

MINUTES

The Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 301 South Avenue, Spartanburg, SC, August 26, 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.

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

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

2. APPROVAL OF MINUTES OF REGULAR MEETING OF JUNE 24, 2025

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

OLD BUSINESS

NONE

3. CITY OF SPARTANBURG – ECONOMIC DEVELOPMENT PARTICIPATION AGREEMENT

Spartanburg City Manager, Chris Story, thanked the Commission for the opportunity to present an economic development update for the City of Spartanburg for Fiscal Year 2025.

Mr. Story provided an update on Project Core for a total investment of \$425 Million. Elements from this project include the 3,500 seat minor league baseball stadium, \$305 Million of private development for 200,000 square feet of new office space, 375 apartments, 150 room hotel, parking facilities accommodating 1,500 vehicles, public plazas and other related infrastructure. Additional economic development discussed included the City and County government facility, \$14 Million Spartanburg County Public Libraries Planetarium, \$20.1 Million Fairfield Inn and Suites, \$22 Million Project Boxcar/Rail Trail Apartments, and the \$22 Million redevelopment project of the Coca-Cola plant.

Recently announced projects include mixed use of retail and apartments at 111 E. Main Street, Bank Headquarters at 305 N. Church Street, Beaumont Mill mixed use development project, Bethlehem Center project, Drayton Townhomes and Country Club Townhomes.

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The Commission thanked Mr. Story for the update and appreciation for a partnership to work together.

Ms. Viney noted that she had not spoken with the other Commissioners but asked if the City of Spartanburg has given any thought to what they would do if the Economic Development Participation Agreement wasn't in place between the City of Spartanburg and The Commission of Public Works of the City of Spartanburg. Mr. Story stated the City of Spartanburg appreciates the partnership between The Commission of Public Work and the City of Spartanburg.

Mr. Montgomery thanked Mr. Story for the update from the City and that the Commission appreciates the partnership between the two organizations.

The above was provided as information to the Commission.

AGENDA ITEMS 4-7 FINANCE AND PROCUREMENT

4. MONTHLY FINANCIAL REPORT

A financial summary of SWS expenditures and revenues for the twelve-month period ending June 30, 2025, and the one-month period ending July 31, 2025, was reviewed by Cam Cole, the Chief Financial Officer. An explanation was provided for the favorable and the unfavorable budget variances.

The above was provided as information to the Commission.

5. REVENUE BOND REFUNDING

The Chief Financial Officer provided the Commission with an update on the Refunding of the 2015A Water Revenue Bonds and issuance of the 2025 Water Revenue Bonds, including closing date and expected savings.

The above was provided as information to the Commission.

6. RENEWAL OF HEALTH INSURANCE CONSULTING SERVICES

Marsh & McLennan Agency provides Spartanburg Water with guidance in connection with employee health insurance and benefit solutions.

Marsh & McLennan services include:

- design assistance with benefit plans
- identify cost savings and cost recoveries
- claim problem resolution
- negotiate annual renewals
- assist with compliance and benefit laws
- coordinate RFP processes
- implementation of plan renewal
- semi-annual review and analysis of plan performance
- assist with benefit summaries for employee communication

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Management requested Commission approval of the professional services agreement with Marsh & McLennan Agency for 2026 in the amount of \$30,000. The service agreement cost will be allocated as follows: SWS (\$18,000) and SSSD (\$12,000). The professional services amount of \$30,000 has not changed since 2015.

Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management's recommendation for approval of the professional services agreement with Marsh & McLennan Agency for 2026. The motion passed unanimously.

7. NATIONAL LEAGUE OF CITIES (NLC) WARRANTY PROGRAM BY HOMESERVE

The NLC Service Line Warranty Program by HomeServe was created to educate property owners about their service line responsibilities and to help residents avoid the out-of-pocket expense for unanticipated and potentially costly service line repairs and replacements. The NLC Service Line Program will utilize Spartanburg Water's logo to brand the materials used to educate our customers about the repair service plans. Program marketing literature clearly discloses that the NLC Program and Spartanburg Water are separate entities and that the program is voluntary for customers of Spartanburg Water. The NLC Service Line Warranty Program will create all marketing materials with input from Spartanburg Water and will submit all marketing/communication materials to Spartanburg Water for final approval before sending any information out to our customers.

There will be no cost for Spartanburg Water to participate in this program, and Spartanburg Water will receive 10% of payments received in the form of a royalty, paid annually. In addition, Spartanburg Water will receive a license fee of \$60,000 paid over three years.

Management requested approval to partner with NLC Service Line Warranty Program for Spartanburg Water residential customers.

Management additionally recommended that any royalty received from this program is credited to the Spartanburg Water Good Neighbor Program that is used to assist customers who are struggling financially with paying their Spartanburg Water, water &/or sewer bills.

Ms. Viney moved and Mr. Littlejohn seconded the motion for management to investigate the program further and bring a recommendation back to the Commission at the September meeting. The motion passed unanimously.

AGENDA ITEM 8 OPERATIONS

8. WATER QUALITY REPORT

Rick Jolley provided the Commission with a water quality report update and a status on lake levels and drought conditions.

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Mr. Jolley discussed customer complaints, noting that MIB levels and discolored water were the primary complaints during late June and July. Mr. Jolley stated that operational adjustments were made to the processes to mitigate the issues. Mr. Jolley gave a report on reservoir levels and stated that Spartanburg Water supply is fine and the reservoirs have worked as they were created to ensure a resilient water supply for customers and residents. Recent rains have increased water levels in the reservoirs to normal status.

The above was provided as information to the Commission.

AGENDA ITEMS 9-13 ENGINEERING

9. POLICY ON NON-SPARTANBURG WATER LOGO ON ELEVATED OR GROUND WATER STORAGE TANKS

The Commissioners of Public Works of the City of Spartanburg SC considered a formal policy that addresses the placement of non-Spartanburg Water accessories, fittings, extensions, appurtenances including but not limited to antennae, lighting, and logos on Spartanburg Water elevated or ground water storage tanks; that are deemed to have a non-Spartanburg Water business function.

Mr. Boyle provided the Commission with an overview of the Policy on the Non-Spartanburg Water Logo on Elevated or Ground Water Storage Tanks agenda item. This policy does not permit the application, painting, or otherwise affixing of any logo, marketing, lighting, or other attachment that is not the officially approved and recognized logo of Spartanburg Water, anywhere on the tank.

Mr. Boyle stated that the policy allows the elevated water tank in Cowpens, to be grandfathered into and permitted to be retained in the current configuration as long as it is maintained in a manner and condition that reflects proper care and attention. The Town of Cowpens, South Carolina, may, at full cost of maintenance and upkeep to the town, continue to maintain the Cowpens Minute Man Logo for the Historical Town of Cowpens, South Carolina, which is located on the Spartanburg Water elevated water tank located at 339 Battleground Road, Cowpens, South Carolina.

Mr. Boyle noted that the only other Spartanburg Water storage tank with a logo other than Spartanburg Water, is the elevated tank on New Cut Road and Spartanburg Community College has their logo and lighting on it. This will be removed and repainted with the Spartanburg Water Logo according to the maintenance schedule already in place for elevated and in-ground water storage tanks.

Ms. Viney moved and Mr. Littlejohn seconded the motion to approve management's recommendation to adopt a formal policy on Non-Spartanburg Water Logo elevated or ground water storage tanks. The motion passed unanimously. The policy is attached to the record keeping minutes.

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10. GEOGRAPHIC INFORMATION SYTEM MAPPING (GIS) SOFTWARE MIGRATION/UPGRADE – PROFESSIONAL SERVICES

GIS software is used for tracking, storing and distributing asset management of Spartanburg Water's water and sewer infrastructure and used throughout the company. This data is used by multiple departments to help with managing operations of Spartanburg Water and for planning and managing daily tasks. The GIS software is close to end of support life by the vendor and needs to be upgraded. The latest version of the software will require additional effort to upgrade and migrate to the latest version.

Staff requested a proposal from ESG Engineering, of Macon, GA to perform services for GIS software upgrade/migration, training, and support. ESG Engineering has performed these upgrades and migration with Spartanburg Water in the past. They have the most knowledge of our system and setup which will greatly help with this project. The scope of work for the project includes the following:

- Database design workshops for migration
- Migration of data from geometric network to utility network
- Migration of existing scripts and utilities to the new platform
- Upgrade client software from ArcGIS Desktop to ArcGIS Pro
- Upgrade SQL server and databases to the latest platform supported by ArcGIS Enterprise
- Upgrade ArcGIS server to latest platform
- Migration of existing applications and web services to new platform
- Training and support for migration and use of new platform

Management recommended the approval of the proposal with ESG Engineering, with a not to exceed amount of \$62,500. This project will be funded by operating funds, with \$31,250 provided by SWS and \$31,250 provided by SSSD.

Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management's recommendation to approve the proposal with ESG Engineering with a not to exceed amount of \$62,500. This project will be funded by operating funds, with \$31,250 provided by SWS and \$31,250 provided by SSSD. The motion passed unanimously.

11. RECEIPT OF BIDS – HIGHWAY 9 – RAINBOW LAKE ROAD WATERLINE INSTALLATION PROJECT

Bids were received on August 12, 2025, for the Highway 9 – Rainbow Lake Road Waterline Installation Project. The project consists of the installation of approximately 5,850 linear feet of 12-inch ductile iron pipe along Highway 9 and Rainbow Lake Road.

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

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<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Two Brothers Utilities, LLC Shelby, NC	\$867,078
McClam & Associates, Inc. Little Mountain, SC	\$1,039,767
Long and Sons Utility Co., Inc. Simpsonville, SC	\$1,045,913
HRH Engineering Services, LLC Chesnee, SC	\$1,081,875
Engineer’s Estimate	\$1,020,000

Management recommended awarding the contract to the lowest responsive bidder, Two Brothers Utilities, LLC, of Shelby, NC for the amount of \$867,078. This project will be funded by SWS Participation Policy and SWS capital funds.

Kevin Smith provided the Commission with an overview of the Receipt of Bids – Highway 9 – Rainbow Lake Road Waterline Installation Project agenda item.

Ms. Viney moved and Mr. Littlejohn seconded the motion to approve management’s recommendation to award the contract to the lowest responsive bidder, Two Brothers Utilities, LLC. The motion passed unanimously.

12. **RECEIPT OF BIDS – LAKE BOWEN/RESERVOIR #1 STORMWATER OUTFALLS CONSTRUCTION SERVICES**

Bids were received on August 7, 2025, for the construction of three stormwater outfalls on Lake Bowen and Reservoir #1. The stormwater outfall locations were identified in the 319 Grant, which was awarded to Spartanburg Water to improve stormwater quality. The project will address erosion and impervious surface run off that negatively impacts the lakes and includes installation of a water quality catch basin, pipe culvert, and engineered rip-rap swales designed for best management practice (BMP) to eliminate erosion.

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

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Performance Construction Group, LLC Spartanburg, SC	\$231,520
Crescent Industries, LLC Pauline, SC	\$286,000

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Renew Land Management, LLC Greenville, SC	\$318,982
HRH Engineering Service, LLC Chesnee, SC	\$372,800
L-J, Inc. Cayce, SC	\$400,903
Engineer’s Estimate	\$277,826

Management recommended awarding the contract to the lowest responsive bidder, Performance Construction Group, LLC, of Spartanburg, SC for the amount of \$231,520. This project will be funded in part by the 319 Grant and by capital funds.

Kevin Smith provided the Commission with an overview of the Receipt of Bids – Lake Bowen/Reservoir #1 Stormwater Outfalls Construction Services agenda item.

Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management’s recommendation to award the contract to the lowest responsive bidder, Performance Construction Group, LLC. The motion passed unanimously.

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 January 26, 2023.

A. Inside City Private Fire Service Agreements

(1) Country Club Townes FS

Country Club Towns, located at 2201 Country Club Road, in Spartanburg, wishes to connect a 6-inch water line to the Commission’s 12-inch water line along Country Club Road to serve two private hydrants for the above-mentioned multi-family townhome complex. Lat Purser & Associates, Inc., wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$446.28

B. Outside City Private Fire Service Agreements

(1) Green River Cottages FS

Green River Cottages, located at 1070 South Shamrock Avenue in Landrum, wishes to connect a 6-inch water line to the Commission’s 8-inch water line along South Shamrock Avenue to serve a private fire protection system for the above-mentioned log cabin

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manufacturing facility. Green River Cottages, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$223.16

(2) Mt. Pleasant Road IOS FS

Mt. Pleasant Road IOS, located at Mount Pleasant Road in Spartanburg, wishes to connect an 8-inch water line to the Commission's 8-inch water line along Stan Perkins Road to serve a private fire protection system, including one private hydrant, for the above-mentioned Fortiline supply house. Mount Pleasant Road Investors, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$698.68

C. Outside City Water Main Extension Agreements

(1) Anderson Farms

Meritage Homes of South Carolina, Inc. is developing Anderson Farms located off Anderson Mill Road. This development will consist of 420 residential lots, approximately 13,952 linear feet of 8-inch water main, and 13 hydrants. The developer will bear all costs.

(2) Arcadia Heights

ECS Development, LLC is developing Arcadia Heights located off West Cleveland Street in Arcadia. This development will consist of 91 residential lots, approximately 2,243 linear feet of 6-inch water main; 812 linear feet of 4-inch water main; and three hydrants. The developer will bear all costs.

(3) Arcadia Village

ECS Development, LLC is developing Arcadia Village located off Old Greenville Highway in Arcadia. This development will consist of 175 residential lots, approximately 5,068 linear feet of 6-inch water main; 535 linear feet of 4-inch water main; and four hydrants. The developer will bear all costs.

(4) Williams Acres

Kimberly D. Cash is developing Williams Acres located off Sandy Ford Road in Chesnee. This development will consist of one residential lot, approximately 59 linear feet of 6-inch water main, and 517 linear feet of 2-inch water main. The developer will bear all costs.

14. 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.

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LAKE BOWEN RESERVOIR

- (1) **Margaret S. Blanton**, desires to stabilize the shoreline on Lake Bowen.
- (2) **Rebecca L. Call and Timothy Robert Call**, desire to replace a dock on Lake Bowen.
- (3) **Robert Ernst and Laura A. Ernst**, desire to construct a watercraft lift on Lake Bowen.
- (4) **Carolyn M. Fast**, desires to construct a personal watercraft lift on Lake Bowen.
- (5) **William R. Foster and Nancy R. Foster**, desire to construct a personal watercraft lift on Lake Bowen.
- (6) **Richard A. Genoble, Janet Cash Genoble, Thomas H. Genoble, and Mary Pacolette Genoble**, desire to stabilize the shoreline on Lake Bowen.
- (7) **Russell D. Gray**, desires to construct a hard pathway and shoreline stabilization on Lake Bowen.
- (8) **Gary C. Grigsby and Barbara D. Grigsby**, desire to replace a dock on Lake Bowen.
- (9) **Robert Stephen Harley and Elizabeth H. Harley**, desire to construct a personal watercraft lift on Lake Bowen.
- (10) **Clyde Harriger, Jr., and Donna Harriger**, desire to construct a personal watercraft lift on Lake Bowen.
- (11) **Albert A. Lacour, III and Laura L. Lacour**, desire to stabilize the shoreline on Lake Bowen.
- (12) **Stephen Douglas Noblin and Wanda Clack Noblin**, desire to stabilize the shoreline on Lake Bowen.
- (13) **Randel Roberts and Nancy Roberts**, desire to construct a personal watercraft lift on Lake Bowen.
- (14) **Frank Joachim Schmitt and Melissa Eileen Schmitt**, desire to replace a dock on Lake Bowen.
- (15) **Beverly G. Stigall and Edward David Stigall**, desire to construct a personal watercraft lift on Lake Bowen.

LAKE BLALOCK RESERVOIR

- (1) **William David Bledsoe**, desires to construct a hard pathway on Lake Blalock.

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- (2) **Charles Lea Center**, desires to construct a hard pathway on Lake Blalock.
- (3) **Randall S. Conway and Sheila E. Conway**, desire to construct a dock on Lake Blalock.
- (4) **James D. and Renae R. Loesch**, desire to replace a dock 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) **James Roger Grace and Chrystal Heather Libby**, dock replacement and hard pathway on Lake Bowen.
- (2) **Ryan Frederick McCarty and Christine A. McCarty**, dock replacement, hard pathway, personal watercraft lift, and shoreline stabilization on Lake Bowen.
- (3) **Donald Noble and Kelly Noble**, dock replacement, hard pathway, personal watercraft lift, and shoreline stabilization on Lake Bowen.
- (4) **Randel Roberts and Nancy Roberts**, dock replacement and shoreline stabilization on Lake Bowen.
- (5) **Cindy Coley Yarborough**, dock replacement on Lake Bowen.

LAKE BLALOCK RESERVOIR

- (1) **Edward Andriychuk**, dock replacement and hard pathway on Lake Blalock.
- (2) **Philip Buchanan and Elaina Buchanan**, dock replacement on Lake Blalock.
- (3) **Corbin White and Allison Schweickert**, dock replacement and hard pathway on Lake Blalock.

MUNICIPAL RESERVOIR #1

NONE

15. CHIEF EXECUTIVE OFFICER REPORT

- A.** Mr. Boyle informed the Commission that the generator installed at the R.B. Simms plant is now operational. There are a few things to work through, but the generator is online.

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16. REFERRALS

Mr. Boyle stated that Finance and Administration will have the GFOA Award for the first Popular Annual Financial Report, and procurement bids for the Uniform Program, Bill Print and Mailing, and Stone Materials. Operations will have Old Cowpens (Main Street) Project and the Status of Lead and Copper Rule Triennial Sampling. Engineering will have the Highway 221 Pressure Regulator and the Highway 9 Altitude Valve bids.

17. EXECUTIVE SESSION

The Commission entered into Executive Session in discussion of negotiations incident to proposed contractual arrangements and proposed sale or purchase of property.

I Call to Order

Chairman, John D. Montgomery, called the Executive Session to order.

Mr. Littlejohn moved and Ms. Viney seconded the motion to enter into executive session at 4:11 p.m.

II Executive Session

- A.** Discussion of negotiations incident of proposed sale or purchase of property.
- B.** Discussion of negotiations incident to proposed contractual arrangements regarding wholesale water service.

III Adjourn

Mr. Littlejohn moved and Ms. Viney seconded the motion to come out of executive session at 4:45 p.m.

Mr. Montgomery noted that no action was taken.

18. ACTION ITEMS FROM EXECUTIVE SESSION

The Commission took action on items discussed in Executive Session regarding discussions of negotiations incident to proposed contractual arrangements and proposed sale or purchase of property.

- A.** Discussion of negotiations incident of proposed sale or purchase of property.

Mr. Montgomery, Chairman, called for a motion on the following:

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- authorize and approve of the transactions contemplated by the Real Estate Exchange Agreement ("REEA") discussed in Executive Session
- authorize Guy Boyle as Chief Executive Officer and acting alone to execute the REEA and the execution of all documents necessary to effectuate the transactions contemplated therein specifically including any deeds or easements as discussed in Executive Session
- authorize Guy Boyle acting alone to (i) take such further action in connection with the transactions contemplated by the REEA and the above resolutions and (ii) to execute and deliver such agreements, instruments, certificates, documents or papers in the name and on behalf of the Commissioners of Public Works of the City of Spartanburg ("SWS") or otherwise as he may determine (such determination to be conclusively evidenced by the taking of such action or the execution of such instruments as the case may be) to be advisable or appropriate to carry out the intent of the REEA and the foregoing resolutions or to further any of the matters or transactions referred to in or contemplated by the REEA or approved or authorized by the foregoing resolutions or to be in the best interest of the SWS
- approve, authorize, ratify and confirm any action taken by any officers of Spartanburg Water System relative to the REEA and the transactions contemplated thereby prior to the adoption of these resolutions

Mr. Littlejohn moved and Ms. Viney seconded the motion to authorize Guy Boyle, Chief Executive Officer, to act on the behalf of the Commission authorizing all of the statements above. The motion passed unanimously.

B. Discussion of negotiations incident to proposed contractual arrangements regarding wholesale water service.

Mr. Montgomery, Chairman, called for a motion on the following:

- authorize Guy Boyle as Chief Executive Officer and acting alone to execute the wholesale water services agreement extension with Meansville-Riley Road Water Company through December 31, 2025.

Mr. Littlejohn moved and Ms. Viney seconded the motion to authorize Guy Boyle, Chief Executive Officer, to execute the wholesale water services agreement extension with Meansville-Riley Road Water Company through December 31, 2025. The motion passed unanimously.

Mr. Montgomery, Chairman, called for a motion on the following:

- authorize Guy Boyle as Chief Executive Officer and acting alone to execute the wholesale water services agreement with Liberty-Chesnee-Fingerville (LCF) Water District to take effect July 1, 2026, and be in effect through June 30, 2036.

Mr. Littlejohn moved and Ms. Viney seconded the motion to authorize Guy Boyle, Chief Executive Officer, to execute the wholesale water services agreement with Liberty-Chesnee-Fingerville (LCF) Water District to take effect July 1, 2026, and be in effect through June 30, 2036. The motion passed unanimously.

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19. ADJOURNMENT

Meeting adjourned at 4:47 p.m.

Camlyn M. Cole
Secretary-Treasurer

tbh