

## MINUTES

The Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, Spartanburg, SC, April 20, 2016, at 11:45 a.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 work session 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 on the bulletin board, and copies forwarded to local and nearby news media, at least 24 hours prior to this meeting.

This work session was held to discuss preliminary information in connection with the FY2016-2017 budget.

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G. Newton Pressley  
Secretary-Treasurer

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## MINUTES

The Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, Spartanburg, SC, April 19, 2016, 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, S.C. Written notice of the date, time, and place for this meeting, along with the agenda, has been posted on the bulletin board, 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 MARCH 29, 2016**

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

### **2. PROFESSIONAL SERVICES FOR CONTINUOUS SLUDGE REMOVAL AT R.B. SIMMS WATER TREATMENT FACILITY**

Professional services are necessary for addition of continuous sludge removal equipment in the sedimentation basins at the R.B. Simms WTF. There are eight sedimentation basins at the facility, four of which currently do not have continuous sludge removal capabilities, requiring an entirely manual removal process. In the four basins which currently have continuous sludge removal, the existing mechanisms do not provide complete coverage and thus manual sludge removal is required.

It is also suspected the scraping and pushing of sludge by the circular style scraper mechanisms causes re-release of iron, manganese, and algal compounds which affect the treatment process and finished water quality. The continuous sludge removal equipment will limit the potential for re-release of these compounds, provide better overall sludge management strategies, and allow for enhanced handling of carbon residuals when increased dosing of carbon during taste and odor episodes is required.

Professional services will be utilized for design and to provide contract drawings, permits, and specifications for this project. Services will also provide oversight during construction and performance testing. Management recommends the use of professional services from Hulsey, McCormick & Wallace for design, permitting, and construction oversight for the continuous sludge removal project. Hulsey, McCormick & Wallace has worked on numerous projects of similar nature and has prior experience working on Spartanburg Water facilities.

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Management recommended the Commission award a contract to Hulse, McCormick & Wallace for professional services in an amount not to exceed \$600,000. The overall project budget is estimated at \$5,500,000. This project will be funded by bond funds.

Mr. Montgomery asked how sludge is currently removed. Ken Tuck responded that the current process requires operators to take the basins off line, drain them, and then manually remove the sludge with hoses and a scraping process versus a continuous type system where production would not be interrupted.

Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management's recommendation to award a contract to Hulse, McCormick & Wallace for professional services in an amount not to exceed \$600,000. The motion passed unanimously.

### **3. BUILDING SECURITY/ACCESS CONTROL**

Working with Paynter Security Consulting Group, a security consultant with experience in the utility sector, Spartanburg Water staff has been able to complete a first phase of security evaluations and implement enhanced security measures that include improvements to the security guard program, facility gate access, and video surveillance cameras.

Continuing the work with Paynter Security Consulting group, staff has evaluated access control as the next phase of improving building security and protecting employees. An electronic access control system will utilize the employee ID to electronically activate door locks and provide employees access to secure areas. The current system requires staff to manually enter a numeric code to enter the space. These locks are older technology, require periodic code changes, and offer little or no options for control in the case of emergencies. Staff has evaluated access control manufactured by Open Options, Inc., which was one of three systems recommended by Paynter Security Consulting.

Staff has received proposals from A3 Communications, (the contractor providing surveillance cameras) to install access control at the Admin Complex, and C&D for a total of 29 doors. Proposals include the necessary software licenses, employee ID badge equipment, and all applicable hardware, cabling, and controllers. The cost represented includes a small contingency for doors that may need to be replaced to accommodate the hardware, and is represented in a cost not to exceed format.

Once the Admin Complex and C&D are fully operational, other sites can be evaluated and added to the access control program by purchasing the door hardware, controllers, and related equipment.

A3 Communication is the SC State Budget and Control Board State Contract holder for this product, which meets the requirements of the competitive procurement process per the Procurement Policy. Management recommends an award to A3 Communications in the amount not to exceed \$117,065.

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Funding will be provided through capital funds allocated as follows, (SWS) \$83,692 (SSSD) \$33,373.

Mr. Littlejohn moved and Ms. Viney seconded the motion to ratify the action taken in the SSSD meeting to approve management's recommendation to award the contract to A3 Communications in the amount not to exceed \$117,065 to be allocated between (SWS) \$83,692 and (SSSD) \$33,373. The motion passed unanimously.

**4. OUTSIDE CITY WATER MAIN EXTENSION – FOSTER ROAD WEST**

The above-mentioned project, which consists of approximately 1,040 LF of 8-inch water main and one hydrant, is consistent with the SWS Participation Policy.

It will be billed at the outside city rate plus surcharge until such time as the full local share is recovered.

Management recommended Commission approve the above.

Gene Jackson briefed the Commission on the procedures for the SWS Participation Policy.

Mr. Littlejohn asked if there would ever be a situation that the Commission would not approve an outside city water main extension. Ms. Schneider stated that as long as it follows the SWS Participation Policy and the resident pays the fees according to the category of the project, it would be approved. Mr. Jackson stated there are different participation categories for the resident to choose. Ms. Schneider added if a situation where a resident could not meet the Policy, management would bring it before the Commission.

Mr. Littlejohn moved Ms. Viney seconded the motion to approve management's recommendation for the outside city water main extension for Foster Road West. The motion passed unanimously.

**5. 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 July 11, 1989.

**A. Outside City Private Fire Service Agreements**

**(1) SC Becknell Investors 2007, LLC**

SC Becknell Investors 2007 located at Phillips Pet Foods, 109 Knightsridge Road in Spartanburg, SC wishes to connect a 10-inch water line to the Commission's 12-inch water line along Wingo Corporate Drive to serve a private fire protection system, including seven private hydrants, for the above-mentioned commercial

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enterprise. SC Becknell Investors 2007, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$2,076.64

**(2) Dollar Tree Distribution, Inc.**

Dollar Tree Distribution, Inc., located at 1201 East Mount Olive Road in Cowpens, SC wishes to connect a 12-inch water line to the Commission's 12-inch water line along East Mount Olive Road to serve a private fire protection system, including 14 private hydrants, for the above-mentioned commercial enterprise. Dollar Tree Distribution, Inc., wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$3,870.60

**(3) Pacolet Mills Baptist Church**

Pacolet Mills Baptist Church, located at 385 Stone Street in Pacolet, SC, wishes to connect a 6-inch water line to the Commission's 6-inch water line along Goodlett Street to serve a private fire protection system for the above-mentioned church. Pacolet Mills Baptist Church wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$191.72

**B. Outside City Water Main Extension Agreements**

**(1) River Rock Subdivision**

Mark III Properties, Inc., is developing the River Rock Subdivision off of Hanging Rock Road. The development will consist of 128 residential lots. The developer will bear all costs.

**(2) Mistwood Falls Subdivision**

Mark III Properties, Inc., is developing the Mistwood Falls Subdivision off of Valley Falls Road. The development will consist of 95 residential lots. The developer will bear all costs.

**C. Lake Agreements**

All fees have been paid on the following lake agreements, and there are no encroachments to sign.

**(1) Jeffery D. Beheler** desires to construct a boat lift on Lake Bowen.

**(2) Cody Lucore** desires to construct a dock and soft pathway on Lake Blalock.

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- (3) **Robert J. Butscher** desires to construct a dock and soft pathway on Lake Blalock.

The above was provided as information to the Commission.

**6. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS**

- A.** Ms. Schneider reminded the Commission that the Choose Tap Unveiling Ceremony will be held Wednesday, April 20 at 11:00 a.m. at Dunbar Street and Church Street.
- B.** Ms. Viney asked if all residents at Lake Bowen could get a boat lift. Ms. Schneider stated anyone can get a boat lift if they pay all of the fees and are in accordance with the rules and regulations of the lake.

Meeting adjourned at 3:02 p.m.

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G. Newton Pressley  
Secretary-Treasurer

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