

MINUTES

The Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 299 N. Church Street, Spartanburg, SC, February 26, 2019, at 4:00 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. APPROVAL OF MINUTES OF REGULAR MEETING OF JANUARY 22, 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 seven-month period ending January 31, 2019. An explanation was provided for the favorable and unfavorable budget variances.

The above was provided as information to the Commission.

3. ELECTION OF VICE CHAIRPERSON

Mr. Littlejohn moved and Mr. Montgomery seconded the motion to nominate Ms. Viney as Vice Chair. The motion passed unanimously.

4. WATER QUALITY REPORT

Bobby Walden provided an update on water quality for Lake William C. Bowen and Municipal Reservoir #1.

Mr. Walden stated laboratory results for taste and odor compounds from samples taken at the Simms Intake-Structure during February 2019 continue to show low levels of Geosmin ranging from 3.2 PPT's to 3.8 PPT's and MIB <2.0 PPT's (less than detect). These results are from raw water sampling prior to any water treatment or filtration. The average threshold for human detection is approximately 15 parts-per-trillion. Algae count continues to remain low at all sampling locations.

Spartanburg Water System initiated a lake drawdown on December 1, 2018, with plans to continue through February 2019. The targeted range of the drawdown is 2 ½ - 3 feet below full pool elevation in each reservoir to allow adjoining property owners to perform routine maintenance on their docks and walkways.

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Due to extremely wet weather and our most recent rain event, Lake Bowen remains slightly above full pool and Lake Blalock is approximately 3' below full pool.

Various adjoining property owners have requested an extension of the drawdown period to perform routine maintenance. Staff has evaluated the extended weather forecasts from various weather agencies and the forecast is for above average rainfall over the next three months.

In addition, staff discussed extending the drawdown period with South Carolina Department of Natural Resources and they have requested for the lakes to return to normal operating levels on or before April 1, 2019, to ensure no disruption of conditions during fish-spawning season.

Spartanburg Water System has made the decision to extend the drawdown period from March 1 to March 17, 2019.

On March 18, 2019, staff will make the necessary adjustments to return the lakes to full pool status to meet the April 1, 2019, request.

The above was provided as information to the Commission.

5. REPORT ON DRINKING WATER RESERVOIRS

Sue Schneider provided an update on activities with the drinking water reservoirs. Ms. Schneider noted that Land Permits continue to increase and there have been 471 permits issued through February 20, 2019. This count does include irrigation permits.

Ms. Schneider reviewed the Land Access Agreement status. SWS has eliminated the Private Structure Agreement and created one universal document that will be used at SWS reservoirs to allow access to SWS property: Land Access Agreement (LAA). It addresses all the concerns heard during the Listening Sessions from SWS stakeholders. It clarifies the conditions to access SWS property for both the adjacent property owner and SWS. It will be in the chain of title so that the next property owner knows they will also have to sign a LAA with Spartanburg Water. This document will be the baseline permit for access to SWS property around all of the reservoirs.

Ms. Schneider stated that the Let's Press the Pause Button Program was designed from the comments received at the Listening Sessions with Lake Bowen residents. It is designed to allow all existing improvements, semi-permanent and permanent structures already below the 827'MSL to remain in place if the adjoining property owner participates in the Press Pause Program. This program is a limited one time period for 14 months to work with SWS staff and establish a baseline for each adjoining property that participates – October 1, 2018 through December 1, 2019. Adjoining property owners who participate can have confidence that their investments are recognized, appreciated and secured for the future. To date 124 adjoining property owners have signed up. As the permitting process continues and the summer months approach, staff feels SWS will continue

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to be able to have dialogue with property owner's and they will continue to participate.

Ms. Schneider noted that since the Fall of 2018, management has been working together with SWS stakeholders on docks that have fallen into disrepair. To date, only four SWS stakeholders have been nonresponsive and SWS has scheduled these docks for removal. 50 docks have been repaired or replaced. 51 SWS stakeholders were granted an extension until April 30 to complete the work or remove the dock from the lake.

Ms. Schneider stated that SWS is working on residential structure encroachments, which are situations where the house or a portion of the house is on Spartanburg Water System property. SWS will offer an Encroachment Agreement that allows the structure to remain in place. 106 encroachments have been identified to date around Lake Bowen. 34 encroachment agreements have been signed and filed in the chain of title; 61 are in various stages of the process; 11 are in queue to begin notification.

Ms. Schneider stated that surveyors are working to verify, reset or replace the 41 existing monuments at Lake Bowen. In addition, they are establishing 42 new monuments at Lake Blalock and establishing 12 new monuments at Reservoir #1. The work at Lake Bowen should be complete within the next two weeks and the survey team will move to Reservoir #1.

Ms. Schneider noted that at the January 22 Commission meeting, the Commission approved an expansion of Municipal Reservoir #1 Regulations. All adjoining property owners were mailed a copy of the Municipal Reservoir #1 rule changes. There are six property owners with irrigation pumps that will be advised to remove the irrigation equipment. Staff will develop Municipal Reservoir #1 Dock/Structure License and Land Access Agreements. Staff will notify the 12 adjoining property owners with docks or structures of the process to apply for a License. Staff will develop a Permit Process for buffer improvements and access for a 4' path.

Also, at the January 22 Commission meeting, the Commission voted to expand the regulations to include a policy for portable fire rings at Lake Bowen and Lake Blalock. All adjoining property owners were mailed a copy of the new Portable Fire Ring Policy and a notification letter explaining the new policy and instructing them how to comply.

Ms. Schneider stated that boating permit renewals begin on March 15. There will be 3,946 letters mailed to renew 6,237 permits on March 14. Adjoining property owners on Lake Bowen and Lake Blalock with boat permits will receive a notice that a signed Land Access Agreement will be required for the 2020 renewals. A Press Pause reminder postcard will go out with renewal letters for Lake Bowen adjoining property owners. A new Healthy Lakes Newsletter will go out in a few weeks as well.

Ms. Schneider shared that SWS is continuing to have challenges, and these specific problems in the buffer area have just occurred since the first of the year. SWS has had situations on Lake Bowen where trees have been trimmed and damaged without a vegetation permit. One property owner cut a tree on their property, took it to SWS property, and created a fire pit, while

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leaving debris and trash in the buffer area. Another property owner cleared in the buffer zone without a vegetation permit on Lake Bowen. On Municipal Reservoir #1, there has been trees cut and left fallen into the reservoir. At Lake Blalock, a property owner had their property surveyed, but continued to cut trees and clear in the buffer area, even when their property was clearly identified.

Ms. Schneider noted that management will bring a proposed change to the Policies and Procedures for Use of Water Supply Reservoirs, Updated May 2017 to the March 26 Meeting. This will be regarding engineer prepared dock drawings. Staff has a Professional Engineer preparing dock drawings and specifications for new and replacement structures on Lake Bowen and Lake Blalock. Upon acceptance by the Commission, these drawings and specifications will eliminate the requirement for the adjoining landowner to submit engineered drawings, currently required for Type C Docks.

The above was provided as information to the Commission.

6. AQUATIC PESTICIDE APPLICATION REQUEST FOR QUALIFICATIONS

Qualifications were received on February 12, 2019, in response to a Request for Qualification (RFQ) that will allow SWS to compile a list of pre-qualified vendors to recommend, apply, and manage, aquatic pesticide applications for SWS drinking water reservoirs on an as needed basis. The pre-qualified vendors will be called upon to submit competitive bids or proposals when there is a need to address water quality issues in any of the SWS reservoirs. This alternative delivery method will expedite the competitive bidding process and allow water quality issues to be addressed quickly while maintaining value and professional service.

Responses were received from five vendors. A committee evaluated each response. Responses were scored based on the following criteria: (1) Previous Experience including applications on large public water bodies with drinking water intakes; (2) Qualifications including proper licensing and certification in the State of South Carolina; (3) Approach including the type of technology and equipment used as well as risk management plans and quality control programs; (4) MWBE utilization; and (5) Community Benefit Program.

After careful evaluation, management recommended approval of each of the following respondents to be selected as pre-qualified vendors:

Estate Management Services, Inc.
Brunswick, GA

Aqua Services
Guntersville, AL

Aquatic Control
Seymour, IN

Bids or proposals will be solicited from each of the pre-qualified vendors on an as-needed basis for a period not to exceed 24 months. Funding is available through the SWS operating budget.

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Ms. Schneider stated that on occasion an aquatic pesticide application is needed for SWS drinking water reservoirs. This RFP was to compile a list of pre-qualified vendors to recommend, apply, and manage, aquatic pesticide applications for SWS drinking water reservoirs on an as needed basis. The pre-qualified vendors will be called upon to submit competitive bids or proposals when there is a need to address water quality issues in any of the SWS reservoirs.

Ms. Viney moved and Mr. Littlejohn seconded the motion to approve management's recommendation to approve each of the pre-qualified Vendors stated above. The motion passed unanimously.

7. PROFESSIONAL SERVICES FOR ALGAE MANAGEMENT AND MONITORING PLAN REVIEW

A scope of Professional Services has been solicited from Hazen and Sawyer to provide review of current algae management and water quality monitoring strategies, algae and aquatic plant management options, and provide technical support for the management of algae in the drinking water supply reservoirs, including developing updated monitoring and management plans.

The scope of work includes:

- Review of the current algae management and monitoring plans
- Comprehensive data review
- Source water assessment
- Review algaecide products and application techniques
- Provide algaecide prescriptions
- Review existing water quality monitoring plans and make recommendations for improvement
- Submit algae management and monitoring plan and conduct review meeting

The South Carolina Department of Natural Resources (SCDNR) has provided staff information about alternative algaecides that Spartanburg Water may want to evaluate for our drinking water reservoirs due to their efficacy and compatibility with aquatic ecosystems. Part of the scope of work that Hazen and Sawyer will perform includes an evaluation of the appropriateness of five algaecide products and associated application techniques for control of observed target species within Lake Bowen and Municipal Reservoir #1. Potential applicable algaecide products will be screened, with information provided to describe each acceptable algaecide product based on unique characteristics of our source water system(s).

The scope of work will also outline decision metrics based on water quality parameters and target organisms or plants to determine which product is appropriate for a particular water quality condition or application period. Hazen and Sawyer will then provide algaecide application prescriptions depending on the target species, water quality in the reservoir and atmospheric conditions.

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Management recommended that the Chief Executive Officer be authorized to enter into Work Authorization No. 2 with Hazen and Sawyer in the amount of \$81,300 for Professional Services to be performed under an existing “Master Agreement” (dated February 26, 2016). The project will be funded through the operating funds.

Ms. Schneider stated that as SWS has continued to look at the ecology of the lake and for ways to improve the ecology; management would like to recommend obtaining a scope for Professional Services to be provided by Hazen and Sawyer. Hazen and Sawyer will provide a review of current algae management and water quality monitoring strategies, algae and aquatic plant management options, and provide technical support for the management of algae in the drinking water supply reservoirs, including developing updated monitoring and management plans.

Mr. Littlejohn moved and Ms. Viney seconded the motion to authorize the Chief Executive Officer to enter into Work Authorization No. 2 with Hazen and Sawyer in the amount of \$81,300 for Professional Services to be performed under an existing “Master Agreement” (dated February 26, 2016). The motion passed unanimously.

8. PROFESSIONAL ENGINEERING SERVICES – VAUGHN CREEK RAW WATER LINE REPLACEMENT PROJECT PHASE 2

The Landrum WTP Critical Asset Study, prepared by W.K. Dickson (WKD) in November 2014, recommended the replacement of 9,100 LF of the existing 8-inch water line, which delivers raw water from the Vaughn Creek Pump Station to the Landrum WTP. WKD has completed Phase 1 of the project that included a detailed survey of the route of the existing water line.

Shortly after completing Phase 1 of this project, WKD recommended that Spartanburg Water System (SWS) apply for a Rural Infrastructure Association (RIA) grant that could provide funds for a portion of the remaining design and construction, which is estimated at \$1,515,800. WKD assisted SWS with the grant application; and SWS received an award notification of a \$500,000 grant for the project in November 2018.

WKD has submitted a proposal to complete Phase 2 of this project, which includes a hydrologic and wetland impact evaluation of the area, design, permitting, and construction oversight of the raw water line replacement.

Management recommended the approval of the proposal from W.K. Dickson, Inc., to complete Phase 2 of the project in the not-to-exceed amount of \$179,000. This project will be funded through 2017 bond funds.

Gene Jackson reviewed Phase 2 of the Vaughn Creek Raw Water Line Replacement Project. Mr. Jackson noted that WKD recommended SWS apply for a RIA grant that could provide funds for a portion of the remaining design and construction, which is estimated at \$1,515,800. WKD assisted SWS with the grant application; and SWS received an award notification of a \$500,000 grant for the project in November 2018.

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Ms. Viney moved and Mr. Littlejohn seconded the motion to approve management’s recommendation of the proposal from W.K. Dickson, Inc., to complete Phase 2 of the project in the not-to-exceed amount of \$179,000. The motion passed unanimously.

9. RECEIPT OF BIDS – BLACKMAN CIRCLE WATERLINE INSTALLATION PROJECT

Bids were received on February 12, 2019, for the Blackman Circle Waterline Installation Project. The project consists of the installation of approximately 1,945 LF of 6-inch ductile iron pipe, and related appurtenances. Five contractors obtained the bid documents for the project and four contractors submitted a bid. The bids were as follows:

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
NWF Industries, LLC Lexington, SC	\$106,585.00
Double R Utilities, Inc. Gaffney, SC	\$109,206.51
Piedmont Utility Group, Inc. Mooresboro, NC	\$135,469.67
Payne, McGinn, & Cummins, Inc. Travelers Rest, SC	\$137,051.00
Engineer’s Estimate	\$116,400.00

Management recommended awarding the contract to the lowest responsive bidder, NWF Industries, LLC of Lexington, SC based on their bid of \$106,585. This project is being funded partially by outside participation fees in accordance with the SWS Participation Policy and SWS capital funds.

Gene Jackson reviewed the Blackman Circle Waterline Installation Project.

Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management’s recommendation to award the contract to the lowest responsive bidder, NWF Industries, LLC of Lexington, SC based on their bid of \$106,585. The motion passed unanimously.

10. LAKE BOWEN DAM SAFETY BARRIER PROJECT – PROJECT SUMMARY

The Lake Bowen Dam Safety Barrier Project is complete. The project was installed by Henley’s Construction of Cheraw, SC, and included the installation of approximately 640 feet of safety barrier across Lake Bowen at the dam, including 20 “Dam Ahead” warning signs, extending from shoreline to shore line in front of the dam. The project provides additional visibility and safety adjacent to the Lake Bowen Dam, and will help mitigate safety risks associated with the public as they recreate on Lake Bowen. There were no change orders on the project, and the final contract amount was \$74,900.

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Gene Jackson provided the Commission with a summary of this completed project, including a video of the area.

The above was provided as information to the Commission.

11. R.B. SIMMS CONTINUOUS SLUDGE REMOVAL – SUMMARY CHANGE ORDER

The R.B. Simms Continuous Sludge Removal Project is now complete. The project was installed by Dellinger, Inc., of Monroe, NC, and included the rehabilitation of eight sedimentation basins to provide new continuous sludge collection equipment and also installation of new collection equipment for the two existing gravity thickeners. This installation will allow for more efficient handling of the solids collected from the sedimentation basins and will also allow greater flexibility in the use of Spartanburg Water’s spray fields.

Change Order #1 was the Summary Change Order for a \$230,180.25 decrease to the contract price for adjustment of soils and concrete testing allowance, unforeseen site conditions allowance, and controls integration allowance. This change order was executed as per current water system policy.

The financial summary of the project is as follows:

Construction Contract	\$ 4,273,300.00
Change Order No. 1	\$ <u>(230,180.25)</u>
Final Contract Amount	\$ 4,043,119.75

The above was provided as information to the Commission.

12. PARTICIPATION PROJECT CONSISTENT WITH OUTSIDE CITY WATER MAIN EXTENSION POLICY – FOSTER MILL CIRCLE PHASE 2

Recently management received a request from a property owner on Foster Mill Circle, south of Foster Mill Road and northeast of Highway 215, concerning the possibility of obtaining water service. In order to provide service, management has determined the following:

The water main extension consists of approximately 2,010 LF of 6-inch water main 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 \$65,800 to \$82,700. The property owner’s participation cost is still based on the original estimate of \$65,800 and not the future growth estimate.

Management recommended Commission approve the above.

Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management’s recommendation. The motion passed unanimously.

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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 March 28, 1989.

A. Inside City Private Fire Service Agreement

(1) Northside Commons – Access Health et al. FS

Access Health/NDG/Wofford located at 500 Howard Street in Spartanburg, SC wish to connect to a 6-inch water line to the Commission's 10-inch water line along Howard Street to serve a private fire protection system for the above-mentioned commercial offices and apartments. Northside Community Facilities Corporation wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$148.76

(2) Northside Commons – VCOM

VCOM located at 220 College Street in Spartanburg, SC wishes to connect to a 6-inch water line to the Commission's 6-inch water line along College Street to serve a private fire protection system for the above-mentioned medical institution. Northside Community Facilities Corporation wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$148.76

B. Outside City Private Fire Service Agreement

(1) School District 2 of Spartanburg County

School District 2 Maintenance Facility located at 343 Blalock Road in Boiling Springs, SC wishes to connect a 6-inch water line to the Commission's 12-inch water line, in an easement on a parcel identified as 2-44-00-028.00 to serve their private fire protection needs, including one hydrant, for the above-mentioned maintenance facility. School District 2 wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$446.32

C. Inside City Water Main Extension Agreements

(1) Northside Commons

Northside Development Corporation is developing the Northside Commons off of Howard Street. Development of the project will require the relocation of approximately 800 LF of 10" water main. SWS will participate in the construction cost of the water main relocation in accordance with the Water Main Extension Policy.

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D. Outside City Water Main Extension Agreements

(1) Bexley Park Phase II

Deep River South, LLC is developing Bexley Park Phase II. This development will consist of 18 residential lots, and approximately 614 LF of 4-inch water main. The developer will bear all costs.

(2) Westgrove Village

Mark III Properties, Inc., is developing Westgrove Village off of Anderson Mill Road. This development will consist of 158 residential lots, approximately 4,900 LF of 6-inch water main, 875 LF of 4-inch water main, and 5 hydrants. The developer will bear all costs.

E. Lake Agreements

Applications have been submitted and all fees have been paid on the following Lake Agreements.

- (1) Douglas W. Chivers and Lauren K. Chivers** desire to construct a hard pathway and replace a dock at Lake Blalock.
- (2) Ronald L. Gravitt and Lee A. White-Gravitt** desire to construct a hard pathway and replace a dock at Lake Blalock.
- (3) Torrey Jacobs and Tracy Jacobs** desire to obtain a dock permit to construct a dock and hard pathway at Lake Blalock.
- (4) Rolan P. Littlefield and Debra K. Littlefield Joint Revocable Trust** desire to construct a boat lift, a hard pathway and replace a dock at Lake Bowen.
- (5) Tina Reid** desires to install shoreline stabilization at Lake Bowen.
- (6) Joy A. Holden** desires to install shoreline stabilization at Lake Bowen.
- (7) Alesia Elizabeth Martin** desires to replace a dock at Lake Bowen.
- (8) Bernard J. Lathwell and Sylvia S. Lathwell** desire to replace a dock at Lake Bowen.
- (9) William D. Howell and Christy Howell** desire to install shoreline stabilization at Lake Bowen.

The above was provided as information to the Commission.

14. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS

Ms. Schneider had no negotiations or miscellaneous administrative matters.

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Meeting adjourned at 4:39 p.m.

G. Newton Pressley
Secretary-Treasurer

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