

MINUTES

The Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, Spartanburg, SC, October 31, 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 SEPTEMBER 26, 2023

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

2. ANNUAL COMPREHENSIVE FINANCIAL REPORT AWARD

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to Spartanburg Water System and Spartanburg Sanitary Sewer District for its annual comprehensive financial report for the fiscal year ended June 30, 2022. This was the twentieth year that The System has achieved this prestigious award. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and an efficiently organized annual comprehensive financial report. This report must satisfy both Generally Accepted Accounting Principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year. Management believes the current annual comprehensive financial report continues to meet the Certificate of Achievement Program's requirements and will submit it to the GFOA to determine its eligibility for fiscal year ended June 30, 2023.

Cam Cole noted that SWS was also recognized in the SSSD meeting.

3. MONTHLY FINANCIAL REPORT

Cam Cole presented a financial summary of SWS expenditures and revenues for the three-month period ending September 30, 2023. An explanation was provided for the favorable and unfavorable budget variances.

The above was provided as information to the Commission.

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4. PROPOSED 2024 COMMISSION MEETING SCHEDULE

January 23	February 27
March 26	April 23
May 21	June 25
July – No Meeting	August 27
September 24	October 29
November – No Meeting	December 3

The Commission agreed to review the 2024 Commission meeting schedule and vote on it at the next meeting.

5. RENEWAL OF HEALTH INSURANCE CONSULTING SERVICES

Steinburg and Associates was acquired by Marsh & McLennan Agency, effective September 1, 2022. Marsh & McLennan Agency provides oversight and guidance needed in connection with the business insurance/employee health and benefits solutions to organizations and individuals.

Their services include:

- design assistance with benefit plans
- identify cost savings and cost recoveries
- claim problem resolution
- negotiate the annual renewal
- assist with compliance and benefit laws
- coordinate RFP processes
- implementation of plan renewal
- semi-annual review and analysis of plan performance
- assist with benefit summaries for employee communication

Management requested Commission approval of the professional services agreement with Marsh & McLennan Agency for 2024 in the amount of \$30,000. The service agreement cost will be allocated as follows: SWS (\$18,000) and SSSD (\$12,000).

Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management’s recommendation for approval of the professional services agreement with Marsh & McLennan Agency for 2024. The motion passed unanimously.

6. BIDS FOR DUCTILE IRON PIPE

Bids were received on October 11, 2023, from vendors to furnish ductile iron pipe to the Spartanburg Water System as needed for repair, maintenance, and construction projects. The scope of the solicitation included seven sizes of pipe (3", 4", 8", 10", 12", 14", 16") in three pipe categories including slip joint, mechanical joint, and restraining thrust ring pipe. Annual quantities used for bidding purposes were estimated and based on historical data. The purpose of this solicitation is to secure firm unit pricing for the contract term.

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The request for bid was advertised in the local media, SWS website, and forwarded to prospective suppliers of which drew responses from four bidders. A tabulation of the bid is listed below. The costs listed represent annual totals based on estimated annual quantities.

The contract will be for an initial 12-month term with two optional renewal terms. Orders will be placed as required and actual quantities purchased will vary depending on need and construction schedules.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Hayes Pipe Supply, Inc. Greer, SC	\$378,669.50
Southern Utility Supply Greenville, SC	\$383,486.73
TEC Utilities Supply, Inc. Greenville, SC	\$385,112.00
Ferguson Waterworks Greenville, SC	\$460,886.51

Management recommended the contract be awarded to the lowest responsible bidder, Hayes Pipe Supply, Inc., at a total cost of \$378,669.50. Funding will be provided from a combination of SWS operating and capital project funds, depending on the application.

Remsen Parrish provided the Commission with an overview of the Bids for Ductile Iron Pipe agenda item.

Ms. Viney moved and Mr. Littlejohn seconded the motion to approve management’s recommendation to award the bid to the lowest responsible bidder, Hayes Pipe Supply, Inc. The motion passed unanimously.

7. REIDVILLE ROAD PATCH PROJECT

Sealed bids were received on September 20, 2023, for asphalt paving on Reidville Rd. A water main break occurred in April of this year causing damage to the roadway. Spartanburg Water staff patched the road once the break was repaired to allow for traffic flow. SCDOT is requiring the damaged section now be replaced.

The area to be replaced is 62' wide by 175' long and 6" deep. The scope of work includes the milling and excavating of current asphalt, application of new asphalt, all traffic control, and re-striping the roadway pursuant to SCDOT requirements.

The invitation for bid was forwarded to nine prospective bidders and publicized in the local media and on the Spartanburg Water website. One responsive bid was received.

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<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Bennett Paying, Inc. Roebuck, SC	\$144,770

Management recommended the bid be awarded to Bennett Paving, Inc., at a total cost of \$144,770. Funding will be provided from SWS operating funds.

Remsen Parrish provided the Commission with an overview of the Reidville Road Patch Project agenda item.

Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management’s recommendation to award the bid to Bennett Paving, Inc. The motion passed unanimously.

8. WATER QUALITY REPORT

Rick Jolley provided an update to the Commission on water quality.

Mr. Jolley stated that finished water entering the distribution system: Geosmin – 5.6 PPT and MIB 2.8 PPT and noted that there was one taste and odor complaint in October.

Mr. Jolley mentioned the celebration and tour of the Advanced Oxidation System that took place earlier today. Management will continue to complete the punch list items. The next step will be to request final construction approval from SCDHEC, including acceptance of operation and maintenance of the system.

Mr. Jolley stated that management is reviewing cost savings from the new AO system. Examples include: Less pre-chlorine demand, lower carbon due to lower taste and odor compounds coming into the treatment plant, lime costs are up due to lower pH at intake. More cost savings and adjustments will be provided after the AO treatment process is stabilized.

Ms. Viney asked if solar energy is being considered company-wide. Mr. Boyle stated that management has been in discussion with Duke Energy and will continue to communicate with them regarding solar energy. The heavy discounts that were available are not as available at this time.

9. DROUGHT CONDITIONS – INCIPIENT

Ken Tuck provided an update to the Commission on the local drought status. On October 17 the State Drought Response Committee meet and stated the 23 counties in the Upstate were designated as Incipient Drought Status. SWS lakes and reservoirs are currently in a good place with water supply for Spartanburg County.

Management is reviewing the Spartanburg Water Demand Management Plan for Drought Conditions and will bring it before the Commission with requested updates at the next Commission meeting. Just a reminder that the Commission has the ability to issue a Drought Proclamation.

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The US Drought Committee map showed the Northwest corner of Spartanburg county; Landrum area, is more dry than other Spartanburg County areas. The Landrum plant has additional water sources, a well and an emergency connection with Blue Ridge Water District. These combined provide 101% of current demand. Landrum will be an area to watch more closely because SWS does not have the ability to store water in Landrum. Vaughn Creek is beginning to show some drought impact.

Ms. Viney stated if 234 days is okay, at what point does the Commission consider taking action. Mr. Tuck explained that Moderate Drought is at 175 days and Severe Drought is at 150 days, and Extreme Drought is at 120 days. Mr. Tuck also noted that other things like stream flow, state and regional information, come into play for the commission to make a decision regarding a Drought Proclamation.

Mr. Boyle noted further discussions regarding Landrum water supply will be held during the upcoming retreat.

10. LAKE LEVEL DRAWDOWN

Rick Jolley reviewed operational strategies associated with the lowering/drawdown of Lake Bowen and Lake Blalock during the winter months, noting that with current levels of precipitation, the process has already begun. Beginning December 1, 2023, management will begin the drawdown process ending through February 2024. The process is dependent on rainfall amounts during the drawdown period. Yellow buoys will be placed at certain intervals from the shore to note potential shallow water hazards. Communications will provide letters to lake residents and water craft owners. Lake alerts along with Frequently Asked Questions (FAQs) will be provided.

The above was provided as information to the Commission.

11. BIDS FOR LAKE BOWEN ANCHOR PARK PLAYGROUND

Bids were received on October 11, 2023, from vendors to furnish, install, and set-up playground equipment at Lake Bowen Anchor Park. The bid also included the removal and disposal of the old playground equipment.

The request for bid was advertised in the local media, SWS website, and forwarded to five prospective suppliers of which drew responses from two bidders. A tabulation of the bid is listed below.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Playstruction, LLC Shelby, NC	\$112,996.00
Carolina Recreation and Design Mooresville, NC	\$150,421.95

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Management recommended the contract be awarded to the lowest responsible bidder, Playstruction, LLC, at a total cost of \$112,996.00. Funding will be provided from depreciation funds.

Remsen Parrish provided the Commission an overview of the Bids for Lake Bowen Anchor Park Playground agenda item.

Mr. Boyle noted that management will reach out to the Spencer family and notify them of the upcoming project.

Ms. Viney moved and Mr. Littlejohn seconded the motion to approve management’s recommendation to award the contract to Playstruction, LLC. The motion passed unanimously.

12. R.B. SIMMS BASIN 8 CLEANOUT

Proposals were received on October 16, 2023, for the equipment and labor to cleanout settling basin #8 at the R.B. Simms Treatment Facility and dewater the removed sludge for land application. It is estimated that over 700 wet tons of sludge will need to be removed and dewatered.

The scope of works calls for the contractor to remove the sludge from the basin and dewater onsite. Equipment for the dewatering process will be provided, setup, and operated by the contractor. Dewatered cake will be staged onsite in dedicated storage areas for future land application by Spartanburg Water staff.

An evaluation team made up of nine staff members was formed to review and score the proposals received. The evaluation criteria consisted of the responder’s approach and strategy; company experience; project schedule, project cost, MWBE utilization; and Community Benefit Program. Each proposal was evaluated using a weighted score matrix, with the successful supplier being selected for the highest scoring proposal.

Invitation to respond was placed in the local media and forwarded to prospective contractors. A cost tabulation of the responses are listed below based on the removal of 700 wet tons.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Synagro Baltimore, MD	\$112,744
Bio-Nomic Services, Inc Belmont, NC	\$379,275
Eagle Dynamic Solutions Evans, GA	\$742,341

Management recommended an award be granted to Synagro in the amount of \$112,744 based on their highest scoring proposal. The services will be funded from the SWS capital funds.

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Remsen Parrish provided the Commission with an overview of the R.B. Simms Basin 8 Cleanout agenda item.

Mr. Montgomery mentioned the variation in bid amounts. Mr. Parrish noted that Synagro was more attentive to the project, with more trips to the site and sampling.

Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management's recommendation to award the bid to Synagro. The motion passed unanimously.

13. 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 Private Fire Service Agreements

(1) Big Dan's Car Wash FS

Big Dan's Car Wash, located at 1617 John B. White Sr. Boulevard in Spartanburg, wishes to connect a 6-inch water line to the Commission's 12-inch water line along John B. White Sr. Boulevard to serve one private hydrant for the above-mentioned car wash. BDCW Holdings, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$297.52

(2) Tidal Wave Auto Spa

Tidal Wave Auto Spa, located at 2400 East Main Street in Spartanburg, wishes to connect a 6-inch water line to the Commission's 12-inch water line along East Main Street to serve one private hydrant for the above-mentioned express car wash. TWAS Properties, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$297.52

B. Outside City Private Fire Service Agreements

(1) CPC Livestock Nutrition

CPC Livestock Nutrition, located at 680 Edgefield Road in Cowpens, wishes to connect an 8-inch water line to the Commission's 8-inch water line along Edgefield Road to serve a private fire protection system for the above-mentioned commercial enterprise. Smith Properties of Gaffney, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$475.52

C. Outside City Water Main Extension Agreements

(1) The One Townhomes

OREI (One Real Estate Investment) is developing The One Townhomes off of North Town Drive. The development will consist of five residential lots, approximately 130 linear feet of 6-inch water main and 300 linear feet of 4-inch water main. SWS will participate in the off-site water main construction cost in accordance with the Water Main Extension Policy.

(2) Thompson Creek Phase 4

Thompson Creek, LLC is developing Thompson Creek Phase 4 located off of RC Thompson Road. This development will consist of 35 residential lots, approximately 1,420 linear feet of 6-inch water main; 480 linear feet of 4-inch water main; 290 linear feet of 2-inch water main and two hydrants. The developer will bear all costs.

14. 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) Ann M. Gasper**, desires to stabilize the shoreline on Lake Bowen.
- (2) Mark Albert Huff and Julie R. Huff**, desire to replace a dock 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) David S. and Mary V. Hartman**, dock replacement on Lake Blalock.
- (2) Jonathan D. and Galina A. Rosborough**, hard pathway on Lake Blalock.
- (3) Andrea Kimberly Woodfin Moore or Clarence C. Woodfin, Jr.**, dock replacement on Lake Bowen.

15. CHIEF EXECUTIVE OFFICER REPORT

- A.** Mr. Boyle informed the Commission that SWS has recently provided water to SJWD and will continue to provide water for their immediate needs and potential future needs.
- B.** Mr. Boyle stated that he is working on a brief PFA's update presentation to Spartanburg County Council and Spartanburg City Council.

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- C. Mr. Boyle noted that management is looking into the two large class action lawsuits regarding PFA's, DuPont and 3M. The deadline to drop out are December 4 for DuPont and December 11 for 3M. Mr. Littlejohn inquired about new lead regulations. Rick Jolley replied that no lead and copper have been in SWS samples. SWS has a project and timeline in place to identify and address lead and copper.
- D. Mr. Boyle stated that rules and regulation updates for Reservoir #1, Lake Bowen, and Lake Blalock will be presented at the December meeting.
- E. Mr. Boyle informed the Commission that an updated Spartanburg Water Demand Management Plan for Drought Conditions will be presented at the next Commission meeting.
- F. Mr. Boyle shared photos of the completed Phase 1 of the Shoreline Stabilization at Lake Bowen.

Meeting adjourned at 3:41 p.m.

Camlyn M. Cole
Secretary-Treasurer

tbh