARTICLE I.
PURPOSE

Recognizing that emergencies may require assistance in the form of personnel, equipment, and supplies from outside the area of impact, the signatory utilities established an Intrastate Program for Mutual Aid and Assistance. Through the Mutual Aid and Assistance Program, Members coordinate response activities and share resources during emergencies. This Agreement sets forth the procedures and standards for the administration of the Intrastate Mutual Aid and Assistance Program.

ARTICLE II.
DEFINITIONS

A. Emergency—A natural or manmade event that is, or is likely to be, beyond the control of the services, personnel, equipment, and facilities of a Mutual Aid and Assistance Program Member.

B. Member—Any public or private Water or Wastewater Utility that manifests intent to participate in the Mutual Aid and Assistance Program by executing this Agreement.

C. Authorized Official—An employee of a Member that is authorized by the Member's governing board or management to request assistance or offer assistance under this Agreement.

D. Requesting Member—A Member who requests assistance under the Mutual Aid and Assistance Program.

E. Responding Member—A Member that responds to a request for assistance under the Mutual Aid and Assistance Program.

F. Period of Assistance—A specified period of time when a Responding Member assists a Requesting Member. The period commences when personnel, equipment, or supplies depart from a Responding Member's facility and ends when the resources return to their facility (portal to portal). All protections identified in the agreement apply during this period. The specified Period of Assistance may occur during response to or recovery from an emergency, as previously defined.

G. National Incident Management System (NIMS) - A national, standardized approach to incident management and response that sets uniform processes and procedures for emergency response operations.

H. SCWARN – The South Carolina Water & Wastewater Agency Response Network (SCWARN) is a mechanism to provide utilities and governmental agencies throughout the state a method by which to establish intrastate mutual aid and assistance networks. The purpose of these networks is to provide a framework for utilities to receive rapid, short-term deployment of emergency aid to restore services to utilities that have sustained damages from natural or man-made events.

ARTICLE III.
ADMINISTRATION

The Mutual Aid and Assistance Program shall be administered through a statewide SCWARN Steering Committee. The purpose of the Steering Committee is to set the direction of SCWARN and to facilitate coordination of the Mutual Aid and Assistance Program before, during, and after an emergency. The Steering Committee, under the leadership of an elected Chair and Vice Chair, shall meet face-to-face four times per year and also by teleconference on an as-needed basis to address Mutual Aid and Assistance Program issues and to review emergency preparedness and response procedures. During emergency events, conference calls will be held twice daily. SCWARN Steering Committee members must be able to spend time during emergencies helping match needs and available resources. The Steering Committee shall be comprised of one representative from each of the three professional water and wastewater associations within the state of South Carolina (SCRWA, WEASC, and SCAWWA); two at-large members from water or wastewater utilities serving a population of less than 10,000; two at-large members from utilities serving a population of between 10,000 and 50,000; two at-large members from utilities serving a population of greater than 50,000; one ex-officio member representing SCDHEC; and one ex-officio member representing the SCEMD (South Carolina Emergency Management Division). Association representatives and ex-officio members shall serve at the appointment of their respective association or agency. Utility representatives to the Steering Committee shall be elected by simple majority vote of those SCWARN utility members responding to a duly publicized nomination and election process.

ARTICLE IV.
PROCEDURES

The State Committee shall develop operational and planning procedures for the Mutual Aid and Assistance Program. These procedures shall be updated at least annually. The Committee shall coordinate as appropriate with other applicable agencies.

ARTICLE V.
REQUESTS FOR ASSISTANCE

Member Responsibility: Members shall identify an Authorized Official and alternates; provide contact information including 24-hour access; and maintain resource information made available by the utility for mutual aid and assistance response.

In the event of an Emergency, a Member's Authorized Official may request mutual aid and assistance from a participating Member. Requests for assistance can be made orally or in writing.

When made orally, the request for personnel, equipment, and supplies shall be prepared in writing as soon as practicable. Requests for assistance shall be directed to the Authorized Official of the participating Member With copies to the State Committee. Specific protocols for requesting aid shall be provided in the required procedures (Article IV).

Response to a Request for Assistance: After a Member receives a request for assistance, the Authorized Official evaluates whether resources are available to respond to the request for assistance. Following the evaluation, the Authorized Representative shall inform, as soon as possible, the Requesting Member whether it has the resources to respond. If the Member is willing and able to provide assistance, the Member shall inform the Requesting Member about the type of available resources and the approximate arrival time of such assistance.

Discretion of Responding Member's Authorized Official: Execution of this Agreement does not create any duty to respond to a request for assistance. When a Member receives a request for assistance, the Authorized Official shall have absolute discretion as to the availability of resources. An Authorized Member's decisions on the availability of resources shall be final.

ARTICLE VI.
RESPONDING MEMBER PERSONNEL

National Incident Management System: When providing assistance under this Agreement, the Requesting Utility and Responding Utility shall be organized and shall function under the National Incident Management System.

Control: Responding Member personnel shall remain under the direction and control of the Responding Member. The Requesting Member's Authorized Official shall coordinate response activities with the designated supervisor(s) of the Responding Member(s). Whenever practical, Responding Member personnel must be self sufficient for up to 72 hours.

Food and Shelter: The Requesting Member shall supply reasonable food and shelter for Responding Member personnel. If the Requesting Member fails to provide food and shelter for Responding personnel, the Responding Member's designated supervisor is authorized to secure the resources necessary to meet the needs of its personnel. The cost for such resources must not exceed the State per diem rates for that area. The Requesting Member remains responsible for reimbursing the Responding Member for all costs associated with providing food and shelter, if such resources are not provided.

Communication: The Requesting Member shall provide Responding Member personnel with radio equipment as available, or radio frequency information to program existing radio, in order to facilitate communications with local responders and utility personnel.

Status: Unless otherwise provided by law, the Responding Member's officers and employees retain the same privileges, immunities, rights, duties, and benefits as provided in their respective jurisdictions.

Licenses and Permits: To the extent permitted by law, Responding Member personnel who hold licenses, certificates, or permits evidencing professional, mechanical, or other skills shall be allowed to carry out activities and tasks relevant and related to their respective credentials during the specified Period of Assistance.

Right to Withdraw: The Responding Member's Authorized Official retains the right to withdraw some or all of its resources at any time. Notice of intention to withdraw must be communicated to the Requesting Member's Authorized Official as soon as possible.

ARTICLE VII.
COST REIMBURSEMENT

Unless otherwise mutually agreed in whole or in part, the Requesting Member shall reimburse the Responding Member for each of the following categories of costs incurred while providing aid and assistance during the specified Period of Assistance.

Personnel: Responding Member personnel are to be paid for work completed during a specified Period of Assistance according to the terms provided in their employment contracts or other conditions of employment. The Responding Member designated supervisor(s) must keep accurate records of work performed by personnel during the specified Period of Assistance. Requesting Member reimbursement to the Responding Member must consider all personnel costs, including salaries or hourly wages, costs for fringe benefits, and indirect costs.

Equipment: The Requesting Member shall reimburse the Responding Member for the use of equipment during a specified Period of Assistance. As a minimum, rates for equipment use must be based on the Federal Emergency Management Agency's (FEMA) Schedule of Equipment Rates. If a Responding Member uses rates different from those in the FEMA Schedule of Equipment Rates, the Responding Member must provide such rates in writing to the Requesting Member prior to supplying resources. Mutual agreement on which rates are used must be reached in writing prior to dispatch of the equipment. Reimbursement for equipment not referenced on the FEMA Schedule of Equipment Rates must be developed based on actual recovery of costs.

Materials and Supplies: The Requesting Member must reimburse the Responding Member in kind or at actual replacement cost, plus handling charges, for use of expendable or non-returnable supplies. The Responding Member must not charge direct fees or rental charges to the Requesting Member for other supplies and reusable items that are returned to the Responding Member in a clean, damage-free condition. Reusable supplies that are returned to the Responding Member with damage must be treated as expendable supplies for purposes of cost reimbursement.

Payment Period: The Responding Member must provide an itemized bill to the Requesting Member for all expenses it incurred as a result of providing assistance under this Agreement. The Responding Member must send the itemized bill not later than ninety (90) days following the end of the Period of Assistance. The Requesting Member must pay the bill in full on or before the forty-fifth (45th) day following the billing date. Unpaid bills become delinquent upon the forty-sixth (46th) day following the billing date, and, once delinquent, the bill accrues interest at the rate of prime, as reported by the *Wall Street Journal,* plus two percent (2%) per annum.

ARTICLE VIII.
DISPUTES

Any controversy or claim arising out of, or relating to, this Agreement, including, but not limited to, alleged breach of the Agreement, shall be settled by arbitration in accordance with the Rules of the American Arbitration Association. Any court of competent jurisdiction may enter the judgment rendered by the arbitrators as final judgment that is binding on the parties.

ARTICLE IX.
MEMBER'S LIABILITY

To the extent permitted by law, and without waiving sovereign immunity, each Member shall be responsible for any and all claims, demand, suits, actions, damages and causes of action related to or arising out of or in any way connected with its own actions, and the actions of its personnel, in providing mutual aid and assistance rendered or performed pursuant to the terms and conditions of this Agreement.

ARTICLE X.
[Reserved. Previous language on Signatory Indemnification deleted in entirety]

ARTICLE XI.
WORKER'S COMPENSATION CLAIMS

The Responding Member is responsible for providing worker's compensation benefits and administering worker's compensation for its employees.

ARTICLE XII.
NOTICE

A Member who becomes aware of a claim or suit that in any way, directly or indirectly, contingently or otherwise, affects or might affect other Members of this Agreement shall provide prompt and timely notice to the Members who may be affected by the suit or claim. Each Member reserves the right to participate in the defense of such claims or suits as necessary to protect its own interests.

ARTICLE XIII.
INSURANCE

Members of this Agreement shall maintain an insurance policy that covers activities that it may undertake by virtue of membership in the Mutual Aid and Assistance Program. The scope of the policy must include, at a minimum, coverage for employee faulty workmanship and other negligent acts, errors, or omissions.

ARTICLE XIV.
EFFECTIVE DATE

This Agreement shall be effective after the Water and Wastewater Utility's authorized representative executes the Agreement and the State Committee Chair receives the Agreement. The State Committee Chair shall maintain a master list of all members of the Mutual Aid and Assistance Program.

ARTICLE XV.
WITHDRAWAL

A Member may withdraw from this Agreement by providing written notice of its intent to withdraw to the State Chair. Withdrawal takes effect 60 days after the appropriate officials receive notice.

ARTICLE XVI.
MODIFICATION

No provision of this Agreement may be modified, altered, or rescinded by individual parties to the Agreement. Modifications to this Agreement may be necessary due to programmatic operational changes to support the agreement. Notice of proposed modifications, originating from the SCWARN Steering Committee, shall be sent via written and electronic means to the designee of each member organization and shall include the proposed effective date. Votes must be received by written or electronic means within 30 calendar days of the mailing date. Modifications require a simple majority vote of Members responding. The SCWARN Steering Committee Chair must provide written and electronic notice to all Members of approved modifications to this Agreement. Approved modifications take effect on the date identified in the proposed modification unless superseded by an alternate date during the parliamentary process.

ARTICLE XVII.
PRIOR AGREEMENTS

This Agreement supersedes all prior Agreements, with the exception of the SCAMPS agreement, between Members to the extent that such prior Agreements are inconsistent with this Agreement.

ARTICLE XVIII.
PROHIBITION ON THIRD PARTIES AND ASSIGNMENT OF RIGHTS/DUTIES

This Agreement is for the sole benefit of the Members and no person or entity must have any rights under this Agreement as a third-party beneficiary. Assignments of benefits and delegations of duties created by this Agreement are prohibited and must be without effect.

ARTICLE XIX.
INTRASTATE AND INTERSTATE MUTUAL AID AND ASSISTANCE PROGRAMS

To the extent practicable, Members of this Agreement shall participate in Mutual Aid and Assistance activities conducted under the State of South Carolina Intrastate Mutual Aid and Assistance Program and the Interstate Emergency Management Assistance Compact (EMAC). Members may voluntarily agree to participate in an interstate Mutual Aid and Assistance Program for water and wastewater utilities through this Agreement if such a Program were established.

Now, therefore, in consideration of the covenants and obligations set forth in this Agreement, the Water and Wastewater Utility listed here manifests its intent to be a Member of the Intrastate Mutual Aid and Assistance Program for Water and Wastewater Utilities by executing this Agreement on this ___________ day of __________ 20____.

Water/Wastewater Utility:____

By:_______________________	By:_______________________
Title:_____________________	Title______________________
_________________________	_________________________
Please Print Name	Please Print Name

Walhalla Utilities Reorganization

Background

The Walhalla Utility Department serves over 7,000 customers by providing water treatment, water distribution, and sewer collection. Approximately 75% of these customers reside outside the city limits of Walhalla. Walhalla owns and operates its own water treatment facility, which commenced operations in the fall of 2020. This facility was funded by a $20 million revenue bond issued in 2018.

The Utility staff manages all aspects of the system, including treatment, maintenance, light construction, right-of-way maintenance, meter reading, billing, and collection of wastewaters. The department is currently led by a director who reports to the City Administrator.

Proposal

Administration Changes

It is proposed that the Utility Director be reassigned to report directly to the City Council. The Council would then be responsible for providing direction, hiring, firing, and receiving reports from the director. This change would likely necessitate minor ordinance amendments. The primary objective of this modification is not to diminish the role of the City Administrator but rather to alleviate their workload. Given the substantial size of the utility system and the added complexity of financial management related to the 2018 revenue bond, it is also proposed to offer the Utilities Director an employment contract. This measure would provide security for the director and offer incentives to aid in recruiting and retaining a high-quality manager.

Budget

Currently, the utility budget is consolidated with the city's overall budget. Given that the utilities budget operates as an enterprise fund, it is proposed that it be separated into its own distinct budget and managed independently from the city's overall budget. Cash and fund accounts would no longer be commingled, which will enhance financial transparency and allow for the independent accounting of funds. This change would not prohibit the movement of funds between different accounts. Furthermore, this separation is expected to provide comfort to bond rating agencies and bondholders.

Public Engagement

In conjunction with the aforementioned changes, it is recommended to establish a Walhalla Utilities Advisory Board. This board would be tasked with advising the Utilities Director and the City Council, and with representing the customers in their respective areas.

The board would comprise the Council Utility Committee Chair and a representative from each of the following areas: inside city limits, Oconee County Council District 1, Oconee County Council District 2, and Oconee County Council District 5. Prospective representatives would be required to apply for a seat, similar to the process for the Planning Commission and Board of Zoning Appeals (BZA). Additionally, representatives must be Walhalla Utility customers and reside within the district they represent. The Advisory Board would operate without legislative or executive powers. This initiative aims to provide an avenue for customers residing outside the city limits to voice their concerns and have direct representation to the city.

Summary

The reorganization proposal for Walhalla Utilities aims to improve administrative efficiency, financial transparency, and public engagement. Key recommendations include: having the Utility Director report directly to the City Council to reduce the City Administrator's workload and enhance oversight; separating the utility budget into an independent enterprise fund for better financial clarity and bondholder assurance; and establishing a Walhalla Utilities Advisory Board to provide direct customer representation, especially for those outside city limits, without legislative or executive powers.

Walhalla Water Citizens Advisory Board

Proposed Plan

Mission

The City of Walhalla is committed to engaging our community and to seeking meaningful input, advice, and recommendations from our citizens regarding water service improvements, advancements, and challenges.

The Mayor and City Council are establishing a Walhalla Water Citizens Advisory Board to strengthen communication with the water customers we serve both inside and outside of the City limits. The Board will provide an additional opportunity for citizens to share their perspectives, offer constructive recommendations, and contribute valuable community insight on matters that directly affect them.

The creation of this advisory board will further strengthen the City's water services, promote open communication, and ensure that the voices of our citizens are considered as the city evaluates current and future water-related needs

Purpose

Create a Walhalla Water Citizens Advisory Board to provide citizen input and recommendations to the Mayor, City Council, City Administrator, and Water Department on water-related projects, upgrades, concerns, and issues when needed.

Membership

- One citizen representative from each County Council district who lives outside of the City limits and in an area served by Walhalla's water system.
- Three citizens who live within the Walhalla City limits.
- All appointees must be Walhalla Water Customers in good standing.
- Members are appointed by the Mayor and City Council.
- The City Administrator and Water Department Director serve as members.
- Citizen members are non-voting and serve in an advisory capacity only.
- The Chair of the City's Public Utilities Committee will preside over meetings.

Selection Process

Applicants will use the City's existing **Boards and Commissions application process**. Applicants must meet the City's requirements for board and commission service and reside in the Council district they represent.

Responsibilities

The Board may be asked to:

- Provide recommendations on water-related issues and concerns to the Mayor and City Council.
- Offer community input on water services, planning, and long-term needs.
- Review information provided by City staff and water professionals.

Authority

The Board is strictly advisory. It will not:

- Make binding decisions.
- Approve expenditures or contracts.
- Set water rates.
- Direct City employees or Water Department operations.

Meetings

The Board will meet at least **quarterly** or more frequently if **needed** when a water-related issue or project requires citizen input. Meetings will follow all applicable City policies and laws regarding public meetings and records.

Implementation

1. Mayor and City Council approve creation of the Board.
2. City staff develop the basic bylaws and appointment process.
3. Applications are open through the City's existing Boards and Commissions process.
4. Members receive a brief orientation from the City Administrator and Water Department.
5. The Board begins meeting when water-related matters are referred to it.

Walhalla Downtown Development Corporation Membership

From the Walhalla City Webpage

The WDDC is a 501(c)3 corporation in the State of South Carolina.

Board Members are:

Tim Hall, Walhalla Mayor
Lynn McClain, Walhalla Finance Committee Chair
Helen Westmoreland, WDDC Secretary/Treasurer
Daavid Poulson, Walhalla City Administrator
Vacant, At-large

From WDDC By-laws

Article V Membership

Any person having an interest in the purpose and objective of the Corporation may apply for membership. Applications will be submitted to the Board of Directors for approval and recommended to the Walhalla City Council, which shall appoint all members. Members are appointed for the term of two (2) years.

Article VI

Board of Directors

Section 1.

(a) General. The Board of Directors of the Corporation (the Board) shall be the governing body of the Corporation, and therein shall be vested the entire management of the business and affairs of the Corporation.

(b) Membership/Composition. The Board shall consist of a minimum of five (5) voting and two (2) ex-officio members. The voting members shall be: City Administrator, Mayor or Mayor pro tem, Community Development Committee Chair and a minimum of two additional General Members chosen at large by the existing board members and Walhalla City Council. The ex-officio members shall consist of the Mayor or Mayor pro tem, architect or general contractor and the Community Development Manager/Director. Additional ex-officio members may be added by the majority vote of the Board and approval by City Council.

(c) Election, Removal, Resignation, Terms and Vacancy.

(1) Election/Removal/Resignation. The initial members of the Board and all successive Board members shall be appointed by City Council. Any member of the Board may be removed for any reason by vote of the members of the Board; provided, however, a member of the Board may be removed only if the number of votes cast to remove the member exceeds the number of votes cast not to remove the member. Removals shall be implemented in accordance with the provisions of Section 33-8-108 of the South Carolina Code. Any director may be removed for any reason upon a majority vote of City Council. A member of the Board may resign; provided, however, such resignation shall be in accordance with the provisions of Section 33-8-107 of the South Carolina Code. Any member with three, consecutive, unexcused absences may be removed from the Board.

(2) Terms

(A) As authorized by Section 33-8-106 of the South Carolina Code, initial terms of office of members of the Board shall be staggered so that approximately one-third of the members shall serve one year, approximately one-third shall serve two years, and approximately one-third shall serve three years. Subsequent members of the Board shall serve a term of two years. Members may be reappointed for additional terms. The terms of office for the Mayor, Mayor pro tem and General Government Chair will be set by elections. One General Member will serve for one (1) year and one General Member will serve for two (2) years. The General Members may be chosen to serve additional terms as approved by the Board and Walhalla City Council.

(B) A member of the Board who is the appointed to fill a vacancy created by a member, who died, resigned, retired, was removed, or was otherwise unable to serve, shall serve for the remainder of the term of the previous member.

(C) A Board member may succeed herself or himself in office; provided, however, a Board member who has been removed shall not be allowed to succeed her or himself in office.

(D) Upon expiration of a term, a Board member shall continue to serve until a successor is appointed.

(3) Vacancy. A vacancy on the Board shall be deemed to have occurred in the event of death, resignation or removal of any member of the Board.