

MINUTES

The Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, Spartanburg, SC, April 22, 2025, 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.

Attendees: Guy Boyle, Cam Cole, Gene Jackson, Robert Walden, Rick Jolley, Remsen Parrish, Kevin Smith, Ken Tuck, Corey Reid, Lance Johnson, Kevin Brown, Hariette Stinson, Jennifer Candler, Bryan Bates, Jon Morgan, Trish Heatherington.

The meeting was opened with the following statement:

This is a regular meeting 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 in the lobby and on the Spartanburg Water website, and copies forwarded to local and nearby news media, at least 24 hours prior to this meeting.

1. **CALL TO ORDER**

Commission Chair, John Montgomery, called the meeting to order.

2. **APPROVAL OF MINUTES OF REGULAR MEETING OF MARCH 25, 2025**

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

3. **THE PARTNERSHIP FOR SAFE WATER DIRECTOR'S AWARD**

The *Partnership for Safe Water*, with over 300 utility subscribers, 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.

The Directors Award includes an extensive evaluation of treatment plant operations and performance, identification of performance limiting factors, and the development of action plans to achieve optimization. In March 2025, the R.B. Simms Water Treatment Facility received the Directors Award for the monitoring year period of 2023. This distinction was achieved by successfully maintaining the drinking water treatment program's Directors Award level of performance, demonstrating a commitment to superior water quality served to our customers.

Ken Tuck provided the Commission with an overview of the Partnership for Safe Water Director's Award program and process.

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Mr. Tuck introduced Bryan Bates, Drinking Water Treatment Manager, in recognition of not only Drinking Water Treatment staff, but other departments that support this effort. Spartanburg Water will be eligible for a longevity award in 2026, provided standards continue to be met.

The Commission congratulated staff on this accomplishment.

OLD BUSINESS

NONE

AGENDA ITEMS 3-8 FINANCE AND PROCUREMENT

4. MONTHLY FINANCIAL REPORT

A financial summary of SSSD expenditures and revenues for the nine-month period ending March 31, 2025, were reviewed by Cam Cole, the Chief Financial Officer. An explanation was provided for the favorable and unfavorable budget variances.

Mr. Boyle provided the Commission with a new format of financial information. It is the same information just provided in a different format. Please provide any feedback to Guy Boyle or Cam Cole.

The above was provided as information to the Commission.

5. PROCUREMENT POLICY REVISION

Management requested the Commission approve revisions to the Procurement Policy as it relates to procurement dollar amount thresholds. These dollar threshold were established in March of 2009.

Current and recommended thresholds are shown below. Remsen Parrish provided the Commission with an overview of the Procurement Policy recommendations.

	Current Threshold	Recommended Threshold
Approved Requisition	\$500 or more	\$1,000 or more
Informal Competitive Procurement	\$2,500-\$25,000	\$7,500-\$50,000
Formal Public Procurement	\$25,000 or more	\$50,000 or more

These revisions will alleviate additional workload placed on the purchase of goods and services due to past and future price increases.

Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management’s recommendation to revise the Procurement Policy as it relates to procurement dollar amount thresholds as shown above. The motion passed unanimously.

6. R.B. SIMMS SLUDGE BASIN DEWATERING AND CLEANOUT

Proposals were received on March 19, 2025, from vendors to provide services for the removal and disposal of sludge from basins 6 & 7 at the

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R.B. Simms Drinking Water Treatment Plant. It is estimated that approximately 1,100 wet tons of sludge will need to be removed and dewatered.

The scope of work calls for the contractor to remove the sludge from the basin and dewater onsite. Equipment for the dewatering process will be provided, setup, and operated by the contractor. Dewatered cake will be placed in the open bays and drying beds that we have available onsite at R.B. Simms. The dewatered cakes will be further processed by land application pursuant to Spartanburg Water’s permit.

An evaluation team was created to review and score the proposals received. The evaluation criteria consisted of the responder’s company experience, approach and strategy, project schedule, cost information, MWBE utilization, and Community Benefit Program. Each proposal was evaluated using a weighted score matrix, with the successful service provider being selected for the highest scoring proposal.

The solicitation was advertised in the local newspaper, on the SWS website, and emailed to vendors known to perform the requested services. The solicitation drew responses from six service providers. A cost tabulation of the responses is listed below.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Synagro Baltimore, MD	\$132,435
Denali Russellville, AR	\$186,025
MSS Somerset, PA	\$312,800
Bio-Nomic Belmont, NC	\$404,675
Spectraserv Kearny, NJ	\$616,000
Paragon Houston, TX	\$727,081

Management recommended the contract be awarded to Synagro in the amount of \$132,435 based on their highest scoring proposal. Funding will be provided through capital funds.

Rick Jolley provided the Commission with an overview of the R.B. Simms Sludge Basin Dewatering and Cleanout agenda item.

Mr. Montgomery asked if the sludge would be dewatered onsite. Mr. Jolley confirmed that it would be, which will be a cost savings to SWS.

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Mr. Montgomery asked if a vac-truck would be used for sludge removal. Mr. Jolley noted that there would be a combination of methods used for the sludge removal. Ken Tuck noted that a submersible method is used and then maybe a hose or vacuum is used if needed. Bryan Bates stated that Basin 4 was cleaned two years ago and maintenance was performed while it was down and the basin is still in great shape.

Ken Tuck stated that maintenance is performed while the basin is down and management feels good about the path forward.

Ms. Viney moved and Mr. Littlejohn seconded the motion to approve management's recommendation to award the contract to Synagro. The motion passed unanimously.

7. COMMISSIONERS OF PUBLIC WORKS OF THE CITY OF SPARTANBURG SOUTH CAROLINA – BYLAWS

The following amendments were recommended to the CPW Bylaws.

Current Bylaws require proposed amendments to be voted on at two separate Commission meetings. April 22, 2025, will be the first request for Commission approval of the requested amendments to the CPW Bylaws as reflected below.

Article III – Duties of the Commission

3.5 The Commissioners shall approve the appointment of an outside certified public accounting and audit firm (CPA). **This appointment shall come directly from and be based on the recommendations of the Commission Audit Reviewer after the Audit Reviewer has met, discussed and received recommendations from the CEO.** The CPA firm shall have the duties to provide annual audited financial statements to the Commissioners for the Commissioners' review and acceptance.

3.10 The Chairman shall recommend and the Commissioners shall vote to approve one member from among the members of the Commissioners to **serve as Audit Reviewer** each year. These appointments shall be made no later than the Commissioners June meeting each year.

Article V – Chief Executive Officer

5.12 The Chief Executive Officer shall provide for an independent annual audit of all financial records and transactions of SWS. Such audits shall be made by a firm of certified public accountants who has no personal interest, direct or in direct, in the fiscal affairs of SWS or any of its officers **and who have been properly appointed by the Commission as required under Article III, Section 3.5 of these Bylaws.** The report of the audit shall be made available for public inspection.

5.14 The Chief Executive Officer shall make a recommendation to the **Audit Reviewer of the** Commission for the appointment of an outside certified public accounting and audit firm whose sole responsibility is to prepare and present annual audited financial statements to the Audit **Reviewer** of the

Commission and **ultimately to the full Commission**. Recommendations shall be for appointments of **three (3)** year engagements.

Article VII – Commission Meetings

7.4 The Commission Audit Reviewer shall conduct their regular annual audit meeting within six months of fiscal year end.

Amendments to the Bylaws are required to be voted on at two separate Commission meetings. If approved, the recommended changes will be on the agenda for the May 27, 2025, meeting as well.

Mr. Boyle noted that the only difference between the CPW and SSSD recommended changes is that CPW has one Audit Reviewer instead of a three member Audit Committee like SSSD.

Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management's recommendation to approve the requested amendments to the CPW Bylaws as reflected above. The motion passed unanimously.

AGENDA ITEM 8 OPERATIONS

8. PROFESSIONAL SERVICES – SURGE RELIEF VALVE VERIFICATIONS AND PIPING CONFIGURATION AT THE R.B. SIMMS HIGH SERVICE PUMPS

Over the past two years, and most recently on November 7, 2024, power excursions have caused over-pressures and subsequent gasket failures on the outlet side of the high service pumps at the R.B. Simms facility. While flange modifications made in December 2024 have made potential issues easier to repair, the root cause of the failure has not been resolved. Attention is currently being focused on the surge relief valves and piping configurations on the outlet sides of the high service pumps.

In order to verify the adequacy of the current surge relief and piping system on the outlet side of the high service pumps, an evaluation is being requested. Management recommended acquiring the services of Wiedeman and Singleton, Inc., to perform the evaluation at a cost not to exceed \$37,280. The evaluation will be funded through operating funds.

Rick Jolley provided the Commission with an overview of the Professional Services – Surge Relief Valve Verifications and Piping Configuration at the R.B. Simms High Service Pumps agenda item. Mr. Jolley noted that recent power excursions have caused over-pressures and subsequent gasket failures. An evaluation is being requested to determine the root cause of the failures.

Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management's recommendation to acquire the services of Wiedeman and Singleton, Inc., to perform the evaluation. The motion passed unanimously.

AGENDA ITEMS 9-11 ENGINEERING

9. STEEL WATER TANK MAINTENANCE PROGRAM – PROFESSIONAL SERVICES

For the last eight years, the Spartanburg Water System has contracted with Wiedeman and Singleton to perform inspection services on our 12 steel tanks and to maintain a maintenance schedule for these tanks based on the condition assessed during the field inspections. The proposed maintenance schedule identifies improvements recommended to maintain the steel tanks. Wiedeman and Singleton has provided a proposal with a scope of work to assist with the completion of these improvements and to continue performing annual inspections of the steel tanks through June 2028. The scope of services includes the following:

Construction Related Tasks

- Steel Water Tank Rehabilitation - Complete improvements to the water tanks including washouts, the completion of miscellaneous modifications, rehabilitation of the existing interior coatings on five tanks, rehabilitation of the interior and exterior coatings on one tank, and rehabilitation of the existing exterior coatings on one tank. Also included in these tasks is a project to replace the roof for the steel ground storage tank in Landrum. The construction of these projects will be completed as multi-year/multi-tank projects and will include each of the identified tanks in the maintenance schedule through 2028.

Sub-total - \$195,617

Annual Inspection Services Task

- Annual visual inspections through 2028 – Each water tank will be visually inspected on the exterior and interior while the tank is in service. The inspections will be performed by a National Association of Corrosion Engineers Certified Coatings Inspector (NACE) in accordance with AWWA standards and DES requirements.

Sub-total - \$49,428

Management recommended awarding a professional services contract to Wiedeman and Singleton, Incorporated for an estimated cost of \$245,045. Funding for this project is from depreciation funds.

Kevin Smith provided the Commission with an overview of the Steel Water Tank Maintenance Program – Professional Services agenda item. Wiedeman and Singleton has performed inspection services on our 12 steel tanks and to maintain a maintenance schedule for these tanks based on the condition assessed during the field inspections for the last eight years. Wiedeman and Singleton has provided a proposal with a scope of work to assist with the completion of these improvements and to continue performing annual inspections of the steel tanks through June 2028, at a combined cost of \$245,045.

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Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management’s recommendation to award a professional services contract to Wiedeman and Singleton, Incorporated. The motion passed unanimously.

10. PARTICIPATION PROJECT CONSISTENT WITH OUTSIDE CITY WATER MAIN EXTENSION POLICY – YARD ROAD

Recently management received a request from property owners on Yard Road, between Glenn Springs Road and Sulphur Springs Road, concerning the possibility of obtaining water service.

The water main extension consists of approximately 5,100 linear feet of 6-inch water main and two hydrants 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 has been upsized for future growth in the area to an 8-inch line, which increased the original project estimate from \$413,100 to \$528,100. The property owner's participation cost is still based on the original estimate of \$413,100 and not the future growth estimate.

Management recommended Commission approve the above.

Kevin Smith provided the Commission with an overview of the Participation Project Consistent with Outside City Water Main Extension Policy – Yard Road agenda item.

Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management’s recommendation to approve the outside city water main extension to Yard Road. The motion passed unanimously.

11. 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) Climate Controlled Self Storage FS

Climate Controlled Self Storage, located at 1101 East Blackstock Road in Moore, wishes to connect a 6-inch water line to the Commission’s 16-inch water line, along East Blackstock Road, to serve a private fire protection system, including one private hydrant, for the above-mentioned storage facility. ASI Blackstock Road, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$446.32

(1) Gemini Group FS

Gemini Group, located at 165 Zimmer Drive in Cowpens, wishes to connect a 6-inch water line to the Commission's 12-inch water line along Dewberry Drive to serve one private hydrant for the above-mentioned chemical manufacturer. Gemini Group, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$446.32

B. Inside City Water Main Extension Agreements

(1) Oakwood Avenue Townhomes

Vanrock Holdings, LLC is developing Oakwood Avenue Townhomes located off Oakwood Avenue. This development will consist of 20 residential lots, approximately 295 linear feet of 4-inch water main. The developer will bear all costs.

C. Outside City Water Main Extension Agreements

(1) Buckthorn Ridge

Meritage Homes is developing Buckthorn Ridge located off Springfield Road. This development will consist of 186 residential lots, approximately 9,408 linear feet of 8-inch water main; 375 linear feet of 6-inch water main; 244 linear feet of 4-inch water main; 207 linear feet of 2-inch water main; and 18 hydrants. The developer will bear all costs.

(2) Halton Village

Lyonjay 221 Bryant Rd, LLC is developing Halton Village located off Chesnee Highway (Highway 221) and Bryant Road. This development will consist of 84 residential lots, approximately 965 linear feet of 8-inch water main; 720 linear feet of 6-inch water main; 1,125 linear feet of 4-inch water main; and three hydrants. The developer will bear all costs.

12. 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) Jaime Cardozo, desires to replace a dock on Lake Bowen.

(2) Jessie Eubanks, desires to replace a dock, and construct a personal watercraft lift on Lake Bowen.

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- (3) **William P. Foster, II, Sandra M. Foster, and Kristin F. Foster**, desire to construct a personal watercraft lift on Lake Bowen.
- (4) **Eugene Scott Grigg and Jacquelyn Grigg, Trustees, or their successors in trust, under the Grigg Family Income Trust, Dated July 25, 2024**, desire to construct a hard pathway on Lake Bowen.
- (5) **William W. Hazen and Sherry M. Hazen, Zachary William Hazen and Cambrye Nicole Hazen**, desire to construct a hard pathway on Lake Bowen.
- (6) **Barron S. Henderson**, desires to replace a dock on Lake Bowen.
- (7) **Christine M. Kirby**, desires to replace a dock on Lake Bowen.
- (8) **Karin Krussig**, desires to construct a hard pathway on Lake Bowen.
- (9) **Jefferey Richard Poor and Gail Ann Poor**, desires to replace a dock on Lake Bowen.
- (10) **Alane S. Russell and Sophia Vivian Russell**, desire to replace a dock, construct a boat lift, and construct a personal watercraft lift on Lake Bowen.
- (11) **Randall L. Wood**, desires to construct a personal watercraft lift on Lake Bowen.

LAKE BLALOCK RESERVOIR

- (1) **Christopher A. Daniel and Susan Marie Stokely**, desire to replace a dock on Lake Blalock.
- (2) **William Michael and Sharon Free**, desire to replace a dock on Lake Blalock.
- (3) **David S. and Mary V. Hartman**, desire to replace a dock on Lake Blalock.
- (4) **Gary R. Mullaney and Amanda M. Mullaney**, desire to construct a dock and hard pathway on Lake Blalock.

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) **Lon S. Alexander, Jr. and Marsha B. Alexander, Trustees of the Alexander Revocable Trust**, shoreline stabilization on Lake Bowen.

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- (2) **Jessie Eubanks**, shoreline stabilization on Lake Bowen.
- (3) **William R. Foster and Nancy R. Foster**, shoreline stabilization on Lake Bowen.
- (4) **Barron S. Henderson**, boat lift and shoreline stabilization on Lake Bowen.
- (5) **PMN Holdings of SC, LLC**, dock replacement and shoreline stabilization on Lake Bowen.
- (6) **Alane S. Russell and Sophia Vivian Russell**, shoreline stabilization on Lake Bowen.

LAKE BLALOCK RESERVOIR

- (1) **John Wyatt and Kerry L. Wyatt**, dock replacement and soft pathway on Lake Blalock.

MUNICIPAL RESERVOIR #1

NONE

13. CHIEF EXECUTIVE OFFICER REPORT

- A.** Mr. Boyle informed the Commission that a recent purchase of a Powerflex 6000 Drive for a pump at R.B. Simms was treated as an emergency procurement. Mr. Boyle stated there are four pump drives at R.B. Simms and if an additional pump malfunctioned it could put operations in an unstable situation. Due to long lead times and unknown tariff conditions, this purchase of \$297,000 was treated as an emergency procurement.
- B.** Mr. Boyle provided an update on the old Cowpens pump station located on the East side near Tractor Supply. The estimates to demolish it are very expensive, so management will continue to have the area cleaned up and beautified, while also looking into alternative uses for it.
- C.** Mr. Boyle updated the Commission on the upcoming demolition of the old Maintenance and Construction facility located between Church Street and Hwy 221.
- D.** Ken Tuck provided the Commission with an update on the maintenance and repairs of the Oxygenation System.
- E.** Mr. Boyle provided an update on the recent Fluoridation legislation.
- F.** Mr. Littlejohn asked for an update on Union Street, specifically any concerns from residents. Mr. Boyle stated that the project is moving a little slower than expected, but timeline for completion is still on schedule. No recent complaints that management is aware of. A more complete update will be provided in May.

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14. REFERRALS

Mr. Boyle informed the Commission of referrals that will be on the upcoming agenda in May. The Finance Department will have the second reading of the Bylaws and receipt of bids for renovation at the administrative building. The Operations Department will have a dredging request and a receipt of bids for clear well curtains. The Engineering Department has no referrals.

15. ADJOURNMENT

Meeting adjourned at 3:18 p.m.

Camlyn M. Cole
Secretary-Treasurer

tbh