

AGENDA

THE COMMISSIONERS OF PUBLIC WORKS OF THE CITY OF SPARTANBURG, S.C.

**Meeting Place: 301 South Avenue
Spartanburg, SC 29306**

REGULAR MEETING

**Tuesday, September 28, 2021, 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 SEPTEMBER 2, 2021**
- 2. GEORGE WARREN FULLER AWARD**

On August 16, 2021, at the South Carolina Environmental Conference, Sue Schneider was recognized by her peers with the George Warren Fuller Award. This recognition for "distinguished service to the water supply field in commemoration of the sound engineering skill.....brilliant diplomatic talent..... and the constructive leadership", which characterized the life of George Warren Fuller. Ms. Schneider was given a lapel pin and will attend the George Fuller Breakfast at the next ACE event to receive her plaque with peers from around the country.

The above is provided as information to the Commission.

- 3. MONTHLY FINANCIAL REPORT**

Newt Pressley will present a financial summary of SWS expenditures and revenues for the two-month period ending August 31, 2021.

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4. CITY OF SPARTANBURG – ECONOMIC DEVELOPMENT PARTICIPATION AGREEMENT

Spartanburg City Manager, Chris Story, will provide an update to the Commission on the Economic Development Participation Agreement.

5. 2022 RETIREE MEDICARE SUPPLEMENT INSURANCE

Spartanburg Water retirees who are 65 and over are currently covered by a Medicare Supplement Insurance Plan provided by United American that includes prescription drug plan coverage. Based upon competitive proposals obtained by Steinberg and Associates, United American was approved for the 2021 plan year. The plan renews in January 2022 and management recommends staying with United American as the provider of the over 65 retiree Medicare Supplement Insurance.

Management also recommends a plan modification from Plan D to Plan G. This plan change will cover Medicare Part B excess charges – i.e., Plan G pays excess physician charges above Medicare approved amounts for the medical services (Otherwise, Plan D and Plan G provide the same plan benefits). United American’s premium increase for this plan change will be \$2 per month per participant.

With this change, the 2022 monthly cost per retiree from United American will be as follows:

Medicare Supplement Health Plan	\$204.00
Prescription drug coverage	<u>\$180.55</u>
Monthly Premium	<u>\$384.55</u>
<u>Cost allocation per retiree -</u>	
Spartanburg Water (85%)	\$326.87
Retiree (15%)	<u>\$ 57.68</u>
	<u>\$384.55</u>

The annual net cost is budgeted in the SSSD and SWS operating budgets, based on the number of retirees. The estimated net cost is \$145,130 for SWS and \$86,294 for SSSD.

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Management requests approval to renew over 65 retiree supplemental insurance coverage with United American and to include a plan modification to Plan G.

6. REPLACEMENT OF VEHICLES AND EQUIPMENT FOR FY 2022

Staff has evaluated the SWS vehicle and equipment fleet for replacement needs for FY 2022. Of the items considered, six items have been selected for replacement. All vehicles and equipment selected meet the established depreciation criteria, having in excess of 125,000 miles, being in service for 10 years, or are experiencing excessive repair needs and down time. Performance history is also factored into the recommendation.

Staff proposes the following replacements for FY 2022:

- 2006-Ingersoll Rand Air Compressor (AC #18)
- 2006-Aluma-craft Jon Boat (Boat #6)
- 2007-Contrail 12 Ton Equipment Trailer (TR #28)
- 2018-Ford F150, 4WD (# 211)
- 2018-Ford F150 (# 213)
- 2006-Sterling LT9500 Mobile Crane (# 638)

Total budget: \$535,000

Where possible, vehicle and equipment replacement purchases will be completed through the South Carolina Materials Management Office Contracts. Applicable local dealers will be given the opportunity to meet the State Contract pricing.

Alternative fuel vehicle replacements will be evaluated based on application and the availability of gasoline/electric hybrids.

Management recommends approval of the vehicle and equipment replacement schedule to be funded from the depreciation fund.

7. PROPOSALS FOR EMPLOYEE UNIFORM PROGRAM

Proposals were received on August 10, 2021, from suppliers who furnish and maintain employee uniforms for the Spartanburg Water System (SWS)

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and Spartanburg Sanitary Sewer District (SSSD). The solicitation requested proposals from suppliers who provide expertise in employee uniform programs including design, implementation, delivery and pickup, uniform tracking, laundry services, and replacement for all SWS uniform wearing employees. In addition, suppliers were to furnish and maintain building floor mats for SWS and SSSD facilities and to have a service center within 75 miles of the city limits of Spartanburg, SC.

An evaluation team made up of staff from various departments was formed to receive input from the employees about the uniforms provided. Members of this team provided input and evaluated the proposals from participating suppliers. The evaluation criteria consisted of six areas and required the supplier to demonstrate their ability to provide cost; approach and strategy; schedule; technical competency; MWBE utilization; and Community Benefit Program. Each proposal was evaluated using a weighted score matrix, with the successful supplier being selected for the highest proposal.

Invitations were placed in the local media and forwarded to prospective suppliers. A cost tabulation of the responses is listed below. The costs are represented in annual totals, based on the structure of the current uniform program and an initial 12-month term with two optional renewal terms.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Cintas Spartanburg, SC	\$76,844.04
Unifirst Simpsonville, SC	\$56,998.24

Management recommends an award to Cintas at an annual cost of \$76,844.04 based on their highest scoring proposal. Funding will be provided from operating funds and allocated between SWS (\$56,864.59) and SSSD (\$19,979.15).

8. UNARMED SECURITY GUARD SERVICES

On August 10, 2021, one proposal for unarmed security guard services was received. The scope of services includes providing limited security services

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at various locations through a combination of stationary guards and mobile patrols. The vendor is required to furnish uniformed guards and logoed vehicles with the applicable technology to electronically document the completion of each site visit as well as address and respond to any special needs as they occur.

Proposals were solicited from various vendors requesting submittals based on requirements outlined in the scope of services. These requirements were scored as part of the evaluation criteria by a three person evaluation team. Requirements included the firm’s technical approach; warranty and risk mitigation; organization and experience; MWBE utilization; Community Benefit Program; and cost.

Invitations were forwarded to prospective vendors and advertised in the local media. A tabulation of the annual costs are listed below.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Allied Universal Security Services, LLC Greenville, SC	\$96,921.76
Chief Security Services Greenville, SC	NO RESPONSE
AGTAC/ATS Facility Services Hartsville, SC	NO RESPONSE
DSI Security Services Charlotte, NC	NO RESPONSE

Management recommends an award to Allied Universal Security Services, LLC with a cost of \$96,921.76 based on the committee scoring.

Funding will be provided from Operating Funds and allocated between SWS (\$77,537.41) and SSSD (\$19,384.35).

9. WATER QUALITY REPORT

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

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10. REPORT ON DRINKING WATER RESERVOIRS

Management will provide an update to the Commission on activities with the drinking water reservoirs.

11. LANDSCAPE MAINTENANCE AT LAKE BOWEN PARK AND LAKE BLALOCK PARK

Bids were received on September 13, 2021, from vendors to provide landscape maintenance services at Lake Bowen Park and Lake Blalock Park. In addition to the maintenance of the bioretention area at Lake Bowen, the scope of work includes weekly mowing, weed trimming, blowing off and collection of leaves and other debris, mulching, and pruning and trimming of bushes and trees at both parks.

The request for bid was advertised in the local media and forwarded to prospective vendors. A pre-bid meeting was held and site visits conducted on August 31. The solicitation drew responses from one bidder.

A tabulation of the bid responses is listed below. Costs shown represent annual totals for both parks.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Sodfather, Inc. Spartanburg, SC	\$55,470
Woodruff's Lawn Care Spartanburg, SC	NO RESPONSE

Management recommends the contract be awarded to the lowest responsive and responsible bidder, Sodfather, Inc., at the annual cost of \$55,470. The contract will be for an initial 12-month term with the option to renew for two additional 12-month terms. Funding will be provided from SWS operating funds.

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12. PREVENTATIVE MAINTENANCE AGREEMENT FOR LABORATORY SERVICES – LABWORKS LIMS

Laboratory Services maintains Preventative Maintenance Agreements (PMA's) for select laboratory instruments and software programs. The proposed contract is an annual agreement and includes service for routine preventative maintenance, troubleshooting, repairs (parts and labor), software support, certain upgrades, and priority emergency repair service. The PMA is provided by the owner, who is the sole source of the laboratory service.

LABWORKS (Laboratory Information Management System) LIMS

This database system is used to assign identification codes and store/retrieve data for samples. In addition, this system generates both regulatory and process control reports for samples associated with the Safe Drinking Water Act (SDWA) and the Clean Water Act (CWA) programs. LABWORKS has quoted an annual PMA for services described above for a total cost of \$23,664.

The total cost for the renewal of this annual Preventive Maintenance Agreement is \$23,664. Funding will be provided through the Laboratory Services operating budget, with costs shared 50% between SWS and SSSD.

Management recommends the approval of the renewal of the LABWORKS LIMS Preventive Maintenance Agreement for an amount not to exceed \$11,832.

13. VARIANCE REQUEST – 172 CROW ROAD – LAKE BOWEN

The adjoining property owner desires to install two Personal Watercraft (PWC) Lifts adjacent to their existing marine structure. The application was disapproved because the current marine structure does not comply with the 14 foot offset requirement associated with extended lot lines. The existing marine structure is permitted to the current property owner.

If the PWC Lifts are installed as requested the lifts would be located adjacent to the existing marine structure in an area that would not cause any obstructions. Requiring the property owner to relocate the existing marine

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structure, to meet the 14 foot offset requirement, would cause damage the buffer area.

Staff has confirmed the installation of the PWC lifts would not impede access, create a safety concern or have a negative impact on water quality.

The property owner is requesting a variance of the Standard Specifications of the Lake Bowen Policies and Procedures for a marine structure regarding the 14 foot offset requirement to allow the installation of two PWC Lifts adjacent to their existing marine structure.

Staff has evaluated the site and have no objections to the variance as described above.

14. VARIANCE REQUEST – 203 PINE COVE DRIVE – LAKE BOWEN

The adjoining property owner desires to relocate an existing floating dock and section of the connecting walkway to align with the installation of a proposed boat lift. Watershed staff disapproved the application because the current marine structure does not comply with the 14 foot offset requirement associated with extended lot lines. The existing marine structure is permitted to the current property owner.

The relocation of the floating dock and identified section of walkway would make the existing structure more compatible with current policies and procedures. However, a stationary section of the platform would remain as an encroachment to the 14 foot offset requirement. Requiring the property owner to relocate the section of the stationary platform, to meet the 14 foot offset requirement, would cause damage to the buffer area.

Staff has confirmed the relocation of the existing dock and installation of a boat lift would not impede access, create a safety concern or have a negative impact on water quality.

The property owner is requesting a variance of the Standard Specifications of the Lake Bowen Policies and Procedures for a marine structure regarding the 14 foot offset requirement to allow the relocation of their floating dock/connecting walkway and for a section of their stationary platform to remain in place.

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Staff has evaluated the site and have no objections to the variance as described above.

15. VARIANCE REQUEST – 249 FAGAN DRIVE – LAKE BOWEN

The adjoining property owner desires to install a Personal Watercraft Lift (PWC) adjacent to their existing marine structure. The application was disapproved because the current marine structure does not comply with the 14 foot offset requirement associated with extended lot lines. The existing marine structure is permitted to the current property owner.

If the PWC Lift is installed as requested the lift would be located adjacent to the existing marine structure and in an area that would not cause any obstructions. Requiring the property owner to relocate the existing dock, to meet the 14 foot offset requirement, would cause damage the buffer area.

Staff has confirmed the installation of the PWC lift would not impede access, create a safety concern or have a negative impact on water quality.

The property owner is requesting a variance of the Standard Specifications of the Lake Bowen Policies and Procedures for a marine structure regarding the 14 foot offset requirement to allow the installation of a PWC Lift adjacent to their existing marine structure.

Staff has evaluated the site and have no objections to the variance as described above.

16. VARIANCE REQUEST – 447 FAGAN DRIVE – LAKE BOWEN

The adjoining property owner desires to install an access walkway adjacent to their existing marine structure as a safety feature for access and egress their watercraft. The application to install was disapproved because the location of the existing marine structure does not comply with the 14 foot offset requirement associated with extended lot lines. The existing marine structure, consisting of a dock and a boat lift, is permitted to the current property owner.

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The requested access walkway would be installed in a manner to allow easier and safer access to the boat lift by the property owner. The existing permitted dock and boat lift would remain in their current locations. Requiring the property owner to relocate the existing dock and boat lift, to meet the 14 foot offset requirement, would cause damage to the buffer area.

Staff has confirmed the installation of an additional walkway would not impede access, create a safety concern or have a negative impact on water quality.

The property owner is requesting a variance of the Standard Specifications of the Lake Bowen Policies and Procedures for a marine structure regarding the 14 foot offset requirement to allow the installation of a walkway for access and egress to their watercraft.

Staff has evaluated the site and have no objections to the variance as described above.

17. 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. Inside City Private Fire Service Agreements

(1) Rigsby's FS

Rigsby's, located at 176 North Liberty Street in Spartanburg, wishes to connect a 6-inch water line to the Commission's 14-inch water line along North Liberty Street to serve a private fire protection system for the above-mentioned restaurant. Jeff Rigsby wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$148.76

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B. Outside City Private Fire Service Agreements

(1) Bautista Libre Church FS

Bautista Libre Church, located at 945 Hayne Street in Spartanburg, wishes to connect a 6-inch water line to the Commission's 6-inch water line along Nahant Street to serve a private fire protection system for the above-mentioned religious institution. Iglesia Comunidad Hispania Bautista Libre, Inc. wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$223.16

(2) Pepsi Distribution Center

Pepsi Distribution Center, located at 2380 Bryant Road in Boiling Springs, wishes to connect a 10-inch water line to the Commission's 12-inch water line along Bryant Road to serve a private fire protection system, including two private hydrants, for the above-mentioned commercial enterprise. Flatwood Industrial Properties, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$1,301.44

C. Outside City Water Main Extension Agreements

(1) Berkeley Subdivision Phase 1

Mark III Properties, Inc., is developing Berkeley Subdivision Phase 1 located off of Cannons Campground Road at Silverton Street. This development will consist of 314 residential lots and an amenity center, and will include approximately 9,968 linear feet of 6-inch water main, 1,422 linear feet of 4-inch water main, 269 linear feet of 2-inch water main and six hydrants. The developer will bear all costs.

(2) Berkeley Subdivision Phase 2

Mark III Properties, Inc., is developing Berkeley Subdivision Phase 2 located off of Cannons Campground Road at Silverton Street. This

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development will consist of 140 residential lots and will include approximately 2,279 linear feet of 6-inch water main, and two fire hydrants. The developer will bear all costs.

(3) Clayton Manor

Mark III Properties, LLC is developing Clayton Manor located off of Carolina Country Club Road. This development will consist of 25 residential lots, approximately 390 linear feet of 6-inch water main, 515 linear feet of 4-inch water main, and one hydrant. The developer will bear all costs.

(4) Hawthorn Grove

Mark III Properties, LLC is developing Hawthorn Grove located off of Carolina Country Club Road. This development will consist of 97 residential lots, approximately 2,000 linear feet of 6-inch water main, 1,580 linear feet of 4-inch water main, 265 linear feet of 2-inch water main, and two hydrants. The developer will bear all costs.

(5) Project Blue

Flatwood Industrial Partners III, LLC is developing Project Blue located off of Bryant Road. This development will consist of one industrial lot, approximately 665 linear feet of 12-inch water main, and one hydrant. The developer will bear all costs.

(6) Tom Cat Business Park

Twin Oaks Development is developing the Tom Cat Business Park located off of Mount Pleasant Road. The development will consist of five commercial lots, approximately 60 linear feet of 12-inch water main, 1,115 linear feet of 6-inch water main, and two hydrants. SWS will participate in the off-site water main construction cost in accordance with the Water Main Extension Policy.

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(7) The Villas at Woodfin Ridge

Obsidian Management, LLC is developing The Villas at Woodfin Ridge located off of Lake Bowen Dam Road at Southern Oaks Drive. This development will consist of 17 residential lots and will include approximately 526 linear feet of 4-inch water main, and 244 linear feet of 2-inch water main. The developer will bear all costs.

D. Lake Agreements

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

- (1) SFRG Properties, LLC**, desires to construct a boat lift and replace a dock on Lake Bowen.
- (2) Azul Lagoon LLC**, desires to construct a boat lift and replace a dock on Lake Bowen.
- (3) Nan B. Cleveland and Timothy L. Cleveland**, desire to stabilize the shoreline on Lake Bowen.
- (4) John A. Garner III and Karen Ann Garner**, desire to replace a dock on Lake Blalock.
- (5) Patricia L. Haney**, desires to replace a dock on Lake Bowen.
- (6) Bill Hannouche**, desires to construct a personal watercraft lift on Lake Bowen.
- (7) John E. Heidelberg**, desires to replace a dock on Lake Blalock.
- (8) Jeffrey P. Hendricks**, desires to construct a boat lift on Lake Bowen.
- (9) Bobbie C. Johnson**, desires to replace a dock on Lake Bowen.
- (10) Sherry Manry**, desires to replace a dock on Lake Bowen.

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

- (1) **Kalvin and Barbara Koenig**, boat ramp, shoreline stabilization, and dock replacement on Lake Bowen.
- (2) **Britt Bernhardt**, dock replacement on Lake Blalock.
- (3) **Bruce Blotner**, dock on Lake Blalock.
- (4) **Timothy J. Brady**, dock replacement and shoreline stabilization on Lake Bowen.
- (5) **Joseph B. Davis**, dock replacement on Lake Blalock.
- (6) **Inge Easler**, dock replacement on Lake Blalock.
- (7) **Tammy J. Foster**, dock replacement on Lake Blalock.
- (8) **Cathy Heape**, hard pathway on Lake Blalock.
- (9) **Jeffrey P. Hendricks**, shoreline stabilization, dock replacement, and hard pathway on Lake Bowen.
- (10) **Carmen and Hayden Hutchins**, dock replacement on Lake Bowen.
- (11) **Robert Macmillan**, dock replacement and hard pathway on Lake Blalock.
- (12) **Karen Parris**, dock on Lake Blalock.
- (13) **Chrissy M. Pruitt**, dock replacement and shoreline stabilization on Lake Bowen.
- (14) **Michael and Sabrina West**, dock replacement on Lake Bowen.

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E. Encroachment Agreements

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

- (1) **Patrick F. Donnelly**, dwelling encroachment on Lake Bowen.
- (2) **Pamela W. Johnson and Charles E. Johnson, Jr.**, dwelling encroachment on Lake Bowen.

18. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS

AGENDA

THE COMMISSIONERS OF PUBLIC WORKS OF THE CITY OF SPARTANBURG, S.C.

**Meeting Place: 301 South Avenue
Spartanburg, SC 29306**

REGULAR MEETING

**Thursday, September 2, 2021, 12:30 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. RESOLUTION TO HONOR LAW ENFORCEMENT RESPONSE ON JULY 1, 2021

On July 1, 2021, team members of Spartanburg Water were injured while performing their normal duties. Both Spartanburg City Police Department and the Spartanburg County Sheriff's Department responded to the scene in aid of our workers and the community.

Management recommends adoption of the following resolutions:

JOINT RESOLUTION OF THE COMMISSIONERS OF PUBLIC WORKS OF THE CITY OF SPARTANBURG, SC AND THE SPARTANBURG SANITARY SEWER DISTRICT

The Commissioners of Public Works of the City of Spartanburg, SC and The Spartanburg Sanitary Sewer District, jointly assembled for the purposes of the passage of the following resolution, do hereby honor the service of the Spartanburg City Police Department and their dedicated officers for their quick action in protecting Spartanburg Water personnel.

WHEREAS, each day the men and women of Spartanburg Water work to provide quality water and sewer service to nearly two hundred thousand customers in the greater Spartanburg community; and

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WHEREAS, on Thursday, July 1, 2021, while out performing their normal duties in the Cleveland Park area, Spartanburg Water personnel were placed in danger, and two team members were ultimately shot and wounded without provocation; and

WHEREAS, in response to this life threatening situation and the emergency calls for assistance, both Spartanburg City Police Department and Spartanburg County Sheriff's Department personnel rushed to the scene in aid of our workers; and

WHEREAS, through the quick and heroic efforts of these responding officers, who put themselves at great personal risk, the scene was quickly secured and the threat contained; and

WHEREAS, in a commendable display of cooperation, the responding officers of the Spartanburg City Police and Sheriff's Departments worked seamlessly and in direct coordination with each other to aid our threatened employees, to protect the citizens of this community and to bring this tragic incident to a swift conclusion.

NOW, THEREFORE, BE IT RESOLVED, that The Commissioners of Public Works of the City of Spartanburg, SC and The Spartanburg Sanitary Sewer District do hereby jointly honor and commend the Spartanburg City Police Department and Chief Alonzo Thompson for their brave and courageous action coming to the aid of Spartanburg Water personnel in the performance of their work. Through the quick action of these responding officers, lives were saved and further injury avoided, and while we realize that these first responders do this work every day, these collective bodies take this opportunity to commend each of them for their selfless action in the faithful performance of their dangerous jobs, and to express our deepest gratitude for stepping into harm's way to protect both Spartanburg Water personnel and the citizens of this community who were threatened during this senseless act of violence.

Let the record of these resolutions be spread upon the minutes of these bodies as of this 2nd day of September 2021.

JOINT RESOLUTION OF THE COMMISSIONERS OF PUBLIC WORKS OF THE CITY OF SPARTANBURG, SC AND THE SPARTANBURG SANITARY SEWER DISTRICT

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The Commissioners of Public Works of the City of Spartanburg, SC and The Spartanburg Sanitary Sewer District, jointly assembled for the purposes of the passage of the following resolution, do hereby honor the service of the Spartanburg County Sheriff's Department and their dedicated officers for their quick action in protecting Spartanburg Water personnel.

WHEREAS, each day the men and women of Spartanburg Water work to provide quality water and sewer service to nearly two hundred thousand customers in the greater Spartanburg community; and

WHEREAS, on Thursday, July 1, 2021, while out performing their normal duties in the Cleveland Park area, Spartanburg Water personnel were placed in danger, and two team members were ultimately shot and wounded without provocation; and

WHEREAS, in response to this life threatening situation and the emergency calls for assistance, both Spartanburg County Sheriff's Department and Spartanburg City Police Department personnel rushed to the scene in aid of our workers; and

WHEREAS, through the quick and heroic efforts of these responding officers, who put themselves at great personal risk, the scene was quickly secured and the threat contained; and

WHEREAS, in a commendable display of cooperation, the responding officers of the Sheriff's Department and Spartanburg City Police officers worked seamlessly and in direct coordination with each other to aid our threatened employees, to protect the citizens of this community and to bring this tragic incident to a swift conclusion.

NOW, THEREFORE, BE IT RESOLVED, that The Commissioners of Public Works of the City of Spartanburg, SC and The Spartanburg Sanitary Sewer District do hereby jointly honor and commend the Spartanburg County Sheriff's Department and Sheriff Chuck Wright for their brave and courageous action coming to the aid of Spartanburg Water personnel in the performance of their work. Through the quick action of these responding officers, lives were saved and further injury avoided, and while we realize that these first responders do this work every day, these collective bodies take this opportunity to commend each of them for their selfless action in the faithful performance of their dangerous jobs, and to express our deepest gratitude for stepping into harm's way to protect both

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Spartanburg Water personnel and the citizens of this community who were threatened during this senseless act of violence.

Let the record of these resolutions be spread upon the minutes of these bodies as of this 2nd day of September 2021.

2. APPROVAL OF MINUTES OF REGULAR MEETING OF JUNE 29, 2021

3. MONTHLY FINANCIAL REPORT

Newt Pressley will present a financial summary of SWS expenditures and revenues for the twelve-month period ending June 30, 2021, and one-month period ending July 31, 2021.

4. 319 GRANT FUND – LAKE BOWEN SHORELINE STABILIZATION PROJECT – ENGINEERING DESIGN SERVICES

Proposals were received June 21, 2021, for civil engineering design services for the shoreline stabilization project around the peninsula at the Lake Bowen Landing. The shoreline stabilization project will address shoreline erosion and impervious surface runoff that negatively impacts the lake. The landscape concept has been developed by LandArt Design. The engineering design services are support services that include grading plans, walkway design, siting areas and design of appropriate best management practice (BMP) structures, and any application permit application preparation.

Engineering firms were requested to provide proposals that included information on similar previous experience, schedule, references, staffing assigned to the project and a not to exceed quote. The proposals were evaluated using a weighted scoring matrix on the above listed information. The evaluation and scoring of the proposals were conducted by an evaluation committee that included the shoreline stabilization project landscape architect.

The Request for Proposal (RFP) was solicited from seven engineering firms who provide the type of services requested. Two proposals were submitted and evaluated. Proposals received are as follows:

BIDDER

AMOUNT OF BID

Black & Veatch
Greenville & Columbia, SC

\$15,000

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WK Dickson \$22,500
Greenville, SC & Atlanta, GA

The highest scoring proposal and lowest quote was submitted by Black & Veatch. Based on the results of their response and the matrix score, management recommends the award of the engineering design services for the Lake Bowen Landing Shoreline Stabilization Project to Black & Veatch of Greenville and Columbia, SC in the amount of \$15,000. The project will be funded by the capital fund.

5. 319 GRANT FUND – LAKE BOWEN STORMWATER OUTFALLS PROJECT – ENGINEERING DESIGN SERVICES

Proposals were received July 29, 2021, for engineering services to design stormwater best management practice (BMP) structures at six locations adjacent to Lake Bowen. The project will address sediment laden and impervious surface runoff that negatively impacts the lake. The locations were initially identified in the 319 Grant which was awarded to Spartanburg Water to improve stormwater quality discharging into Lake Bowen.

Engineering firms were requested to provide proposals that included information on similar previous experience, schedule, references, staffing assigned to the project and a not to exceed quote. The proposals were evaluated using a weighted scoring matrix on the above listed information. The evaluation and scoring of the proposals were conducted by an evaluation committee. The Request for Proposal (RFP) was solicited from four engineering firms who provide the type services requested. Two proposals were submitted and evaluated. Proposals received are as follows:

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Black & Veatch Greenville & Columbia, SC	\$14,000
WK Dickson Greenville, SC & Atlanta, GA	\$24,200

The highest scoring proposal and lowest quote was submitted by Black & Veatch. Based on the results of their response and the matrix score, management recommends the award of the engineering design services for the Lake Bowen

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Stormwater Outfalls Project to Black & Veatch of Greenville and Columbia, SC in the amount of \$14,000. The project will be funded by the capital fund.

6. PROFESSIONAL SERVICES – R.B. SIMMS ON-SITE SODIUM HYPOCHLORITE SYSTEM CONDITION ASSESSMENT

The R.B. Simms On-Site Sodium Hypochlorite Generation System (OSG) was constructed in 2012 and serves as the drinking water treatment process for ensuring primary disinfection at the treatment facility, as well as providing for adequate chlorine residuals throughout the Spartanburg Water System drinking water distribution system.

Over the course of the past few months, several critical system components have failed necessitating emergency replacement. The majority of these component issues are directly related to electrical and/or critical control components that operate in a corrosive environment.

Due to the recently increasing failure rate of the system's critical components, staff requested a proposal for professional services from AECOM Technical Services, Inc., out of N. Charleston, SC. AECOM was asked to develop a proposed scope of work to perform a detailed condition assessment of the OSG and bulk hypochlorite system and to develop recommended options for repair, rehab, or replacement.

Management recommends that the Commission authorize the Chief Executive Officer to execute the proposed Task Order #5 with AECOM Technical Services, Inc., for the R.B. Simms On-Site Sodium Hypochlorite System Condition Assessment for the not-to-exceed amount of \$58,000. Task Order #5 will be completed under an existing Master Services Agreement, executed on September 3, 2019, with AECOM Technical Services, Inc. The funding for these professional services will come from operational funds.

7. WATER QUALITY REPORT

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

8. REPORT ON DRINKING WATER RESERVOIRS

Management will provide an update to the Commission on activities with the drinking water reservoirs.

9. PROFESSIONAL SERVICES – DAM INSPECTIONS

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The Spartanburg Water System (SWS) owns and maintains three dams at its three reservoirs (the Lake Bowen Dam, Lake Blalock Dam and Reservoir 1 Dam). SWS staff performs routine inspections and monitoring of each of the dams in accordance with State of South Carolina Dam safety guidelines. However, due to the age and importance of this critical infrastructure, it has been determined that a detailed inspection and structural analysis of the dams by qualified professional engineering personnel is needed to assess current condition, identify any deficiencies, and recommend monitoring and repair strategies.

Staff recently requested a proposal from Black and Veatch to compile available technical information into a Supporting Technical Information Document, perform visual inspections, and develop recommendations for a continuing inspection program for Lake Bowen Dam, Lake Blalock Dam and Reservoir 1 Dam.

Management recommends the approval of a professional services contract with Black and Veatch based on the lump sum amount of \$50,000. Funding will be provided from operational funds.

10. VARIANCE REQUEST – 223 POINTE ROAD – LAKE BOWEN

The adjoining property owner had three PWC lifts, two permitted and one licensed under the Press Pause Program and desires to replace all three lifts. Watershed staff informed the owner that he could not replace the lift licensed under Press Pause and the replacement of the two permitted PWC lifts would require approval of a variance due to the marine structure not being in compliance with the 14 foot offset requirement with the extended lot lines.

The owner has requested permission to reinstate the Licensed PWC lift. This PWC lift has been removed from service. The PWC lift was licensed on November 24, 2020, under the Press Pause Program. The license issued allowed the owner to maintain ownership of the third PWC lift. The license also states, “Existing structure is non-conforming, and may be maintained in its current location. Should the structure ever be removed its replacement will not be permitted. Any requested additions or permanent changes that might affect the licensed structure will also require its removal”.

Current Lake Bowen Policies and Procedures state that an adjoining property owner can have no more than two personal watercraft lifts. The license issued and acknowledged by the property owner on November 24, 2020, clearly states that the third lift was considered to be a non-conforming structure that must be

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maintained in its current location and should the structure ever be removed its replacement will not be permitted.

The adjoining property owner also desires to replace the two existing permitted PWC lifts. The existing marine structure does not comply with the 14 foot offset requirement associated with extended lot lines. The property owner is requesting a variance of the Standard Specifications of the Lake Bowen Policies and Procedures, regarding the 14 foot offset requirement, to allow replacement of the two permitted PWC lifts.

Staff has reviewed the request for variances and does not support the request to allow the replacement of the licensed PWC lift.

Staff has confirmed that the replacement of the two permitted PWC lifts would not impede access, create a safety concern or have a negative impact on water quality.

Staff has no objectives to the variance request, associated with the 14 foot offset requirement, to allow replacement of the two permitted PWC lifts.

11. VARIANCE REQUEST – 466 HILLSIDE DRIVE – LAKE BOWEN

The adjoining property desires to replace an existing permitted boat lift that was damaged beyond repair during a storm in October 2020. Watershed staff disapproved the adjoining property owner's application to replace the boat lift because the property owner has two marine structures with separate ties to the shoreline and one existing marine structures does not comply with the 14 foot offset requirement associated with extended lot lines. The property owner is requesting a variance of the Standard Specifications of the Lake Bowen Policies and Procedures for a marine structure, regarding the single tie to the shoreline and the 14 foot offset requirement, to allow the replacement of the damaged boat lift. The replacement boat lift would be the same type of boat lift damaged and placed in the same location.

The adjoining property owner participated in the Press Pause Program and received a License for one of the two marine structures on October 23, 2020. The damaged boat lift was permitted under the Press Pause Program. Adjacent property owners are currently permitted a single marine structure, which consists of a dock and any associated boat lifts or PWC lifts and a single tie to the shoreline. Two or more marine structures on a qualifying parcel is

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considered to be non-conforming requiring the property owner to consolidate the separate marine structures into one structure with a single tie-in to the shoreline.

Requiring the property owner to relocate or consolidate the existing marine structures to eliminate having more than one tie to the shoreline and to meet the 14 foot offset requirement associated with extended lot lines would be damaging to the buffer.

Staff has confirmed that there is adequate distance between the adjoining property owner's existing marine structures and that the replacement boat lift as requested would fill the exact footprint of the damaged boat lift. Replacement of the existing boat lift as requested would not negatively impact water quality, impede access, or create a safety concern.

Staff has evaluated the site have no objections to the variance request to allow the property owner to replace the damaged boat lift without consolidating the marine structures or relocating one of the marine structures to eliminate the encroachment associated with the 14 foot offset requirement.

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. Inside City Private Fire Service Agreements

(1) The Kennedy Apartments FS

The Kennedy Apartments, located at 327 East Kennedy Street in Spartanburg, wish to connect a 6-inch water line to the Commission's 10-inch water line along Real Estate Way to serve a private fire protection system for the above-mentioned apartment complex. LPA Spartanburg Apartments, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$148.76

B. Outside City Private Fire Service Agreements

(1) Comfab FS

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Comfab, Inc., located at 4930 North Blackstock Road in Spartanburg, wishes to connect a 6-inch water line to the Commission's 12-inch water line along North Blackstock Road to serve one private hydrant for the above-mentioned metals manufacturing facility. Comfab, Inc., wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$446.32

C. Inside City Water Main Extension Agreements

(1) Creekside Village

Northside Development Corporation is developing Creekside Village off of Manning Street. The development will consist of 31 ___ residential lots, approximately 915 linear feet of 6-inch water main and two hydrants. SWS will participate in the off-site water main construction cost in accordance with the Water Main Extension Policy.

D. Outside City Water Main Extension Agreements

(1) Providence Farm Phase II

Holly Drive Properties, Inc., is developing Providence Farm Phase II off of Sugar Ridge Road. The development will consist of 72 residential lots, approximately 570 linear feet of 8-inch water main, 1,150 linear feet of 6-inch water main, 2,170 linear feet of 4-inch water main, 860 linear feet of 2-inch water main and two hydrants. SWS will participate in the off-site water main construction cost in accordance with the Water Main Extension Policy.

E. Lake Agreements

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

(1) Bruce Blotner, desires to construct a dock on Lake Blalock.

(2) Jonathan M. Bishop, desires to construct a personal watercraft lift on Lake Bowen.

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- (3) **Richard R. Blake**, desires to construct a boat lift on Lake Bowen.
- (4) **Robin S. Caldwell and Diane Caldwell**, desire to stabilize the shoreline on Lake Bowen.
- (5) **Joseph Charnasky**, desires to construct a dock on Lake Blalock.
- (6) **Michael Ben and Ashley Morgan Coley**, desire to stabilize the shoreline on Lake Bowen.
- (7) **Robert M. Cornelison and Melinda M. Cornelison**, desire to construct a personal watercraft lift and replace a dock on Lake Bowen.
- (8) **Michael Crawley**, desires to construct a dock on Lake Blalock.
- (9) **Joseph A. Eaton and Linda K. Eaton**, desire to construct a boat lift on Lake Bowen.
- (10) **Patricia L. Elmore, Trustee of the Patricia L. Elmore Revocable Trust Agreement**, desires to replace a dock on Lake Bowen.
- (11) **Ronnie D. and Rhonda D. Emory**, desire to construct a hard pathway on Lake Blalock.
- (12) **Alan J. and Robin H. Getz**, desire to construct a hard pathway and stabilize the shoreline on Lake Bowen.
- (13) **Roger R. Goff**, desires to construct a dock on Lake Blalock.
- (14) **Wayne Graton**, desires to construct a boat lift on Lake Blalock.
- (15) **Christopher Greer**, desires to replace a dock on Lake Bowen.
- (16) **Lynn and Kay Hines**, desire to construct a boat lift and replace a dock on Lake Bowen.
- (17) **Scott L. Hutchins and Karen Hutchins**, desire to construct a personal watercraft lift on Lake Bowen.
- (18) **Karen Cox Jackson**, desires to construct a personal watercraft lift on Lake Bowen.

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- (19) **Randal E. Mulkey**, desires to construct a boat lift on Lake Blalock.
- (20) **Richard A. and Teresa N. Page**, desire to replace a dock on Lake Blalock.
- (21) **Gary R. Painter**, desires to construct a personal watercraft lift on Lake Bowen.
- (22) **William Ridings and Elizabeth M. Kluza**, desire to replace a dock on Lake Bowen.
- (23) **Wayne Steinberg**, desires to construct a boat lift on Lake Blalock.
- (24) **Stephen Mitchell and Louise Wheeler**, desire to stabilize the shoreline on Lake Bowen.
- (25) **Philip D. Wilson**, desires to stabilize the shoreline on Lake Bowen.
- (26) **Charles A. Wofford, III**, desires to replace a dock on Lake Blalock.

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

- (1) **Rebecca Arledge**, dock replacement on Lake Bowen.
- (2) **Joseph Charnasky**, hard pathway on Lake Blalock.
- (3) **Michael Crawley**, hard pathway on Lake Blalock.
- (4) **Thomas and Carolyn Cullen**, dock replacement and hard pathway on Lake Blalock.
- (5) **Patricia L. Elmore, Trustee of the Patricia L. Elmore Revocable Trust Agreement**, personal watercraft lift and shoreline stabilization on Lake Bowen.
- (6) **Michael Forrester**, hard pathway, personal watercraft lift, shoreline stabilization, dock replacement, and boat ramp on Lake Bowen.
- (7) **Joshua Glenn**, dock replacement and hard pathway on Lake

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Blalock.

- (8) **Wayne Graton**, boat lift, dock replacement, and hard pathway on Lake Blalock.
- (9) **Lynn and Kay Hines**, personal watercraft lift and shoreline stabilization on Lake Bowen.
- (10) **Pauly Lim and Chanborany Dean**, dock replacement on Lake Blalock.
- (11) **Yulia Morozova**, dock replacement and hard pathway on Lake Blalock.
- (12) **Phillip E. Roper**, dock replacement and hard pathway on Lake Blalock.
- (13) **Wayne Steinberg**, dock replacement and hard pathway on Lake Blalock.
- (14) **Michael F. Wall**, dock replacement and hard pathway on Lake Blalock.
- (15) **Jonathan W. Weaver**, dock replacement on Lake Blalock.

F. Encroachment Agreements

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

- (1) **Scott David Schulz and Nancy E. Schulz**, dwelling encroachment on Lake Bowen.
- (2) **George Reginald Pryor and Rene´ R. Pryor**, dwelling encroachment on Lake Bowen.

13. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS