



City of Bennettville

EXECUTIVE DEPARTMENT

P.O. BOX 1036

Bennettville, South Carolina 29512

MONTHLY REPORTS

SOUTH CAROLINA'S FIRST "GREAT" TOWN
"Governor's Rural Economic Achievement Trophy"



City of Bennettsville

Fire Department

Phone: 843-479-9001 ext.321

Fax: 843-479-1592

PO Box 1036

Bennettsville, SC 29512

Memo

To: Max Alderman, City Administrator

From: Chris Burks, Fire Chief

Ref: Monthly Report

Date: November 2, 2020

Calls:

During the month of October, the Bennettsville Fire Department responded to a total of 65 calls. There were 30 calls in the City Limits, and 35 calls in the county coverage area

Public Relations/Fire Prevention:

October 3, 2020 – Marlboro Electric Coop Annual Meeting (Fire Prevention)

October 8, 2020 – Bennettsville Intermediate School (Fire Prevention)

October 9, 2020 – Marlboro Academy (Fire Prevention)

October 15, 2020 – Thomas Memorial Daycare (Fire Prevention)

October 27, 2020 – Bennettsville Primary School (Fire Prevention) We will do second part of this event on Thursday, November 5, 2020.

October 31, 2020 – Trunk or Treat (Fire Prevention)

Vehicles, Equipment, and Station Maintenance:

Engine 41 – Carolina International could not find issue with motor and said it was the pump. E-One will be contacted for further repairs (Out of Service)

Dive 4 – is out of service due to funding since March 2019

Tower 4 – is out of service. The ladder truck is now at FES in Sumter, SC. Repairs are around 80 % complete.

Fire Department Response Times:

Our overall average response time for the month was 4.86 minutes. (dispatched to on scene)

Our average time on scene for the month was 40:48 minutes.

Community Risk Reduction:

Fire Marshal did a total of 9 fire inspections. Fire Marshal assisted with a 3rd party inspection at Bennettsville Intermediate School.

The fire department installed a total of 55 smoke alarms and 12 CO alarms.

Points of Interest:

BFD had 10 overlapping calls.

BFD received mutual aid 2 times and rendered mutual aid 1 time.

BFD along with Marlboro Co. Firefighters assisted Sumter FD with commercial structure fire.

Firefighters logged 359 hours of training for the month.

BFD is currently working on ISO reports.

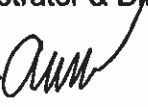
BFD is currently cleaning around hydrants and digitizing their locations on Active 911 (an app that is used by all members for call alerts through Marlboro Co. E-911 and mapping).

BFD had 2 members pass their Fire Inspector 1 class

BFD had 4 members pass Fire Officer 1 class

BFD completed 3-day virtual training on alternative fueled vehicles.

Memo

To: Max Alderman, City Administrator & Dir. Of Public Utilities
From: Angela W. Ward, Asst. C.A. 
cc:
Date: November 2, 2020
Re: October Monthly Report Summary

•New employee orientations.

•Interviews were held for Firefighter, Water Plant Operator A, and Police Officer, Police Sergeant.

•Annual health insurance open enrollment and supplemental insurance enrollment.

•Advertise for Finance Director, Firefighter.



MEMO

To: Mayor and City Council

From: Chief Kevin J. Miller

CC: Max Alderman

Date: Wednesday, November 04, 2020

Subject: Monthly Police Reports (October 2020)

Dear Mayor and Council,

As always, it is an honor and privilege to serve as the Chief of Police for the City of Bennettsville. Please know that I will never put pride before integrity; moreover, I will continue to hold all officers of the Bennettsville Police Department accountable including myself. I understand the importance of building and maintaining the trust of those whom we serve, which is why I believe in "real transparency" and not just when it benefits this organization or an agenda.

I am also proud to report that all Halloween and Homecoming related events went off without a hitch from a public safety perspective. We have also seen a steep decline in violent crime over the last two months, which I attribute to utilizing various proactive policing measures including but not limited to the following: Officers conducting door to door visits throughout various neighborhoods, placing police vehicles in strategic locations, and changing officers schedules to maximize officer coverage/enforcement efforts.

The police department has also began taking steps to replace vacant positions. The most recent addition to the Bennettsville Police Department is Officer Mallory Faulkenberry. We wish her the best regarding her future as a member of the B.P.D., and hope that she has a long safe career here for many years to come.

Officers with the B.P.D. have also focused all traffic enforcement in accordance with the last two bi-weekly traffic enforcement requests. The areas of enforcement included Mcleod Street, King Street, Tator House Road, S. Kinney Street, and Fletcher Street. We will continue to utilize and spotlight areas where complaints are generated from citizens and government officials. We here at the Bennettsville Police Department are 100% committed to reducing speed related complaints and will continue to work towards making all areas safer. The B.P.D. is still working towards finalizing our "Community Policing Initiatives." We are still taking applications for both our (Ride with an Officer) and (Community Advisory Board) programs. Moreover, we look forward to building better relationships with citizens and community stakeholders with these progressive programs.

The October 2020 Monthly Police Department Report begins with the Patrol Division. Officers wrote a total of 235 public contact warnings/summons. Out of those citations and warnings, 4 contacts were issued for violations associated with commercial vehicles driving in restricted areas. With that being said, we have seen an improvement regarding this specific violation. All Speed enforcement continues to be monitored on a bi-weekly report, which records overall officer activities. We continue to focus on certain areas within the city, which receive complainants. Over the month of October, areas of enforcement included but are not limited to McLeod Street, King Street, Tator House Road, South Kinney Street, Usher Street, West Main Street, Fayetteville Avenue, South Everette Street, and Country Club Drive. The Patrol Division also made a total of 17 arrests, wrote 358 incident reports, served 16 warrants, and completed 8,186 property checks, and placed 447 property cards with local businesses. Officers also spent a combined 121.5 hours on downtown foot patrol.

The Detective Division continues to be very effective concerning their enforcement efforts. Detectives made several arrests ranging from Unlawful Sexual Conduct with a Minor, burglary, larceny, Unlawful Possession of a handgun, and various drug charges. Detectives continue to be very active in court including attending General Sessions, Grand Jury, and municipal court hearings. Detectives are continuing to participate in their assigned community walks among several other assignments they are given throughout the month. Detectives also conducted an operation that consisted of “underage alcohol buys” in various locations throughout the city. We will continue to take this type of alcohol enforcement very seriously, because we fully understand the negative effects alcohol can have on our youth; moreover, their unabated ability to obtain it.

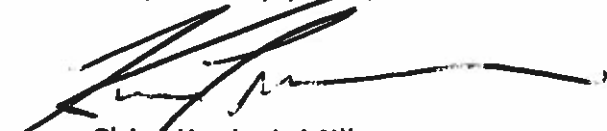
The Administrative and Training Division continues to supervise our SRO Unit and I am proud to report that we had “no issues regarding school safety.” We continue to work closely with our school administrators to ensure a safe environment for students and faculty. Officers also attended mandatory Prejudice, Personality, and Ethics course held at the Bennettsville Public Safety Complex. I take our ability to train and maintain an above average level of competence as it relates to helping officers perform their duties at the highest level possible, which directly impacts the service we offer to the public. We also continue to share updated information related to DHEC and CDC guidelines. We are 100% committed to maintaining a safe working environment for officers and visitors of the Public Safety Complex.

Animal Services responded to (11) calls of service. Animal Services also set several traps around the city including the areas of Firestone and West Main Street. A total of (18) animals were impounded and transferred to the Marlboro County Humane Society. There was one dog bite incident recorded for the Month of October. The animal was quarantined, and all paperwork was properly submitted to DHEC and the Marlboro County Humane Society. Animal Services is still maintaining a complete log of all enforcement activities and an animal intake form during each month to help with accountability. The Animal Services Officer continues to fill in on day shift when we experience staff shortages and by working the Bennettsville City Hall safety detail.

Administration staff (Mrs. Baker and Ms. McCall) recorded 358 incident reports, 13 accident reports, completed 3 background checks, and placed 235 citations/warnings into Law Trak. They also served 100 customers in the lobby, completed 72 timesheets, completed the monthly ticket report, made 3 appointments for staff, as well as, helped citizens with 0 fire reports.

In conclusion, I would like to say that we here at the Bennettsville Police Department will continue and strive to offer nothing but consistent/professional services to the public. We have faithful and dedicated officers at the Bennettsville Police, and I expect nothing but the best from them as should you. We will continue to do everything possible when it comes to working with outside agencies and government officials to keep the citizens of Bennettsville safe and property protected. Thank you again for your continued support! It truly means so much to me and our officers! I look forward to working with each and everyone of you for a long time to come.

Respectfully yours,



Chief Kevin J. Miller

Planning and Zoning Department
October 2020 Monthly Report

10/06/20	CC workshop
10/20/20	Rotary
10/21/20	City Council
10/26/20	Tax incentive workshop

Building

32 building inspections were conducted	12 utility inspections
35 permits were issued	2 service applications
2 demolition clearance forms	2 Dilapidated structures letters
0 Orders of Demolition	0 Building Inspection Hearings
0 Summons	3 Structures Demolished
2 Business License and permit Violators	

Code Enforcement notifications

Lot clearing-13. Overgrowth-2. Vehicles-2. Trash-1.

Grants to be closed out:

1st Round, SC Department of Administration Cares Act –

- (FA-000556) Goods and Services- \$4,255.44 *COVID19
- (FA-000428) Paid sick /admin leave \$4,541.51 *COVID19

Awarded Grants in progress:

CDBG- \$435,710/\$ 44,680 Shady Rest Demolition (#4-CE-18-003) *demolition in progress

CDBG- \$747,700/\$106,500- Gravity Sewer line upgrade (#4-CI-19-002) *bid awarded

SC Department of Public Safety

- Emergency Supplemental Funding grant for specific PPE to be purchased for the Police Department \$6,374. *COVID19

Application for Grants:

SC Emergency management Division Grants recovery:

- Crooked Creek PS & Surface Water Intake Improvements \$966,000
- 200,000/50,000 -Flood Mitigation Assistance Grant Crooked Creek
- Stormwater Study Phase 1 (pre-application approved) \$225,000

Federal Emergency Management Agency Public Assistance for citywide PPE \$8,625.15

SC Department of Commerce CDBG Neighborhood Revitalization Grant

- Demolition of derelict houses from (Jennings to Cottingham) \$500,000/\$50,000

Fiscal Year 2020 Assistance to Firefighters Grant Program - COVID-19 Supplemental Round 2 (AFG-S 2)
\$6,402.74



City of Bennettsville

Department of Tourism, Parks, & Recreation

www.visitbennettsville.com

P.O. Box 1036, Bennettsville, SC 29512

843-454-2142

To: Max Alderman, City Administrator and Director of Public Utilities
From: Elisabeth K. McNeil, Director of Tourism, Parks, and Recreation
Date: November 2, 2020
Re: Monthly Report for October 2020

The Bennettsville Community Center (BCC) served as an absentee voting precinct for Marlboro County from 10/5-30 to promote safety and social distancing. The BCC will also be the site of the East Bennettsville voting precinct on Election Day, 11/3.

The first downtown merchants gathering was held on 10/12 at The Skye as a partnership of Main Street Bennettsville and Marlboro Chamber of Commerce. Numerous business owners/operators in downtown Bennettsville attended and discussed needs, ideas, and perspectives related to running a business in our town. Future meeting dates are 11/9/2020 and 1/11/2021. Notes from the 10/12 event are attached. Public Works Director Bill Parrish and Chief of Police Kevin Miller have been invited to attend the 11/9 meeting to address questions and concerns from the merchants.

Main Street Bennettsville in partnership with City Planning and Zoning Department, Marlboro Historic Preservation Commission, and Marlboro Chamber of Commerce cosponsored a public question and answer session on 10/26 on Historical Preservation Tax Credits and Incentives. Representatives from SC Department of Archives and History, Main Street SC, together with native son, Chris Rogers, an attorney with Rogers Lewis Jackson Mann & Quinn LLC, presented information on how best to utilize the credits for income-producing historic properties listed on the National Register of Historic Places, in the downtown historic district and throughout Marlboro County.

The Downtown Scarecrow Contest is being cohosted by the Tourism, Parks, and Recreation Department and Marlboro County 4H. Displays will remain in place until 11/30. An online photo album of participating displays is available for viewing and voting until 11/20 on the Visit Bennettsville Facebook page.

A Drive-Thru Trunk or Treat cosponsored by the City of Bennettsville, Marlboro County Government, and Marian Wright Edelman Public Library was held on Saturday, 10/31, on the Courthouse Square with a total of 27 "trunks" participating. Children remained in their vehicles as they were driven around the Square and were greeted by masked and gloved "treaters". Traffic lined S. Marlboro Street and Fayetteville Avenue for over two hours. Participation in this was encouraged in lieu of door-to-door "trick or treating".

Efforts continue developing the City Park Master Plan and Tree Inventory including public engagement surveys. Updates on both projects will be provided when available.

**City of Bennettsville
Public Works**

Memo

To: Max Alderman, City Administrator and Director of Public Utilities

From: Bill Parrish, Director of Public Works *BP*

Date: October 30, 2020

Re: October Monthly Report

Attached is Public Works October Monthly Report. If you need any further information, please let me know.

memo

City of Bennettsville Public Works

To: Max Alderman, City Administrator
From: Bill Parrish, Director of Public Works
Date: November 2, 2020
RE: October Monthly Report

Street and Sanitation

1. A total of 426.92 tons of Municipal Solid Waste (MSW) was collected and transported to Lee County Landfill. This month the total was 9.91 tons more than the previous month. Total cost for June was \$12,145.87. Leaves, Limbs, and yard debris totaled 127 tons for the month. This was 50 tons less than the previous month. A total of 61.07 tons of brown goods was collected. This was 3.53 tons more than the previous month.
2. We continue to mandate all our employees must wear their masks while at work or on duty.
3. We continue to keep the doors locked to the general public since we have no barriers separating the public from the employees at this time.
4. We are now screening employee's temperature at the beginning of the workday.
5. We run the streetsweeper as staffing allows.
6. Some mowing and cleaning of vacant lots has been performed by department, but only after the Planning and Zoning Department has followed the procedures in place to notify owners. Inquiries about any enforcement issue should be directed to the Planning and zoning Department.
7. Department staff are continually monitoring areas with potential drainage issues and working on improving them with assistance from the South

Carolina Department of Transportation depending who owns the highway where the problem exists.

8. We have cleaned out several storm drains. And will continue to do so in areas that are known to have problems.

9. We are working on closing out our vacation time for the year. All employees have been advised to take their time before December 31.

10. We are understaffed by two drivers at this time and looking to fill these positions as soon as possible.

Maintenance Shop

1. We had several mechanical issues this month. Down time for several vehicles was a little long due to having to wait on parts to be shipped. The shop has also worked on several other department's' vehicles.

Beautification & Recycling

1. We have now started our regular beautification duties such as pruning, mowing, etc. during their daily activities. However, we continue to use members of this crew in the absence of other department employees during periods of annual and other leave.

2. We continue to operate two recycling drop-offs for residents wishing to recycle.

3. We will continue to cut all right of ways for the Electrical Department. The Gun Range and Public Safety Complex. Also, all Parks and Recreation areas as needed.

Memo

To: Max Alderman, City Administrator and Director of Public Utilities

From: Tasha Townsend, Purchasing Agent *T.T.*

Date: November 2, 2020

Re: Purchasing Department Monthly Report

Below is the Purchasing department's monthly report for October 2020. Please let me know if you need any further details.

Purchasing Report October 2020

- There were a total of 192 approved purchase orders. Of those, 125 have been completely processed, and 67 are still pending. All purchase orders were processed in compliance with our purchasing ordinance.
- Of the approved purchase orders, 4 were for utilities inventory supplies. The items were ordered, received, and stocked accordingly.
- Obtained several quotes and coordinated service calls for departments as requested.
- Maintained the fuel system, including tanks, pumps, and Fuelmaster software. One (1) order was placed for gasoline and diesel fuel for the City Hall location, and one (1) order was placed for gasoline and diesel fuel for the Public Safety Complex.
- Maintained the worker's compensation insurance certificates for current vendors. These certificates are audited by the SC Municipal Insurance and Risk Financing.
- Assisted the utilities departments with customer service calls, preparing work orders, and dispatching.

**MONTHLY REPORT
WATER DISTRIBUTION/
WASTEWATER COLLECTION
OCTOBER 2020**

Mike Belcher, Supervisor

Water Distribution:

Responded to 8 service line/meter water leaks and 7 main line leaks
Checked, replaced water meters, or got readings for meter readers 15
Responded to 6 water related miscellaneous service calls
Responded to 24 SC 811 Locate Tickets by locating and marking our water lines to prevent damage and interruption of service due to construction by others.
Replaced 3 water service lines

Wastewater Collection:

Responded to 43 sewer blockage calls
Camera Inspected 4 locations in the sewer system
Responded to 24 SC 811 Locate Tickets by locating and marking our water lines to prevent damage and interruption of service due to construction by others.

Receiving and reviewing Backflow Test Reports from our commercial customers to ensure their devices are operating properly.

Continued sewer line inspection and cleaning as part of compliance with EPA's CMOM (Capacity, Management, Operations and Maintenance) regulations.

Grant Funded System Improvement Projects:

On June 12th we were awarded another CDBG Grant amount of \$747,700 to replace 3100 feet of 15 in gravity sewer line at a total project cost of \$854,200. This is the city's main sewer outfall line that runs parallel to Crooked Creek to the Wastewater Plant. This project was advertised for bids and the Bid Opening was held on August 6, 2020 and the SC Department of Commerce has given us permission to contract with Southeast Pipe Survey, Inc. who was low bidder. Since we will have \$136,825.17 left over in grant funds due to their low bid, we successfully got Commerce to allow us to add an additional 500 feet of sewer line replacement to the project. We have had the Pre-Construction Meeting and the Notice to Proceed was issued and the contractor will have 90 days to complete the construction.

In March 2021, I plan to apply for both CDBG and RIA Grants again after further evaluation of the water and wastewater areas.

Monthly reports for October 2020

Electric departments

repaired 30 street lights

repaired 24 security lights

installed 3 new security lights

responded 31 misc service calls

new service 1

6 locates

Temporary service 0

system rehab work: change 45 foot pole on throop st

Monthly Report for October 2020

To: Max Alderman

Water Treatment Plants

- Ran water plant, collected samples, ran all test, calibrated meters & did all paperwork
- Checked all well systems-Lyall St., Coxe Rd. East, Odom Rd., Sandy Grove Rd., Gibson Hwy., New Gibson Hwy., Beauty Spot Well, Lake pump house, Old Beauty Spot/Wallace Rd., & Beauty Spot Rd. / International Rd., Raw Water Station & Beauty Spot/E. Main Ext. Grass cut at every well site by plant staff.
- Repaired settled water faucet
- Backwashed filters

On Call schedule for WTP-843-544-3786

10/5/20 – 10/11/20 – Freddy Stubbs

10/12/20 – 10/18/20 – Michael Leggett

10/19/20 – 10/25/20 – Jordan Smith

10/26/20 – 11/1/20 – James Rogers

Wastewater Plant:

- Checked ALL Lift stations, Atkins St, Ayers St, County Complex, Creek, Eugene Copeland, Evans, Federal, Fletcher St, Glenfield, Grove Park, Hamlet Hwy, Hanes, Hunter St., Industrial Park, Ladavanh's, Lakeside, Morris St., Motel, Oakwood, Powell, Wal-Mart
- Vacuumed out lift stations- Atkins St, Ayers St, County Complex, Creek, Eugene Copeland, Evans, Federal, Fletcher St, Glenfield, Grove Park, Hamlet Hwy, Hanes, Hunter St., Industrial Park, Ladavanh's, Lakeside, Morris St., Motel, Oakwood, Powell, Wal-Mart
- Installed new parts on pump #1 at Hwy 38 lift station and returned pump into service
- Began vector reduction test for extension of land application program
- Performed semi-annual PM on blowers at chlorine contact chamber. Tightened belts changed oil and cleaned air filters.
- Land application of sludge ended on 10-9-2020.
- Ayers St. lift station being operated by temporary control panel, permanent panel destroyed on 10-9-20 by automobile.
- Scheduled PMs performed on site and prison generators by Blanchard.
- Brought diesel tank into compliance by applying new labels, also replaced tank fuel filter
- New windsock installed for safety purposes
- Performed semi-annual PMs on return sludge pumps
- Repaired worn, exposed wiring on aerator #2 in basin #2 and returned to service
- HTH applied to clarifier #2 for algae control
- Removed shell of pump house at Federal prison and thoroughly cleaned floor.
- Operators performed PT analysis of unknown and known samples provided by lab director
- Driggers Construction completed repair of basin #1 (digester) wall
- Completed vector reduction testing as follow up to extended land application program

On Call schedule for WWTP-843-544-6024

10/5/20 – 10/11/20 – Julian Kimrey

10/12/20 – 10/18/20 – Julian Kimrey

10/19/20 – 10/25/20 – Danny Locklear

10/26/20 – 11/1/20 – Danny Locklear

Memo

To: Max Alderman, City Administrator/Director of Utilities

From : LEE JOHNSON, NAT. GAS SUPERVISOR

Date: 11, 01 ,2020

Re: Monthly Report for October , 2020

Department Work Orders:

- New Services – 0
- Miscellaneous Work Orders - 86
- Locate work orders - 41

Monthly Activities

1. System valve maintenance is complete .
2. All regulator station sanding , painting & maintenance is complete .
3. My gas meter order that was placed in 2019 has come in & my guy's have been changing the old gas meters out in the system with new AL-250's
4. I sent U-62 patrick smith to lauringburg nc for a random PHMSA DOT Drug Test to stay in compliance with my state & federal drug plan .
5. On 10-21-2020 we found a under ground gas leak on a 2" Steel gas line running into a property that is scheduled to be demo' ed . The gas line was welded with a tee straight into our gas main with no valve in place so I had to get my Gas Contractor , Floyd Industrial to come in on 10-22-2020 to weld a hot tap on and insert a line stop so we could kill gas flow , then we cut 2" line out and welded cap over line . GAS LEAK IS RESOLVED & THERE IS NO GAS ON PROPERTY ANY LONGER .
6. Trying my all to keep everything moving forward with half the month only having one running truck . My two older trucks are in & out of the shop . So had to put two in chads truck & let'em use my Tahoe . I got one out of the shop & one still in the shop !!!!