



ADMINISTRATOR'S REPORT

Kevin Bronson

OFFICE OF THE CITY ADMINISTRATOR
WESTMINSTER, SOUTH CAROLINA

September 2, 2022

GENERAL INFORMATION

Preparing for the Downtown Master Plan Consultant - Planning Advisory Committee

The City of Westminster was recently awarded a grant from the Appalachian Regional Commission (ARC) to develop a Downtown Master Plan. The ARC awarded the grant to develop a downtown master plan to guide the City of Westminster in making strategic investments to revitalize its central business district. The plan will provide guidance for catalyst projects including Main Street streetscape, conceptual ideas for the reuse of a former school site, and the re-imagination of a sloped area that connects the downtown to an adjacent neighborhood. ARC funds will be used to procure a consultant to develop this plan.

The grant award included utilizing a Planning Advisory Committee. This Committee is intended to provide general guidance to the planning consultant and to be available to provide input on draft iterations as the plan is developed. Eight to twelve members from the community is ideal. The time commitment is about 16 hours total over the next 4-6 months, most meetings in the evenings with a few possible during the daytime.

City Council is asked to begin considering names for appointment to the Planning Advisory Committee. Drawing upon those already in service on the Planning Commission, the Board of Zoning Appeals and the Recreation Planning Committee is advisable as well as including others not currently on a committee or commission.

USDA-RD Letter of Conditions Received

This week the USDA-RD provided the City with a *Letter of Conditions* for a low-interest loan for \$8,705,000 for Water Infrastructure System Improvements. The *Letter of Conditions* is a near-final step in receiving a loan from the USDA-RD to make system-wide improvements to the City's water system infrastructure. The *Letter of Conditions* is under review by the City's Bond Counsel and will be presented at the next City Council Meeting, September 13, 2022. Funds will be used to upgrade existing lines to include 33,200 LF 10", 42,200 LF 8", and 10,800 LF 6". A 40,000-gallon ground storage tank will be replaced with a 250,000-gallon ground tank.

Police Chief Report

Chief Patterson's monthly report is attached.

Westminster Planning Commission

The Appalachian Council of Governments (ACOG) will hold a planning, zoning and elected officials Planning and Zoning training session at the Depot on Wednesday, October 5, 2022, 1:00 – 4:30 pm. All elected officials, Planning Commission members, Board of Zoning Appeals members, as well as City and County staff responsible for planning and zoning are invited to attend.

OJRSA

The OJRSA Board will hold a joint meeting with Oconee County Council on September 6, 2022 at 3:00 pm. The meeting will be held in the Oconee County Council Chambers. All are invited to attend.

PMPA

This week, the Catawba Owners Group met in Ashville, NC. The Catawba Owners Group is comprised of the agencies that jointly own the Catawba Nuclear Station. PMPA is one of those owners, owning 25% of one of the nuclear units. Representatives from Duke Power, who is contracted to operate the plant, provided briefings on

operations and maintenance of the facility. Future capital improvements and their costs were discussed, as was the reliability of nuclear power and its carbon free emissions. Duke has an impressive commitment to safety and individual responsibility.

PLEASE MARK YOUR CALENDARS

September 5, 2022 - City Holiday – City Offices closed in observance of Labor Day

September 6, 2022 at 3:00 pm a joint meeting of OJRSA and Oconee County Council at Oconee County Council Chambers

September 8, 2022 at 6:30pm - Special Events Meeting at the Depot

September 12, 2022 at 4:00 pm OJRSA Board Meeting at OJRSA

September 13, 2022 at 6:00 pm City Council Meeting at the Westminster Fire Department

September 29, 2022 4:00 pm - 6:00 pm Joint Meeting of the Westminster City Council and Westminster Planning Commission at the Depot (The Wetmore Law Firm to discuss zoning ordinance updates)

October 5, 2022 1:00-4:30 pm – Planning and Zoning Officials Training (provided by ACOG) at the Depot

October 6, 2022 at 6:30pm - Special Events Meeting at the Depot

October 11, 2022 at 6:00 pm City Council Meeting at the Westminster Fire Department

November 8, 2022 at 6:00 pm City Council Meeting at the Westminster Fire Department

November 10, 2022 at 6:30pm - Special Events Meeting at the Depot

November 11, 2022 - City Holiday – City Offices closed in observance of Veterans Day

December 1, 2022 at 6:30pm - Special Events Meeting at the Depot

December 13, 2022 at 6:00 pm City Council Meeting at the Westminster Fire Department

Special Events Calendar (events scheduled for downtown)

September 2, 2022 – 5:00 – 10:00 pm - First Friday Music in the Park - Retreat Street Park*

September 8-10, 2022 – Westminster Apple Festival 🍏

September 24, 2022 – Music on Main – Jeff Sipe’s Electric Buddha (funk/rock/jazz fusion)

October 7, 2022 – 5:00 – 10:00 pm - First Friday Music in the Park - Retreat Street Park*

October 14-15, 2022 - Bigfoot Festival

October 29, 2022 – Music on Main – The Grateful Brothers (classic rock)

October 31, 2022 - Trick on Retreat

November 26, 2022 - Small-Business Saturday

November 28, 2022 - Christmas Window Reveal

December 2, 2022 at 6:30pm - Christmas Parade "West Who-Ville" theme, Tree Lighting to follow in Retreat Street Park

*First Friday Music in the Park - Retreat Street Park | organizer: Reggie Dion, The Upper District



Westminster Chief of Police Monthly Report

August 1-August 31, 2022

Offenses/Incident Reports	53
Vehicle Accidents	8
Use of Force Incidents	0
DUI	1
Arrests	13
Citations Issued	134
Warnings Issued	50
Traffic Stops	176
Security Checks	310
Total Calls	623
Training Hours	12

August 2: Traffic stop conducted by night shift resulted in the arrest of the driver for DUI.

August 2: Burglary/Larceny reported on Anderson Ave where a pressure washer was stolen along with other tools.

August 2: Traffic stop conducted by night shift resulted in the arrest of the driver for a warrant from SC Probation & Parole, simple possession of marijuana and Driving Under Suspension.

August 5: Traffic stop conducted by night shift resulted in the arrest of the driver for No SC Driver's License.

August 5: Traffic stop conducted by night shift resulted in the arrest of the driver for Simple Possession of Marijuana.

August 5: Rock the Park, no issues.

August 7: Traffic stop conducted by night shift resulted in the arrest of the driver for Driving Under Suspension 3rd or more offense.

August 8: Day shift received a report of a license plate being stolen off of a vehicle in the parking lot of Black's Tire. Investigation continues.

August 11: Taser training for new officers.

August 15: Received a report from Recreation Department in reference to someone driving a vehicle on to the field(s) at Owen's Stadium causing damage. No video footage available. Investigation continues.

August 20: Assisted Seneca PD with a breach of trust. Suspect vehicle was located and stopped by night shift and suspect was detained for Seneca PD until their arrival.

August 23: Traffic stop conducted by night shift resulted in the arrest of the driver for Driving Under Suspension 3rd or more, operating an uninsured motor vehicle and license plate violations.

August 25: Traffic stop conducted by night shift resulted in the arrest of the driver for Driving Under Suspension and Habitual Offender.

August 25/26: Received two separate calls at 221 Dickson St in reference to possible arson. A wood pile was on fire on the first call and the same wood pile was back on fire at the second call which resulted in damage to an outbuilding on the property. No suspects at this time. Investigation continues.

August 27: 5 Anderson Ave responded to a deceased person, believed to be natural.

August 29: Flock camera system set up on computers. Camera install coming first of September.

August 30: Received, another, call reference a citizen falling in the roadway. Due to the extensive history with this type of incident, the citizen was taken in to Emergency Protective Custody.

August 30: Motorcycle trailer broken in to on W. Windsor St in the fenced area across from the motel. No suspects at this time. Investigation continues.

August 30: 115 Pritchard St, responded reference to a cardiac arrest. Patient was on hospice and believed to be from natural causes.

Matt M. Patterson

Chief of Police