

AGENDA

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

REGULAR MEETING

**Tuesday, March 25, 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 FEBRUARY 25, 2025**

OLD BUSINESS

AGENDA ITEMS 3-6 FINANCE AND PROCUREMENT

- 3. MONTHLY FINANCIAL REPORT**

A financial summary of SWS expenditures and revenues for the eight-month period ending February 28, 2025, will be reviewed by the Chief Financial Officer.

The above is provided as information to the Commission.

- 4. WORKERS' COMPENSATION INSURANCE RENEWAL**

Spartanburg Water's Workers' Compensation insurance renews annually on April 1, 2025. For the 2025 renewal, staff utilized our current agent, McGriff Insurance Services, to obtain quotes from insurance carriers on behalf of Spartanburg Water. Our current policy is written through Eastern Alliance at an annual cost of \$91,471 for FY2025.

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The results of the quotes received for FY2026 are tabulated below:

Insurance Carrier	Annual Premium
Eastern Alliance	\$126,299
Amerisure	\$140,000
Summit	\$140,000
Selective	\$145,357
ICW	\$152,000
Zenith	\$200,000
KeyRisk	Declined

Based on the pricing received, management recommends remaining with Eastern Alliance as the carrier for Workers' Compensation insurance at the annual premium cost of \$126,299. This represents an increase in overall premium of 38.0%

The Workers' Compensation premium will be allocated as follows: \$75,779 for SWS and \$50,520 for SSSD.

5. PROPOSALS FOR AUDIT SERVICES

Management requested proposals to provide audit services for a three-year engagement period per the SWS Bylaws (Fiscal Years 2025-2027). The following firms were contacted in reference to interest in the RFP process: Cherry Bekaert; Greene Finney Cauley, LLC; Mauldin & Jenkins, LLC; Halliday, Schwartz & Company; and Frazier & Deeter, LLC.

Proposals were received on March 10, 2025, from Mauldin & Jenkins, LLC and Halliday, Schwartz & Company.

The RFP for audit services stated that the proposal would be evaluated based on the firm's ability to provide services on schedule; cost and pricing structure; firm's qualifications; MWBE utilization; and participation in the Community Benefit Program.

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The three-year fee proposals were provided as follows:

Firm	SWS	SSSD
Mauldin & Jenkins, LLC	\$82,500	\$82,500
Halliday, Schwartz & Company	\$90,000	\$90,000

The Chief Executive Officer shall make a recommendation to the Commission at the March 25, 2025 Commission meeting.

6. RESIDENTIAL METER CHANGE OUT CONSULTING SERVICES

Since the last meter change out project in 2005, technology around residential water meters has changed. In order to properly evaluate these technology advancements and to continue to meet operational and business demands in the future, management recommends utilizing a consultant to assist staff by performing the following tasks:

- Conduct Technology and Decisions Workshop
- Develop Project Specifications
- Develop Installation Specifications
- Develop a Request for Proposal

Staff received a proposal from EMA, a consultant group focused on work with utilities and municipalities. Due to EMA's knowledge of the utility industry and direct knowledge of metering technology, management recommends moving forward with the proposal by EMA for a cost of \$54,964. Funding will be provided from SWS capital funds.

AGENDA ITEMS

OPERATIONS

NONE

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AGENDA ITEMS 7-8 ENGINEERING

7. 2023 WATER STORAGE TANK MAINTENACE – SUMMARY CHANGE ORDER

The 2023 Water Storage Tank Maintenance Improvements Project is now complete. The project was completed by Utility Service Company, Inc., of Perry, GA and included 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 the Landrum Steel Ground Storage Tank.

Change Order No. 1 - was for a \$24,400 increase to the contract price to add the interior washout of the Boiling Springs Concrete Ground Storage Tank and to add an exterior pressure wash of the Landrum Steel Ground Storage Tank. This change order was executed per current water system policy.

Change Order No. 2 - was a no cost change order to extend the contract length.

Change Order No. 3 - (Summary) was for a \$52,871 decrease to the contract price to remove the interior washout of the Boiling Springs Concrete Ground Storage Tank and for the adjustment of the unit quantities based on actual work done. This change order was executed per water system policy.

The Financial summary of the project construction is as follows:

Original Contract Price -	\$ 510,700
Change Order No.1-	\$ 24,400
Change Order No.2 -	\$ 0
Change Order No.3 (Summary) - additions and deductions to unit quantities based on actual construction	<u>\$ (52,871)</u>
Revised Contract Price	\$ 482,229

The above is provided as information to the Commission.

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8. 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) 3087 East Main Street Extension FS

Hub City Grill, located at 3087 East Main Street Extension near the Pacolet River wishes to connect a 6-inch water line to the Commission's 12-inch water main along East Main Street Extension to serve a private fire protection system for the above-mentioned grill. Koi Pond Capital, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$223.16

2) Environmental Recycling FS

Environmental Recycling Solutions, located at 51 Zima Park Drive in Spartanburg, wishes to connect a 6-inch water line to the Commission's 6-inch water line along Zima Park Drive to serve a private fire protection system for the above-mentioned recycling center. Green Energy Investment, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$223.16

3) Heavy Haul Solutions FS

Heavy Haul Solutions located at 290 South Avenue in Spartanburg, wishes to connect a 6-inch water line to the Commission's 8-inch water line along South Avenue to serve a private fire hydrant for the above-mentioned trucking company. Great Falls Holdings, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$446.32

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B. Inside City Water Main Extension Agreements

(1) El Dorado Townes

ROI Properties, LLC is developing El Dorado Townes located off WO Ezell Boulevard on the west side of Spartanburg. This development will consist of 33 residential lots, and approximately 575 linear feet of 4-inch water main. The developer will bear all costs.

C. Outside City Water Main Extension Agreements

(1) Coldwater Ridge

Sill Real Estate and Construction, Inc. is developing Coldwater Ridge located off Nazareth Church Road. This development will consist of 81 residential lots, approximately 1,664 linear feet of 6-inch water main; 1,087 linear feet of 4-inch water main; and two hydrants. The developer will bear all costs.

(2) Radley Place Phase 2

Thompson Creek, LLC is developing Radley Place Phase 2 located off Casey Creek Road. This development will consist of 14 residential lots, approximately 36 linear feet of 6-inch water main; 440 linear feet of 4-inch water main; 192 linear feet of 2-inch water; and one hydrant. The developer will bear all costs.

(3) Thompson Creek Phase 5

Thompson Creek, LLC is developing Thompson Creek Phase 5 located off Foster Grove Road. This development will consist of 39 residential lots, approximately 971 linear feet of 6-inch water main; 580 linear feet of 4-inch water main; 464 linear feet of 2-inch water main; and two hydrants. The developer will bear all costs.

9. PERMITS ISSUED AT THE RESERVOIR(S)

Applications have been submitted and all fees have been paid on the following Lake Agreements, associated with new construction and replacement.

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LAKE BOWEN RESERVOIR

- (1) **Danny W. Blalock**, desires to construct a boat lift on Lake Bowen.
- (2) **Max S. Doggett, Ann W. Doggett, and Shelby L. Doggett**, desire to replace a dock and construct a personal watercraft lift on Lake Bowen.
- (3) **Marie Dougherty**, desires to replace a dock, construct a boat lift and personal watercraft lift on Lake Bowen.
- (4) **Erin L. Fritzler and Jack Bourla**, desire to stabilize the shoreline on Lake Bowen.
- (5) **Stephen C. Hamrick and Joy A. Hamrick**, desire to construct a hard pathway and stabilize the shoreline on Lake Bowen.
- (6) **Beverly Hatcher, Susan C. Hutson, and Rebecca J. Hopkins**, desire to stabilize the shoreline on Lake Bowen.
- (7) **William D. and Christy Howell**, desire to replace a dock on Lake Bowen.
- (8) **Allison J. Leatherwood**, desires to construct a hard pathway on Lake Bowen.
- (9) **Melissa Ann Norungolo**, desires to stabilize the shoreline on Lake Bowen.
- (10) **Ernest T. Rood**, desires to construct a hard pathway on Lake Bowen.

LAKE BLALOCK RESERVOIR

- (1) **Christopher A. Daniel and Susan Marie Stokely**, desire to replace a dock on Lake Blalock.

MUNICIPAL RESERVOIR 1

- (1) **Lisa J. Roehl**, desires to construct a dock on Municipal Reservoir 1.

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LAKE AGREEMENTS

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

LAKE BOWEN RESERVOIR

- (1) **Hayden Allen Genoble and Linda Aerial Harley**, boat lift, dock replacement, hard pathway, and shoreline stabilization on Lake Bowen.
- (2) **Daniel Ray Morgan**, dock replacement, hard pathway, and shoreline stabilization on Lake Bowen.

LAKE BLALOCK RESERVOIR

NONE

MUNCIPAL RESERVOIR #1

NONE

10. **CHIEF EXECUTIVE OFFICER REPORT**
11. **REFERRALS**
12. **ADJOURNMENT**