



ADMINISTRATOR'S REPORT
Kevin Bronson
OFFICE OF THE CITY ADMINISTRATOR
WESTMINSTER, SOUTH CAROLINA

April 19, 2024

GENERAL INFORMATION

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

- post season volleyball tournament will be held on Saturday, April 20.
- City Tournaments for baseball and softball will be held next week, April 26-27.
- Yusef's Field will be ready and available to host practices beginning next week.

Riley Street Property for sale – soliciting proposals

The process for accepting offers to purchase the Riley Street property is posted on the city's website. It can be found here: <https://westminstersc.org/departments/administration/#bids>

Request for Proposals for Financial Audit Services

An RFP is posted to solicit financial audit services for the city's annual financial audit. The RFP can be found here: <https://westminstersc.org/wp-content/uploads/2024/04/Westminster-2024-Audit-RFP-1.pdf>

Westminster Community Litter Cleanup Planned

The City will host a litter cleanup on May 4 beginning at 9:00am. Volunteers should meet at the Depot. The Flyer is attached.

USDA-RD Water System Projects

Two contractors are being utilized to install the water system improvements funded by the USDA-RD. Both contractors are on schedule. No changes from last week where the following was reported.

Arrowood General Contracting is responsible for a grouping of projects entitled Division 1.

- The project areas for Division 1 are: Dawn Drive; Dixon Rd; Phillip Lear; and Dr. Johns Rd.
- Dawn Drive is complete.
- Dixon road is complete, and all customers are now hooked on the new line and one new customer has been connected.
- They have finished laying pipe along Phillip Lear and have begun going south on Dr. Johns Rd toward Tabor Road. Once they reach the intersection of Tabor, they will come back to the intersection of Phillip Lear and begin Laying pipe north on Dr. Johns Rd toward Campbell.
- Arrowood has made a road crossing at is progressing back up Dr. John's Road toward Cambell Road.
- Arrowood has brought water all the way to Tabor Road and will be pressure testing this section on Monday of next week. After a successful pressure test, bacteriological sampling will begin. Upon successful bacteriological testing, they will apply to DHEC for a partial approval to operate and upon receiving this approval, will begin making customer connections. This may be a few weeks.
- Arrowood currently has less than one miles of pipe left to be laid.

Payne, McGinn, and Cummins is responsible for Division 2.

- The project areas in Division 2 are: two sections of Highway 76; Welcome Church Rd to Berry Farm Rd; and Berry Farm Rd to Cleveland Pike Rd.
- PMC continues to install pipe on Welcome Church Rd and have installed approximately 2 miles so far. The two sections of line on 76 have been flooded and chlorinated. Both sections have been pressure tested and passed. Both sections have passed bacteriological samples and DHEC has issued approval to operate these sections. Service connections on this section should begin in the next few weeks.
- All sections that have been skipped over so far due to rock have been connected.
- The connection of this new section to the existing line at Cleveland Pike Road occurred this week. Two Crews are now laying pipe, one from each end working toward each other.
- Flooding of the lines on Welcome Church Rd that have been completed began on Thursday afternoon. This process is being done in approximately 4,000 feet sections. Once the lines are flooded and blown off, pressure testing will occur followed by bacteriological testing on these sections.
- The Section of line on US 76 has been opened to the system and is operating. 7 new fire hydrants are now in operation.
- Two crews continue to lay pipe, one on Welcome Church Road going toward Berry Farm, and the other on Berry Farm Road going toward Welcome Church. Progress is good in both directions.
- PMC has approximately 1 mile of pipe yet to be laid. They have brought water down Welcome Church Road to just before the Boys Camp.
- The valves needed to make the connection to Cleveland Pike Road have been installed. We are waiting on electric service to be installed by contracted electricians.

Westminster Planning Commission

Nothing to report.

OJRSA

Nothing to report.

PMPA

Nothing to report.

PLEASE MARK YOUR CALENDARS

~~April 17, 2024 at 8:30 am Operations & Planning Committee at OJRSA~~

~~April 18, 2024 at 10:00 am PMPA Board Meeting at PMPA~~

April 23, 2024 at 9:00 am Finance & Administration Committee at OJRSA

April 29, 2024 at 10:00 am PMPA Board Meeting – Special Called (virtual)

April 30, 2024 at 4:00 pm Special Called City Council Meeting – Budget – Westminster Fire Department

May 6, 2024 at 4:00 pm OJRSA Board Meeting at OJRSA

May 9, 2024 at 2:15pm Swearing in of Chief Fred Miller

May 10, 2024 City Offices closed – Confederate Memorial Day

May 14, 2024 at 6:00 pm Westminster City Council Meeting at the Westminster Fire Department

May 20, 2024 at 6:00 pm Westminster Planning Commission Meeting at City Hall

City Council Meeting Schedule

January 9, 2024	6:00 PM	May 14, 2024	6:00 PM
February 13, 2024	6:00 PM	June 11, 2024	6:00 PM
March 19, 2024	6:00 PM	July 9, 2024	6:00 PM
April 2, 2024	2:00 PM	August 13, 2024	6:00 PM
	<i>(Special Called for Police Chief Interviews)</i>	September 10, 2024	6:00 PM
April 9, 2024	6:00 PM	October 8, 2024	6:00 PM
April 30, 2024	4:00 PM	November 12, 2024	6:00 PM
	<i>(Special Called for Budget Workshop)</i>	December 10, 2024	6:00 PM

Special Events Calendar

April 20, 2024 Westminster Music Centre presents - Music on Main

(Cruise-in begins at 3:00pm, Concert begins at 5:00pm, Band: Brushfire Stankgrass)

May 4, 2024 Westminster Litter Pickup, Main Street

(9:00am to 12:00pm, litter pickup in the downtown area)

May 4, 2024 El Charro's Cinco de Mayo Celebration, Main Street

(4:00pm to 11:00pm, food vendors and music on Main Street)

May 18, 2024 Westminster Music Centre presents – Music on Main

(Cruise-in begins at 3:00pm, Concert begins at 5:00pm, Band: Fireside Collective)

June 18, 2024 Juneteenth Celebration, the Depot

(more details to come)

September 6-7, 2024 South Carolina Apple Festival – Downtown Westminster

(more details to come)

October 11-12, 2024 South Carolina Bigfoot Festival – downtown Westminster

(more details to come)

**WESTMINSTER
COMMUNITY LITTER
CLEAN UP DAY
SATURDAY, MAY 4
9:00-12:00PM
MEET AT THE DEPOT**

**VOLUNTEERS SHOULD
BRING WALKING SHOES.**

**CITY WILL PROVIDE
BAGS, GRABBERS,
GLOVES, AND WATER**



For more information call 864-647-3212.