

MINUTES

The Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, Spartanburg, SC, December 6, 2022, at 3:00 p.m.

Copies of the agenda were forwarded to the following news media: Spartanburg Herald-Journal, The Spartan Weekly, Greenville News, The Greer Citizen, Hometown News, WSPA-TV 7, WYFF-TV 4, WLOS-TV 13, WHNS Fox Carolina, WORD News Radio, WOLT-FM Radio, Tribune Times, and the Times Examiner.

Commissioners present were Ms. Viney, Mr. Littlejohn, and Mr. Montgomery. No one was absent.

The meeting was opened with the following statement:

This is a regular meeting of The Commissioners of Public Works of the City of Spartanburg, SC. Written notice of the date, time, and place for this meeting, along with the agenda, has been posted in the lobby and on the Spartanburg Water website, and copies forwarded to local and nearby news media, at least 24 hours prior to this meeting.

1. ELECTION OF OFFICERS

Mr. Littlejohn made a motion that current officers remain in those positions. Ms. Viney seconded the motion. The motion passed unanimously.

John Montgomery will remain as Chair and Angela Viney will remain as Vice Chair.

2. APPROVAL OF MINUTES OF REGULAR MEETING OF OCTOBER 25, 2022

Ms. Viney moved and Mr. Littlejohn seconded the motion to approve the minutes as written. The motion passed unanimously.

3. MONTHLY FINANCIAL REPORT

Cam Cole presented a financial summary of SWS expenditures and revenues for the four-month period ending October 31, 2022. An explanation was provided for the favorable and unfavorable budget variances.

The above was provided as information to the Commission.

4. ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR FISCAL YEAR ENDING JUNE 30, 2022

Stan Halliday and Karyn Lemon, of Halliday, Schwartz & Company, were present. Karyn Lemon reviewed the Annual Comprehensive Financial Report and communication letter for SWS with the Commission and offered an unmodified audit opinion for fiscal year ending June 30, 2022, in accordance with generally accepted accounting principles.

Ms. Lemon noted that she had recently met with Angela Viney, audit reviewer. The meeting went well and was a good report.

The above was provided as information to the Commission.

The Commissioners of Public Works of the City of Spartanburg, SC – Regular Meeting, December 6, 2022

5. PROPOSED 2023 COMMISSION MEETING SCHEDULE

| | |
|-----------------------|-------------|
| January 24 | February 28 |
| March 28 | April 25 |
| May 23 | June 27 |
| July – No Meeting | August 22 |
| September 26 | October 24 |
| November – No Meeting | December 5 |

The Commission agreed to meet on January 17, 2023, and to vote on the remaining monthly meeting dates at that time.

6. WATERSHED ECOLOGY CENTER GRANT PROPOSAL

The Watershed Ecology Center's mission is to encourage watershed awareness through education, experience, and community outreach with an emphasis in the study of organisms living in the area encompassed by a watershed. All of the Watershed Ecology Center's educational programming meets state standards and incorporates hands-on learning activities.

The Watershed Ecology Center's annual goal for 2023 is to reach 23,000 K-8 students through watershed based educational programming. In addition, the Watershed Ecology Center will be hosting a summer camp for students aged 7-12 at the USC Upstate Campus.

The Watershed Ecology Center promotes other programs related to watershed awareness in the upper regions of the Pacolet River Watershed such as the Adopt-A-Stream program, a credentialed citizens monitoring network.

Building on the success of their Teacher Assistance Program, the Watershed Ecology Center will continue to facilitate existing teacher success in the classroom by providing tools to incorporate both more hands-on education of science and math and further enhance their teacher education program in elementary schools by assisting with training of "pre-service" elementary teachers.

Management recommended the approval of targeted funding for the aforementioned K-8 educational programs and watershed based program initiatives offered by the Watershed Ecology Center in the amount of \$23,000, with an equal allocation of \$11,500 of the funding from SWS and \$11,500 of the funding from SSSD. Funding will be allocated from SWS and SSSD operating funds.

Mr. Littlejohn moved and Ms. Viney seconded the motion to ratify the action taken in the SSSD meeting and approve management's recommendation for approval of targeted funding for the aforementioned K-8 educational programs and watershed based program initiatives offered by the Watershed Ecology Center. The motion passed unanimously.

7. PAL (PLAY. ADVOCATE. LIVE WELL.) GRANT PROPOSAL

The mission of PAL (Play. Advocate. Live Well.) advances active living, promotes eating healthy and fosters health equity. The focus and goal of PAL is to improve health and wellness throughout Spartanburg County by creating an environment and culture that fosters physical activity and healthy eating through an equity lens. PAL identifies itself as a small nonprofit working to enact large scale change.

One of PAL's strategic plan intentions is to advance active living by connecting/completing the Daniel Morgan Trail System. PAL's request for watershed grant funding is focused directly on removing invasive plant species from the trails of the Daniel Morgan Trail System. Their Trails Stewardship Program, hosted in partnership with the Trees Coalition, consists of seven invasive species removal sessions each year. Invasive species are especially problematic within watersheds where they crowd out native plant species and alter ecosystem habitats, ultimately impacting water quality and the natural environment.

The specific request is for hand tools and educational sessions to train volunteers in the proper removal of targeted invasive plant species from the watershed.

Management recommended the approval of targeted funding for invasive species management and education offered by PAL in the amount of \$3,843.10, with an equal allocation of \$1,921.55 of the funding from SWS and \$1,921.55 of the funding from SSSD. Funding will be allocated from SWS and SSSD operating funds.

Mr. Littlejohn moved and Ms. Viney seconded the motion to ratify the action taken in the SSSD meeting and approve management's recommendation for approval of targeted funding for invasive species management and education offered by PAL. The motion passed unanimously.

8. WATER QUALITY REPORT

Mr. Walden provided an update to the Commission on water quality.

Reservoir #1 Intake Structure: Geosmin - Ranged from 12-15 PPT. MIB was less than detect. Finished Water entering the distribution system: Geosmin – Ranged from 5.4 PPT to 7.9 PPT. MIB was less than detect. Mr. Walden noted the last algaecide application was performed on September 28, 2022, on Reservoir 1. The average raw water temperature is 61 degrees Fahrenheit.

Mr. Walden asked if changing the water quality report from monthly to quarterly would be acceptable. The Commission agreed a quarterly water quality report would be sufficient, any notable issues will be reported as needed.

The above was provided as information to the Commission.

9. MUNICIPAL RESERVOIR #1 RULES AND REGULATIONS

At the October 25, 2022, SWS Commission Meeting, management distributed for review and comments a draft Rules and Regulations document for use in managing Municipal Reservoir #1.

The final version of the Rules and Regulations for Municipal Reservoir #1 will be presented to the Commission for adoption. There were no additional content changes to the draft handed out at the October 25, 2022, Commission meeting. There were minor changes to grammar and punctuation.

Management recommended that the Commission adopt the Rules and Regulations for Municipal Reservoir #1 as presented.

Guy Boyle provided an overview of the proposed Municipal Reservoir #1 Rules and Regulations agenda item, noting that only grammatical changes had been made to the draft provided at the October 25, 2022, Commission meeting. The primary goal is to protect the water source for 200,000 and growing residents.

Management met with adjoining property owner's and have reviewed their requests. While Municipal Reservoir #1 will never be a recreational reservoir; management has reviewed these requests and are able to implement several requests without compromise to the quality of drinking water.

The proposed Municipal Reservoir #1 Rules and Regulations address the top five adjoining property owner's requests. Three will be permitted with guidelines for adjoining property owners – fishing within the buffer area, standard stationary dock for properties with a minimum of 40 feet fronting and abutting on the ponded water at normal pool elevation with proper permitting from SWS, and permitted vegetation management within the buffer area as stated within the rules and regulations.

Boating and irrigation or water withdrawal systems will remain prohibited.

Discussion of various concerns like continued growth, rules being followed, and water quality were addressed.

Ken Tuck added that the Watershed Management group will coordinate these permitted activities according to the rules and regulations outlined in the proposed document, and this will help ensure that SWS has final approval of permitted items.

Mr. Montgomery stated that it is a good compromise for Spartanburg Water and adjoining property owners, without compromising quality drinking water.

Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management's recommendation to adopt the Rules and Regulations for Municipal Reservoir #1 as presented. The motion passed unanimously.

The Commissioners of Public Works of the City of Spartanburg, SC – Regular Meeting, December 6, 2022

10. AGREEMENTS EXECUTED BY THE CHIEF EXECUTIVE OFFICER ON BEHALF OF THE COMMISSION

The following agreements have been executed on behalf of the Commission by the Chief Executive Officer in accordance with the resolution adopted by the Commission on March 28, 1989.

A. Outside City Private Fire Service Agreements

(1) Spartan Valley Logistics Center

Spartan Valley Logistics Center, located at 3192 Fairforest-Clevedale Road in Spartanburg, wishes to connect a 10-inch water line to the Commission's 12-inch water line along Fairforest-Clevedale Road to serve a private fire protection system, including four private hydrants, for the above-mentioned industrial warehousing facility. Spartanburg Industrial Property Owner III, LP wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$1,747.76

B. Outside City Water Main Extension Agreements

(1) Halton Oaks

Lyonjay 221 Bryant Rd, LLC is developing Halton Oaks located on the northwest corner of Highway 221 and Bryant Road. This development will consist of 400 residential lots, approximately 5,300 linear feet of 8-inch water main; 7,300 linear feet of 6-inch water main; 775 linear feet of 4-inch water main; 1,650 linear feet of 2-inch water main and 18 hydrants. The developer will bear all costs.

(2) Treemont Commons

Mark III Properties, LLC is developing Treemont Commons located on the eastside of John Dodd Road across from Jordan Creek Farm Road. The development will consist of 248 residential lots, approximately 6,024 linear feet of 8-inch water main; 3,691 linear feet of 6-inch water main; and six hydrants. SWS will participate in the off-site water main construction cost in accordance with the Water Main Extension Policy.

(3) Walnut Ridge

Mark III Properties, LLC is developing Walnut Ridge located off of Highway 9. This development will consist of 130 residential lots, approximately 330 linear feet of 8-inch water main; 2,890 linear feet of 6-inch water main; 1,350 linear feet of 4-inch water main; 770 linear feet of 2-inch water main; and four hydrants. The developer will bear all costs.

The Commissioners of Public Works of the City of Spartanburg, SC – Regular Meeting, December 6, 2022

11. PERMITS ISSUED AT THE RESERVOIR

Applications have been submitted and all fees have been paid on the following Lake Agreements, associated with new construction and replacement.

- (1) **Erik J. Giannini**, desires to construct a dock on Lake Blalock.
- (2) **Archie L. Shue and Reba B. Shue**, desire to stabilize the shoreline on Lake Bowen.
- (3) **C. Evan McDowell, Jr.**, desires to construct a hard pathway and stabilize the shoreline on Lake Bowen.
- (4) **David J. Corn and Martha H. Davis**, desire to stabilize the shoreline on Lake Bowen.
- (5) **Alan C. Petty and Karon W. Petty**, desire to construct a boat lift on Lake Bowen.
- (6) **Stanley J. McDowell**, desires to replace a dock on Lake Bowen.
- (7) **Richard D. Street, Jr.**, desires to construct a boat lift, personal watercraft lift, and replace a dock on Lake Bowen.
- (8) **Amy Plankenhorn**, desires to replace a dock on Lake Bowen.
- (9) **Howard S. Finkel and Keiko Okuhira-Finkel**, desire to replace a dock on Lake Bowen.
- (10) **Caroline-C. LLC**, desires to replace a dock, construct a personal watercraft lift, and stabilize the shoreline on Lake Bowen.

Applications have been submitted and all fees have been paid on the following Lake Agreements, associated with acknowledgement of ownership.

- (1) **Robert Yates Seay, Jr. and Paula R. Seay**, dock replacement on Lake Blalock.
- (2) **Scott E. Charles**, dock replacement on Lake Blalock.
- (3) **Kerry L. and Angela Rogers**, boat ramp, hard pathway, and shoreline stabilization on Lake Bowen.
- (4) **Kathryn Ann Black**, dock replacement on Lake Bowen.
- (5) **Chris A. Smith and Alice B. Smith**, personal watercraft lift, dock replacement, and shoreline stabilization on Lake Bowen.
- (6) **Richard O. Camp and Lisa C. Camp, as Co-Trustees, and successors in Trust, under the Richard O. Camp and Lisa C. Camp Joint Revocable Trust U/A dated May 13, 2021**, boat ramp and dock replacement on Lake Bowen.

The Commissioners of Public Works of the City of Spartanburg, SC – Regular Meeting, December 6, 2022

- (7) **Timothy B. Lawrence**, hard pathway and dock replacement on Lake Bowen.
- (8) **Ann Hannon**, dock replacement on Lake Bowen.
- (9) **Creharphen LLC**, dock replacement and personal watercraft lift on Lake Bowen.
- (10) **Matthew C. Powers and Reena Powers**, hard pathway, boat lift, personal watercraft lift, dock replacement, and shoreline stabilization on Lake Bowen.
- (11) **Wildcat Farms LLC**, boat lift, hard pathway, personal watercraft lift, dock replacement, and shoreline stabilization on Lake Bowen.
- (12) **Amy Plankenhorn**, dock replacement on Lake Bowen.

12. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS

- A.** Guy Boyle updated the Commission on the recent Landrum water leak. The leak was found discharging about 50 feet off of Highway 176. Once the leak was found, it was repaired within a few hours. Mr. Boyle was in communication with the town manager and local fire department. This was an example of great team effort as about 10-11 different departments were involved.
- B.** Guy Boyle provided an update on the Otis Boulevard project.
- C.** Guy Boyle stated that the Communications Department will begin recording learning videos to use for communication with customers, community, and internal staff. For example: check for leaks, pressure check, Fats-Oil-Grease, etc.

Meeting adjourned at 4:33 p.m.

G. Newton Pressley
Secretary-Treasurer

tbh