

## **AGENDA**

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

### **CALLED SPECIAL MEETING**

**Thursday, December 4, 2025, 11:00 a.m.**

This is a called special 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. CALL TO ORDER**
- 2. APPOINT A COMMISSIONER TO FILL THE REMAINING TERM OF A VACATED COMMISSIONER SEAT**
- 3. ADJOURNMENT**

## AGENDA

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

#### REGULAR MEETING

**Tuesday, December 2, 2025, 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. CALL TO ORDER**
- 2. APPROVAL OF MINUTES OF REGULAR MEETING OF OCTOBER 28, 2025**

#### OLD BUSINESS

- 3. PROPOSED 2026 COMMISSION MEETING SCHEDULE**

All monthly Commission meetings will be held the 4<sup>th</sup> Tuesday of the Month except as noted below.

|                                |                                     |
|--------------------------------|-------------------------------------|
| January 27                     | February 24                         |
| March 24                       | April 28                            |
| May 26 *Monday is Memorial Day | June 23                             |
| July – No Meeting              | August 25                           |
| September 22                   | October 27                          |
| November – No Meeting          | December 8 *2 <sup>nd</sup> Tuesday |

The Commission will review dates and individual calendars, and vote on the proposed meeting schedule.

**AGENDA** – Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, December 2, 2025

**4. MEANSVILLE-RILEY WATER COMPANY WATER SERVICES AGREEMENT**

Meansville-Riley Water Company (MRWC) currently purchases treated drinking water from Spartanburg Water System (SWS) as a wholesale water customer. The existing drinking water services agreement between MRWC and SWS is scheduled to expire on December 31, 2025. SWS management has worked with Meansville-Riley Water Company to negotiate a new drinking water services agreement between MRWC and SWS that will extend the agreement for an additional twenty-five years through December 31, 2050.

At this time, SWS management is recommending that the Commissioners of Public Works of the City of Spartanburg approve the agreement, as written, and authorize Guy Boyle, Chief Executive Officer, to execute the new agreement on behalf of the Commissioners of Public Works of the City of Spartanburg, SC to extend service through December 31, 2050.

**AGENDA ITEMS 5-8 FINANCE AND PROCUREMENT**

**5. ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR FISCAL YEAR ENDING JUNE 30, 2025**

The independent auditing firm of Mauldin & Jenkins, LLC, will review the Fiscal Year 2025, ended June 30, 2025, Audit, Annual Comprehensive Financial Report and communication letter with the SWS Commission. Mauldin & Jenkins, LLC, is the auditor of record for SWS and, Mr. David Usefara, Audit Manager on the engagement will present at the December 2, 2025, Commission meeting.

**6. MONTHLY FINANCIAL REPORT**

A financial summary of SWS expenditures and revenues for the four-month period ending October 31, 2025, will be reviewed by the Chief Financial Officer.

The above is provided as information to the Commission.

**AGENDA** – Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, December 2, 2025

**7. SECURITY IMPROVEMENTS**

Staff coordinated with the Cybersecurity and Infrastructure Security Agency (CISA), a component agency under the United States Department of Homeland Security, to assist staff with identifying physical security improvements for Spartanburg Water that may be warranted.

In order to implement some of the recommendations, A3 Communications, a specialized innovative systems integration company headquartered in Columbia, SC and with offices in Greenville, SC, will work with management on several identified upgrades. A3 Communications is the State of South Carolina Division of Procurement Services contract holder for access control, which meets the requirements of the competitive procurement process per the Procurement Policy.

Recommended upgrades are budgeted at \$140,972. Management recommends an award to A3 Communications in the amount not to exceed \$140,972. Funding will be provided through capital funds allocated between SWS \$122,941 and SSSD \$18,031.

**8. DRINKING WATER TREATMENT CHEMICALS BID**

An online reverse auction event was held on November 6, 2025, in order to obtain pricing for drinking water treatment chemicals for the Spartanburg Water System treatment facilities. A reverse auction is a type of auction in which the roles of the buyer and seller are reversed. A contract is put out to bid by a buyer and multiple suppliers offer bids on that contract. As the auction progresses, the price decreases as suppliers compete in an online, live event to win the contract. Thirteen vendors participated in the event. The pricing submitted is for the contract term January 1- December 31, 2026. The results of the event are tabulated below.

**AGENDA – Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, December 2, 2025**

|                               | Aluminum Sulfate | Fluosilicic Acid 23% | Hexametaphosphate | Sodium Thiosulfate 30% | Solar Salt     | Residuals Polymer | Liquid Chlorine | Caustic Solution | Sodium Polyphosphate Solution | Sodium Hypochlorite | Hydrogen Peroxide | Aluminu Chlorohydrate (ACH) |
|-------------------------------|------------------|----------------------|-------------------|------------------------|----------------|-------------------|-----------------|------------------|-------------------------------|---------------------|-------------------|-----------------------------|
| <i>Estimated Annual Qty</i>   | 2,500 Tons       | 160 Tons             | 70 Tons           | 4,800 gals             | 1,000,000 lbs. | 10,000 lbs.       | 4,000 lbs.      | 15,000 lbs.      | 300 gals                      | 160,000 gals        | 17,000 gals       | 110000 lbs.                 |
| <i>Unit of Measure</i>        | Ton              | Ton                  | Ton               | Gallon                 | Pound          | Pound             | Pound           | Pound            | Gallon                        | Gallon              | Gallon            | Pound                       |
| <i>Current Price</i>          | \$525.00         | \$595.00             | \$2,509.00        | \$4.28                 | \$0.150        | \$1.21            | \$1.40          | \$0.3190         | \$26.26                       | \$1.85              | \$2.30            | \$0.6280                    |
| Aqua Smart, Inc.              |                  |                      | 8,500.00          |                        | 0.1601         |                   |                 |                  | 26.7500                       |                     |                   |                             |
| Atlenco                       |                  |                      |                   |                        |                | 1.1700            |                 |                  |                               |                     |                   |                             |
| Brenntag Mid-South            |                  |                      |                   | 2.9425                 |                | 1.1800            | 1.2500          | 0.2290           | 10.3100                       | 1.8800              | 2.3000            | 0.6280                      |
| C&S Chemicals                 | 515.0000         |                      |                   |                        |                |                   |                 |                  |                               |                     |                   |                             |
| Carus                         |                  |                      | 3,100.00          |                        |                |                   |                 |                  |                               |                     |                   |                             |
| Chemtrade Chemicals           | 289.9900         |                      |                   |                        |                |                   |                 |                  |                               |                     |                   |                             |
| CITCO Water                   | 510.0000         |                      |                   | 5.4840                 |                |                   | 1.2600          | 0.3000           | 10.7300                       |                     |                   | 0.6300                      |
| JCI Jones Chemical            |                  |                      |                   |                        |                |                   |                 |                  |                               | 1.8780              |                   |                             |
| Operators Unlimited           | 397.7300         |                      |                   | 6.5850                 | 0.3210         |                   |                 | 0.2369           |                               | 3.4100              | 4.0590            |                             |
| Penco Inc                     |                  | 649.0000             |                   |                        |                |                   |                 |                  |                               |                     |                   |                             |
| Shannon Chemical Corp         |                  |                      | 3,101.00          |                        |                |                   |                 |                  |                               |                     |                   |                             |
| Univar Solutions USA          | 280.0000         | 400.0000             |                   | 2.9500                 | 0.1500         |                   |                 |                  |                               | 1.9500              |                   |                             |
| USALCO                        | 680.0000         |                      |                   |                        |                |                   |                 |                  |                               |                     |                   |                             |
| <i>Change in unit price %</i> | -47%             | -33%                 | 24%               | -31%                   | 0%             | -3%               | -11%            | -28%             | -61%                          | 2%                  | 0%                | 0%                          |

Management recommends awards to the responsive bidders for those products indicated on the bid tabulation summary.

Funding will be provided through the annual operating fund.

**AGENDA ITEMS 9-10 OPERATIONS**

**9. ANNUAL GRANT PROGRAM RECIPIENT RECOMMENDATIONS**

Each year, Spartanburg Water offers organizations throughout the Upstate the opportunity to apply for project-specific funding through the Watershed Grant Program. Organizations interested in applying for the annual grant program are required to submit a detailed application package to Spartanburg Water, which is then evaluated by a Review Committee comprised of representatives from Spartanburg Water. Projects are recommended for approval to the CEO based on available funds, project timeliness, and the overall fit of the proposed projects with Spartanburg Water’s Mission to make water work by protecting public health and the environment. If recommended by the Review Committee to the CEO, grant requests are reviewed with the CEO and senior leadership. Requests are then formally recommended to the Commission for final approval. Applicants are notified of selection by December 31 of each calendar year, and once selected, are required to submit quarterly reports and a final yearly report at the end of the award year that includes metric criteria developed specifically for each awardee’s project.

**AGENDA** – Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, December 2, 2025

**A. SPACE (SPARTANBURG AREA CONSERVANCY) GRANT PROPOSAL**

The mission of SPACE (Spartanburg Area Conservancy) advances the promotion, protection, and preservation of natural resources and open space in the Spartanburg community. The Mission of SPACE is to advance land conservation, parks management, and environmental outreach by providing public access to green spaces and the natural world to citizens of Spartanburg County. SPACE identifies as a grassroots nonprofit dedicated to protecting natural lands in the Spartanburg community and sustained through volunteerism, responsible stewardship, and sustainable management of resources.

SPACE acquired Glendale Shoals Preserve in 2022 to protect it from high density development and has been working to restore native habitat as well as to maintain the site as a cultural landmark of historical significance and local biodiversity. In 2024, SPACE partnered with the State of South Carolina, Spartanburg County, and additional organizations to conserve what is now known as Glendale Nature Park — a 945-acre track adjacent to the Glendale Mill site. Together, the Glendale sites comprise a connected conservation corridor of over 1,300 acres.

SPACE's specific request is to revitalize the public access point to Glendale Shoals Preserve from Emma Cudd Road. The organization wants to remove and replace the existing overlook and stairway to create safe access to the shoals, install a kiosk with park rules and educational content about the preserve, and to clean up the site by restoring native habitat and incorporating a "Keep Spartanburg Wild" mural in place of existing graffiti and invasive plant species. SPACE is partnering with PAL to expand PAL's trail system into the Preserve, which will increase foot traffic throughout the area. The revitalization of the public access point from Emma Cudd Road will serve as a long-term investment in public safety, environmental stewardship, and community engagement.

The Watershed Grant Committee recommends the approval of targeted funding for the Glendale Shoals Gateway Project, which includes in the amount of \$6,600 with an equal allocation of \$3,300 of the funding from SWS and \$3,300 of the funding from SSSD.

Funding will be allocated from SWS and SSSD operating funds.

**AGENDA** – Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, December 2, 2025

**B. WATERSHED ECOLOGY CENTER GRANT PROPOSAL**

The Watershed Ecology Center's mission is to encourage watershed awareness through education, experience, and community outreach with an emphasis in the study of organisms living in the area encompassed by a watershed. All the Watershed Ecology Center's educational programming meets state standards and incorporates hands-on learning activities.

The Watershed Ecology Center annually reaches over 20,000 K-8 students through watershed based educational programming. The Watershed Ecology Center promotes other programs related to watershed awareness in the upper regions of the Pacolet River Watershed such as the Adopt-A-Stream program, a credentialed citizens monitoring network.

Building on the success of their Teacher Assistance Program, the Watershed Ecology Center aims to incorporate water career awareness into most of their existing programs. The Watershed Ecology Center plans to create a "Water Works" curriculum that is specifically geared toward middle school aged students and offers them opportunities to explore career options as future water professionals. The program will use the SC Graduate Competency Framework as a basis and will increase awareness of the importance of protecting water quality while also inspiring future generations to value water as a resource and possible career field. The Watershed Ecology Center plans to present a dress rehearsal of the Water Works program in April 2026 for review and aims to expand the programming to the high school level as the project continues to grow.

The Watershed Grant Committee recommends the approval of targeted funding for the aforementioned "Water Works" program and watershed-based program initiatives offered by the Watershed Ecology Center in the amount of \$14,000, with an equal allocation of \$7,000 of the funding from SWS and \$7,000 of the funding from SSSD.

Funding will be allocated from SWS and SSSD operating funds.

**C. PAL (PLAY. ADVOCATE. LIVE WELL.) GRANT PROPOSAL**

The mission of PAL (Play. Advocate. Live Well.) advances active living and healthy eating for everyone. The focus goal of PAL is to improve health and

**AGENDA** – Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, December 2, 2025

wellness throughout Spartanburg County by creating an environment and culture that fosters physical activity and healthy eating through an equity lens. PAL identifies itself as a small nonprofit working to enact large scale change.

One of PAL's strategic plan intentions is to enhance the Daniel Morgan Trail System. PAL has requested watershed grant funding to develop a Junior PAL Program that is focused on connecting Spartanburg's youth with the natural world through hands-on learning, exploration, and community stewardship. The program will be a dynamic outdoor initiative and will integrate a core focus on watershed ecology to provide community youth with a structured pathway to explore local trails, complete environmental challenges, and earn tangible rewards. The program will increase understanding of the watershed ecology specific to the local region and will encourage children and parents within the community to engage in the Daniel Morgan Trail System.

PAL's specific request is to develop a progressive, rank-based program for preschool through high school students. The organization wants to develop the program and an interactive website map and guidebook to serve as the digital hub of the program, and to provide participants with any supplies needed for associated "tasks" within the program. This hub will allow easy tracking of project participation and will keep parents and children engaged. The organization also wants to provide signage and interactive watershed ecology pieces at key locations across the Daniel Morgan Trail System that can link participants back to the Junior PAL's website. PAL also wishes to utilize funding to create pins, stickers, water bottles, backpacks, and other items in partnership with SWS to reward program achievements.

The Watershed Grant Committee recommends the approval of targeted funding for the development of the Junior PAL Program, acquisition of program supplies and the creation of the interactive portal, as well as funding for the creation of program awards in the amount of \$8,000 with an equal allocation of \$4,000 of the funding from SWS and \$4,000 of the funding from SSSD.

Funding will be allocated from SWS and SSSD operating funds.

**AGENDA – Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, December 2, 2025**

**2026 GRANT SUMMARY**

| <u>Grantee</u>                       | <u>Total Awarded</u> | <u>SSSD</u>         | <u>SWS</u>          |
|--------------------------------------|----------------------|---------------------|---------------------|
| Spartanburg Area Conservancy (SPACE) | \$ 6,600.00          | \$ 3,300.00         | \$ 3,300.00         |
| Watershed Ecology Center             | \$ 14,000.00         | \$ 7,000.00         | \$ 7,000.00         |
| Play, Advocate, Live Well (PAL)      | \$ 8,000.00          | \$ 4,000.00         | \$ 4,000.00         |
| Grand Total                          | <u>\$ 28,600.00</u>  | <u>\$ 14,300.00</u> | <u>\$ 14,300.00</u> |

**10. EMERGENCY PROCUREMENT – R.B. SIMMS HIGH SERVICE PUMPS #2 AND #4 VARIABLE FREQUENCY DRIVES**

Earlier this year, the variable frequency drives for high service pumps #2 and #4 at the R.B. Simms Water Treatment Facility started exhibiting signs of failure reducing the facilities pumping capacity to the distribution system. The Maintenance and Operations Teams responded immediately and began to take the necessary steps to acquire authorization to execute an emergency procurement needed for the drives. Management will outline the procurement costs and the outcome of the process.

This above is provided as information to the Commission.

**AGENDA ITEMS 11 ENGINEERING**

**11. OTIS BOULEVARD PHASE III WATERLINE REHABILITATION PROJECT – SUMMARY CHANGE ORDER**

The Otis Boulevard Phase III Waterline Rehabilitation Project is complete. The project included installation of approximately 1,410 linear feet of 6-inch pipe and two fire hydrants. The contractor was also responsible for re-establishing 31 service connections. The pipeline work replaced aging waterlines and increases flow for fire protection along Otis Boulevard between Pine Street and Connecticut Avenue in the City of Spartanburg.

*Change order No. 1* was an increase in the contract price of \$19,400.00 to pay for night-time traffic control, excavation, and traffic safety plate rental for determining locations of unknown existing utilities and existing waterlines.

**AGENDA** – Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, December 2, 2025

*Change Order No. 2* (summary) was a net increase of \$7,450.00 in the contract price for adjustment to the unit quantities as based on the actual work done.

These change orders were executed as per current Spartanburg Water policy.

The Financial summary of the project construction is as follows:

|  |                 |
|--|-----------------|
| Original Contract Price  | \$296,850       |
| Change Order No.1  | \$ 19,400       |
| Change Order No.2 (Summary) -<br>additions and deductions to unit<br>quantities based on actual construction | <u>\$ 7,450</u> |
| Revised Contract Price   | \$323,700       |

The above is provided as information to the Commission.

**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 January 26, 2023.

There were no agreements executed.

**13. 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.

**LAKE BOWEN RESERVOIR**

- (1) **Thomas Barker**, desires to replace a dock on Lake Bowen.
- (2) **Ann Hannon**, desires to construct a hard pathway on Lake Bowen.

**AGENDA** – Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, December 2, 2025

- (3) **Kenneth J. Newman**, desires to construct a boat lift, replace a dock, construct a personal watercraft lift, and stabilize the shoreline on Lake Bowen.
- (4) **Candace W. Newman**, desires to replace a dock and construct a boat lift on Lake Bowen.
- (5) **KCW Family Limited Partnership**, desires to construct a hard pathway on Lake Bowen.

**LAKE BLALOCK RESERVOIR**

**NONE**

**MUNICIPAL RESERVOIR 1**

**NONE**

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

**LAKE BOWEN RESERVOIR**

- (1) **Ivan E. Wilson**, dock replacement and shoreline stabilization on Lake Bowen.

**LAKE BLALOCK RESERVOIR**

**NONE**

**MUNICIPAL RESERVOIR #1**

**NONE**

- 14. **CHIEF EXECUTIVE OFFICER REPORT**
- 15. **REFERRALS**
- 16. **ADJOURNMENT**