

## **AGENDA**

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

**Meeting Place:  
SPARTANBURG MARRIOTT  
IN THE CROFT/WADSWORTH ROOM  
299 N. Church Street, Spartanburg, SC 29306**

### **REGULAR MEETING**

**Tuesday, January 22, 2019, 3:30 p.m.**

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. ELECTION OF OFFICERS**
- 2. APPROVAL OF MINUTES OF REGULAR MEETING OF DECEMBER 4, 2018**
- 3. DRINKING WATER TREATMENT AWARDS AND RECOGNITION**

On December 5, 2018, the Landrum and R.B. Simms Water Treatment Facilities received the South Carolina Area-Wide Optimization Excellence Award for calendar year 2017 during SCDHEC's Annual Surface Water Treatment Meeting held in Columbia, SC.

SCDHEC initiated the SC Area-Wide Optimization Program (AWOP) in 1997. AWOP is an effort to optimize the performance of existing surface water treatment facilities. The goal of the program is to optimize particle removal and disinfection at all filtration plants to maximize public health protection through appropriate treatment techniques. The Area-Wide Optimization Program (AWOP) provides tools and approaches for drinking water systems to meet water quality optimization goals and provide an increased – and sustainable – level of public health protection to their consumers. The optimization program depends on collaborative relationships and mutual

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respect between and among regulators and water systems, and it enhances the skills of everyone involved.

AWOP was originally focused on microbial contaminants, but has expanded to include a disinfectant byproducts component. The optimization goals of AWOP are more stringent than drinking water regulations and Spartanburg Water System (SWS) continues to consistently meet these goals.

Management is proud of this achievement as it shows optimization of SWS drinking water treatment facilities and the capabilities of staff to provide water quality that exceeds regulatory requirements.

The above is provided as information to the Commission.

**4. WATER FLUORIDATION QUALITY AWARD**

The South Carolina Department of Health & Environmental Control announced that the R.B. Simms Water Treatment Facility has been awarded a 2017 Water Fluoridation Quality Award from the U.S. Centers for Disease Control and Prevention (CDC). The award recognizes those communities that maintained a consistent level of optimally fluoridated water throughout 2017.

SC DHEC has commended Spartanburg Water for their outstanding performance in achieving a monthly average fluoride level that is in the optimal range for 12 consecutive months during 2017.

Spartanburg Water has been committed to fluoridation for 50 years. The latest studies from the CDC show that fluoridation prevents tooth decay in all age groups, not just children. Community water fluoridation has been recognized by the CDC as one of 10 great public health achievements of the 20th Century. The CDC recommends water fluoridation as one of the most practical, cost-effective, equitable and safe measures a community can take to prevent tooth decay and improve oral health.

The above is provided as information to the Commission.

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**5. MONTHLY FINANCIAL REPORT**

Newt Pressley will present a financial summary of SSSD expenditures and revenues for the five-month period ending November 30, 2018, and the six-month period ending December 31, 2018.

**6. PROPOSED 2019 COMMISSION MEETING SCHEDULE**

January 22	February 26
March 26	April 23
May 28	June 25
July – No Meeting	August 27
September 24 or 26 (WEFTEC)	October 29
November – No Meeting	December 3

**7. WATER QUALITY REPORT**

Management will provide an update on water quality.

**8. REPORT ON THE DRINKING WATER RESERVOIRS**

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

**9. AMENDMENT TO THE SPARTANBURG WATER SYSTEM POLICIES AND PROCEDURES FOR USE OF WATER SUPPLY RESERVOIRS**

During 2018, the staff held listening sessions with adjacent property owners from Lakes Bowen and Blalock, and Reservoir #1. The input from those meetings, along with additional conversations with customers, stakeholders and business leaders have provided valuable feedback. The staff incorporated that feedback into two proposed changes to the Spartanburg Water System Policies and Procedures for Use of Water Supply Reservoirs, Rev. May 2017.

The Municipal Reservoir #1 amendment expands the current rules to clarify allowable activities and access to SWS property. The Portable Fire Ring Policy for Lake Bowen and Lake Blalock establishes a new program and

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provides guidelines for the adjacent property owners on the use of portable fire rings/pits on SWS property.

Management recommends the Commission adopt the two proposed amendments.

- A. Management is proposing a change in regulations regarding Municipal Reservoir #1, on page 11 of the existing document. The following language would replace the existing language in its entirety.**

**That all language under that heading "Municipal Reservoir #1" be replaced in its entirety with the language appearing below.**

Municipal Reservoir #1 acts as the final line of natural filtration for settling and sedimentation before the raw water reaches the R.B. Simms water treatment facility. This natural environment and protected buffer helps Spartanburg Water System (SWS) fulfill its mission of delivering quality water in a reliable manner. Preventing runoff pollution means less chemicals are used in the drinking water treatment process. That's important both for the customers we serve and the economic vitality of the region.

SWS is committed to maintaining the natural condition of Municipal Reservoir #1, and consequently surface recreation of any kind is strictly prohibited including swimming and any form of watercraft.

**Access to the Property**

SWS owns and controls all of the property at Municipal Reservoir #1 below the 780' MSL contour line (SWS Property). Access to SWS Property is only allowed in properly designated public access areas or from a properly permitted access point abutting adjoining landowners property. A single path, no wider than 48 inches, may be permitted upon execution of a Land Access Agreement.

There is no implied access to SWS Property, and SWS does not allow unrestricted access to its property.

Any person found on SWS Property at Municipal Reservoir #1 without permission from SWS is trespassing and may be subject to criminal sanction.

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**Vessels and Watercraft**

SWS does not permit surface recreation of any kind at Municipal Reservoir #1; this prohibition includes, but is not limited to, kayaks, canoes, paddle boats, sailing boats, or any other type of watercraft. SWS does not issue access and launching permits for boats or other types of watercraft at Municipal Reservoir #1.

**Structures at Municipal Reservoir #1**

SWS does not permit or allow private structures or other forms of improvements such as docks or sitting areas on SWS Property at Municipal Reservoir #1.

NOTE: Upon application by the adjoining landowner and on a case by case basis, SWS may grant a temporary revocable license to an adjoining landowner that has a structure or structures in place on SWS Property at Municipal Reservoir #1 prior to July, 2018, provided that the structure or structures is properly maintained, in good condition and the adjoining landowner executes a Non-conforming License Agreement and a Land Access Agreement. These non-conforming structures are NOT "*grandfathered*" structures, and are permitted only upon strict adherence to the terms and conditions of the Non-conforming License Agreement.

Any license granted by SWS is non-transferable and does not allow any subsequent owner to have or place any structure on SWS Property. The Non-conforming License Agreement by its terms will terminate upon the transfer of the adjoining landowner's property and the non-conforming structure must be permanently removed at that time.

**Irrigation**

Withdrawing water from Municipal Reservoir #1 is not allowed. SWS does not permit or allow irrigation pumps or piping to be installed at Municipal Reservoir #1.

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**Natural Vegetative Buffer**

Adjoining landowners may not mow, trim or maintain in any way SWS Property at Reservoir #1. All SWS Property below the 780' MSL contour line will remain a natural vegetative buffer to protect the quality of the water in the reservoir. The riparian buffer is a natural defense for erosion control and filtration of storm water runoff.

At its sole discretion, and upon execution of a Land Access Agreement and applicable permit applications, SWS may allow adjoining landowners to maintain a 48" wide opening on SWS Property below the 780' MSL contour line for the purposes of fishing and passive recreation. Again, other forms of recreation upon the surface of the water are prohibited.

As an alternative to requiring the SWS Property below the 780' MSL contour line to remain a natural (wild) vegetative area, SWS may allow an adjoining landowner to furnish and install sufficient plant material to form an improved riparian buffer (Improved Riparian Buffer). An Improved Riparian Buffer is comprised of native plants and grasses specified by SWS which provide continuous plant growth across the entire width and length of the buffer area. At the request of an adjoining landowner, SWS will evaluate the location and may approve a planting plan. The adjoining landowner would be responsible for the cost and maintenance of these plants and the plant growth if a permit is granted for an Improved Riparian Buffer.

**Fishing**

Unpermitted fishing is prohibited. Fishing is generally allowed from properly designated public access areas and may be allowed from a properly permitted access point abutting an adjoining landowner's property.

A valid South Carolina fishing license is required.

- B. Management is proposing to add a new Policy for Portable Fire Rings for Lake Bowen and Lake Blalock on page 10 after the section on Structures for Lake Bowen and Lake Blalock.**

**Policy for Portable Fire Rings for Lake Bowen and Lake Blalock.**

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This policy is for the safe use of portable fire ring/fire pits on Spartanburg Water System (SWS) property and on permitted structures (docks/sitting areas).

**Fire ring/pits are not allowed in any natural vegetated buffer area.**

- 1) An approved portable fire ring/pit must be easily moveable and no larger than 30-inches in diameter. It should have legs at least 4-inches in length so that it does not touch the surface it is sitting on. The fire ring/pit should also have a screen cover to prevent embers from being emitted that could result in a fire of the surrounding vegetation or structures.
- 2) The most important concern is safety of the user and the protection of the surroundings from accidental combustion. The user should follow all of the manufactures guidelines and applicable safety regulations for the safe use and operation of the fire ring/pit and to prevent personal injury or damage to private property.
- 3) The use of a portable fire ring/pit on SWS property and on permitted structures (docks/sitting areas) will require an annual renewable permit. Note: For adjoining landowners at Lake Blalock, portable fire rings can only be used on permitted structures (docks). Fire rings/pits are not allowed on SWS property below the 720' MSL contour.
- 4) SWS shall not be responsible or liable for any personal injury or damage to personal property resulting from the use of a portable fire ring/pit.
- 5) The burning of rubbish, leaves, garbage or other refuse is not allowed on SWS property.
- 6) No person shall pollute the waters of the reservoirs or SWS property with waste of any kind. The permitted user is responsible for the safe and proper disposal of the ashes. The permitted user must properly cool the ashes and place them in a container suitable for proper disposal. The ashes are not allowed to be placed on SWS property or dumped into the water.
- 7) The permitted user shall be responsible for monitoring the conditions for safe burning and shall be aware of any alerts, advisories, or bans on burning that may be issued by the Department of Forestry or the Fire Marshall, and shall discontinue all burning activity until such bans are lifted. During periods of drought or when the Department of Forestry or

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Fire Marshall issues High Fire Conditions alerts, permits shall be deemed to be temporarily suspended.

- 8) The permitted user should take all appropriate precautions to prevent personal injury and property damage and ensure adequate horizontal and vertical clearance away from tree branches and other surrounding vegetation exists. It is suggested that a minimum of 15 feet of total clearance be maintained at all times.
- 9) It is suggested that the permitted user keep a fire extinguisher or hose nearby the entire time the fire ring/pit is in use.

**10. JANITORIAL SERVICES CONTRACT**

Proposals were received on January 8, 2019, for contract services to furnish material, labor, transportation, and equipment necessary to perform janitorial services at multiple facilities throughout the organization.

The scope of works calls for placing personnel as needed at the Administrative Complex, the C&D Complex, offices at Lake Bowen and Lake Blalock, the R.B. Simms Water Treatment Plant (including the Pavilion), and the Fairforest Reclaimed Water Treatment Plant to provide services at each facility as detailed in the Request for Proposals.

A pre-bid conference was held and guided site tours provided to further familiarize the bidders with the locations, the overall size of the facilities, and the work required.

A tabulation of the responses to the request is listed below. The costs are represented in annual totals, based on an initial 12-month term with two optional renewal terms.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
CMA Services Hartsville, SC	\$120,853
Sunbelt Janitorial Group Spartanburg, SC	\$160,234



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Greens Commercial Cleaning Charlotte, NC	\$164,487
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US&S, Inc. Greenville, SC	\$198,210
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Based on the findings of the evaluation committee, an examination of provided references, and the scoring of the proposals, management recommends an award be granted to Sunbelt Janitorial Group in the annual amount of \$160,234.

The services will be funded from the operating budget as follows:  
SWS \$104,307.04 and SSSD \$55,926.96

**11. RECEIPT OF BIDS – STEEL WATER TANK WASHOUTS AND MISCELLANEOUS REPAIRS**

Bids were received on January 10, 2019, for the Steel Water Tank Washouts and Miscellaneous Repairs. The project is for the washout of the Landrum and Firestone potable water tanks and to complete minor repairs to the Landrum, Firestone, Highway 292 and Boiling Springs (elevated) steel water tanks

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

<b><u>BIDDER</u></b>	<b><u>AMOUNT OF BID</u></b>
Municipal Tank Coating Myrtle Beach, SC	\$44,900
SE Diving Services Greenville, SC	\$654,444
Engineer's Estimate	\$50,000

Management recommends awarding the contract to the lowest responsive bidder, Municipal Tank Coating, of Myrtle Beach, SC, for the amount of \$44,900. This project will be funded by depreciation funds.

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**12. PARTICIPATION PROJECT CONSISTENT WITH OUTSIDE CITY WATER MAIN EXTENSION POLICY – JOHN HENRY WAY**

Recently management received a request from a property owner on John Henry Way concerning the possibility of obtaining water service. John Henry Way is west of Highway 56 and north of Eastlake Drive. In order to provide service, management has determined the following:

The water main extension consists of approximately 600 LF of 6-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; therefore, the project estimate is \$27,200. The property owner's participation cost is based on this estimate.

Management recommends Commission approve the above.

**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 March 28, 1989.

**A. Lake Agreements**

Applications have been submitted and all fees have been paid on the following Lake Agreements.

- (1) **Daniel R. Fishback and Kathleen C. Fishback** desire to construct a boat lift at Lake Blalock.
- (2) **Lisa Hines** desires to stabilize the shoreline at Lake Blalock.
- (3) **Jerry R. Keller** desires to replace a dock at Lake Blalock.

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- (4) **Norman R. Lawrence, II and Mindy M. Lawrence** desire to replace a dock at Lake Blalock.
- (5) **John R. Scott and Janice O. Scott** desire to construct a personal watercraft lift and stabilize the shoreline at Lake Bowen.
- (6) **Todd A. Terrell and Leslie M. Terrell** desire to replace a dock, construct a personal watercraft lift, and construct a boat lift at Lake Bowen.
- (7) **Peter Kea Kang and Maureen Kang** desire to replace a dock and stabilize the shoreline at Lake Bowen.
- (8) **Winston C. Taylor and Marcia W. Taylor** desire to construct a hard pathway and stabilize the shoreline at Lake Bowen.
- (9) **Richard R. Blake** desires to construct a hard pathway and stabilize the shoreline at Lake Bowen.
- (10) **Carolyn M. Fast** desires to replace a dock at Lake Bowen.
- (11) **Sheila Harvey Chapman** desires to replace a dock and construct a boat lift at Lake Bowen.
- (12) **David Brian Osteen** desires to replace a dock and construct a hard pathway at Lake Bowen.
- (13) **Susan Johnson (Mark D. Wesson, as Trustee under the Susan Phifer Johnson 2009 Revocable Trust Agreement dated April 10, 2009)** desires to replace a dock and stabilize the shoreline at Lake Bowen.
- (14) **James A. Phillips** desires to construct a boat lift and replace a dock at Lake Bowen.

**14. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS**

**15. PUBLIC COMMENT**