



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

November 1, 2024

GENERAL INFORMATION

Friday, November 1, Electric Outage

On Friday around 10:20am, the City Westminster Power System was down for about 25 minutes. A tree was cut down (by someone other than City personnel) and one of the branches fell on a line, ultimately tripping our breaker at the substation. City Electric Staff quickly diagnosed the problem and restored power.

WP Anderson Park Renovation Project

Construction is scheduled to begin the week of November 18, 2024.

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

- Basketball registration closes on Friday, November 1. Participation rates appear consistent with previous years. We will continue to take some late registrations.
- Westminster Recreation will host fall softball & fall baseball Oconee County Tournament Championship games. Games will be played at Hall St and Owen Stadium beginning at 5:30 pm on Friday, November 1.
- Westminster will host the 10U Soccer Western District All Star Tournament from November 7 to 14. The Tournament includes teams from Westminster, Seneca, Mauldin, Abbeville, Clemson, and Pickens.
- Westminster will host a FoodShare pickup on November 6.

SCIIP Sewer Project

McClam and Associates continue to clear and stake the project site (portions of Mimosa, Spring, Bryson Streets and surrounding areas). Crooked Street Right of Way Clearing is complete. Contractors will begin to install lines next week, pending title work on Pump House Road Right of Way.

Heirloom Farms

Contractors continue to install sewer lines for the Heirloom Farms subdivision. They have completed Phase II and are now focusing on the completion of phase I while contractors await materials to cross wetland areas.

Long Creek Highway Chauga River Bridge Water Lines *(report from Public Works Director Kevin Harbin)*

Staff is in regular contact with Mark Attaway, senior project manager with SCDOT on the 76/Chauga bridge replacement. This project is being fast-tracked by the SCDOT. They plan to complete the project

within the 270-day time frame that federal funding mandates. Staff remain in contact and will continue to provide updates to City Council and the Public as available.

City Attorney Position Posting

The position posting for a City Attorney is available on the city's website at the following link: <https://westminstersc.org/wp-content/uploads/2024/10/City-Attorney.pdf>

Christmas Parade

The City of Westminster Christmas Parade will take place at 6:00pm on Friday, December 6. Participants are requested to sign up ahead of time at <https://forms.gle/xBb4WjrDb6XZexuY6>. Paper copies are available at City Hall. The Tree Lighting will take place following the Christmas Parade.

Westminster Codes Report

The Westminster Codes Report for the month of October is attached.

Westminster Planning Commission

Nothing to report.

OJRSA

The OJRSA Board will meet Monday, November 4, 2024 at 4:00 pm at OJRSA. The agenda will be made available by OJRSA at <https://www.ojrsa.org/public-info-archives/>.

PMPA

Nothing to report.

PLEASE MARK YOUR CALENDARS

November 4, 2024 at 4:00 pm OJRSA Board Meeting at OJRSA

November 11, 2024 – City Offices closed to observe Veterans Day

November 12, 2024 at 6:00 pm Westminster City Council Meeting at the Westminster Fire Department

November 18, 2024 at 6:00 pm Westminster Planning Commission Meeting at City Hall

November 20, 2024 at 8:30 am Operations & Planning Committee at OJRSA

November 26, 2024 at 9:00 am Finance & Administration Committee at OJRSA

November 28 & 29, 2024 – City Offices closed to observe Thanksgiving

City Council Meeting Schedule

November 12, 2024	6:00 PM	December 10, 2024	6:00 PM
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Special Events Calendar

December 6, 2024 at 12:00 pm Arbor Day Celebration

(more details to come)

December 6, 2024 at 6:00 PM – Westminster Christmas Parade and Tree Lighting

(more details to come, rain makeup scheduled for December 13)

City of Westminster 2024

Holiday EVENTS



- Dec. 6 at 6 PM:
Westminster Christmas Parade
- Dec. 6 at 7 PM:
Westminster Tree Lighting
(After Parade)

Sign up to participate in the
Christmas Parade:



For Questions, Call
City Hall at
864-647-3212



westminstersc.org



Westminster Code Enforcement Report- July 2024							
Address	Owner Name	Violation	IPMC/City Code	Date Noticed	Method of Notification	Due Date	Notes
112 West Oak Hwy	Tawada Group LLC.	Grass	93.25	7/3/2024	Mail	7/15/2024	Completed
110 Maartin St.	Marc Baillagreon	Grass	93.25	7/5/2024	Mail/Phone	7/17/2024	Completed 8/5/24
E. North Ave Property	Randy Dickson	Fence	151.268	7/3/2024	Mail	10/3/2024	Completed
110 Small St.	Nathaniel Dougles	Inspection	N/A	7/3/2024	On property	N/A	
401 N. Piedmont St.	Lisa Orr	Junk	151.101	7/3/2024	Mail	8/3/2024	In Progress
100 Gaston cir.	Randall Polmeroy	Vehicals	302.8	7/11/2024	Mail	8/16/2024	Completed
102 Martin St.	Luther Elrod	Vehicals	302.8	7/11/2024	Mail	8/16/2024	Completed
111 Wood St.	Marsha Swafford	Vehicals	302.8	7/11/2024	Mail	8/16/2024	completed
331 Cornila ave	Sandra Blackwell	Junk	302.8	7/23/2024	Mail	8/30/2024	Asked to contact me for dumpster assistance
304 retreat st	George Knight	Camper	151.22	7/23/2024	Mail	N/A	completed
216 Retreat st	Stephen Butts	Grass	93.25	7/23/2024	Mail	8/5/2024	completed
1114 E. Main St.	James Lyle	Clean up	302.4	7/23/2024	Mail	9/28/2024	
113 Holcombe	Mike Donahue	Grass	93.25	7/25/2024	Email	8/5/2024	completed
422 Kighland Ave.	Rodney Massey	Clean up	302.4	7/31/2024	Phone call	8/31/2024	In Process
200 Oak St.	Kimberly Rhodes	Vehicle	302.8	7/31/2024	Mail	8/31/2024	completed
310 Bermuda St.	Ruby Taylor	Vehicles	302.8	7/31/2024	Mail	8/31/2024	2nd letter sent
509 S. Piedmont St.	Brianna Miller	Grass/Shrubs	93.25	7/31/2024	Mail	8/12/2024	completed
511 S. Piedmont St.	Dylan Reed	Grass	93.25	7/31/2024	Mail	8/12/2024	completed
Singlewide Bermuda St.	Betty Phinney	Grass	93.25	7/31/2024	Mail	8/12/2024	completed
Aug-24							
106 Jenkins St.	Philip Burton	Dogs	92.21	5/16/2024	Mail	N/A	
201 Willow Row	Bob Elliott/Current Res.	Chickens	92.21	8/16/2024	Mail	N/A	
208-210 E. Main St.	Fred Bland	Repairs/window	151.101	8/29/2024	Mail	10/15/2024	
202 N. Bibb St.	Michelle Runyon/Curren	Junk	151.101	8/29/2024	Mail	9/29/2024	
200 N. Bibb St.	Albert Scarfo	Junk/car	151.101	8/29/2024	Mail	10/15/2024	
102 B St.	James Webb	Grass	93.25	8/29/2024	Mail	9/10/2024	

309 Lakeside Dr.	BKSA LLC.	Grass	93.25	8/29/2024	Mail	9/10/2024	
310 Bermuda St.	Ruby Taylor	Cars	302.8	8/29/2024	Mail	9/29/2024	FINAL NOTICE
120 Cedar St.	Colman Davenport	Inspection		8/27/2024		N/A	INSPECTION
1727B President St.	Andrew Plummer	Inspection		8/29/2024		N/A	INSPECTION
Sept. - 24							
409 E. North ve	James Kay	Cars/Junk/Fence	151.101/302.8/302.7	9/4/2024	Mail	12/9/2024	
317 N. King #6	Maurice Gilchrist	Inspection		9/9/2024		N/A	INSPECTION
102 Taccoa Hwy	Jackson Sharpe	Sign Permit		9/6/2024		N/A	Permit
Lot 31-38 Thrift Dr	Joshua Jacobs	Shed Permit		9/4/2024		N/A	Permit
401 N. Piedmont St	Westminster Church of	RV permit		9/7/2024		9/13/2024	RV permit
1725B President St.	Shelby Lingerfelt	Inspection		9/16/2024		N/A	INSPECTION
321 Doyle St.	Heather Harbinson	Shed Permit		9/16/2024		N/A	Permit
107 John St.	Steve James	Shed Permit		9/26/2024		N/A	Permit
Mostly Worked on VBR							
OCT. - 2024							
9327 Long Creek Hwy.	Judy Smith	Carport		10/10/2024	Office	N/A	Permit
224 E. Main St.	Randy Roberts	Temp Sign		10/10/2024	Office	N/A	Westminster Music Hall / Permit
109 Toccoa Hwy.	WSB 2011 LLC	Inspection		10/10/2024		N/A	Service inspection
1509 E. Main St.	Marathon Gas	Sign Replacment		10/10/2024	Office	N/A	Sign Permit
9327 Long Creek Hwy.	Judy Smith	Carport		10/10/2024	Office	N/A	Permit
500 E. Main St	Mary Perret	Payment Letter		10/25/2024	Mail and Certified	11/30/2024	Letter for payment house demo
318 Westminster Hwy.	Katly Baumgartner	Unfit		10/23/2024	Mail/Posted	N/A	Unfit due to storm damage
517 W. King St.	Rylan Fitzgerald	Unfit		10/23/2024	Email/Mail/Posted	N/A	Unfit due to fire
110 B St.	Michael Towe	Inspection		10/18/2024	N/A	N/A	Utility inspection
907 E. Main St.	Junis Ogburn LLC.	unsecured		10/17/2024	Mail	11/1/2024	unsecured back door
404 Simpson St.	Marvin Moore	Reclassification		10/22/2024	Mail	N/A	From Buss. To Resident
Willow Row Trailer	Anniase Hunter	Unfit		10/23/2024	Mail/Posted	N/A	Posted Condemned
309 Westminster Hwy.	Regina Moss	Permit		10/15/2024	Office	N/A	Carport extension permit
521 E. North Ave.	Lester McMahan	RV	151.22	10/30/2024	Mail/Posted		
120 Riley St.	Helen Sims	Remove burt shed		10/30/2024	Mail	11/30/2024	
1114 E. Main St.	James Lyle	Clean up	302.4	10/30/2024	Mail	11/30/2024	Second and Final Letter