

MINUTES

The Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 299 N. Church Street, Spartanburg, SC, December 3, 2019, at 3:30 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. APPROVAL OF MINUTES OF REGULAR MEETING OF OCTOBER 30, 2019

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

2. MONTHLY FINANCIAL REPORT

Newt Pressley presented a financial summary of SWS expenditures and revenues for the four-month period ending October 31, 2019. An explanation was provided for the favorable and unfavorable budget variances.

The above was provided as information to the Commission.

3. COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR FISCAL YEAR ENDING JUNE 30, 2019

Karyn Lemon of McAbee, Schwartz, Halliday & Company reviewed the Comprehensive Annual Financial Report and communication letter for SWS with the Commission and offered an unmodified audit opinion for fiscal year ending June 30, 2019, in accordance with generally accepted accounting principles. Ms. Lemon noted that the Comprehensive Annual Financial Report and communication letter for SWS was reviewed with Ms. Viney, SWS Audit Reviewer, in a recent meeting. The meeting went well and it was a good report.

The above was provided as information to the Commission.

4. PROPOSED 2020 COMMISSION MEETING SCHEDULE

| | |
|-----------------------|----------------------------|
| January 28 | February 25 *UMC Feb 25-28 |
| March 24 | April 28 |
| May 26 | June 23 |
| July – No Meeting | August 25 |
| September 22 | October 27 |
| November – No Meeting | December 1 |

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The Commission agreed to meet on January 28, 2020, and to vote on the remaining monthly meetings at that time.

5. WATERSHED ECOLOGY CENTER GRANT PROPOSAL

The Watershed Ecology Center's mission is to collect, analyze, and disseminate sound scientific information on the ecology of the region. Special emphasis is placed on water conservation, watershed education, water quality, and the study of organisms living in the area encompassed by a watershed. All of the Watershed Ecology Center's educational programming meets state standards and incorporates hands-on learning activities. Last year, programs that focus on water served over 26,000 students with presentations throughout Spartanburg County. The success of last year represents an increase of 2,000 additional students from the previous year.

The Watershed Ecology Center's annual goal for 2020 is to reach 28,000 K-8 students through watershed based educational programming and they are planning to expand their impact to students and educators with additional resources. In addition to the many classroom programs, the Watershed Ecology Center offers other programs to promote watershed awareness by offering certification in Adopt-A-Stream program basics as well as a program aimed to develop certified trainers. During 2020, the Adopt-A-Stream program will have additional focus for its certified participants, including increased monitoring in the upper regions of the Pacolet River Watershed.

Building on the success of their program to promote watershed learning for educators, they will facilitate teacher success in the classroom by providing tools to incorporate more hands-on education of science and math. This will compliment their teacher certification program in elementary schools and will provide teachers an in-depth understanding of the natural world and provide them guidance on the use of STEM tools to support their curriculum for students. The continuation of this watershed focused certification initiative will expand teacher knowledge of the aquatic world and equip them to explain it to their students.

In an effort to engage students in an impactful and innovative way, the Watershed Ecology Center plans to develop a virtual reality curriculum that supplements student's learning and understanding of the natural world. With this new technology, the Watershed Ecology Center intends to bring interactive programs and concepts into the classroom such as virtual water and wastewater treatment plant tours, tropical rainforest demonstrations, etc. During 2020, the Watershed Ecology Center plans to launch this virtual reality program on a small, pilot scale level with the hope to expand its reach in subsequent years.

Management recommended the approval of targeted funding for the aforementioned K-8 educational programs and watershed based program initiatives offered by the Watershed Ecology Center in the amount of \$22,000, with an equal allocation of \$11,000 of the funding from SWS and \$11,000 of the funding from SSSD. Funding will be allocated from SWS and SSSD operating funds.

Ken Tuck, Drinking Water Treatment Manager, reviewed the Watershed Ecology Center's Grant Proposal and stated special emphasis will be placed on water conservation, watershed education, water quality, and the study of organisms living in the area encompassed by a watershed. All of the Watershed Ecology Center's educational programming meet state standards and incorporates hands-on learning activities. Last year, programs that focused on water served over 26,000 students with presentations throughout Spartanburg County. The Watershed Ecology Center's annual goal for 2020 is to reach 28,000 K-8 students through watershed based educational programming. During 2020, the Adopt-A-Stream program will have additional focus for its certified participants, including increased monitoring in the upper regions of the Pacolet River Watershed. The Watershed Ecology Center plans to develop a virtual reality curriculum that supplements students learning and understanding of the natural world by bringing interactive programs and concepts into the classroom such as virtual water and wastewater treatment plant tours and tropical rainforest demonstrations.

Mr. Littlejohn moved and Ms. Viney seconded the motion ratify the action taken in the SSSD meeting to approve management's recommendation for the approval of targeted funding for the aforementioned K-8 educational programs and watershed based program initiatives offered by the Watershed Ecology Center in the amount of \$22,000, with an equal allocation of \$11,000 of the funding from SWS and \$11,000 of the funding from SSSD. Funding will be allocated from SWS and SSSD operating funds. The motion passed unanimously.

6. WATER QUALITY REPORT

Bobby Walden stated during the month of November Geosmin values ranged from 6.8-13 parts-per-trillion and MIB values range from 12-48 parts-per-trillion in the raw water sampling taken at the intake structure. At the point-of-entry into the distribution system Geosmin was less than detect and MIB ranged from 3-11 parts-per-trillion. Raw water temperature dropped from 19 degrees Celsius (66 degrees Fahrenheit) to 12 degrees Celsius (54 degrees Fahrenheit). Historically data has shown that water temperature at 12 degrees Celsius or below, algae less likely to produce taste-and-odor compounds. Since the October 17 application, only one Taste-and-Odor complaint has been received within the Customer Service Call Center.

Mr. Walden said there has been some question regarding the possibility of lake level drawdown. Management has evaluated the predicted long-term weather patterns and models from various agencies and directly contacted the South Carolina State Climatology Office. Based on the predicted higher than normal temperatures and average to less than average precipitation, management does not plan to drawdown SWS reservoirs in 2019/2020. Management desires to be at full capacity in the spring when demands increase. During the months of September and October 2019 we experienced higher than normal temperatures and a moderate drought that dropped the level at Lake Bowen over one foot.

Mr. Walden stated that during public comment at the last Commission meeting on October 30, 2019, a lake resident expressed concern over the

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health of the fish in Lake Bowen. Management contacted SCDHEC and SCDNR on October 31, 2019, to relay these comments. Just a reminder that SCDNR is responsible for fish, fishing, and fishing regulations in the state of South Carolina, which is why SWS contacted them. SWS requested a field observation and sampling be completed by SCDNR. In addition, SWS did follow up with the resident and keep them informed. On November 7, 2019, SCDNR conducted the sampling survey on the upper and lower ends of the lake. SWS issued a lake alert to notify residents that SCDNR was going to be performing the sampling survey that day. SWS received the results from SCDNR on December 2, 2019, and according to their findings, all game fish appear to be healthy. SWS does appreciate the quick response by SCDNR and their continued support. Any resident wishing to have additional information are invited to contact SCDNR directly.

Charlie Logue, Special Projects Manager, stated that Doug Baughman, Associate VP and Senior Water Resource Scientist from Hazen and Sawyer, will provide an overview of the work that Hazen and Sawyer has completed between the Fall of 2016 through the Spring of 2018 to help SWS develop the Watershed Based Plan for nutrient reduction in Lake Bowen, Reservoir #1, and the South Pacolet River Watershed. There were some questions during public comment at the last Commission meeting on October 30, 2019, regarding the Watershed Based Plan, so SWS has asked Mr. Baughman to provide this overview.

Mr. Baughman stated the reason SWS began this process was because in 2015 taste and odor issues were experienced. In order to address these water quality needs there was some water quality improvements that needed to be made and potentially get 319 Grant funding from SCDHEC. In order to get grant funding, SWS had to have a Watershed Based Plan completed according to EPA guidance. He reviewed the timeline noting the taste and odor complaints in 2015, the oxygenation system was installed in 2016, in early 2017 SCDHEC asked if SWS would be interested in applying for the grant, in late 2017 to early 2018 a plan was developed. As part of that process, there was a stakeholder survey and meeting conducted in 2018 to receive feedback regarding the watershed, and then in 2019 SWS began implementing the recommendations of the plan. The purpose of the plan, or the primary goals of it, are to reduce nutrient runoff in the South Pacolet River Watershed and to improve nutrient conditions within Lake Bowen and Municipal Reservoir #1. The plan had to include EPA's guidelines for SWS to receive the grant. There are nine specific components: identify sources of pollutant and their causes, estimate load reductions from management measures, plan management measures to achieve load reduction, identify funding and technical assistance needed, strategize a public outreach and education effort, develop a timeline for implementing NPS measures, describe milestones for keeping plan on track, determine criteria to gauge the effectiveness of the plan in the future, and detail a monitoring strategy measured against the criteria to see how effective the plan is. The plan development approach consists of four areas: review watershed data, identify sources of impairment, estimate pollutant loading, and identify improvement strategies. When reviewing the plan and strategies, it is important to note that this is a 25-year plan. These watershed studies identify strategies that take a long time to implement. SWS is focusing on

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the low hanging fruit initially and will continue to implement adaptive management strategies.

Mr. Logue stated the Watershed Based Plan is a 25-year plan laid out into 5-year increments. SWS is in the first increment of 2018-2023. The plan has 14 specific activities scheduled in the first increment and SWS has worked on seven of those. Those seven are: conduct an analysis to identify and prioritize specific improvement opportunities throughout watershed, designate key partners to engage and potentially assist implementation efforts, review local ordinances and identify potential revisions that would benefit water quality, facilitate stakeholder meetings to gain input on watershed needs and potential improvement efforts, expanded monitoring program to evaluate the effectiveness of watershed improvements, identify potential for elimination of point and non-point sources of pollution within watershed, and seek partnering opportunities to provide input on implementation efforts. Mr. Logue stated that it is important for SWS to track and share these results. There was a comment at the last Commission meeting on October 30, 2019, during public comment that SWS had not shared the plan information with stakeholders. Management wanted to provide an update on this plan and will continue to communicate information regarding it through various forms of education like Healthy Lakes newsletters, social media, and the SWS website.

The above was provided as information to the Commission.

7. REPORT ON DRINKING WATER RESERVOIRS

Ms. Schneider stated that at the October 30, 2019, meeting the Commission approved the Lake Bowen Reservoir Policies and Procedures document effective October 31, 2019. This streamlines the irrigation plan and the policies and procedures into one document. It is posted on the website and hard copies are available at the warden's office. There are a few things that SWS wanted to start doing based on feedback from property owners over the last few years stating they weren't aware that SWS owned the property around the lake, so SWS has started notification to the real estate agents on a quarterly basis to make sure they know where the lake rules are and give them information; as well as real estate attorney's.

Ms. Schneider noted that land permits continue to increase and there have been 1,368 issued. The Press Pause Program ended December 1, 2019. There were 681 that signed up. Ms. Schneider thanked everyone that helped to share the message and get the word out about the program.

Mr. Littlejohn asked if 681 was a good number. Ms. Schneider stated that there are 1,200 adjoining property owners and 681 is more than 50%. This number would allow SWS to presume there are a lot of property owners that have their permits. SWS has certainly communicated and reached out to communicate with property owners. Ultimately, it is the property owners responsibility to ensure they have all of their permits for improvements on SWS property. One of the things that was a help was the building in of transferring those permits to the next owner. A lot of people expressed their concern of not knowing if their permits and license would transfer to the next owner to use. If a property owner has a permit or license, and the new

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owner comes in within the time period – which is why SWS is notifying real estate agents – the permits and license can transfer to the new owner.

Ms. Schneider noted that SWS continues to communicate to adjoining property owners through the Healthy Lakes newsletters, as well as social media and the SWS website. Some things on the horizon are Irrigation Permit Renewals will begin on December 1, Watercraft Permits will be mailed mid-March and begin March 15, 2020. The Portable Fire Ring Program will not require a renewal. Annual dock inspections were completed in November. There will be 23 dock owners in the 2020 program to bring the docks up to maintained and safety standards.

Ms. Viney asked if SWS has any idea how many should have and did not participate in the Press Pause Program. Ms. Schneider stated SWS does not know that, and will not know it until you open up someone's file. For example, if there is a nonconforming item, like SWS does not issue permits for multiple docks, so if someone has multiple docks then they should have been in Press Pause or already had permits. In the case of a boat ramp, that would be the same thing as a nonconforming item that SWS no longer permits. So those with boat ramps that want it to transfer to the new owner should have been in Press Pause if they did not already have a permit. SWS won't know, but management does feel the 14 month program was successful.

The above was provided as information to the Commission.

8. SUMMARY CHANGE ORDER – FOSTER MILL CIRCLE PHASE II WATERLINE INSTALLATION PROJECT

The Foster Mill Circle Phase II Waterline Installation Project is now complete. The project was installed by NWF Industries of Lexington, SC and included approximately 2,080 linear feet of 8-inch ductile iron pipe. The project was a participation project to extend water service along Foster Mill Circle. *Change order No. 1* - was the Summary Change Order for a \$2,625 decrease to the contract price for adjustment of the unit quantities based on actual work done. This change order was executed as per current water system policy.

The Financial summary of the project construction is as follows:

| | |
|--|-------------------|
| Construction Contract | \$ 100,505 |
| Change Order No.1- adjustment of the unit quantities based on actual work done | <u>\$ (2,625)</u> |
| Final Contract Amount | \$ 97,880 |

The above was provided as information to the Commission.

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9. SUMMARY CHANGE ORDER – R.B. SIMMS AND MYLES W. WHITLOCK WATER TREATMENT FACILITY LIME SILO DEMOLITION

The R.B. Simms and Myles W. Whitlock Water Treatment Facility Lime Silo Demolition Project is now complete. The project was completed by Target Contractors of Ladson, SC and included the demolition of one existing lime silo at the R.B. Simms Water Treatment Facility and two existing lime silos at the Myles W. Whitlock Water Treatment Facility.

Change order No. 1 - was the Summary Change Order for a \$2,500 decrease to the contract price for adjustment of the unit quantities based on actual work done. This change order was executed as per current water system policy.

The Financial summary of the project construction is as follows:

| | |
|--|-------------------|
| Construction Contract | \$ 146,500 |
| Change Order No.1- adjustment of the unit quantities based on actual work done | <u>\$ (2,500)</u> |
| Final Contract Price | \$ 144,000 |

The above was provided as information to the Commission.

10. 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. Inside City Private Fire Service Agreement

(1) Kosch and Gray Apartments

Kosch and Gray Apartments, along with an unnamed retail tenant, located at 158 East Main Street in Spartanburg, SC, wishes to connect a 6-inch water line to the Commission's 8-inch water line along East Main Street to serve a private fire protection system for the above-mentioned commercial venture. Champion Investment Corp. wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$148.76

B. Inside City Water Main Extension Agreement

(1) Morgan Silver

Terranova Group is developing the Morgan Silver Subdivision. This development will consist of 29 residential lots, approximately 655 LF of 6-inch water main, and one hydrant. The developer will bear all costs.

C. Outside City Water Main Extension Agreements

(1) Addison Place

Mark III Properties, LLC is developing Addison Place. This development will consist of 127 townhouse units, approximately 468 LF of 6-inch water main, 1,775 LF of 4-inch water main, and two hydrants. The developer will bear all costs.

(2) Greene Creek Apartments

Greene Creek Townhomes, LLC is developing Greene Creek Apartments. This development will consist of 85 apartment units, approximately 64 LF of 6-inch water main, and one hydrant. The developer will bear all costs.

D. Lake Agreements

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

- (1) Phillip E. Roper** desires to construct a dock and soft pathway on Lake Blalock.
- (2) Christopher Wall and Sherry Wall** desire to construct a boat lift on Lake Blalock.
- (3) Bradley W. Appier and Constance R. Appier, Trustees in Interest of the Bradley W. Appier and Constance R. Appier Living Trust dated July 9, 2015,** desire to stabilize the shoreline on Lake Bowen.
- (4) Karin Krussig** desires to construct a dock and replace a dock on Lake Bowen.
- (5) Todd A. Picou** desires to construct a boat lift and replace a dock on Lake Bowen.
- (6) Janis D. Reese** desires to replace a dock on Lake Bowen.
- (7) Marty R. and Lori J. Robbins** desire to construct a boat lift, replace a dock, and stabilize the shoreline on Lake Bowen.
- (8) Timothy D. Robinson and Deborah A. Robinson,** desire to construct a dock on Lake Bowen.
- (9) Daniel B. Visser and Helena J. Visser** desire to construct a soft pathway on Reservoir 1.

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

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- (1) **Daniel B. Visser and Helena J. Visser**, dock replacement on Reservoir 1.
- (2) **Patrick T. Smith and Jamie S. Smith**, soft pathway and dock replacement on Lake Blalock.
- (3) **Russell D. Gray**, two hard pathways on Lake Bowen.
- (4) **James D. Ledford**, two personal watercraft lifts, and boat lift on Lake Bowen.
- (5) **George N. Psillas and Judy B. Psillas**, boat ramp, boat lift, and soft pathway on Lake Bowen.
- (6) **John R. Scott and Janice O. Scott**, soft pathway on Lake Bowen.
- (7) **David L. and Diane M. Walsh**, dock replacement on Lake Bowen.
- (8) **James K. Lee**, hard pathway, boat lift, and personal watercraft lift on Lake Bowen.
- (9) **David F. Arpin and Dana R. Arpin**, boat ramp, dock replacement, and shoreline stabilization on Lake Bowen.
- (10) **Richard W. and Margene S. Petty**, boat ramp, hard pathway, dock replacement, and shoreline stabilization on Lake Bowen.
- (11) **James E. and Margie J. Hembree, Sr.**, shoreline stabilization on Lake Bowen.
- (12) **Howard M. Brink and Nancy P. Brink**, hard pathway and shoreline stabilization on Lake Bowen.
- (13) **J. Warren Snead and Cynthia H. Snead**, dock replacement and shoreline stabilization on Lake Bowen.
- (14) **Margaret S. Blanton**, dock replacement on Lake Bowen.
- (15) **Thomas F. Huggins**, fire ring, hard pathway, soft pathway, and shoreline stabilization on Lake Bowen.
- (16) **Russell T. and Pamela H. Mathis**, personal watercraft lift on Lake Bowen.
- (17) **Todd A. Terrell and Leslie M. Terrell**, boat ramp and shoreline stabilization on Lake Bowen.
- (18) **Randolph W. Kellner**, fire ring and shoreline stabilization on Lake Bowen.

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- (19) **Philip W. Hodge and Katherine T. Hodge**, boat ramp and shoreline stabilization on Lake Bowen.
- (20) **Alesia Elizabeth Martin**, boat ramp on Lake Bowen.
- (21) **Gregory Dunlap Googer and Kathryn S. Googer**, boat lift, dock replacement, and shoreline stabilization on Lake Bowen.
- (22) **Glenn G. Reese, Sr. and Janis D. Reese**, boat ramp, dock replacement, and shoreline stabilization on Lake Bowen.
- (23) **Johnny R. Greene and Cynthia Harvey Greene**, shoreline stabilization on Lake Bowen.
- (24) **Donald A. Carrigan and Lisa A. Carrigan**, personal watercraft lift on Lake Bowen.
- (25) **Carmen R. Yahres**, boat ramp on Lake Bowen.
- (26) **Joni J. Canterbury**, fire ring, two dock replacements, and soft pathway on Lake Bowen.
- (27) **Leslie A. Casterline and Gayle L. Casterline**, dock replacement on Lake Bowen.
- (28) **Michael Joseph Enright and Susan L. Enright**, two hard pathways, two dock replacements, shoreline stabilization, and boat lift on Lake Bowen.
- (29) **Frances M. Cubitt, Trustee of the Frances M. Cubitt Revocable Trust**, hard pathway, dock replacement, and shoreline stabilization on Lake Bowen.
- (30) **Arlon Keith Dye and Belinda H. Dye**, personal watercraft lift on Lake Bowen.
- (31) **James Warren Snead and Joel Gibson Snead, Trustees of the Snead Family Irrevocable Trust dated January 29, 2013**, shoreline stabilization and dock replacement on Lake Bowen.

Encroachment Agreements

All paperwork, surveys, etc., have been completed and the encroachment agreement has been recorded.

- (1) **Frances M. Cubitt, Trustee of the Frances M. Cubitt Revocable Trust**, encroachment on Lake Bowen.

The above was provided as information to the Commission.

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11. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS

- A.** Ms. Schneider noted that the Choose Tap team attended the 5th Annual Hub City Brew Fest on November 16. The Oasis was the exclusive water provider. The team handed out insulated cups, water bottles, and bottle openers with the Great Water Great Beer initiative launched by the communications group.

Meeting adjourned at 4:35 p.m.

G. Newton Pressley
Secretary-Treasurer

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