

**CITY OF TRAVELERS REST  
COUNCIL COMMITTEE MEETING AGENDA  
Monday, February 5, 2024, 5:00 p.m.  
City Hall Council Chambers**

Please join us at City Hall in Council Chambers or on our YouTube Channel at  
<https://www.youtube.com/channel/UCyau-beS3wyxOv1drMCpGMw>

**1. Call to Order** Mayor Brandy Amidon

**2. Approval of Minutes**

- a. Approval of minutes from the January 8, 2024 Special Council Meeting at 4 p.m.
- b. Approval of minutes from the January 8, 2024 Special Council Meeting at 6 p.m.

**3. Public Works Committee**

*Members: Lisa Lane, Catherine James, and Sherry Marrah*

- a. Roll Call by Chair Lane
- b. Approval of January 8, 2024, Public Works Committee minutes
- c. Election of Co-Chairperson
- d. Review Public Works Report for January

**4. Public Safety Committee**

*Members: Kelly Byers, Shaniece Criss, Wayne McCall, Sherry Marrah, and Brantly Vest*

- a. Roll Call by Chair Byers
- b. Approval of January 8, 2024, Public Safety Committee minutes
- c. Election of Co-Chairperson
- d. Review Public Safety Reports for January
  - Police Department
  - Fire Department

- Building Department
- Municipal Court

**5. Planning & Development Committee**

***Members: Brantly Vest, Grant Bumgarner, Kelly Byers, Shaniece Criss, and Sherry Marrah***

- a. Roll Call by Chair Vest
- b. Approval of January 8, 2024, Planning & Development Committee minutes
- c. Election of Co-Chairperson
- d. Review of Planning & Development Report for January

**6. Ways & Means Committee**

***Members: Grant Bumgarner, Kelly Byers, Lisa Lane, Wayne McCall, and Brantly Vest***

- a. Roll Call by Chair Bumgarner
- b. Approval of January 8, 2024, Ways & Means Committee minutes

**7. Old Business**

- a. None

**8. New Business**

- a. None

**9. Miscellaneous Matters**

- a. Administrative Update

**10. Adjournment** Mayor Brandy Amidon

**Council Committee Meeting Minutes**  
**Monday, January 8, 2023**  
**5:00 p.m.**  
**Council Chambers, City Hall**

**Council Present:** Mayor, Brandy Amidon; Councilmembers Grant Bumgarner, Kelly Byers, Shaniece Criss, Catherine James, Lisa Lane, Sherry Marrah, Wayne McCall, and Brantly Vest

**Staff Present:** Carson Ruffrage, City Clerk; Mac McMakin, Assistant Fire Chief; Tim Kelley, Police Captain; Mike Forman, Planning Director; and Phillip Tate, Public Works Director; Greg Robertson, Fire Chief; Benjamin Ford, Police Chief

**1. Call to Order**

- a. Mayor Amidon called the meeting to order at 5:00 p.m.

**2. Approval of Minutes from Special Council Meetings.**

- a. Councilmember Criss made a motion to approve the minutes from the Special Council meeting at 4:00 p.m. Councilmember Byers seconded the motion which carried unanimously.
- b. Councilmember Criss made a motion to approve the minutes from the Special Council meeting at 6:00 p.m. Councilmember Marrah seconded the motion which carried unanimously.

**3. Public Works Committee**

***Members: Shaniece Criss (Chair), Lisa Lane, and Sherry Marrah***

- a. Chair Criss called the meeting to order by roll.
- b. Committee member Lane made a motion to approve the minutes from the Public Works Committee meeting held on December 11, 2023. The motion was seconded by Committee member Marrah.
- c. Director Tate noted the following items:
  - i. Litter pickup is scheduled for MLK Day in conjunction with Let's Keep TR Beautiful. He also noted the increase in litter pickup year over year.

- ii. Committee member Lane asked if there was more litter or more awareness of the litter and if there was a way to curb the amount. Director Tate noted that it was a nationwide issue, but there has been an increase in the number of volunteers helping due to better marketing of litter pickup events.
- d. Committee member Marrah made a motion to adjourn the meeting. Committee member Lane seconded the motion.

#### **4. Public Safety Committee**

***Members: Kelly Byers (Chair), Grant Bumgarner, Shaniece Criss, Wayne McCall, and Brantly Vest***

- a. Chair Byers called the meeting to order by roll call.
- b. Committee member Criss made a motion to approve minutes from the Public Safety Committee meeting held on December 11, 2023. The motion was seconded by Committee member Vest.
- c. Traffic collisions were up last month. Two officers are waiting to go to the Academy. They hope to start at the beginning of summer. The Police Department is at full staff. Theresa Igleheart gave an update on the police survey. In order to complete accreditation, they must report the findings of a citizen's survey. They received 247 responses. Overall, the responses were a great way to compare citizen perception vs actuals. Committee Chair Byers requested a copy of the full results. Chief Ford noted that there were no serious issues and nothing surprising in the results. As for the accreditation process, Chief Ford is asking for an extension instead of trying to finish it all in the next three months. He believes it will be completed in the next year.
- d. Chief Robertson noted that everything is a little slower because of the beginning of the year. Calls are about 80% medical and 30% to the Furman area. One firefighter recently fell at Jones Gap State Park and is out for six months. Volunteers are filling in as needed.
- e. Director Forman noted that there is a slight bump in building permits.
- f. Councilmember Criss made a motion to adjourn the meeting. Councilmember Vest seconded the motion.

#### **5. Planning & Development Committee**

***Members: Brantly Vest (Chair), Grant Bumgarner, Kelly Byers, Shaniece Criss, and Wayne McCall***

- a. Chair Vest called the meeting to order by roll call.
- b. Committee member Bumgarner made a motion to approve the Planning and Development minutes from the December 11, 2023 committee meeting. The motion was seconded by Committee member Criss.

- c. Athens Street Duplexes are coming up on the Planning Commission Agenda on the 25<sup>th</sup>. The other is the annexation on Bowers Road. Bowers Road consists of 87 houses 55+ and are slated to have a public hearing at the Planning Commission on January 25<sup>th</sup>. The remainder of the report is standard. Committee member Criss wanted to confirm that both meetings have had exposure to the public. Director Forman confirmed that they will be on Facebook, have already been put out for public notice, and will also be sent out on the TR app via push notification.
- d. Committee member Bumgarner motioned to adjourn; Committee member Criss seconded.

**6. Ways and Means Committee**

***Members: Grant Bumgarner (Chair), Councilmember Criss, Councilmember Vest, Councilmember Byers***

- a. Chair Bumgarner called the meeting to order by roll.
- b. Committee member Vest made a motion to approve the December 11, 2023 minutes. Committee member Criss seconded which was passed unanimously.
- c. Committee member Byers made a motion to adjourn, Committee member Vest seconded.

**7. Old business**

- a. None

**8. Executive Session**

- a. Council went into Executive Session to discuss the Interim Administrator Contract. Councilmember Criss made a motion to go into Executive Session. Councilmember Byers seconded the motion which was passed unanimously.
- b. Councilmember Bumgarner made a motion to adjourn the meeting. Councilmember Vest seconded the motion.
- c. No vote was taken during the Executive Session.

**9. New Business**

- a. None.

**10. Miscellaneous Matters**

- a. None.

## **11. Adjournment**

There being no further business before the Council Committee, Councilmember Bumgarner made a motion to adjourn. Councilmember Lane seconded the motion, which was carried unanimously.

Mayor Amidon adjourned the meeting at 5:45 p.m.

\_\_\_\_\_ Brandy Amidon, Mayor

Completed by \_\_\_\_\_ Carson Ruffrage, City Clerk

**Public Works Report  
January 2024**

**Sanitation**

Request for Brush / Bulk Pick Up	0
Roll Cart Request	6
Residential	6
Commercial	0

**Roads**

Complaints	21
Resolved by City	17
DOT Notification	4

**Animal Control**

Complaints	0
Impoundments	0
Dispositions	0
Humane Society	0
Return to Owner	0

**Septic Pumps**

0
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**Environmental**

Complaints	0
Resolved by City	0

**Fuel**

PW 1	107.3
PW 2	72.4
PW 3	42.5

<b>Total</b>	<b>222.2</b>
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## **Public Works Summary for January 2024**

- **Sanitation:** Greenville County will be placing three recycle containers at Trailblazer Park on the West side of the summary court building. We delivered 6 roll carts for new residents in the month of January.
- **Road and Bridge:** We had 21 complaints about roads in the month of January. 17 of these were handled by the city and four were sent to SCDOT. We partnered with Keep TR Beautiful for a litter pick up on January 15<sup>th</sup> for MLK Day and had a total of 33 volunteers and picked up over 50 bags of litter. WE are currently working with Duke Energy to improve the lighting on North Main Street as well as SCDOT on the speed limit north of the high school. The speed limit signs on Tubbs Mtn. Rd and State Parked Rd are in the process of being changed out.
- **Septic:** We received no request for septic tank reimbursement this month.
- **Building / Grounds Maintenance:** We are still receiving good feedback on Jan Pro, our cleaning service. Christmas Decor was removed. We are planning to adjust and leave some of the lights on the trees on Main Street until late February.
- **Miscellaneous Items:** We are waiting on the county rec to get quotes back planning to apply a seal coat to the section of the trail in front of Loftis Printing to Roe Rd. Greenville County will provide the contractor for this. Public Works Staff were able to conduct blood borne pathogens training in the month of January. We will be lining up Granite Hills Landscaping to install spring flowers and add some mulch on Main Street and at Trailblazer Park. Several other maintenances are scheduled to be addressed in the next few months.



2024 Litter Tracker

	Bags	Vols.	Weight	%
January	60	27	1350	100%
February				
March				
April				
May				
June				
July				
August				
September				
October				
November				
December				
Yearly Total	60	27	1350	100%



City of Travelers Rest

# Report for January 2024

*Department of Public Works  
David Garland*

*It Starts With*





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## *Get to Know Employee Page:*

### **David Garland:**



but sweet as honey. David, in his younger days was an avid motorcycle rider/racer and outdoorsman. As an older version, he now enjoys camping and fishing with his family. David 's wife Jennifer has 8 brothers and 3 sisters. Camping has become very interesting as for our last trip we had over 60 people at the campground. ***A great time was had by all!!***



David started work at the City of Travelers Rest in May of 2021. David lives in the City of Travelers Rest along with his wife Jennifer, dachshund Copper, Baby the cat, Sassy the cat and Munchie the boy cat, the terror of the house



Jen and David attend Clearview Baptist church and are very involved with the church family. He leads the Clearview Carpenter team building decks and wheelchair ramps for those who are in need of some help. David works in the Public Works Department. Stop by and say hello.



## **January 2024 Monthly Report for David Garland:**

### **Summary for the Week beginning 01/01/24:**

#### **Routine weekly preventive maintenance (PM's)**

- 1: Inspected the generator after the weekly test period which is on Monday morning. Generator ran for the normal amount of time (.5 hours). All controls were normal. Oil level was normal and no leaks observed. Hours at 195.0**
- 2: Inspected the Storm Pond. Pond was dry. Vegetation looked good. All the drains were visible and looked good. Trash was present but minimal. Fence is in good shape. Erosion is minimal.**
- 3: Inspected Emergency eye washer at the Public Works building. All valves working normally. Nozzles seemed free from debris and flowing adequately.**
- 4: Started removing Christmas decorations throughout the city.**
- 5: Rerouted vent line in attic of the shop to give more head room**
- 6: Prepared upcoming training for Ladder Safety and Inspection.**
- 7: Had the oil changed on the F150 and the White F250.**
- 8: Tried to repair speed limit sign on South Poinsett. Remove it to send back to factory for repair.**
- 9: Organized and assigned the maintenance inspections for Public Works. Will be training on the inspections in the coming weeks.**



**Summary for the Week beginning 01/08/24:**

- 1: Inspected the generator after the weekly test period which is on Monday morning. Generator ran for the normal amount of time (.6 hours). All controls were normal. Oil level was normal and no leaks observed. Hours at 195.6.
- 2: Inspected the Storm Pond. Pond was dry. Vegetation looked good. All the drains were visible and looked good. Trash was present but minimal. Fence is in good shape. Erosion is minimal.
- 3: Inspected Emergency eye washer at the Public Works building. All valves are working normally. Nozzles seemed free from debris and flowing adequately.
- 5: Inspected the Fire extinguishers at City Hall, Police Department, Public Works and Trailblazer Park.
- 6: Inspected the Sprinkler System's at City Hall and the Public Works Building.
- 7: Cleaned the trailer float and removed all the decorations.
- 8: Worked on organizing the cone trailer and repaired the lights that weren't working.
- 9: Repaired lights on small utility trailer. All lights on all 4 trailers are now working properly.
- 10: Cleaned out 14 storm drains around the City



### **Summary for the Week beginning 01/15/24:**

#### **Routine weekly preventive maintenance (PM's)**

- 1: Inspected the generator after the weekly test period which is on Monday morning. Generator ran for the normal amount of time (.6 Hours). All controls were normal. Oil level was normal and no leaks observed. Hours at 196.2.
- 2: Inspected the Storm Pond. Pond was relatively dry. Vegetation looked good. Some trash but not extreme. Fence is in good shape. Erosion is minimal.
- 3: Inspected Trailblazer Park. Pavillion area is normal. Lights and fans were operating normally. Area was relatively clean. Dumpster is dirty. Some clutter inside enclosure. Trailblazer field area looked good. Continue to see fire ant signs. Restroom building looked normal with all fixtures working normally with no leaks. Storage room is a little cluttered but all electrical equipment seemed in working order and accessible. Amphitheater area looked normal. No problems with stage area. All lights functioned normally. Holes in cover fabric have not expanded. All the trash cans looked good.
- 4: Inspected Emergency eye washer at the Public Works building. All valves working normally. Nozzles seemed free from debris and flowing adequately.
- 5: Weekly report was all normal. Nothing stood out during the inspection.
- 6: Inspected Exit signs and Emergency Lights
- 7: Working on developing the KPI's for Public Works
- 8: Built a fall safety wall in the attic of the Public Works building.
- 9: Built container rack for storage at the Public Works building.



### **Summary for the Week beginning 01/22/24:**

#### **Routine weekly preventive maintenance (PM's)**

- 1: Inspected the generator after the weekly test period which is on Monday morning. Generator ran for the normal amount of time (.6 hours). All controls were normal. Oil level was normal and no leaks observed. Hours at 196.8.
- 2: Inspected the Storm Pond. Pond was wet. Vegetation still looking good. Some trash but not extreme. Fence is in good shape. Erosion is minimal.
- 3: Inspected Trailblazer Park. Pavillion area is normal. Lights and fans were operating normally. Area was relatively clean. Dumpster area is dirty. Some clutter inside enclosure. Trailblazer field area looked good. Continue to see fire ant signs. Restroom building looked normal with all fixtures working normally with no leaks. Storage room is a little cluttered but all electrical equipment seemed in working order and accessible. Amphitheater area looked normal. No problems with stage area. All lights functioned normally. Holes in cover fabric have not expanded. All the trash cans looked good.
- 4: Inspected Emergency eye washer at the Public Works building. All valves are working normally. Nozzles seemed free from debris and flowing adequately.
- 5: Weekly report was all normal. Changed batteries in 2 sink faucets. Nothing else stood out during the inspection.
- 6: Cleaned out 4 storm drains around the City.
- 7: Worked on the Public Works shop organization.
- 8: Trained on Bloodbourne Pathogens
- 9: Replaced heater at TBP womens restroom

**Fuel Consumption for the 2020 F250 = 72.4 gallons**





### **Summary for the Week beginning 01/29/24:**

#### **Routine weekly preventive maintenance (PM's)**

- 1: Inspected the generator after the weekly test period which is on Monday morning. Generator ran for the normal amount of time (.6 hours). All controls were normal. Oil level was normal and no leaks observed. Hours at 196.8.
- 2: Inspected the Storm Pond. Pond was relatively dry. Vegetation has been cut. Some trash but not extreme. Fence is in good shape. Erosion is minimal.
- 3: Inspected Trailblazer Park. Pavillion area is normal. Lights and fans were operating normally. Area was relatively clean. Dumpster area looks good. Some clutter inside enclosure. Trailblazer field area looked good. Continue to see fire ant signs. Restroom building looked normal with all fixtures working normally with no leaks. Storage room is a little cluttered but all electrical equipment seemed in working order and accessible. Amphitheater area looked normal. No problems with stage area. All lights functioned normally. Holes in cover fabric have not expanded. All the trash cans looked good.
- 4: Inspected Emergency eye washer at the Public Works building. All valves working normally. Nozzles seemed free from debris and flowing adequately.
- 5: Weekly report was all normal. Nothing stood out during the inspection.
- 6: Mounted map of the City Streets at the PW building
- 7: Worked wreck on Hwy 25 and State Park Rd by putting out cones in several different areas.
- 8: Still organizing shop.
- 9: Worked on sign machine. Getting ready for training with Greenville county folks on 2/6/24



## ***Department of Public Works***

### **Upcoming:**

- 1: Public Works will begin monthly safety training. Training will include subjects such as, Chainsaw safety, Power and hand tool safety, Bloodborne Pathogens safety (Already complete for this year), CPR and First Aid training (Already complete for this year), Hazardous Communications, PPE, office safety and other subjects as we try to improve workplace safety.
- 2: Safety training continues with Lockout/Tagout and Fire Extinguisher training coming up.
- 3: Training on sign machine from the Greenville county folks.
- 4: Continuing the PW round table discussions with the crew. Topics below:
  - A: Importance of being pro-active and not re-active
  - B: How can we make TR better – Continuing subject
  - C: Continue developing the training subjects
  - D: Maintenance Inspection training for new inspectors

# **REPORT FOR JANUARY 2024**

**SCOTT PITMON**



## ***DEPARTMENT OF PUBLIC WORKS***

*It Starts With*



↳ Schwere Wdh



### Generator Weekly Check (Police Station)

[illegible]

City of Travelers Rest

Month Inspected

Jan 2024



Monthly Exit sign test

	Location	Pass/Fail
1	PD After hours Entrance	✓
2	PD After hours hallway	✓
3	PD hall 1	✓
4	PD hall 2	✓
5	PD hall 3	✓
6	PD hall 4	✓
7	PD hall 5	✓
8	Dispatch Hall 1	✓
9	Dispatch Hall 2	✓
10	PD Admin Hall 1	✓
11	PD Admin Hall 2	✓
12	Court room 1	✓
13	Court room 2	✓
14	Judge hall 1	✓

	Location	Pass/Fail
15	Judge hall 2	✓
16	Judge hall 3	✓
17	Admin hall 1	✓
18	Admin hall 2	✓
19	Admin hall 3	✓
20	Admin hall 4	✓
21	Admin hall 5	✓
22	City hall entrance 1	✓
23	City hall entrance 2	✓

Inspector(s):

Jake - Abe

Reviewer:

David Garland

Notes:

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Battery Type - Unitech Ni-Cd AA900mAh 2.4 volt

City of Travelers Rest

6- Street View



Month: January 2024

Trailblazer Park Check

Week of:		1	8	15	22	29
Pavillion Check	Check parking area around pavillion	✓		✓	✓	
	Check concrete under pavillion	✓		✓	✓	
	Check fluorescent lights for operation		✓	✓	✓	
	Check scone lights for operation		✓	✓	✓	
	Check ceiling fans for operation		✓	✓	✓	
	Check recepticals for operation			✓		
	Check Trash cans. Empty if needed	✓	✓	✓	✓	
Trailblazer Field area	Check electrical outlets (Representative number)					
	Check Sprinklers	OFF			OFF	
Amphitheater Check	Check for fire ants	✓				
	Check Stage lights for operation			✓	✓	
	Check stadium lights for operation			✓	✓	
	Check electrical on stage area			✓	✓	
	Check electrical at Sound area			✓	✓	
	Check stage concrete	✓		✓	✓	
	Check seating area	✓		✓	✓	
	Check for fire ants in seating area	✓		✓	✓	
	Check electrical panel area behind stage			✓	✓	
	Check walkway around stage	✓		✓	✓	
Restroom Check	Check Parking area	✓		✓	✓	
	Check urinal for operation (Mens)	✓		✓	✓	
	Check toilet for operation (Mens)	✓		✓	✓	
	Check sink for operation (Mens)	✓		✓	✓	
	Check walls (Mens)	✓		✓	✓	
	Check toilet seat for tightness (Mens)	✓		✓	✓	
	Check toilet for operation (Womens)	✓		✓	✓	
	Check handicap toilet for operation (Womens)	✓		✓	✓	
	Check sink for operation (Womens)	✓		✓	✓	
	Check walls (Womens)	✓		✓	✓	
	Check toilet seats for tightness (Womens)	✓		✓	✓	
	Check both hand dryers (Mens and Womens)	✓		✓	✓	
	Check restroom supplies in Storage room	✓		✓	✓	
	Check for neatness in storage room	✓		✓	✓	
Trash (Dual Cans) Empty if needed	Check electrical panels in storage room	✓		✓	✓	
	Check light timer panel in storage room	✓		✓	✓	
	At Restroom	✓		✓	✓	
	At Amphitheater (2)	✓		✓		
	At Roundabout (2)	✓		✓		
	Bee Traps (At each dual)	NA		NA		
	Put out ant killer	yes		no		
	Inspector initials	me		me	me	

N I A = Needs Immediate Attention

Notes:

# City of Travelers Rest



## Storm pond and fencing inspection (Weekly)

Week of:	Check storm pond for trash	Check storm pond for proper drainage	Check fencing around storm pond	Check storm for unusual erosion	Check storm pond for vegetation growth	Inspector
1/1/2024	✓	✓	✓	✓	✓	Abe
1/8/2024	✓	✓	✓	✓	✓	Abe
1/15/2024	✓	✓	✓	✓	✓	Abe
1/22/2024	✓	✓	✓	✓	✓	Abe
1/29/2024						
2/5/2024						
2/12/2024						
2/19/2024						
2/26/2024						
3/4/2024						
3/11/2024						
3/18/2024						
3/25/2024						
4/1/2024						
4/8/2024						
4/15/2024						
4/22/2024						
4/29/2024						
5/6/2024						
5/13/2024						
5/20/2024						
5/27/2024						
6/3/2024						
6/10/2024						
6/17/2024						
6/24/2024						
Notes:						

# City of Travelers Rest

## Monthly Emergency Lighting test

Month Inspected

JAN 2024



Type	Location	P/F	Pass/Fail
Fluorescent	Patrol Room	P	
Can light	Outside Patrol room	F	
Can light	Outside locker room	F	
Can light	Outside supervisors room	F	
Can light	Outside Admin Captain	F	
Can light	Mid PD hall	F	
Can light	End PD hall	F	
Can light	Outside mens restroom	F	
Can light	Mens restroom 1	F	
Can light	Mens restroom 2	F	
Can light	Outside womens restroom	F	
Can light	Womens restroom 1	F	
Can light	Womens restroom 2	F	
Can light	Dispatch hall 1	P	
Can light	Dispatch hall 2	P	
Can light	Dispatch hall 3	F	
Can light	Dispatch hall 4	F	
Fluorescent	Dispatch	P	
Fluorescent	Dispatch UPS Room	P	
Can light	Locker room 1	F	
Can light	Locker room 2	F	
Can light	Locker restroom 1	F	
Can light	Locker restroom 2	F	
Can light	Locker restroom 3	F	
Fluorescent	Judge hall 1	P	

Type	Location	P/F	Pass/Fail
Fluorescent	Judge hall 2	P	
Fluorescent	Judge hall 3	P	
Can light	Admin rear entrance door	P	
Fluorescent	Admin hall 1	P	
Fluorescent	Admin hall 2	P	
Fluorescent	Admin hall 3	P	
Fluorescent	City hall entrance 1	P	
Fluorescent	City hall entrance 2	P	
Fluorescent	City hall entrance 3	P	
Fluorescent	City hall entrance 4	P	
Can light	Court room Entrance	F	
Can light	Court room 1	F	
Can light	Court room 2	F	
Can light	Court room 3	F	
Can light	Court room 4	F	
Fluorescent	Court room 1	P	
Fluorescent	Court room 2	P	
Can Light	Outside at after hours entrance	P	
Fluorescent	After hours entrance hall	P	
Fluorescent	2 cell room	F	
Fluorescent	3 cell room	F	
Fluorescent	Booking Room	F	
Fluorescent	Booking Room	F	
Fluorescent	After hrs lobby	F	
Can light	Outside at admin entrance	F	

Notes:

Inspector(s):  
Reviewer:

APC - JAK  
DANIEL CARLSON



# City of Travelers Rest

## Monthly Fire Extinguisher Inspection

Month/Year

JAN / 2024

Inspector:

Scott P. Itman



Building	Location	Date Serviced	Extinguisher Missing	Pressure		Safety Ring		Repairs	Initials
				OK?	Low?	Discharged?	OK?	Problem?	
City Hall-Admin	Admin Hallway South close to rear entrance of Admin	8/7/2023		✓					
	Admin Server Room outside of Court Room	8/7/2023		✓					
	Breakroom beside door	8/7/2023		✓					
	Breakroom fire suppression inside cabinet above stove	8/7/2023		✓					
	Admin hallway North outside of Records Clerks office	8/7/2023		✓					
City Hall-PD	PD Hallway outside of PD Room	8/7/2023		✓					
	PD at After hours entrance	8/7/2023		✓					
	Dispatch	8/7/2023		✓					
	Maintenance Building in Parking area	8/7/2023		✓					
PW Building	Maintenance Building in shop area	8/7/2023		✓					
	Maintenance Dog Kennel on left, inside door	8/7/2023		✓					
	Maintenance Storage on left inside storage room	8/7/2023		✓					
TBP Storage	TBP Restroom Storage	8/7/2023		✓					

City of Travelers Rest

Year: 2024



AED Inspection Sheet

Location: 24 Hr entrance Hallway

<b>AED Serial Number</b>	400098032	<b>AED Model Number</b>	Reviver View	<b>Battery Expiration date</b>	March 31, 2027
<b>Electrode Set Expiration date</b>	July 31, 2025	<b>Electrode Set Expiration date</b>		<b>Battery Installation date</b>	August 15, 2023
Inspection:					
<b>Month</b>	<b>Status Indicator</b>	<b>Battery Status</b>	<b>Rescue Kit</b>	<b>General Condition</b>	<b>Inspector Initials</b>
January	✓	✓	✓	✓	SW
February					
March					
April					
May					
June					
July					
August					
September					
October					
November					
December					

Location: Public Works

<b>AED Serial Number</b>	400076409	<b>AED Model Number</b>	Reviver View	<b>Battery Expiration date</b>	March 31, 2027
<b>Electrode Set Expiration date</b>	July 31, 2025	<b>Electrode Set Expiration date</b>		<b>Battery Installation date</b>	August 15, 2023
Inspection:					
<b>Month</b>	<b>Status Indicator</b>	<b>Battery Status</b>	<b>Rescue Kit</b>	<b>General Condition</b>	<b>Inspector Initials</b>
January	✓				
February					
March					
April					
May					
June					
July					
August					
September					
October					
November					
December					

Notes:

**General Requirements:**

- 1) The pathway to the eyewash station is clear of obstructions
- 2) The eyewash fixture is free of obstructions in all directions
- 3) The nozzle dust caps/covers are in place and operating properly
- 4) To test the eyewash station, flush water until clear water flows continually through eyewash head without any leaks, rust, dirt, etc for approximately 5 seconds. If problems are evident, Repair immediately!

Year

**2024**

[illegible]

# *January*

## *Downtown Safety Report*

### **MAIN STREET**

<b>VIOLATION</b>	<b>CITATIONS</b>	<b>WARNINGS</b>
<b>Speeding Violations</b>	<b>12</b>	<b>71</b>
<b>Other Moving Violations</b>	<b>31</b>	<b>54</b>

### **N. POINSETT HIGHWAY**

<b>VIOLATION</b>	<b>CITATIONS</b>	<b>WARNINGS</b>
<b>Speeding Violations</b>	<b>2</b>	<b>10</b>
<b>Other Moving Violations</b>	<b>3</b>	<b>14</b>

### **CENTER STREET**

<b>VIOLATION</b>	<b>CITATIONS</b>	<b>WARNINGS</b>
<b>Speeding Violations</b>	<b>0</b>	<b>0</b>
<b>Other Moving Violations</b>	<b>2</b>	<b>1</b>

### **MCELHANEY ROAD**

<b>VIOLATION</b>	<b>CITATIONS</b>	<b>WARNINGS</b>
<b>Speeding Violations</b>	<b>1</b>	<b>1</b>
<b>Other Moving Violations</b>	<b>0</b>	<b>1</b>

### **WILLIAMS ROAD**

<b>VIOLATION</b>	<b>CITATIONS</b>	<b>WARNINGS</b>
<b>Speeding Violations</b>	<b>0</b>	<b>0</b>
<b>Other Moving Violations</b>	<b>0</b>	<b>0</b>

# *January Downtown Safety Report*



## **SPEED TRAILER DEPLOYMENT**

**DAYS: 31**

**LOCATIONS: 2**

## **DOWNTOWN FOOT PATROL HOURS:**

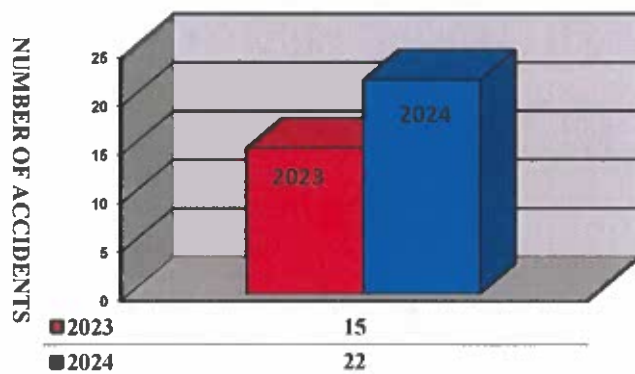
**\_49\_\_\_\_\_**

# Travelers Rest Police Department January Monthly Report 2024

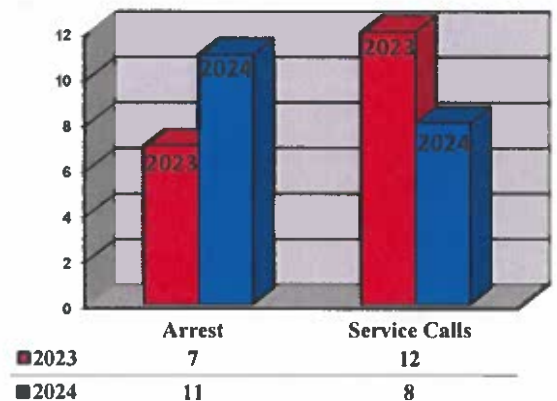
## MOTOR VEHICLE COLLISIONS AND WALMART CALLS, ARRESTS, AND TOWED VEHICLES

CRIME	January 2024	January 2023	Amt. of Change	Percent Change	YTD 2024	YTD 2023	Amt. of Change	Percent Change
Total MVC	22	15	+7	+46	22	15	+7	+46
MVC W/ Injury	7	5	+2	+40	7	5	+2	+40
Wal-Mart Shoplifting Arrests	11	7	+4	+57	11	7	+4	+57
Wal-Mart Service Calls	8	12	-4	-33	8	12	-4	-33
Wal-Mart Cars Towed	0	0	0	0	0	0	0	0

ACCIDENTS REPORTED



WAL-MART SHOPLIFTING ARRESTS AND SERVICE CALLS



### January Crime Stats

· Murder	0
· Rape	0
· Robbery	0
· ABHAN	0
· Assault & Battery	3
· Burglary	1
· Larceny	6
· Motor Vehicle Theft	0
· Arson	0
· Narcotics Violations	13
· DUI	6

### Miscellaneous Service Calls:

Animal Calls:	16
Code Enforcement:	3
Public Intoxication:	1
City Events:	1

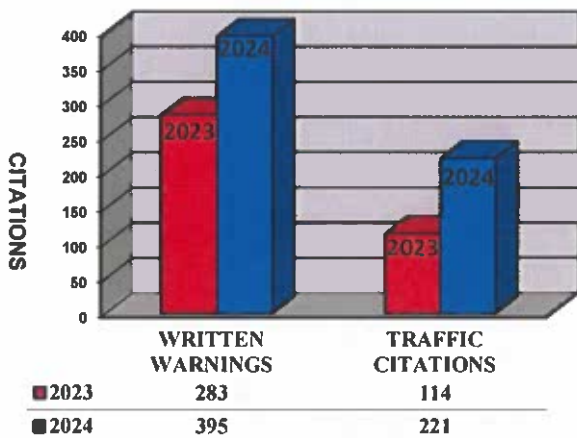
### Monthly Warrants:

Warrants Issued:	21
Warrants Served:	18

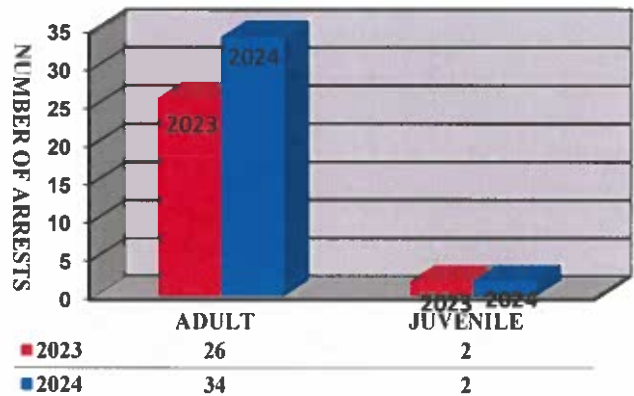
### CITATIONS AND WARNINGS FOR January

VIOLATION	CITATIONS	WARNINGS
No Seat Belt	47	
No Child Restraint	0	
Speeding Under 10 mph	27	
Speeding Over 10 mph and Under 25 mph	23	
Speeding Over 25	11	
Disregard Sign/Signal	7	
Insurance Violations	9	
Other Moving Violations	97	
<b>Total</b>	<b>221</b>	<b>395</b>

#### WRITTEN WARNING & TRAFFIC CITATIONS



#### ADULT & JUVENILE ARRESTS



### CRIMINAL OFFENSES REPORTED YEAR TO DATE

CRIME	**2024 To Date	2023	2022	2021	2020
Murder	0	0	0	0	0
Rape	0	1	0	0	0
Robbery	0	0	0	1	1
Assault/Battery HAN	0	4	1	2	1
Assault/Battery	3	45	46	21	42
Burglary	1	6	11	10	13
Larceny	6	75	60	74	75
Motor Vehicle Theft	0	6	9	13	7
Arson	0	0	0	0	0
Narcotic Violations	13	93	56	52	61
DUI	6	85	27	14	23
<b>Total</b>	<b>29</b>	<b>315</b>	<b>210</b>	<b>187</b>	<b>252</b>
<b>Total Calls for Service</b>	<b>2057</b>	<b>18818</b>	<b>9785</b>	<b>10,474</b>	<b>8339</b>

\*\*All statistics are compiled using figures at time of analysis.

# Travelers Rest Fire Dept.

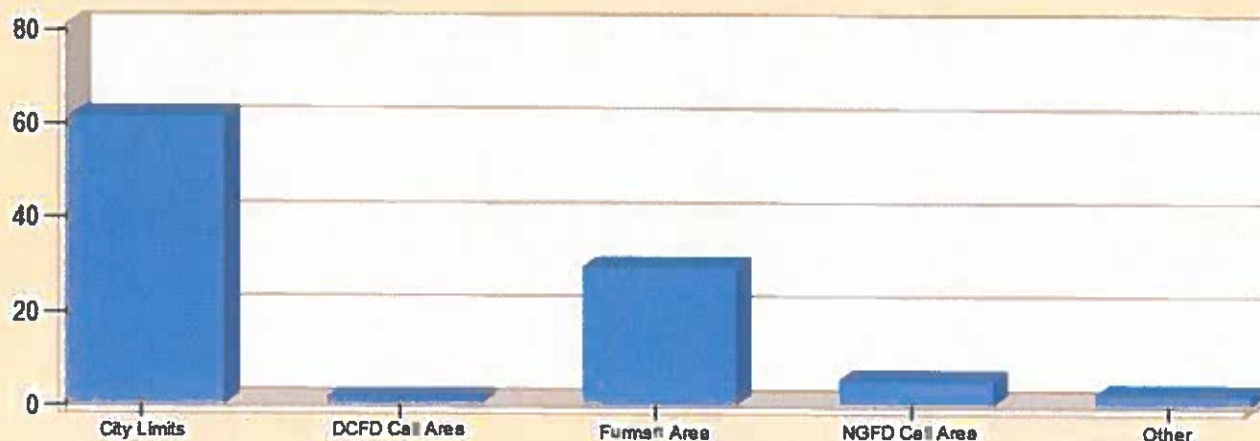
Travelers Rest, SC

This report was generated on 1/31/2024 4:06:02 PM



## Incident Type Count per Zone for Date Range

Start Date: 01/01/2024 | End Date: 01/31/2024



ZONES	INCIDENT TYPE	COUNT
City Limits - City Limits		
	131 - Passenger vehicle fire	1
	154 - Dumpster or other outside trash receptacle fire	1
	321 - EMS call, excluding vehicle accident with injury	30
	322 - Motor vehicle accident with injuries	1
	324 - Motor vehicle accident with no injuries.	1
	424 - Carbon monoxide incident	1
	551 - Assist police or other governmental agency	1
	554 - Assist invalid	4
	561 - Unauthorized burning	1
	611 - Dispatched & cancelled en route	13
	651 - Smoke scare, odor of smoke	1
	735 - Alarm system sounded due to malfunction	2
	743 - Smoke detector activation, no fire - unintentional	1
	744 - Detector activation, no fire - unintentional	2
	745 - Alarm system activation, no fire - unintentional	1
	Total Incidents for City Limits - City Limits:	61
DCFD Call Area - Duncan Chapel FD Jurisdiction		
	141 - Forest, woods or wildland fire	1
	Total Incidents for DCFD Call Area - Duncan Chapel FD Jurisdiction:	1
Furman Area - Furman Area		
	212 - Overpressure rupture of steam boiler	1
	321 - EMS call, excluding vehicle accident with injury	9
	322 - Motor vehicle accident with injuries	1
	324 - Motor vehicle accident with no injuries.	2
	412 - Gas leak (natural gas or LPG)	1
	522 - Water or steam leak	1
	553 - Public service	1
	611 - Dispatched & cancelled en route	6
	741 - Sprinkler activation, no fire - unintentional	1
	743 - Smoke detector activation, no fire - unintentional	1



	744 - Detector activation, no fire - unintentional	4
	745 - Alarm system activation, no fire - unintentional	1
	<i>Total Incidents for Furman Area - Furman Area:</i>	29
<b>NGFD Call Area - North Greenville FD Jurisdiction</b>		
	321 - EMS call, excluding vehicle accident with injury	1
	553 - Public service	1
	611 - Dispatched & cancelled en route	3
	<i>Total Incidents for NGFD Call Area - North Greenville FD Jurisdiction:</i>	5
<b>Other - Other</b>		
	571 - Cover assignment, standby, moveup	1
	611 - Dispatched & cancelled en route	1
	<i>Total Incidents for Other - Other:</i>	2
<b>Total Count for all Zone:</b>		<b>98</b>

## Summary Report By Month 2024

### CLOSED CASES

# MUNICIPAL COURT REMITTANCE FORM FOR STATE'S PORTION OF REVENUE

To City Treasurer of Travelers Rest

For The Month Of JANUARY 2024

## Municipal Court Cases

Total Fines		\$	<u>9,774.86</u>
Conviction Surcharges		\$	<u>375.00</u>
DUI Assessment		\$	<u>948.00</u>
DUS Assessment	\$		<u>100.00</u>
Insurance Fraud (See Form A)	\$		
Cruelty to Animals (See Form B)	\$		
Wildlife	\$		
Size & Weight	\$		
Carrier of Household Goods and Hazardous Waste	\$		
Other Assessments		\$	<u>13,334.62</u>

## Transfer Cases from General Sessions Court

Fines	\$	<u></u>
Conviction Surcharge	\$	<u></u>
DUI Assessment	\$	<u></u>
Other Assessments	\$	<u></u>
Bond Estreatments	\$	<u></u>
TOTAL	\$	<u>24,532.48</u>

Signed J. Twitty  
Municipal Judge

Date February 2, 2024

## ATTACHMENT F

Total Amount Allocated to State	\$	<u>13,203.87</u>
Total Amount Allocated to Victim Assistance Fund	\$	<u>1,553.75</u>



## THE HONORABLE CURTIS M. LOFTIS, JR.

State Treasurer

Municipal Name: City of Travelers Rest  
Collection Period Beginning (Month/Year): 1/1/2024

Municipal Code: 2899 Date Submitted: 2/2/2024  
Collection Period Ending (Month/Year): 1/31/2024

### SOUTH CAROLINA STATE TREASURER'S REVENUE REMITTANCE FORM

LINE	FINES, FEES AND FILING FEE/ASSESSMENT	%	CODE	AMOUNT DUE	LINE
A	Public Defender Application Fee - \$40 Per Application	100%	17-3-30		A
B	Body Piercing	100%	44-32-120		B
C	Marriage License Fee - Additional \$ 20 Per License	100%	20-1-3-75		C
D	Bond Estreatment	25%	17-15-260		D
DA	Municipal Conditional Discharge Fee-\$150	100%	44-53-450(C)		DA
DB	Violations of State Shellfish Laws	33%	44-1-152		DB
DC	Criminally Negligent Use of Firearms/Archery Tackle	100%	50-1-85		DC
DD	Highway Work Zone - Department of Public Safety	65%	56-5-1535		DD
DE	Highway Work Zone - State Highway Fund	25%	56-5-1535		DE
DF	Public Disorderly Conduct ( <i>New as of 7/1/2019</i> )	100%	16-17-530		DF
<b>DUI/DUS/BUI - ASSESSMENTS/SURCHARGES/ PULLOUT</b>					
E	Boating Under the Influence (BUI)	100%	50-21-114		E
F	Municipal DUS DPS Pullout-\$100	100%	56-1-460	\$100	F
G	Municipal DUI Assessment- \$12 Per Case	100%	56-5-2995	\$48	G
H	Municipal DUI Surcharge - \$100 Per Case	100%	14-1-211	\$400	H
I	Municipal DUI DPS Pullout-\$100	100%	56-5-2930 & 2945	\$400	I
IA	DUI/DUAC Breathalyzer Test Conviction Fee-SLFD \$25	100%	56-5-2950(I)	\$100	IA
<b>SURCHARGES</b>					
J	Municipal Drug Surcharge -\$150 Per Case	100%	14-1-213(A)	\$150	J
K	Municipal Law Enforcement Surcharge - \$25 Per Case	100%	14-1-213(A)	\$2625.00	K
KA	Municipal Criminal Justice Academy \$5 Surcharge ( <i>Terminated 6/30/16</i> )	100%	14-1-240(A)		KA
<b>OTHER ASSESSMENTS - STATE SHARE</b>					
L	Municipal- 107.5%	88.84%	14-1-208	\$9380.87	L
LA	Municipal Traffic Education Program \$140 Application Fee	99.83%	17-22-350(C)		LA
M	<b>TOTAL REVENUE DUE TO STATE TREASURER</b>			<b>\$ 13,203.87</b>	<b>M</b>

PLEASE FILL IN THE AMOUNTS RETAINED BY YOUR OFFICE IN THE TABLE BELOW. THIS SECTION IS FOR REPORTING PURPOSES ONLY. DO NOT REMIT THESE AMOUNTS TO THE STATE TREASURER.

LINE	RETAINED BY MUNICIPAL FOR VICTIM SERVICES	%	CODE	AMOUNT RETAINED	LINE
N	Assessments-Municipal	11.16%	14-1-208	\$1178.75	N
O	Surcharges-Municipal	100%	14-1-211	\$375	O
OA	Other Assessments-Municipal	9.17%	17-22-350(C)		OA
P	<b>TOTAL RETAINED FOR VICTIM SERVICES</b>			<b>\$ 1,553.75</b>	<b>P</b>

Comments: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_

Contact Person Email: \_\_\_\_\_

I, Municipal Treasurer, certify that the foregoing information is true and accurate.

Municipal Treasurer Signature: \_\_\_\_\_

Municipal Treasurer Email: \_\_\_\_\_

\*Note: This report is required by law to be filed monthly, on or before the 15th, by the Municipal Treasure, even if there are no Collections.  
Form can be emailed to [court.fines@sto.sc.gov](mailto:court.fines@sto.sc.gov). If form is filed by fax, please confirm with Marty Woods (Phone: 803.734.2657) **PRIOR** to transmission.

Wade Hampton Building, 1200 Senate Street, Suite 214  
Columbia SC, 29201

(803) 734-2101 | Court Fines Fax (803) 734-2161  
[www.treasurer.sc.gov](http://www.treasurer.sc.gov)