

MINUTES

The Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, Spartanburg, SC, September 26, 2023, 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. **APPROVAL OF MINUTES OF REGULAR MEETING OF AUGUST 22, 2023**

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

2. **CITY OF SPARTANBURG – ECONOMIC DEVELOPMENT PARTICIPATION AGREEMENT**

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

Mr. Story thanked the Commission for the opportunity to provide an update and the opportunity to partner together. The City of Spartanburg is pleased with the mix of economic growth, and excited about the recently announced 425 Million project for mixed-use development, anchored by a new minor league baseball stadium. All of the public improvements total 120 Million with private expenditures totaling 305 Million. Development including light manufacturing in the City Limits with the local manufacturer being announced soon, and Morgan Square continuing to be redesigned for future use, are all exciting economic development projects.

The Commission thanked Mr. Story for the update and appreciation for a partnership to work together.

The above was provided as information to the Commission.

3. **MONTHLY FINANCIAL REPORT**

Cam Cole presented a financial summary of SWS expenditures and revenues for the two-month period ending August 31, 2023. An explanation was provided for the favorable and unfavorable budget variances.

The above was provided as information to the Commission.

4. RENEWAL OF RETIREE MEDICARE SUPPLEMENT INSURANCE

Spartanburg Water retirees who are 65 and over, are currently covered by a group Medicare Supplemental Insurance Plan that includes a Prescription Drug Plan coverage. The retiree Medicare Supplemental coverage is currently provided by United American Insurance Company, and the plan is up for renewal in January, 2024. Hank Steinberg, of Marsh McLennan Agency, has obtained renewal pricing from United American.

There is no change in the Medicare Supplemental Health Plan cost, but the Prescription Drug Plan coverage will increase 3.80%. The overall renewal pricing reflects a 1.85% increase in the premiums for 2024.

	Proposed 2024 Monthly Premium	Current 2023 Monthly Premium	Increase
Medicare Supplement Health Plan	\$204.00	204.00	0.00%
Prescription drug coverage	\$201.47	194.09	3.80%
Monthly Premium, per retiree	\$405.47	398.09	1.85%

Funding for the retiree coverage is shared by Spartanburg Water (85%) and the retiree (15%), resulting in the following 2024 monthly cost allocation, per retiree:

	Monthly Cost Allocation
Spartanburg Water (85%)	\$344.65
Retiree (15%)	\$60.82
	<hr/> \$405.47

The annual net cost is included in the SSSD and SWS operating budgets in the Post-Employment Benefits budget line item. Management requested approval to renew over 65 retiree supplemental insurance coverage with United American.

Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management’s recommendation for approval to renew over 65 retiree supplemental insurance coverage with United American. The motion passed unanimously.

5. PROCUREMENT POLICY REVISION

Management is requesting the Commission approve a revision to Section 20 of the Procurement Policy related to Cooperative Purchasing. The revision will allow management to utilize governmental cooperative purchasing entities to capitalize on the purchasing power of municipalities and government agencies nationwide.

CURRENT POLICY

Spartanburg Water System may participate in or conduct a cooperative purchasing agreement for the procurement of any supplies, services, or construction with another government unit in accordance with an agreement between the participants. Spartanburg Water System may enter into an agreement with any other public procurement unit for cooperative use of

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personnel, information, supplies, services, warehousing, and capital equipment in accordance with an agreement between the participants, provided such cooperative use will be advantageous to the Spartanburg Water System.

RECOMMENDED CHANGE TO POLICY (IN YELLOW)

Spartanburg Water System may participate in or conduct a cooperative purchasing agreement for the procurement of any supplies, services, or construction with another government unit in accordance with an agreement between the participants. Spartanburg Water System may enter into an agreement with any other public procurement unit for cooperative use of personnel, information, supplies, services, warehousing, and capital equipment in accordance with an agreement between the participants, provided such cooperative use will be advantageous to the Spartanburg Water System. Spartanburg Water System may also procure supplies, services, or construction through Co-operative Purchasing Entities, which for purposes of this Policy means an organization or alliance of municipalities and/or other governmental bodies throughout the United States established in part to achieve economies of scale and/or innovations through group purchasing strategies, shared resources and/or centrally administered competitive procurement processes to afford value and discount pricing programs to its members.

Ms. Viney moved and Mr. Littlejohn seconded the motion to approve management’s recommendation to revise Section 20 of the Procurement Policy related to Cooperative Purchasing, allowing management to utilize governmental cooperative purchasing entities to capitalize on the purchasing power of municipalities and government agencies nationwide. The motion passed unanimously.

6. CLEARWELLS #2, #3, AND #4 AT R.B. SIMMS WATER TREATMENT PLANT

Bids were received on August 30, 2023, for the cleaning, inspecting, assessing potential and actual leaks, and repairing the Clearwells #2, #3, and #4 at the R.B. Simms Water Treatment Plant.

Invitations were forwarded to eight prospective contractors and the project was advertised in the local media and on the Spartanburg Water website. The solicitation drew three responses. A cost tabulation is listed below.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
SE Diving Services, Inc. Greenville, SC	\$30,750
US Underwater Solutions Mattapoisett, MA	\$31,090
Zion Marine, Inc. Kingsport, TN	\$52,390

Management recommended an award to SE Diving Services Inc., at a cost of \$30,750. Funding will be provided from the SWS operating budget.

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Remsen Parrish provided an overview of the Clearwells #2, #3, AND #4 at R.B. Simms water treatment plant agenda item to the Commission.

Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management's recommendation to award the bid to SE Diving Services Inc., for the cleaning, inspecting, assessing potential and actual leaks, and repairing the Clearwells #2, #3, and #4 at the R.B. Simms Water Treatment Plant. The motion passed unanimously.

7. WATER QUALITY REPORT

Rick Jolley provided an update to the Commission on water quality and the Advanced Oxidation Project.

Mr. Jolley stated that finished water entering the distribution system: Geosmin – 2.5 PPT and MIB was less than 2 PPT and noted that there were five taste and odor complaints in August and two in September.

Mr. Jolley provided an update on the Advanced Oxidation Project noting that performance testing is complete. Walk-throughs are in progress, and the punch list items are being completed. The next step will be to request final construction approval from SCDHEC, including acceptance of operation and maintenance of the system. Data is being gathered for Envision Certification for infrastructure sustainability.

Ms. Viney noted recent discussions of PFA's. Mr. Jolley stated that SWS does not have PFA's coming into its source water or reservoirs. EPA identified 28 targeted PFA's and SWS tests for those plus lithium.

Mr. Boyle stated that he has already asked management to begin testing Blalock in addition Bowen and Reservoir 1.

Mr. Jolley added that SWS collects the samples and provides them to a laboratory contracted by DHEC for testing. DHEC enters the data into the portal and is accessible from there.

The above was provided as information to the Commission.

8. RECEIPT OF BIDS – 2023 WATER STORAGE TANK MAINTENANCE IMPROVEMENTS

Bids were received on September 12, 2023, for the 2023 Water Storage Tank Maintenance Improvements project. The project is for the interior painting of the Boiling Springs Elevated Tank, the interior painting of the New Cut Road Elevated Tank, miscellaneous maintenance repairs to Boiling Springs Ground Storage Tank, Cowpens Elevated Tank, Highway 9 Elevated Tank, and Landrum Ground Storage Tank.

Seven contractors obtained the bid documents for the project and two contractors submitted a bid. The bids were as follows:

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<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Utility Service Company, Inc. Perry, GA	\$510,700
Southeastern Tank & Tower, Inc. Lake Park, GA	\$645,000
Classic Protective Coatings, Inc. Menomonie, WI	NO BID
D & M Painting Corporation Washington, PA	NO BID
Maguire Iron, Inc. Sioux Falls, SD	NO BID
R E Mclean Tank Co., Inc. Gastonia, NC	NO BID
SE Diving Services, LLC Greenville, SC	NO BID
Engineer’s Estimate	\$800,000

Management recommended awarding the contract to the lowest responsive bidder, Utility Service Company, Inc., of Perry, GA for the amount of \$510,700. This project will be funded by depreciation funds.

Gene Jackson provided an overview of the 2023 Water Storage Tank Maintenance Improvements agenda item to the Commission.

Ms. Viney moved and Mr. Littlejohn seconded the motion to approve management’s recommendation to award the contract to Utility Services Co., Inc. The motion passed unanimously.

9. 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. Outside City Private Fire Service Agreements

(1) Caliber Collision FS

Caliber Collision, located at 2527 Boiling Springs Road in Boiling Springs, wishes to connect a 6-inch water line to the Commission’s 8-inch water line along Boiling Springs Road to serve a private fire protection system, including one fire hydrant, for the above-mentioned auto body repair facility. McNeel Properties, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$446.32

B. Outside City Water Main Extension Agreements

(1) Everly Section 1

Mark III Properties, LLC is developing Everly Section 1 located off of Carolina Country Club Road. This development will consist of 455 residential lots, approximately 15,370 linear feet of 6-inch water main; 720 linear feet of 4-inch water main; and 14 hydrants. The developer will bear all costs.

10. 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) **Christopher A. Daniel and Susan Marie Stokely**, desire to replace a dock on Lake Blalock.
- (2) **John M. Fowler**, desires to construct a dock on Lake Blalock.
- (3) **Eugenie Caroselli**, desires to construct a personal watercraft lift on Lake Bowen.
- (4) **Clinton Schaum and Martha Gerschefski Family Income Trust**, desire to construct a boat lift on Lake Bowen.
- (5) **Landa Investments, LLC**, desires to replace a dock on Lake Bowen.
- (6) **John J. Linnerud and Julie A. Linnerud**, desire to replace a dock and construct a boat lift on Lake Bowen.
- (7) **Theodore E. Turner and Elizabeth M. Turner**, desire to replace a dock on Lake Bowen.
- (8) **Dennis R. Hecht**, desires to construct a dock on Reservoir 1.

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

- (1) **Laura J. Lynd**, dock replacement and hard pathway on Lake Blalock.
- (2) **Clyde Harriger, Jr., and Donna Harriger**, boat lift, dock replacement, hard pathway, and shoreline stabilization on Lake Bowen.
- (3) **Trenton L. Large**, dock replacement, hard pathway, personal watercraft lift, and shoreline stabilization on Lake Bowen.
- (4) **Anthony R. Mason**, dock replacement and personal watercraft lift on Lake Bowen.

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11. CHIEF EXECUTIVE OFFICER REPORT

- (1) Mr. Boyle reminded the Commission that Spartanburg Water will host a dedication event for the new AO System with Harper Construction at the R.B. Simms Drinking Water Treatment plant beginning at 11:00 a.m. on October 31, 2023. A short program and tours will be held.
- (2) Mr. Boyle noted that The OneSpartanburg 2023 Annual Celebration will be held on September 28, 2023, at Indigo Hall Events, located at 190 Ezell Street, from 5:00-8:00 p.m.
- (3) Mr. Boyle informed the Commission that Spartanburg Water Week will be held October 2-6, 2023.

Meeting adjourned at 3:38 p.m.

Camlyn M. Cole
Secretary-Treasurer

tbh