



# 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"

**Planning and Zoning Department**  
December 2020 & January 2021 Monthly Report

12/04/20 102/104 West Main Street property closing  
12/07/20 PCM (canceled due to quorum)  
01/04/21 PCM (canceled COVID)  
01/19/21 Council

**Building**

62 building inspections were conducted      25 utility inspections  
54 permits were issued                              1 service application  
0 demolition clearance forms                      2 Dilapidated structures letters  
18 Orders of Demolition                              0 Building Inspection Hearings  
0 Summons    12 Structures Demolished  
4 Business License and permit Violators

**Code Enforcement notifications**

Lot clearing- 8. Vehicles-27. Trash-3 Tires and other -8

**Awarded Grants in progress:**

SC Department of Commerce CDBG Neighborhood Revitalization Grant

- Demolition of derelict houses from (Jennings to Cottingham) \$500,000/\$50,000
- CDBG- \$435,710/\$ 44,680 Shady Rest Demolition (#4-CE-18-003) *\*demolition completed.*
- CDBG- \$747,700/\$106,500- Gravity Sewer line upgrade (#4-CI-19-002) *\*construction in progress*

SC Department of Public Safety

- Emergency Supplemental Funding grant for specific PPE to be purchased for the Police Department \$6,374. *\*COVID19 completed*
- 2<sup>nd</sup> Round, SC Department of Administration Cares Act – *Reimbursement PAID!*
- (FA-002049)- Goods and Services- \$3,762.50 \*COVID19
  - (FA-002052) Paid sick /admin leave \$15,240.55\*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 (Projected award in March)
- Stormwater Study Phase 1 (pre-application approved) \$225,000

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

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

# memo

## **City of Bennettsville Public Works**

**To:** Max Alderman, City Administrator  
**From:** Bill Parrish, Director of Public Works *BP*  
**Date:** February 1, 2021  
**RE:** January Monthly Report

### **Street and Sanitation**

1. A total of 426.31 tons of Municipal Solid Waste (MSW) was collected and transported to Lee County Landfill. This month the total was 39.04 tons more than the previous month. Total cost for January was \$12,277.73. Leaves, Limbs, and yard debris totaled 87 tons for the month. This was 120 tons less than the previous month. A total of 52.35 tons of brown goods was collected. This was 2.84 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. However due to a short staff and the holidays. I have been operating it whenever time allowed.
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. We have hired two new drivers at this time we are advertising for two more drivers to fill vacancies at this time. This will bring us back to a full staffed.

8. We have one employee that has been diagnosed with COVID-19 and we are waiting for a doctor's release for him.

9. As of January 1, 2021 we have \$0.35 cents increase per ton for solid waste with Lee County Landfill. That will bring us to a total of \$28.80 per ton.

#### **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:** Mayor and City Council

**From:** Chief Kevin J. Miller

**CC:** Max Alderman

**Date:** Tuesday, February 02, 2021

**Subject:** Monthly Police Reports (January 2021)

Dear Mayor and Council,

As always, it is an honor and privilege to serve as the Chief of Police for the City of Bennettsville and its great citizens. Moreover, our overall commitment to offering progressive and effective police services will continue to be a top priority moving forward into 2021. I know that the future can be somewhat uncertain, but I assure you that members of our organization are taking every initiative and step to ensure that we are prepared to the best of our ability in offering quality safety services. The Bennettsville Police Department continues to seek help and support from our city government, because only together can we effectively overcome adversity. With that being said, I implore you to please keep our officers in your thoughts and prayers every day as they work to maintain peace and keep us safe.

Officers with the B.P.D. have also focused all traffic enforcement within accordance with the last two (bi-weekly) traffic enforcement requests. The areas of enforcement for the month of January included (Broad Street, West Main Street, South Cook Street, Tator House Road, Jefferson Street, Fayetteville Avenue, Beauty Spot Road, East Main Street, Cheraw Street, and Jennings Street. The Traffic/Training Unit also utilized our (Speed Measurement Sign) on Fayetteville Ave. A copy of recent Fayetteville Avenue report and the results are available upon request. Officers will continue to focus on areas within the city where complaints are generated by citizens and government officials. As I have

stated in the past, officers at the Bennettsville Police Department are 100% committed to reducing speed related complaints and other traffic safety concerns; moreover, we will continue to work towards making all areas safer for pedestrians and motorists.

I am also glad to report that the B.P.D has taken our first step in our (Community Advisory Board). We have reviewed all applications and set up times with each individual candidate regarding the initial screening process. Moreover, we look forward to taking this next step in building strong relationships with citizens and community stakeholders. The Bennettsville Police Department also helped with several community activities this month including the Dr. Martin Luther King Jr. Parade and cooking for/serving over 170 recipients at the Community Kitchen. B.P.D. also took time out of their busy workday to read to children at our local schools. Bennettsville Police Department personnel also assisted with security and traffic control throughout the month of January at immunization sites within the city without incident. City of Bennettsville Officers deeply care about our community, and not only sacrifice their free time, but their own personal resources to help maintain strong community bonds. This show "time and time again" by their selfless acts and commitment to service.

The January 2021 Monthly Police Department Report begins with the Patrol Division. Officers responded to 571 calls for service, made 16 arrests, wrote 208 incident reports, served 5 warrants, completed 10,119 property checks, placed 494 property cards with local businesses, and wrote a total of 242 public contact warnings/summons. Out of those citations and warnings, 8 contacts were issued for violations associated with commercial vehicles driving in restricted areas. We continue to see a decrease regarding commercial vehicle complaints; however, we will continue to strictly monitor the area for violations. 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. Officers also increased foot patrol downtown totaling (117.5) hours and maintained officer presence in other areas within the city to help with visibility in areas of concern. Marked police vehicles were also deployed in several areas throughout the city to help deter crime, which was increased and conducted daily.

The Detective Division continued to be very busy during the month of January, making arrests and investigating cases including attempted burglary, shoplifting, and breach of trust. Detectives also attended several court functions throughout the months including General Sessions Court and Grand Jury. The Detective Division also continues to help the Patrol Division in many ways including filling in at City Hall for security, picking up calls to assist the Patrol Division when they are extremely busy, and fill in during times when critical needs must be met. The Detective Division continues to be a vital part of our organization, and heavily relied upon in times of need.

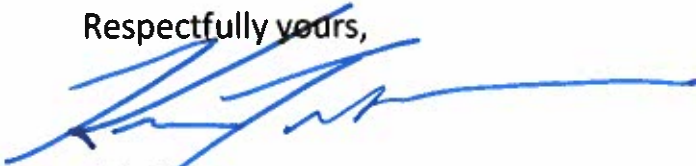
The Administrative and Training Division headed by Lt. Rogers continues to advise the departments SRO's. Even though students are not fully integrated back into a regular attendance schedule, SRO's continue to be present in all schools throughout city schools. The Training Division completed "in-house" Oleoresin Capsicum training to all officers within the department. This type of training is mandatory for all SCCJA Class 1 Officers. The department continued to share updated and important information from DHEC/CDC regarding the Covid-19 pandemic with officers and staff. Administration also insured that officers and the public were kept informed of immunization sites and availability to receive their vaccinations when applicable. The Department has also utilized the remaining funds we received through our SCDPS Covid-19 Protection Grant. As expected/required, we used the remaining funds for supplies in hopes of better protecting our officers to help serve the public.

Animal Services responded to (39) calls of service. Animal Services also set (12) traps throughout various locations within the city. A total of (14) animals were impounded and transferred to the Marlboro County Humane Society. Animal Services also completed (1) animal related incident reports and served (0) warrants concerning animal related issues. The Animal Services Division 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 assisted the Patrol Division with more than (20) for January; moreover, 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 208 incident reports, 8 accident reports, completed 3 background checks, and placed 212 citations/warnings into Law Trak. They also served 65 customers in the lobby, completed 64 timesheets, completed the monthly ticket report, made 0 appointments for staff, as well as, helped citizens with 0 fire reports.

In conclusion, I would like to say that our officers continue to offer excellent police services to the public and demonstrate why the Bennettsville Police Department is regarded as one of the most professional/dependable law enforcement agencies in our area. We here at the B.P.D. will continue to serve with integrity, maintain high standards, and sustain our passion for our profession. We take our ability to serve and protect our city and community very seriously and will always continue to strive for excellence. The police department once again thanks you for your support and we look forward to making much progress with you in the future.

Respectfully yours,



Chief Kevin J. Miller





# TO SERVE AND PROTECT

Monthly Newsletter

FEBRUARY 2021



## FEBRUARY HEART SAFETY TIPS

- 1. Don't smoke or use tobacco.**  
Chemicals in tobacco can damage your heart and blood vessels, leading to narrowing of the arteries.
- 2. Exercise for 30 minutes a day.**  
Physical activity helps you control your weight and reduce your chances of developing other conditions that may put a strain on your heart, such as high blood pressure, high cholesterol, and diabetes.
- 3. Eat a heart healthy diet.**  
Choose healthy fats over unhealthy fats, increase intake of fruits, vegetables, whole grains, and low fat dairy products.
- 4. Maintain a healthy weight.**  
Reducing your weight by just 10% can decrease your blood pressure, lower your blood cholesterol level and reduce your risk of diabetes.
- 5. Get regular health screenings.**  
Make sure to monitor your blood pressure, cholesterol levels, and have yearly health screenings.

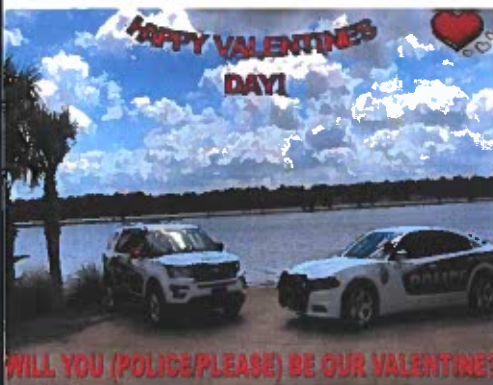
## MONTHLY STATS

The Detective Bureau made several arrests and cleared various cases for the month of January including larceny, fraud, and assaults. The men and women of the Detective Bureau are very dedicated and work very hard each day to solve cases and help resolve incidents which help prevent future crime in our city. If you have any information and want to help leave a tip, please call our tip line at (843) 456-7813. You can remain completely anonymous and we will NEVER reveal the identity of a caller under any circumstance. We ask that our community become more involved in helping us prevent and solve crime. The Patrol Division wrote 242 Public Contact Uniform Traffic Citations and Warnings. The Patrol Division also made numerous arrests, wrote numerous incident reports, served 6 warrants, completed 10,119 property checks, and logged 494 property check cards which were placed at businesses. The men and women of the Patrol Division work tirelessly to promote the safety of our great citizens and the security of our many wonderful businesses. The Animal Services Officer responded to 39 calls for service during January. Out of those calls, 12 traps were set, 4 dogs and 10 cats were impounded and transferred to our local animal shelter. Administration staff recorded 208 incident reports, 11 accident/ background reports, and served 65 customers.



## OFFICER SPOTLIGHT

This month we are spotlighting Assistant Chief Gregory Williams, whom have been working in law enforcement for 22 years. Assistant Chief Williams has served the citizens of Bennettsville for his entire career. Assistant Chief Williams has numerous certifications from SC Criminal Justice Academy, FBI Command College, Internal Affairs, SORT TEAM Operator, Police Bicycle Operator, just to name a few. Assistant Chief Williams hobbies are spending time with family, watching sports, and fishing. Assistant Chief Williams choose a career in law enforcement because he wants to be a positive figure in my community and to help my community. Assistant Chief Williams future goals is to continue helping as many young people as he can. The biggest reward so far in Assistant Chief Williams career is being a positive role model for his kids and all young people that he has come in contact with. Assistant Chief Williams greatest reward is making a person's day better by helping them.



## CHIEF'S CORNER

Dear Citizens and visitors of Bennettsville, first I would like you to know that all of us here at the Bennettsville Police Department appreciate the support we receive from our great community! As we begin our journey into a new year, please remember that we are here to help and assist you with whatever public safety needs or concerns you may have. We here at the B.P.D. want 2021 to be a much more enjoyable and safer experience for all! Please make sure you also check in from to time to on our Facebook page. We periodically release important information to you, the public through this social media platform. I also ask that if you have any information, which can help us prevent future criminal incidents or have information regarding old criminal cases, that you PLEASE reach out to us! You and the information you provide can remain 100% anonymous. It is important me that we continue to put victims first and never forget those who are unable to defend themselves. We will continue to be caretakers of our community, but we do need your help. As I have promised before, we here at the Bennettsville Police Department will always continue to do everything possible to maintain your trust and approval by promoting integrity, accountability, and transparency. If you have any questions, please reach out to me anytime. You can reach me at (843) 479-3620 or by email [Kevin.miller@bennettsville.sc.com](mailto:Kevin.miller@bennettsville.sc.com).

**BPD TIP LINE**  
**843-456-7813**

Respectfully yours,  
Chief Kevin J. Miller



## **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: February 1, 2021**

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#### **Calls:**

During the month of January, the Bennettsville Fire Department responded to a total of 61 calls. There were 38 calls in the City Limits, and 23 calls in the county coverage area.

#### **Public Relations/Fire Prevention:**

#### **Vehicles, Equipment, and Station Maintenance:**

Dive 4 – is out of service due to motor issues.

#### **Fire Department Response Times:**

Our overall average response time for the month was 6.41 minutes. (dispatched to on scene)

Our average time on scene for the month was 28:41 minutes.

#### **Community Risk Reduction:**

Fire Marshal did a total of 10 fire inspections.

The fire department installed a total of 19 smoke alarms and 4 CO alarms.

#### **Points of Interest:**

BFD had 7 overlapping calls.

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

Firefighters logged 526 hours of training for the month.


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).

Tower 4 is now in service.

Multiple classes have been completed and continuing our EMR (Emergency Medical Responder) class.

A flagpole was donated by the Black Family and placed by the FD monument.

# MEMORANDUM

DATE: February 2, 2021  
TO: Max Alderman, City Administrator  
FROM: Michelle Hodges, Business License Inspector   
RE: Activity Report  
January 1-31, 2021

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The following provides information on my involvement in billing and collection activities from January 1 to January 31, 2021:

## **Business License Total:**

- Business License: \$ 4,362.30

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**TOTAL BL Revenue: \$4,362.30**

## **Code Enforcement Collections:**

- Permits collected: \$1,439.00.
- Online Permits 770.00

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**TOTAL PERMITS: \$ 2,209.00**

# Memo

**To:** Max Alderman, City Administrator & Dir. Of Public Utilities

**From:** Angela W. Ward, Asst. C.A. *AWW*

**cc:**

**Date:** January 11, 2021

**Re:** January Monthly Report Summary

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- New employee orientations.
  - Police Sergeant Promotional
  - Interviews were held for Sanitation/Motor Equip. Operator, Gas Line Worker and Police Officer.

# Memo

**To:** Max Alderman, City Administrator/Director of Utilities

**From :** LEE JOHNSON, NAT. GAS SUPERVISOR

**Date:** 02,01,2021

**Re:** Monthly Report for January , 2021

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## Department Work Orders:

- New Services – 0
- Miscellaneous Work Orders - 53
- Locate work orders -48

## Monthly Activities

1. 01-07-2021 I hired a new employee Brantley Douglas that was already a employee with the City Of Benettsville for 5 ½ years .
2. 01-08-2021 I had two of my employee's out with the COVID-19 .
3. 01-11-2021 I was trying to keep up with all my office duties , Do work orders and leak call's that came in and pulled call in the evening and weekend & then my City Administrator Mr. Max was able to get my new hire over to me a little sooner , which helped me a lot . Im very appreciative for his support !!!!!
4. 01-14-2021 my east main st . regulator station relief valve that was leaking . HAS BEEN REBUILT AND IS IN FULL SERVICE & NO LEAKS ....
5. 01-25-2021 One of my employee's came back to work that was out with COVID and my other one which is my foreman is still in ICU on the ventilator . he has my first prayer every single day for him .
6. I had a two hour phone virtual meeting with Dominion Energy on my gas operations and goal's .

## Monthly Report for January 2021

**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.
- Lost two wells @ Lyall St., radio went out. James Altman & Butler Electric working on it
- Lost Lyall St. service pump, James Altman and Butler Electric working on it. Had to run well to fill clearwell
- Worked on sample pump wells
- Washed down filters and troughs in between filters and settling basins #1 & #2
- CTS came and fixed #1 filter valve so it would operate from computer
- Bled line off @ Bypass tank
- Seth w/Perkinson valve company came and checked valve on #1 filter, was not shutting off letting filter drain down. Butler Electric came and worked on the new well float system.

On Call schedule for WTP-843-544-3786

01/04/21 – 01/10/21 – Michael Leggett

01/11/21 – 01/17/21 – Jordan Smith

01/18/21 – 01/24/21 - James Altman

01/25/21 – 01/31/21 – Freddy Stubbs

### 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
- Lift station alarm system gateways replaced at all lift stations from system upgrade
- Vac truck boom repaired by vendor in Monroe, NC
- Butler Electric resolved ongoing issue at Federal prison when alarm and red light would not clear
- AECOM rep (Alan Trim) conducted required Process Safety Management and Risk Management Program audit

- Replaced burned out aerator motor in digester and returned to service. Bad motor sent to Riverside Electric for repair
- Two new tires installed on Digger Truck
- Multiple issues with pumps on Atkins St. lift station due to storm water and trash in sewer lines
- Changed float switches at Glenfield to resolve issue of pumps not starting. Float switch for #1 pump had to be replaced.
- Pump #2 at Walmart lift station lost prime and had to be cleaned of debris (same for pump #2 at State Prison).
- Vacuumed lift stations at State & Federal Prisons, Hunter St. and Glenfield Apts.
- Collected quarterly E. Coli samples for Storm Water Pollution Prevention Plan Compliance.
- A second float switch at Glenfield had to be changed at end of the month. Also, changed one switch at County Complex lift station.

On Call schedule for WWTP-843-544-6024

01/04/21 – 01/10/21 – Julian Kimrey

01/11/21 – 01/17/21 – Danny Locklear

01/18/21 – 01/24/21 – Danny Locklear

01/25/21 – 01/31/21 – Rickie Huckabee

# Memo

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

**From:** Tasha Townsend, Purchasing Agent

**Date:** February 2, 2021

**Re:** Purchasing Department Monthly Report

Below is the Purchasing department's monthly report for January 2021. Please let me know if you need any further details.

## **Purchasing Report January 2021**

- There were a total of 217 approved purchase orders. Of those, 136 have been completely processed, and 81 are still pending. All purchase orders were processed in compliance with our purchasing ordinance.
- Of the approved purchase orders, 6 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.
- 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  
DECEMBER 2020  
Mike Belcher, Supervisor**

**Water Distribution:**

Responded to 5 service line/meter water leaks and 8 main line leaks  
Checked, replaced water meters, or got readings for meter readers 12  
Responded to 9 water related miscellaneous service calls  
Responded to 51 SC 811 Locate Tickets by locating and marking our water lines to prevent damage and interruption of service due to construction by others.  
Replaced 5 water service lines  
Installed 2 new water taps

**Wastewater Collection:**

Responded to 68 sewer blockage calls  
Camera Inspected 4 locations in the sewer system  
Responded to 51 SC 811 Locate Tickets by locating and marking our water lines to prevent damage and interruption of service due to construction by others.  
Installed 1 new sewer tap  
Replaced 2 complete sewer service lines

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 12<sup>th</sup> 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 has 90 days to complete the construction. The construction is probably 95% complete.

In March 2021, I will be applying for another RIA Grant for both the rehabilitation of the Bypass Elevated Water Tank and replace the 8" Water Main Line on Glen St. and Stokes St.