



The City Courier



At the center of it all.

From the Desk of the City Administrator

Happy New Year!



Welcome to the first edition of *The City Courier*, a digital newsletter designed for the employees of the City of Chester. We plan to highlight each of our service departments and capture the spirit of the employees in special sections of the newsletter. The goal is for this newsletter to be informative, enlightening, entertaining, and celebratory. The newsletter will primarily be issued quarterly; however, there may be occasions when we will publish two or three newsletters within a quarter.

It is my pleasure to serve each of you as the City Administrator. We have gotten off to a great start. Thank you for your willingness to work as a team. There is a saying that "Teamwork makes the dream work!" As we set goals and objectives to make our City the best that it can be, we must remember that it is imperative we work together and not against each other. There is no "I" in the word TEAM. Working together and valuing each other's ideas and accomplishments are some of the elements that make a team. When we truly work as a team and demonstrate pride in our work, success for our City will be realized.

One of the first initiatives the Department Heads completed when I started in my position was to create a joint Mission Statement for all the service departments within the City. This was not a 10- minute endeavor. It took serious thought and a collaborative effort that was completed after three meeting dates. I ask that each employee within the City carefully reads the Mission Statement and commits himself/herself to serving the citizens of Chester in the manner stated.



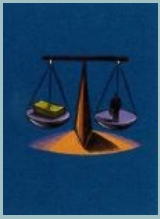
The Mission of the Service Departments of the City of Chester is to:

Partner with our community to collectively provide exceptional, professional, and fiscally responsible services to our citizens with the goal of enhancing the quality of life by promoting a safe, active, and healthy environment.

I wish for each of you a new year filled with happiness and productivity.

Stephanie Jackson

Finance



It is Business License renewal time so Gail Harrell has been busy sending out the applications for the 2019 Business License. There has been one change with Business Licenses this year. Since the fees are based on the annual gross, the last day to pay before being charged a penalty is May 1, instead of April 1. This gives the business owners the opportunity to have an accurate figure after filing taxes.



Halloween, Thanksgiving and Christmas always make the month of October, November and December eventful times. The Finance Department had an additional occasion to celebrate. Jerry Baker, Finance Director and his staff, Gail Harrell (AR) and Debbie Watkins (AP) all became a part of the City of Chester in different years but during the month of November.

We would like to wish everyone a very happy and prosperous year for 2019!

Fire Department

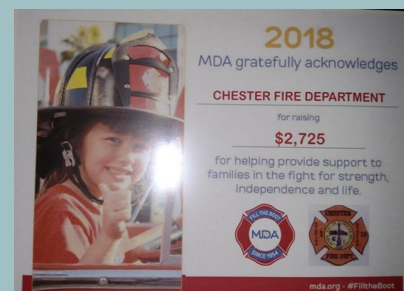


Fill the Boot Drive, the department's third year with the Muscular Dystrophy Association, has a cumulative standing of nearly \$16,000. This success is through our strong community support and our diligent firefighters.

The Fire Department provides free smoke alarms for the community.

Firefighters can also come to you. They can provide you with a fire prevention assessment in your home and install smoke alarms. The alarms are sponsored by the American Red Cross.

If either of these services are needed, call our Administrative Department at 803.385.2123.



**“Team work makes the dream work!”
-selected by HR**

Fun Fact:

What year was the mini-series “Chiefs” filmed in Chester?

Answer found in newsletter

Human Resources



On Friday, October 19th from 10am-2pm, HR hosted the 1st annual City of Chester Employee Health Fair at

the Chester YMCA. We had a total of 27 vendors participate. There was a wide variety of vendors from health screenings, personal defense items, massage therapy, vitamins, exercise and, many more. HR was very pleased with the success of the Health Fair and from the feedback we have received, all employees enjoyed it very much! We plan to make this an annual event with the next Health Fair being in October 2019.



As we do every year, the HR Department participated in the Chester County School District Career Expo. The Expo takes place at the Gateway Center and senior students from Chester High, Lewisville High, and Great Falls High all attend. There are many vendors that attend and students have the opportunity to talk to them about their business and learn more of what is required to pursue that career path. This year we had the students participate in our game of "Jeopardy" where they were given a question about a Department within City Hall. The students really enjoyed the game and learned something along the way!

Mrs. Roof was asked to participate as a panelist at the MHRA annual conference in Hilton Head in November. The panel discussion was "Effective HR and Police Department Relations". The panel included Police and Human Resources staff in an effort to help conference attendees learn more about working together for the best possible outcome for both departments and municipality.

Public Works



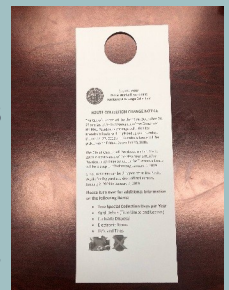
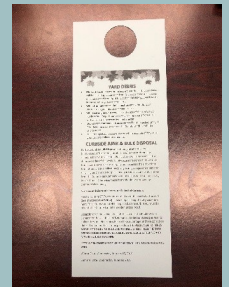
Public Works distributed door/trash bin signs to each household to announce the holiday residential garbage schedule.

This notice also reminded residents of the process in which to dispose of yard debris and curbside junk.

Public Works will collect loose or bagged leaves until March. Due to the needed repairs of the leaf truck, residents are encouraged to bag their leaves for a quicker pick up. **Tires and Electronics should NOT be left on the curbside for pickup.** Public Works does NOT pick up these items. These items are to be taken to the landfill by the owners. **There is one exception to this procedure.** For customer convenience, Public Works has recently established two **SPECIAL COLLECTION DAYS PER YEAR** to pick up tires and electronics (**Wednesday, Jan. 16 and Wednesday, June 19**).

The placement of tires and electronics at the curb on days other than these days will be considered littering and residents may be subject to a fine.

Keeping the City beautiful is the responsibility of the City employees and the residents. Let's work together to keep Chester beautiful!



Parks & Recreation



The CCYFL begins in September each year for tackle football players and cheerleaders for ages 8-10 years (Small Fry)

and 11-12 years (Mite) and continues through December. We also had a Developmental Flag league for ages 3-5 years. Our 2018 Chester All-Stars were the Central District 2 Champions. They went on to defeat Pageland

to win the State Championship!

Parks & Recreation organized the 2018 Chester Christmas Parade,

which was held on November 26th.

Sylvia Zaragoza, from Girl Scout Troop 162 unveiled her Scout project in Wylie Park on December 1st. She painted animals, insects, and reptiles and placed them in wood shadow boxes throughout the park trail. Each beautiful painting has a description of the subject in the display box.



Police



The mission of the Police Department is to be community oriented, respectfully working with the community we serve by providing exemplary services to our citizens and visitors, preserving the peace, and providing a safe environment for all persons.

We were extremely excited to be partnering with so many other city departments, coalitions, and businesses this season of giving. We partnered with the Parks and Recreation with their Senior Games program. Chief Eric C. Williams and Captain Travis Moore assisted in calling out the numbers and officers served the ladies during one of the games. It was such a wonderful time.



We created a program called "Gobble on the Go". It was established to help families

in need who may need a meal for Thanksgiving. Walmart in Chester was so gracious in providing our Department with 12 free turkeys. Many officers were able to participate by giving, from their heart, all the fixings that went along with each turkey. We hope that each year this program grows to assist as many families that are in need.

The Chester Police Department is in preparation for the Holidays. We want each of you to remember to stay alert and be mindful of your surroundings.



Municipal Court



Our Municipal Court is located at 2740 Dawson Drive in the Chester County Law Enforcement Building.

The staff of the Municipal Court includes:

Judge Angela M. Killian, Chief Judge
Judge Gail Hamilton
Judge Theodore Wilder, Jr.
Ms. Gisela Gaither, Clerk of Court
Ms. Marilyn Kelly, Asst. Clerk of Court

“There is no substitute for hard work.”
-selected by Parks & Recreation

DID YOU KNOW?

The HR office was once the sleeping quarters for the City Fire Department.

From the Office of Don Wood, Fire Marshal



FACTS..... Cold Weather Precautions

Cooking and home heating are the leading causes of residential building fires during periods of cold weather. The risk of fires also increases with the use of supplemental heating, such as space heaters. Carbon monoxide (CO) is also a serious threat in cold weather. Any fuel-burning appliances in the home, including furnaces and fireplaces, are a potential CO source. Carbon monoxide is called the "invisible killer" because it is an odorless, colorless and poisonous gas. Smoke and carbon monoxide alarms are an important line of defense in the home, and they give consumers valuable escape time. About two-thirds of fire deaths occur in homes with no smoke alarms or in homes where consumers have removed the alarm's batteries or where the batteries are dead.

Cooking: DO NOT leave cooking unattended. If you must leave, turn off the stove. For a small fire, have an oven mitt and a lid handy that is sized to the largest pan. If a pan catches fire the lid can be slid over the top of the pan and the stove turned off. Be sure to leave the lid on until the pot is completely cool. **Never pick up or move a burning pan.** If your oven catches fire, turn off the oven and keep the oven door closed.

Heating:

Keep anything that can burn like furniture, window treatments, bedding, clothing, and rugs at least 3 ft. away from furnace or heaters. Be especially careful to keep children and pets away from the heater. Children's clothing can catch fire if they get too close to the heater. **Plug** the heater directly into an outlet. **Shut** off portable heaters when leaving it unattended.

If you have questions or concerns about fire safety, smoke alarms, or carbon monoxide alarms contact the fire department for assistance.

803. 385.2123

Historic Preservation Commission

The Historic Preservation Commission has jurisdiction to review and approve or disapprove plans for any structure in a historic district or a structure in any district designated as a historic structure in the Zoning ordinance proposed to be constructed, altered, relocated, demolished, partially demolished or proposed to have the exterior architectural character altered. Applications may be obtained from the Chester County Planning Department. Meetings are held on the first Thursday of each month at City Hall. Each member serves a 4 year term.

The City's appointees to the Commission are:

Greg Winters, Chair

Cheryl McBrayer, Vice Chair

Gracy Justice

Roy (Rob) Swisher

Frank Domnick

Al Lindsay

Matthew Alexander

THANK YOU FOR
YOUR SERVICE

2019 HPC MEETING DATES

- ◇ January 3rd
- ◇ February 7th
- ◇ March 7th
- ◇ April 4th
- ◇ May 2nd
- ◇ June 6th
- ◇ July 4th
- ◇ August 1st
- ◇ September 5th
- ◇ October 3rd
- ◇ November 7th
- ◇ December 5th

City Council

Mayor George Caldwell

WARD I

William Killian
Susan H. Kovas

WARD II

Betty Bagley
Angela Y. Douglas

WARD III

Mayor Pro Tem Annie M. Reid
Linda T. Tinker

WARD IV

Carlos Williams
William R. King, II

New Hires:

October - Brandon Devine, Fire Dept.

November - Christopher Clinton, Fire Dept.

December - Khalil Meadows, Public Works



Retirees:

November - Albert Degraffenreid, Public Works Dept.



Employees of the Month:

October



Tyler Covington,
Police Department

November



Ronnie Wright,
Public Works

EMPLOYEE SHOUT OUT!!

Getting to know....

Chief Paul Caldwell



Chief Paul Caldwell was born and raised in Chester, South Carolina. He has lived in Chester his entire life, except for the time spent on campus during his college days. He currently resides in Lowrys with his wife Robyn Caldwell. Together, they have four children: Macy Welborn, Caroline Caldwell, JD Welborn, and Olivia Caldwell.

Chief Caldwell is an alumni of the University of South Carolina where he received a Bachelor's Degree, and is a dedicated Gamecock fan. He and his wife are members at Purity Presbyterian Church in Chester, where Paul has served as a Sunday School teacher, youth leader, Deacon and Elder in the church.

Chief Caldwell grew up in and around the Chester Fire Department. His Father, Frank Caldwell III, Grandfather, Frank Caldwell Jr., and two Uncles, Gus and Robert Caldwell were all volunteer firefighters with the Chester Fire Department for many years. He never intended to make a career in the fire service, but did always want to be a volunteer with the department. He became a volunteer with the Chester Fire Department in 1989. He found the fire service to be his true calling in life and began his career officially with the Chester Fire Department as a full time firefighter in 1990.

He left the department in 1997 to become an instructor with the South Carolina Fire Academy. He became the assistant manager of training at the South Carolina Fire Academy and was in charge of the Academy's Recruit Firefighter Training Program. He came back to work in Chester in 2003 to become the Chester County Emergency Management Director, before returning back to the SC Fire Academy in 2004 to become the Curriculum Manager for training programs. In June, 2005, Paul Caldwell accepted the position of Chief with the Chester Fire Department.

Christmas Luncheon

Mrs. Jackson gave the employees a Christmas Luncheon as her personal gift of thanks to each for their dedication to the citizens of Chester. It was a nice time of food and fellowship between the departments.



Christmas in Chester



Small footsteps could be heard throughout the main floor of the City Hall on Dec. 1 during Christmas in Chester. Children and their parents visited one of tables filled with arts and crafts to create their very own Christmas ornament. City Hall was just one of the event locations throughout downtown Chester involved with Christmas in Chester. The City thanks Mrs. Brenda McBrayer, organizer of the event, for her leadership and Mrs. Karen Kerr and Mrs. Karla Pope for organizing the ornament event at City Hall. Mrs. Jackson thanks the City's employees for whatever part they played in preparing for the event, helping during the event, or cleaning up after the event.

Trunk or Treat



October 30th was loads of fun for the children in the City and County as they came to the Trunk or Treat sponsored by the City Police Department. Police vehicles were decorated and disguised as cartoon characters, shark's teeth, etc. We thank Sgt. Alicia Richardson and Cpl. M. Tobias for their leadership with the event. Special thanks to the Fire Department, DSS, Guardian Adlitem, Chester Co. Hospital, and the Chester Co. YMCA for their participation in the event.



The Christmas Parade was larger this year with 86 entries. Children enjoyed the special characters, elves and the singing Christmas tree, that walked the streets during the parade and engaged with them. The finale of the parade was the Santa Float. We thank Chester County Natural Gas Authority for partnering with us to sponsor the float that Santa and Mrs. Claus rode.



2018 10u SCAP Division 2 State Champions
CCYFL



1st Annual City of Chester Health and Wellness Fair hosted by HR



City of Chester Health and Wellness Fair hosted by HR was held at Chester County YMCA

HAPPY BIRTHDAY!

October

Milton Sims
Joshua Montgomery
Paul Caldwell
Sylvia Young
Terry Houston
Alicia Richardson
Shelley Watts
Troy Canupp

November

Matt Rogers
Rickey Sanders (PW)
Justin Baker
Melodie Tate
Travis Moore
Audrey Woods
Chris White
Arthur Henderson
Donny Davis
Antonecos Emerson
Hunter Harrison

December

Councilwoman Angela Douglas
Judge Angela Killian
Eugene Hudson
Michael Doster
Wanda Alexander
Michael Franklin
Melvin Jennings
Councilwoman Betty Bagley
Wayne Levister
Anna Jagger

Recipes of the 4th quarter:

Sausage Balls

Recipe by www.Recipes4Living.com

1 pound ground sausage
2 cups Bisquick
16 oz. shredded sharp cheese
1 egg
1/4 cup evaporated milk

Preheat oven to 350 degrees. Combine all ingredients in the bowl of a stand mixer; mix on low speed until thoroughly combined; shape mixture into 1 inch balls and arrange onto baking sheet. Bake approximately 8-10 minutes.

Classic Party Fruit Punch Drink

Recipe by Divas Can Cook at <http://divascancook.com>

1 (46 oz) can of naturally sweet pineapple juice
1 (2 liter) bottle of Ginger Ale
1 gallon of Hawaiian Punch (Fruit Juicy Red flavor)
1-2 cups evaporated milk

In a punch bowl, add Hawaiian Punch; add Ginger Ale and stir gently; add sugar and stir until dissolved. Serve ice cold. Float an ice ring in the center to keep punch cold.

City Courier Staff:

Stephanie Jackson
Melodie Tate
Makeesharia Tobias
Vee Veca Torrence
Debbie Watkins
Shelley Watts, Editor

Fun Fact Answer:

*The mini-series
"Chiefs" was filmed
in Chester in 1983.*



CITY OF CHESTER

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