

AGENDA

SPARTANBURG SANITARY SEWER DISTRICT COMMISSION

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

**MEETING PLACE:
200 Commerce Street**

JOINT EXECUTIVE SESSION MEETING

Tuesday, September 27, 2022, 2:00 p.m.

This is a joint executive session meeting of the Spartanburg Sanitary Sewer District Commission and 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. CALL THE JOINT MEETING TO ORDER**
- 2. JOINT EXECUTIVE SESSION**

Both Commissions will enter into a joint executive session to receive legal counsel.

AGENDA

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

REGULAR MEETING

**Tuesday, September 27, 2022, 3:15 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 AUGUST 23, 2022**
- 2. PUBLIC COMMENT**
- 3. MONTHLY FINANCIAL REPORT**

Newt Pressley will present a financial summary of SWS expenditures and revenues for the two-month period ending August 31, 2022.

- 4. PARTNERSHIP FOR SAFE DRINKING WATER AWARDS**

The Partnership for Safe Water is a voluntary self-assessment and optimization program for water treatment and distribution system operations. The program is sponsored by the American Water Works Association, United States Environmental Protection Agency, Association of Metropolitan Water Agencies, Association of State Drinking Water Administrators, National Association of Water Companies, and the Water Research Foundation.

Recently the R.B. Simms Drinking Water Treatment Plant received the Partnership for Safe Water Twenty-Year Director's Award and the Landrum Drinking Water Treatment Plant received the Partnership for Safe Water Fifteen-Year Director's Award. This special distinction was achieved by successfully maintaining the Drinking Water Treatment Program Director

AGENDA – Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, September 27, 2022

Award level of performance and demonstrating a commitment to superior water quality.

The Partnership's Mission is to improve the quality of water delivered to consumers by optimizing water system operations. The Partnership celebrates utility accomplishments with awards and recognition that honor efforts in continuously optimizing drinking water treatment plant and distribution system operation and performance.

The above is provided as information to the Commission.

5. RENEWAL OF HEALTH INSURANCE CONSULTING SERVICES

Steinberg and Associates has represented Spartanburg Water as its consultant/broker of record for health, dental, disability, and voluntary life plans since October 2009. (This includes vision, prescription drug cards, and reinsurance as applicable). Steinberg and Associates provides oversight and guidance needed in connection with the complex medical insurance industry.

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

Steinberg and Associates was recently acquired by Marsh McLennan Agency, effective September 1, 2022. Marsh McLennan Agency provides business insurance/employee health and benefits solutions to organizations and individuals, and has 170 offices across North America. The Spartanburg Water contractual relationship will continue with Steinberg and Associates for the 2023 renewal. Management requests Commission approval of the consulting services agreement with Steinberg and Associates for 2023 in the amount of \$30,000. The service agreement cost will be allocated as follows: SWS (\$20,100) and SSSD (\$9,900).

AGENDA – Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, September 27, 2022

6. RENEWAL OF RETIREE MEDICARE SUPPLEMENT INSURANCE

Spartanburg Water retirees who are 65 and over are currently covered by a group Medicare Supplement Insurance Plan that includes prescription drug plan coverage. The retiree Medicare Supplement coverage is currently provided by United American Insurance Company, and the plan is up for renewal in January, 2023. Steinberg and Associates has obtained renewal pricing from United American, as follows:

	Monthly Premium
Medicare Supplement Health Plan	\$204.00
Prescription drug coverage	<u>\$194.09</u>
Monthly Premium, per retiree	<u>\$398.09</u>

The renewal pricing reflects a 3.5% increase in the premium for 2023.

Funding for the retiree coverage is shared by Spartanburg Water (85%) and the retiree (15%), resulting in the following 2023 monthly cost allocation, per retiree:

	Monthly Cost Allocation
Spartanburg Water (85%)	\$338.38
Retiree (15%)	<u>\$59.71</u>
	<u>\$398.09</u>

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

7. SHORT-TERM DISABILITY INSURANCE

Spartanburg Water employees are currently offered the option to purchase short-term disability (STD) insurance through payroll contribution. For this employee funded option, participation is voluntary. STD insurance pays a

AGENDA – Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, September 27, 2022

portion of the employee’s salary when a non-job-related injury or illness prevents the employee from working for a limited time period.

The Spartanburg Water STD policy is provided by Mutual of Omaha and pays the employee 60% of weekly earnings, up to \$1,500. The maximum duration of benefits for a disability is 24 weeks. Benefits begin for disability on the 15th day of disability.

Management recommends that Spartanburg Water offer STD insurance to employees as a non-contributory benefit. Steinberg and Associates has obtained pricing for a non-contributory plan to be effective October 1, 2022. The monthly premium cost would be \$6,051 for SWS and \$2,008 for SSSD. The cost for the remaining 9 months of this fiscal year would be \$54,459 for SWS, and \$18,072 for SSSD. The benefit to the employee would depend on the employee salary, but typical annual savings would range from \$260 to \$585.

8. BIDS FOR 6" DUCTILE IRON PIPE

Bids were received on August 31, 2022, from vendors to furnish 1,880 linear feet of 6" slip joint ductile iron pipe for the N. Oak Ave. Waterline Rehab Project. The request for bid was advertised in the local media and forwarded to prospective suppliers. The request drew a response from one bidder. A tabulation of the bid is listed below:

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Ferguson Waterworks Greenville, SC	\$45,308

Management recommends the contract be awarded to the lowest responsive and responsible bidder, Ferguson Waterworks at a total cost of \$45,308.

Funding will be provided from SWS capital funds associated with the N. Oak Ave. Waterline Rehab Project.

AGENDA – Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, September 27, 2022

9. DUCTILE IRON PIPE PROCUREMENT

In June of 2021, the Commission approved the addition of the Supply Chain Resiliency section to the Spartanburg Water System Procurement Policy. Since that time, lead times for some water distribution items, including ductile iron pipe, have continued to increase. The current lead-time on larger quantities of ductile iron pipe in all sizes is 44 to 52 weeks.

Staff has done a good job of mitigating supply chain disruptions through tactics such as increased inventory capacity and multi-vendor redundancy. However, it has become more difficult to respond quickly to projects that require larger quantities of pipe due to these lead times. In an effort to support supply chain resiliency and local economic development, management requests the authority to purchase pipe as needed based on the price points listed below for a period not to exceed twelve months. Staff will evaluate the availability of ductile iron pipe at that time to determine if further action is needed.

Item	Price Point
Ductile Iron Pipe-Slip Joint 6"	\$26.62
Ductile Iron Pipe-Slip Joint 8"	\$35.05
Ductile Iron Pipe-Slip Joint 10"	\$41.84
Ductile Iron Pipe-Slip Joint 12"	\$53.73
Ductile Iron Pipe-Slip Joint 14"	\$63.16
Ductile Iron Pipe-Slip Joint 16"	\$77.10
Ductile Iron Pipe-Mech Joint 6"	\$45.60
Ductile Iron Pipe-Mech Joint 8"	\$62.30
Ductile Iron Pipe-Mech Joint 12"	\$102.33

This authorization will allow staff to be more flexible with the purchase of pipe and to better adapt to the current supply chain environment. Management will update the Commission on any purchases made that exceed \$25,000.

AGENDA – Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, September 27, 2022

10. REPLACEMENT OF VEHICLES AND EQUIPMENT FOR FY 2023 – SWS

Fleet Services personnel and staff management have evaluated the SWS vehicle and equipment fleet for replacement needs for FY 2023. Of the items considered, ten 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.

Management recommends the list of vehicles and equipment below for replacement:

- 2016 – Chevrolet Colorado, 4x4 (214)
- 2015 – Kubota RTV X9000 (KUC03)
- 2007 – Ditch Witch Trencher (DW1)
- 1989 – Caterpillar Portable Generator (PG03)
- 2009 – Cummins Portable Generator (PGD20)
- 2012 – F450 Ford Open Service Body, 4x4 (643)
- 2009 – John Deere 410J Backhoe (BHL44)
- 2005 – Conrail Tow-Master (Equipment Transport Trailer) 24,000 lb. (TR50)
- 2001 – Dodge Dakota, 4x4 (611)
- 2011 – Dodge Dakota, 4x4 (627)

Total budget: \$640,000

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.

Management recommends approval of the vehicle and equipment replacement schedule listed above.

Funding will be provided through the depreciation fund.

AGENDA – Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, September 27, 2022

11. NOTIFICATION OF ENACTMENT OF EMERGENCY PROCUREMENT – CREST GATE HYDRAULIC CYLINDER REPAIR ON BLALOCK DAM

On July 21, 2022, system monitors for the Lake Blalock Dam indicated a low fluid level in the #2 Crest Gate Hydraulic Cylinder. The Maintenance and Operations Team responded immediately and began to take the necessary steps to acquire authorization to execute an emergency procurement needed to repair the cylinder.

Management will review the strategies associated with the repair. The total cost of the repair services was \$32,111.66 and these cost were funded through the operations budget.

The above is provided as information to the Commission.

12. WATER QUALITY REPORT

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

13. LAKE LEVEL DRAWDOWN

Management will review operational strategies associated with the lowering/drawdown of Lake Bowen and Lake Blalock during the winter months.

The above is provided as information to the Commission.

14. VARIANCE REQUEST – 469 COGGINS SHORE ROAD – LAKE BOWEN

The adjoining property owner desires to replace an existing permitted 12'x18' dock in its current location and install a new 10'x10' boat lift on the left side of the dock (if facing the water). Watershed staff evaluated the request and determined that the location of the existing dock does not adhere to the 14-foot offset requirement from an adjoining side lot property line. In addition, the installation of a 10'x10' boat lift would place the structure approximately 23' from the nearest marine structure in the immediate area. The application for the dock replacement and installation of a new boat lift was disapproved.

AGENDA – Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, September 27, 2022

The adjoining property owner has submitted a written request for a variance of the Standard Specifications of the Lake Bowen Policies and Procedures for a marine structure regarding the 14-foot offset requirement and permission to install the new boat lift.

Watershed staff has confirmed that replacing the existing dock in its current location and the installation of a new boat lift would create a safety concern and impede access to the neighboring marine structure.

Staff does not recommend the approval of the variance as requested above.

15. PARTICIPATION PROJECT CONSISTENT WITH OUTSIDE CITY WATER MAIN EXTENSION POLICY – 235 PILLSBURGH CIRCLE

Recently management received a request from a property owner at 235 Pillsburgh Circle concerning the possibility of obtaining water service. Pillsburgh Circle is east of Highway 176 and north of Landrum Mill Road.

The water main extension consists of approximately 250 linear feet of 2-inch water main and is consistent with the SWS Water Main Extension Policy. It will be billed at the outside city rate plus surcharge until such time as the full local share is recovered.

The water main extension necessary to provide domestic service plus fire protection and also provide for future growth, are the same size and quantity, and therefore, the project estimate is \$6,900. The property owner's participation cost is based on this estimate.

Management recommends Commission approve the above.

16. 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.

AGENDA – Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, September 27, 2022

A. Inside City Private Fire Service Agreements

(1) Clement Storage FS

Clement Storage, located at 360 South Daniel Morgan Avenue in Spartanburg, wishes to connect a 6-inch water line to the Commission's 6-inch water line along South Daniel Morgan Avenue to serve a private fire protection system, including one hydrant, for the above-mentioned storage facility. Clement Storage III, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$297.52

B. Outside City Private Fire Service Agreements

(1) Flatwood IV

Flatwood IV, located at 665 Flatwood Road in Spartanburg, wishes to connect a 6-inch water line to the Commission's 6-inch water line along Flatwood Road to serve a private fire protection system, including five private hydrants, for the above-mentioned commercial enterprise. Flatwood Farms, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$1,338.96

(2) Parkside Pediatrics PS

Parkside Pediatrics, located at 1220 Parkside Acorn Drive in Inman, wishes to connect a 6-inch water line to the Commission's 8-inch water line along Seay Road to serve a private fire protection system, including one private hydrant, for the above-mentioned medical practice. Elev8t Properties Boiling Springs, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$446.32

AGENDA – Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, September 27, 2022

(3) Valicion Custom Woodworks FS

Valicion Custom Woodworks, located at 380 Whitney Road in Spartanburg, wishes to connect a 6-inch water line to the Commission's 20-inch water line along Old Whitney Road, to serve a private fire protection system for the above-mentioned woodworking facility. Oksana Dumanska wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$223.16

C. Outside City Water Main Extension Agreements

(1) Sunset Acres

Interconstruction, LLC is developing Sunset Acres located off of Whitestone Glendale Road, south of South Pine Street in Spartanburg. This development will consist of 54 residential lots, approximately 1,234 linear feet of 8-inch water main; 149 linear feet of 2-inch water main; and one hydrant. The developer will bear all costs.

(2) Townhomes at Hidden Hill

Property Developers, LLC is developing Townhomes at Hidden Hills off of Hidden Hill Road and Londonberry Drive. The development will consist of 16 residential lots, approximately 572 linear feet of 6-inch water main; 217 linear feet of 4-inch water main and one hydrant. SWS will participate in the off-site water main construction cost in accordance with the Water Main Extension Policy.

(3) Woodhaven

Palmetto Trust of SC, LLC is developing Woodhaven located off of North Blackstock Road, south of Gray's Creek Road. This development will consist of 82 residential lots, approximately 1,847 linear feet of 8-inch water main; 557 linear feet of 6-inch water main; 717 linear feet of 4-inch water main; 431 linear feet of 2-inch water main; and two hydrants. The developer will bear all costs.

AGENDA – Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, September 27, 2022

(4) Zane’s Creek

Newman-Sims Development, Inc., is developing Zane’s Creek located off of Lake Bowen Dam Road. This development will consist of 146 residential lots, approximately 2,845 linear feet of 6-inch water main; 1,469 linear feet of 4-inch water main; 624 linear of 2-inch water main; and four hydrants. The developer will bear all costs.

17. 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) Bernard S. Rouse**, desires to replace a dock on Lake Blalock.
- (2) Ronnie D. and Rhonda D. Emory**, desire to construct a dock on Lake Blalock.
- (3) David Heath Dillard and Jamie Davis Dillard**, desire to construct a dock on Lake Blalock.
- (4) Gregory L. Fletcher and Kathryn G. Fletcher**, desire to construct a boat lift on Lake Bowen.
- (5) Lewis L. Rawls**, desire to replace a dock on Lake Bowen.
- (6) KCW Family Limited Partnership**, desire to construct a boat lift on Lake Bowen.
- (7) Stefan Dundov**, desires to construct a hard pathway on Lake Bowen.
- (8) Dwight D. Rogers**, desires to stabilize the shoreline on Lake Bowen.
- (9) Michael W. Wellmon, Jr. and Samantha P. Wellmon, and Brandon K. Wellmon**, desire to replace a dock and construct a boat lift on Lake Bowen.

AGENDA – Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, September 27, 2022

- (10) **Matthew R. Thompson and Jill L. Thompson**, desire to construct a boat lift on Lake Bowen.
- (11) **Randall B. Duncan and Debbie M. Duncan**, desire to construct a hard pathway on Lake Bowen.
- (12) **David K. and Melissa C. Dunn**, desire to construct a personal watercraft lift on Lake Bowen.
- (13) **Stephen Strubbe and Madeleine Strubbe**, desire to stabilize the shoreline on Lake Bowen.

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

- (1) **Eric A. Blanton**, dock replacement on Lake Blalock.
- (2) **Matthew T. Browne**, dock replacement on Lake Blalock.
- (3) **Jason H. Hardin**, dock replacement, boat lift, hard pathway, and personal watercraft lift on Lake Bowen.
- (4) **Devin Bird**, hard pathway, boat lift, dock, and personal watercraft lift on Lake Bowen.
- (5) **Peggy Biggerstaff**, dock on Lake Bowen.
- (6) **Martin A. Tjiattas and Judith L. Tjiattas**, dock replacement on Lake Bowen.
- (7) **Ismael G. Carranza and Kelsey L. Garcia**, dock replacement on Lake Bowen.
- (8) **Michael S. Smith and Leslie H. Smith**, boat ramp, dock replacement, and shoreline stabilization on Lake Bowen.

AGENDA – Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, September 27, 2022

- (9) **Ann F, Viehman etal. Walter Collins, Linda Griffith Foster, Benjamin Foster, Randall Collins, Shelly Crow, Scott Foster, William R. Foster, Catherine Burchfield, Jeanie Chamblee, Thomas Foster,** dock replacement on Lake Bowen.

18. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS