

## MINUTES

The Commissioners of Public Works of the City of Spartanburg, SC, Work Session Meeting, held at 297 South Avenue, Spartanburg, SC, January 13, 2022, at 12:00 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 work session 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.

The Commission met for an internal work session regarding the reservoirs.

---

G. Newton Pressley  
Secretary-Treasurer

tbh

## MINUTES

The Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 301 South Avenue, Spartanburg, SC, December 7, 2021, 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. OATH OF OFFICE

Mr. Montgomery noted that this agenda item was moved to the SSSD agenda; therefore, it is removed from the SWS agenda.

### 2. ELECTION OF OFFICERS

Mr. Littlejohn moved and Ms. Viney seconded the motion to nominate Mr. Montgomery as Chair. The motion passed unanimously.

Mr. Littlejohn moved and Mr. Montgomery seconded the motion to nominate Ms. Viney as Vice Chair. The motion passed unanimously.

### 3. APPROVAL OF MINUTES OF REGULAR MEETING OF OCTOBER 26, 2021 AND RETREAT OF NOVEMBER 17, 2021

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

### 4. MONTHLY FINANCIAL REPORT

Newt Pressley presented a financial summary of SWS expenditures and revenues for the four-month period ending October 31, 2021. An explanation was provided for the favorable and unfavorable budget variances.

The above was provided as information to the Commission.

### 5. COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR FISCAL YEAR ENDING JUNE 30, 2021

Cam Cole, Director of Financial Services, provided an overview of the Comprehensive Annual Financial Report process and introduced Karyn Lemon of Halliday, Schwartz & Company to review this report.

The Commissioners of Public Works of the City of Spartanburg, SC – Regular Meeting, December 7, 2021

Karyn Lemon reviewed the Comprehensive Annual Financial Report and communication letter for SWS with the Commission and offered an unmodified audit opinion for fiscal year ending June 30, 2021, in accordance with generally accepted accounting principles.

Ms. Viney, SWS Audit Reviewer, stated that she recently met with the auditors and noted that the unaccounted for water usage had increased to 11.89%. Ms. Viney would like for this information to be provided to the Commission on a regular basis. Bobby Walden noted that management had noticed the increase and was currently checking the equipment and calibrating the meters to be sure the usage is correct. Mr. Walden stated that the target is 10% or less.

Mr. Littlejohn asked management to define what unaccounted for water was. Bobby Walden named various tasks that water is used for and tracked as unaccounted for water usage. Ms. Schneider stated unaccounted for water is unbilled water usage and an update will be provided to the Commission quarterly.

The above was provided as information to the Commission

**6. PROPOSED 2022 COMMISSION MEETING SCHEDULE**

January 25	February 22 *UMC Feb 21-24
March 22	April 26
May 24	June 28
July – No Meeting	August 23
September 27	October 25
November – No Meeting	December 6

The Commission agreed to meet on January 25, 2022, and to vote on the remaining monthly meetings at that time.

**7. WATER QUALITY REPORT**

Bobby Walden provided the Commission with an update on water quality.

Reservoir #1 Intake Structure: Geosmin - the highest detection was 8.8 PPT and MIB – the highest detection was 5.2 PPT. Finished Water entering the distribution system: Geosmin – the highest detection was 2.8 PPT and MIB was 2.2 PPT. The average raw water temperature is 54 degrees Fahrenheit.

Mr. Walden stated that the September 28-29 algaecide application on targeted areas of Lake Bowen and Reservoir #1 were successful with no adverse effects. Management expects the next application for maintenance purposes will be around the end of February or the beginning of March.

The above was provided as information to the Commission.

**8. REPORT ON DRINKING WATER RESERVOIRS**

Ms. Schneider noted that staff continues to issue permits. The watercraft permit season will begin soon, with letters going out to permit holders

The Commissioners of Public Works of the City of Spartanburg, SC – Regular Meeting, December 7, 2021

beginning in March. Land transfers continue to be tracked, and new adjoining property owners are sent a welcome letter with a copy of lake rules.

Ms. Schneider stated that representatives from AECOM and Dredge America participated in a site visit on November 10-11, 2021 to probe the depth of the sediment within the identified projects areas throughout Municipal Reservoir #1 and Lake Bowen that require sediment dredging and stormwater mitigation solutions.

During the site visit, it was determined that the average depth of the sedimentation in both reservoirs, in the identified areas, is between 5-6 feet. Based on the number of sites evaluated, the total estimated volume of sedimentation to remove is 650,000-700,000 yards.

AECOM is currently reviewing the information collected and will be scheduling an on-site workshop in the near future with the SWS Project Management Team and Dredge America to define the overall scope and desired schedule for the project.

Immediately following the workshop, a meeting will be scheduled with the Commission to discuss the project approach, identified project areas and green infrastructure technologies considered for stormwater mitigation solutions.

At the October Commission meeting, management informed the Commission that the public fishing area off Riveroak Road on Reservoir #1 would be closed once the roadway guardrail was extended. However, during the site visit it was determined that this area would be needed for staging of equipment and access into the Mud Creek area. The installation of the guardrail and closure of the fishing area have been placed on-hold awaiting a final decision concerning the use of this area.

Ms. Schneider stated that meetings continue with Lakefront POA Committees, as the committees desire to meet.

The above was provided as information to the Commission.

**9. WATERSHED ECOLOGY CENTER GRANT PROPOSAL**

The Watershed Ecology Center's mission is to encourage watershed awareness through education, experience, and community outreach. Special emphasis is placed on water conservation, watershed education, water quality, and 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. Last year, programs that focus on water served thousands of students in both (limited) classroom and virtual formats for students throughout Spartanburg County. The success of last year, despite the second year of COVID-19 restrictions, showcase the resilience and adaptability of programmatic efforts of the Watershed Ecology Center to reach children and adults through multi-media formats.

Watershed Ecology Center's annual goal for 2022 is to reach 22,000 K-8 students through watershed based educational programming. In addition to expanding the virtual classroom, the Watershed Ecology Center endeavors to promote other programs related to watershed awareness by expanding monitoring in the upper regions of the Pacolet River Watershed through the Adopt-A-Stream program, a credentialed citizens monitoring network. Building on the success of their program to promote watershed learning for educators, they will continue to facilitate teacher success in the classroom by providing tools to incorporate both virtual formats, individual student supplies, and more hands on education of science and math. This will enhance their teacher education program in elementary schools and will provide teachers an in-depth understanding of the natural world and provide them guidance on the use of STEM tools to support their curriculum for students. The continuation of this watershed focused education initiative will expand teacher knowledge and equip them to explain it to their students.

The Watershed Ecology Center plans to continue to leverage technological innovations with the enhancement of a virtual reality curriculum that supplements student's learning and understanding of the natural world. With this technology, the Watershed Ecology Center continues to bring interactive programs and concepts into the classroom such as virtual water and wastewater treatment plant tours, and "virtual field trips" for various watershed ecosystems in South Carolina.

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 \$16,000, with an equal allocation of \$8,000 of the funding from SWS and \$8,000 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 approve management's recommendation 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 \$16,000, with an equal allocation of \$8,000 of the funding from SWS and \$8,000 of the funding from SSSD. The motion passed unanimously.

#### **10. UPSTATE CORPORATE PARK INTERGOVERNMENTAL AGREEMENT**

Negotiations between SWS and Gaffney Board of Public Works continues on an Intergovernmental Agreement (IGA) for meter data. SWS is further apart on the agreement than desired, in large part because Gaffney Board of Public Works desires full access to all SWS equipment, not just information provided to them as SWS normal procedure. Gaffney Board of Public Works wants access to SWS meters.

Mr. Montgomery noted that typically when the water and sewer providers are different, the water provider bills and collects for the sewer usage. Ms. Schneider confirmed this and stated that this information can be provided, but the unusual set of requests has made it a difficult task for SWS.

The Commissioners of Public Works of the City of Spartanburg, SC – Regular Meeting, December 7, 2021

Ms. Schneider stated this request is to approve the CEO to sign on behalf of the Commission, provided the terms of agreement are acceptable and would not allow access to SWS meters and equipment.

Mr. Littlejohn moved and Mr. Montgomery seconded the motion to authorize the Chief Executive Officer to execute the Intergovernmental Agreement with Gaffney Board of Public Works on behalf of the Commission for the Upstate Corporate Park. The motion passed unanimously.

**11. BIDS FOR FREIGHT ELEVATOR REPAIR**

Bids were received on November 17, 2021 from vendors for the repair of the freight elevator at the R.B. Simms Drinking Water Treatment Facility. The elevator pit at the facility flooded causing extensive water damage to the elevator equipment. The elevator was in operation creating water intrusion into critical motors and pumps.

The scope of work includes cleaning of the elevator pit, removing water and oil from hydraulics, replacing the power unit for the elevator, and installing pumps in the elevator pit with flood controls to prevent future issues. The request for bid was advertised in the local media and forwarded to prospective vendors. The solicitation drew responses from three bidders. A tabulation of cost is listed below.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Otis Elevator Company Greenville, SC	NON-RESPONSIVE
Metro Elevator Charlotte, NC	\$49,980.00
TK Elevator Corporation Greer, SC	\$69,921.33

Management recommended awarding the contract to the lowest responsive and responsible bidder, Metro Elevator at a total cost of \$49,980. Funding will be provided from a combination of SWS depreciation funds.

Ms. Viney moved and Mr. Littlejohn seconded the motion to approve management’s recommendation to award the contract to the lowest responsive and responsible bidder, Metro Elevator at a total cost of \$49,980. The motion passed unanimously.

**12. 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 Agreement**

**(1) Duke Energy – Spartanburg Operations Center FS**

Duke Energy - Spartanburg Operations Center, located at 580 Mount Pleasant Road in Spartanburg, wishes to connect a 12-inch water line to the Commission's 12-inch water line along Mount Pleasant Road to serve a private fire protection system, including four private hydrants, for the above-mentioned electric utility operations center. Duke Energy Carolinas, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$2,273.84

**(2) Spartanburg County Emergency Operations Center**

The Emergency Operations Center, located at 175 Community College Drive in Spartanburg, wishes to connect a 6-inch water line to the Commission's 36-inch water line along Fairforest Road to serve a private fire protection system, including one private hydrant, for the above-mentioned county governmental facility. Spartanburg County wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$446.32

**B. Lake Agreements**

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

- (1) **Christopher S. Joyner and Susan Rene Joyner**, desire to construct a hard pathway on Lake Blalock.
- (2) **Thomas C. Manoski and Barbara E. Manoski**, desire to construct a dock and hard pathway on Lake Blalock.
- (3) **Michael J. Diemer**, desires to construct a dock and hard pathway on Lake Bowen.
- (4) **Charles A. Meana and Rita Mae Meana**, desire to replace a dock on Lake Bowen.
- (5) **SRFG Properties, LLC**, desires to construct a boat lift on Lake Bowen.
- (6) **David K. and Melissa C. Dunn**, desire to replace a dock on Lake Bowen.
- (7) **Erin Torres**, desires to construct a personal watercraft lift on Lake Bowen.

The Commissioners of Public Works of the City of Spartanburg, SC – Regular Meeting, December 7, 2021

- (8) **Andrew D. Hartley and Jessica M. Hartley**, desire to stabilize the shoreline on Lake Bowen.
- (9) **Brady J. Barnett and Sarah C. Barnett**, desire to construct a dock and personal watercraft lift on Lake Bowen.

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

- (1) **Stephen R. Moss**, soft pathway and dock replacement on Lake Blalock.
- (2) **John M. McMillan and Millicent Leigh Stepp Ray**, personal watercraft lift and shoreline stabilization on Lake Bowen.
- (3) **Ivan L. Roberts**, hard pathway, dock replacement, and shoreline stabilization on Lake Bowen.
- (4) **Sarah M. Long**, boat lift and dock replacement on Lake Bowen.
- (5) **Kyndran Hilton**, soft pathway, dock replacement, and shoreline stabilization on Lake Bowen.
- (6) **Ann M. Johnson, as Trustee of the Ann M. Johnson Revocable Trust Agreement**, dock replacement, boat ramp, boat lift, and hard pathway on Lake Bowen.
- (7) **Chris Monkaitis**, hard pathway, dock replacement, and shoreline stabilization on Lake Bowen.
- (8) **Tanya P. Watson and Jason Millard Watson**, dock replacement and shoreline stabilization on Lake Bowen.

**C. Encroachment Agreements**

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

- (1) **David L. Steven**, dwelling encroachment on Lake Bowen.

**13. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS**

There were no negotiations or miscellaneous administrative matters.

Meeting adjourned at 4:34 p.m.

---

G. Newton Pressley  
Secretary-Treasurer