

AGENDA

THE COMMISSIONERS OF PUBLIC WORKS OF THE CITY OF SPARTANBURG, S.C. Meeting Place: 200 Commerce Street

REGULAR MEETING

**Tuesday, June 27, 2023, 3:00 p.m.
(or immediately following SSSD meeting)**

This is a regular meeting of The Commissioners of Public Works of the City of Spartanburg, S.C. 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 have been forwarded to local and nearby news media (including 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) at least 24 hours prior to this meeting.

- 1. APPROVAL OF MINUTES OF REGULAR MEETING OF MAY 23, 2023**
- 2. APPOINTMENT OF SECRETARY-TREASURER – SWS**

The Chief Operations Officer for the Commission of Public Works of the City of Spartanburg (SWS) holds the temporary responsibility/title of Secretary-Treasurer for the SWS. The primary responsibilities of the Secretary-Treasurer of the SWS are to approve the minutes for record keeping, attest to the signatures of the Chief Executive Officer and the Chairperson of the SWS on various documents and agreements. In addition, with public bond closings, incumbency certificates are included in the final bond documents, which include the service, appointment or election of current members of the Board of Commissioners, the Chief Executive Officer and the Secretary-Treasurer of the Commission.

At this time Chief Executive Officer, Guy Boyle; is requesting that the Commission approve that this role be moved back under the individual serving in the capacity Chief Financial Officer effective July 1, 2023.

- 3. PUBLIC HEARING FOR PROPOSED FY2023-2024 OPERATING BUDGET**

A public hearing will be held by the Commission to allow input regarding the proposed FY2023-2024 Operating Budget.

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4. DISCUSSION/APPROVAL OF PROPOSED FY2023-2024 OPERATING BUDGET

Management requests approval of the proposed FY2023-2024 Operating Budget.

5. MONTHLY FINANCIAL REPORT

Cam Cole will present a financial summary of SWS expenditures and revenues for the eleven-month period ending May 31, 2023.

The above is provided as information to the Commission.

6. BIDS FOR METER BOXES AND METER BOX COMPONENTS

Responses from a sealed bid for the purchase of 5/8" meter boxes, 1" meter boxes, and meter box components were received on June 7, 2023. The purpose of this solicitation is to secure firm unit pricing based on an estimated annual quantities of 5/8" meter boxes, 1" meter boxes, and meter box components.

The request for sealed bids was advertised in the local media, company website, and forwarded to prospective suppliers. The request drew responses from three bidders. The bid specified SWS would accept the bids as a whole or in part.

A tabulation of the bids are listed below. Costs listed are based on approximate annual quantities.

<u>Company Name</u>	<u>5/8" Meter Boxes</u>	<u>1" Meter Boxes</u>	<u>Meter Box Components</u>
TEC Utilities Greenville, SC	\$345,000	\$19,950	\$13,500
Ferguson Waterworks Greenville, SC	\$284,220	\$18,863	\$15,322

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Gibson Supply, Inc. Simpsonville, SC	\$274,320	\$18,387	\$15,221
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Management recommends the contract for 5/8" meter boxes and 1" meter boxes be awarded to the lowest responsive bidder, Gibson Supply, at an amount of \$292,707.

Management recommends the contract for meter box components be awarded to the lowest responsive bidder, Tec Utilities, at an amount of \$13,500.

Funding will be provided from the SWS operating budget.

7. WATER QUALITY REPORT

Management will provide an update to the Commission on water quality.

8. VARIANCE REQUEST – 120 AMBER DRIVE – LAKE BOWEN

The adjoining property owner applied for a permit to shift an existing PWC dock to a different side of their marine structure and install a new boat lift in the same footprint where the PWC dock is currently placed.

The property owner’s current marine structure is approximately 27 feet from a neighboring marine structure. The requested boat lift would be a minimum of 1.5-2 feet wider than the existing PWC dock, resulting in a less than acceptable distance between structures. Replacement or changes to an existing permitted or licensed marine structure must be constructed so that the structure is at least 28 feet from the neighboring marine structure on either side.

The permit application was disapproved.

The adjoining property owner has submitted a request for a variance of the Standard Specifications of the Lake Bowen Policies and Procedures requiring a minimum of 28 feet from a neighboring marine structure.

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The specified 28 feet allows enough room for large boats such as pontoons to maneuver and dock without causing safety concerns. Approval of the requested variance would increase safety concerns in the area for water-based recreation.

Management does not recommend approval of the variance request as described above.

9. PARTICIPATION PROJECT CONSISTENT WITH OUTSIDE CITY WATER MAIN EXTENSION POLICY – PEACEFUL VALLEY ROAD

Recently management received a request from a property owner on Peaceful Valley Road concerning the possibility of obtaining water service. Peaceful Valley Road is southwest of Old Pacolet Road and east of EBN Drive.

The water main extension consists of approximately 220 linear feet of 2-inch water main and is consistent with the SWS Water Main Extension Policy. It will be billed at the outside city rate plus surcharge until such time as the full local share is recovered.

The water main extension necessary to provide domestic service plus fire protection and also provide for future growth, are the same size and quantity, and therefore, the project estimate is \$6,200. The property owner's participation cost is based on this estimate.

Management recommends Commission approve the above.

10. PARTICIPATION PROJECT CONSISTENT WITH OUTSIDE CITY WATER MAIN EXTENSION POLICY – 540 STEWART ROAD

Recently management received a request from a property owner on Stewart Road, south of Carolina Country Club Road and west of Highway 56, concerning the possibility of obtaining water service.

The water main extension consists of approximately 130 linear feet of 6-inch water main and is consistent with the SWS Water Main Extension Policy. It will be billed at the outside city rate plus surcharge until such time as the full local share is recovered.

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The water main extension has been upsized for future growth in the area to 150 linear feet of an 8-inch water line, which increased the original project estimate from \$7,150 to \$15,000. The property owner's participation cost is still based on the original estimate of \$7,150 and not the future growth estimate.

Management recommends Commission approve the above.

11. 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 January 26, 2023.

A. Inside City Water Main Extension Agreements

(1) East Main Townes

Vava's Shopping Center, LLC is developing East Main Townes located at 2751 East Main Street on the eastside of Spartanburg. This development will consist of 28 residential lots, approximately 323 linear feet of 6-inch water main; 82 linear feet of 4-inch water main; and one hydrant. The developer will bear all costs.

B. Encroachment Agreements

All paperwork, surveys, etc., have been completed and the encroachment agreement has been recorded.

(1) Ann F. Viehman, et al, dwelling encroachment on Lake Bowen.

(2) Vasiliy and Natalya Ostapuk, other than dwelling on Lake Bowen.

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12. 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) **Joseph Robert Charnasky and Deborah K. Stephens**, desire to stabilize the shoreline on Lake Blalock.
- (2) **Jones M. and Carol L. Cooley**, desire to construct a hard pathway on Lake Blalock.
- (3) **Kimberly A. DeLoach**, desires to replace a dock and construct a hard pathway on Lake Blalock.
- (4) **John F. Harrell**, desires to replace a dock on Lake Blalock.
- (5) **Daniel C. Holycross**, desires to construct a hard pathway on Lake Blalock.
- (6) **Bennie Blalock**, desires to construct a personal watercraft lift on Lake Bowen.
- (7) **Michael J. and Kimberly S. Hess**, desire to construct a personal watercraft lift on Lake Bowen.
- (8) **Susan S. Jackson**, desires to construct a boat lift on Lake Bowen.
- (9) **Montanari Properties, LLC**, desire to replace a dock and construct a boat lift and personal watercraft lift on Lake Bowen.
- (10) **Gary R. Painter**, desires to construct a boat lift on Lake Bowen.
- (11) **James Warren Snead and Joel Gibson Snead, Trustees of the Snead Family Irrevocable Trust dated January 29, 2013**, desire to replace a dock on Lake Bowen.
- (12) **Edwin W. Snyder**, desires to construct a personal watercraft lift on Lake Bowen.

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(13) Judy L. Waldrop, desires to 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) Teddy Cook and Gwen Cook**, dock replacement and hard pathway on Lake Blalock.
- (2) Robert C. Little III and Bobbie B. Little**, boat lift, dock replacement, and hard pathway on Lake Blalock.
- (3) Graham J. Murphy and Raija Maritta Murphy**, dock replacement on Lake Blalock.
- (4) Jerry Timothy Walker, Jr.**, hard pathway on Lake Blalock.
- (5) Edwin W. Snyder**, boat ramp, dock replacement, and shoreline stabilization on Lake Bowen.

13. CHIEF EXECUTIVE OFFICER REPORT