MINUTES

The Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 299 N. Church Street, Spartanburg, SC, January 28, 2020, at 3:15 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. ELECTION OF OFFICERS

Mr. Littlejohn moved and Ms. Viney seconded the motion to maintain Officers in their current positions. The motion passed unanimously.

2. APPROVAL OF MINUTES OF WORK SESSION MEETING OF NOVEMBER 26, 2019 AND REGULAR MEETING OF DECEMBER 3, 2019

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

3. MONTHLY FINANCIAL REPORT

Newt Pressley presented a financial summary of SWS expenditures and revenues for the five-month period ending November 30, 2019, and December 31, 2019. An explanation was provided for the favorable and unfavorable variances.

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 |

Ms. Viney moved and Mr. Littlejohn seconded the motion to change the April meeting date to Thursday, April 23, 2020. The motion passed unanimously.

5. FIRE HYDRANT BID

Bids were received on November 29, 2019, to furnish fire hydrants for the Spartanburg Water System as needed for repair, maintenance, and

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construction projects. Annual quantities used for bidding purposes were based on historical data. The contract requires the successful contractor to furnish fifty fire hydrants annually. The purpose of this solicitation is to secure firm unit pricing and decrease lead times on Spartanburg Water specified fire hydrants for the contract term.

The request for bid was advertised in the local media and forwarded to prospective suppliers of which drew responses from five bidders. A tabulation of the bids is listed below. The costs listed represent annual totals based on annual unit quantities of fifty.

The contract will be for an initial 12-month term with two optional renewal terms. Orders will be placed as required and actual quantities purchased will vary depending on need and construction schedules.

| BIDDER | AMOUNT OF BID |
|--|---------------|
| Ferguson Enterprises Greenville, SC | \$65,000 |
| Hayes Pipe Supply Greer, SC | \$65,988 |
| Tech Utility Greenville, SC | \$67,475 |
| A-M-P Charlotte, NC | \$70,567 |
| Fortiline, Inc. Concord, NC | \$82,500 |

Management recommended an award to Ferguson, based on their lowest responsible and responsive bid of \$1,300 per unit and annual estimated cost of \$65,000.

Funding will be provided from a combination of SWS operating and capital project funds, depending on the application.

Remsen Parrish provided an overview of the Fire Hydrant bid, noting that management continues to look for opportunities to take inventory items and put them under contract ordering to be more efficient and cost effective. Based on current pricing, the recommended award will be a cost savings of \$12,000 annually and a reduced lead-time of 3-4 weeks to three days.

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

6. RIGHT-OF-WAY MOWING AND MAINTENANCE BID

Bids were received on November 21, 2019, for contractor services to furnish labor and equipment to mow and maintain Spartanburg Sanitary Sewer

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District collection right-of-ways and Spartanburg Water System distribution right-of-ways. The contract requires the successful contractor to mow and maintain 200 miles of SSSD right-of-way once annually and 30 miles of SWS right-of-way twice annually. The contract will be for a 12-month term with the option to renew for two additional 12-month terms.

Invitations were forwarded to prospective bidders and notice of the solicitation was published in the local media. Eleven vendors attended the pre-bid meeting and guided site tours were provided to further familiarize potential bidders with right of ways and scope of work.

A tabulation of the responses is listed below. The cost listed in the tabulation represents the annual cost for both SSSD and SWS.

| BIDDER | AMOUNT OF BID |
|--|----------------|
| Landscape Accents LLC Laurens, SC | \$138,840 |
| Greg Henson Landscaping Forest City, NC | \$150,800 |
| TC Barron LLC Woodruff, SC | \$180,000 |
| D&A Tree Surgeons Spartanburg, SC | \$220,000 |
| Green and Clean Services Cowpens, SC | NON-RESPONSIVE |
| Southeast Mowing Blountville, TN | NON-RESPONSIVE |
| Phillips Lawn Care Gaffney, SC | NON-RESPONSIVE |

Management recommended an award to Landscape Accents, LLC, based on their bid of \$534 per mile with the annual contract amount of \$138,840.

This service will be funded from the operating budget as follows: SSSD-\$106,800 and SWS-\$32,040.

Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management's recommendation and award the bid to Landscape Accents, LLC. The motion passed unanimously.

7. HOWARD STREET PHASE 2 – CLEVELAND PARK AREA WATERLINE REHAB

Bids were received November 5, 2019, for the installation of approximately 2,000 LF of 12, 8, and 6-inch ductile iron pipe (DIP) water main, 3,500 LF of 2-inch high density polyethylene (HDPE) pipe, 23 valves, four hydrants and associated fittings. The contractor will also be responsible for re-establishing

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54 service connections. The majority of the pipeline work is located along Howard Street and Howard Gap Road from Fairground Road to Hawthorne Road with construction of the smaller diameter pipeline on Short Hill, Amelia and New Streets, Rookard Court, and Myrtle Avenue.

Because of the anticipated cost, the bid was advertised publically, in addition, staff invited all the prequalified contractors to submit a bid. The bid was advertised in the Herald Journal, SCBO, and on our website.

Bid information was distributed to 10 interested contractors. Bids received included:

| BIDDER | AMOUNT OF BID |
|---|---------------|
| North American Pipeline Management (NAPM) Greenville, SC, Marietta, GA | \$690,855 |
| Payne McGinn and Cummins, Inc. (PMC) Travelers Rest, SC | \$741,230 |

Both Contractors are pre-qualified to perform Spartanburg Water waterline construction work. Management recommended the award of the contract for the Howard Street Phase 2 – Cleveland Park Area Waterline Rehab project to NAPM of Greenville, SC in the amount of \$690,855. The project will be funded by the distribution system rehabilitation fund.

Janet Cann provided the Commission with an overview of the Howard Street Phase 2 – Cleveland Park Area Waterline Rehab Project.

Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management's recommendation and award the bid to North American Pipeline Management (NAPM) of Greenville, SC. The motion passed unanimously.

8. DISTRIBUTION SYSTEM OPERATION AND MAINTENANCE COMPLIANCE PROGRAMS UPDATE

Bobby Walden introduced David Ledbetter, Programs Manager, who provided an overview of various compliance programs associated with the operation and maintenance of the SWS distribution system.

Mr. Ledbetter stated that all public water systems must establish minimum requirements for the operation and maintenance of the system in order to ensure the delivery of safe, potable water to the public and comply with SCDHEC Primary Drinking Water Regulations. Regulation 61-58 covers the valves and hydrants, maintenance repair requirements, record keeping, flow tests, leak detection, system distribution line leaks, and flushing programs.

Mr. Ledbetter noted that the distribution section is responsible for valve and hydrant maintenance for these programs. The valve preventive maintenance and inspection program is divided into two separate activities for the purpose of tracking, monitoring, and modifying schedules as needed. Inspection of transmission valves (valves greater than 14" in diameter) will be performed on a 12-month cycle. Inspection of distribution valves (valves less than 14" in diameter) will be performed, by pressure zone, over a 5-year cycle.

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The valve operation schedule began in January 2017 and is expected to be completed by December 2021. This program is currently 12% ahead of schedule.

Mr. Ledbetter stated that there are over 4,900 fire hydrants in the system. The Fire Hydrant Flow Schedule is on a 3-year cycle, June 2017 – May 2020. This is also a DHEC requirement. The program was completed five months ahead of schedule. Flow information was provided for SWS color coded hydrants.

Mr. Ledbetter stated that the crews have done an excellent job and worked hard to perform the hydrant maintenance and flow testing.

The above was provided as information to the Commission.

9. WATER QUALITY REPORT

Bobby Walden stated that during the months of December and January Geosmin values ranged from 3.1-14 parts-per-trillion and MIB values ranged from 3.1-18 parts-per-trillion in the raw water sampling taken at the intake structure. At the point-of-entry into the distribution system Geosmin values ranged from 7.1 parts-per-trillion to less than detect and MIB values ranged from 8.6 parts-per-trillion to less than detect. Raw water temperature remains around 12 degrees Celsius (54 degrees Fahrenheit) or less at Lake Bowen and Reservoir #1 and historically data has shown that when water temperature reaches 12 degrees Celsius or below algae is less likely to produce taste-and-odor compounds. In early January, ambient temperature reached approximately 70 degrees in Fahrenheit causing surface water temperature to slightly elevate. This warming trend caused Geosmin values to increase. Drinking water treatment staff made adjustments in the treatment process increasing the powder-activated-carbon dose from 4 partsper-million to 6 parts-per-million to address the increase in Geosmin in the distribution system. No taste and odor complaints were received.

10. 2020 LAKE MANAGEMENT STRATEGIES ASSOCIATED WITH ALGAE MANAGEMENT AND AQUATIC PLANT NUISANCE SPECIES

Ken Tuck, Drinking Water Treatment Manager, reviewed the Aquatic Vegetation Control and Algae Management/Taste and Odor Control strategies for 2020. A more proactive approach based on historical and seasonal data to leverage the historical data from 2019 will be used to develop a predictive strategy. Sampling and FlowCam work of 2019 will play a key role in this process. Management will outline timeframes for preventative treatments based on historical data from 2019. One primary focus will be on algae growing on the lake bottom. Management is creating a Dashboard of information and this will be rolled out in April. The public will also be able to access this Dashboard of information online.

Mr. Tuck stated that SWS will utilize hydrogen peroxide in preventative treatments to reduce photosynthetic viability and reproduction. SWS will have the option to use low-dose copper treatments for any responsive treatments that may be needed to respond to unfavorable changes. SWS will use the scientific data collected to determine which product to engage,

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specific area to treat (more targeted areas), and focus on sediment-water interface. Management will engage alternative methods of control as needed and work to optimize the oxygenation and lake treatments to manage algae growth.

Mr. Tuck also provided an update to the Commission on aquatic plant nuisance species management strategy for species such as bladderwort residing within the ecosystem. Watershed and reservoir patrol routes will be utilized to identify potential areas of concern. Once areas are identified, staff will verify species and how it is distributed throughout the watershed and at what density level. This information will be documented. Staff are providing feedback and using sonar technology and GIS mapping to record data.

SWS is also in collaboration and communication with SCDNR and participates in the South Carolina Aquatic Plant Management Plan. This includes observations, sampling, identification, and trend monitoring. SWS will balance Aquatic Species Management Strategies with Drinking Water Treatment Goals. Biological controls are working as prescribed by SCDNR (i.e. Sterile Grass Carp). SCDNR has indicated that they will include additional recommendations for mortality stocking of sterile grass carp in Lake Bowen and Municipal Reservoir #1 in 2020.

Mr. Tuck stated that SWS continues to promote public education and signage. Internal planning and adaptive management includes ongoing aquatic nuisance species management strategies and quarterly updates related to the watershed in efforts to protect public health and the environment.

The above was provided as information to the Commission.

11. REPORT ON DRINKING WATER RESERVOIRS

Ms. Schneider provided an update on activities with the drinking water reservoirs. Lake Bowen Reservoir Policies & Procedures document effective October 31, 2019, is posted on the website and hard copies are available at the warden's office. SWS has notified Real Estate Agents in Spartanburg and Greenville Counties and Real Estate Attorneys in Spartanburg and Greenville Counties of these policies as well as transferring ownership if the seller has all of the permits in place.

Ms. Schneider noted that land permits continue to increase and there were 453 from January 1-21, 2020. The Press Pause Program ended December 1, 2019. There were 681 participants. Staff has inspected 337 properties. 326 permit packets have been prepared, 167 permit packets have been issued, and 159 packets are ready to be picked up. Irrigation permit renewals were mailed out in December. There are 393 total irrigations and 363 have already renewed. Watercraft permits will be mailed mid-March and SWS will begin selling permits on March 15, 2020.

Ms. Schneider stated that annual dock inspections were completed in November. There were 23 owners of non-maintained docks notified by mail in January.

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Ms. Schneider noted that there has been one meeting regarding Lake Blalock Policies & Procedures with a target to complete by Spring. Policies and Procedures for Municipal Reservoir #1 is also targeted to be complete by Spring. The January 2020 Healthy Lakes Newsletter was mailed on January 27 and new issues will start being released quarterly. The next issue is targeted to mail on March 6, 2020.

The above was provided as information to the Commission.

12. VARIANCE REQUEST – 80 COASTLINE DRIVE

The adjoining property owner is requesting a variance of the Standard Specifications for a marine structure regarding the 14'minimum set back requirement from a side lot property line.

The property owner has requested a permit to install a boat lift on the existing dock. However the dock touches the extended property line on the left side (facing the water). On the right side, the neighboring dock placement extends past the extended right side. Permit application was denied by staff due to inadequate distances.

The neighboring property to the left of the requesting property owner does have adequate distance for the installation of the requested lifts. The requestor has spoken to the neighbor at 82 Coastline Drive and he has no objection.

Management has reviewed the request for variance, evaluated the site and have no objections to the variance as described above.

Charles Logue, Director of Drinking Water Treatment Services, reviewed the requested variance of the Standard Specifications for a marine structure regarding the 14'minimum set back requirement from a side lot property line for 80 Coastline Drive.

Mr. Littlejohn moved and Ms. Viney seconded the motion to approve the variance request for 80 Coastline Drive. 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 March 28, 1989.

A. Inside City Private Fire Service Agreement

(1) 142 Social FS

142 Social, located at 142 Magnolia Street in Spartanburg, SC, wishes to connect to a 6-inch water line to the Commission's 6-inch water line along North Spring Street to serve a private fire protection system for the above-mentioned mixed-use property.

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142 Magnolia, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$148.76

(2) Hope Center-Faucette House

Hope Center-Faucette House, located at 200 Hudson L. Barksdale Boulevard in Spartanburg, SC, wishes to connect a 6-inch water line to the Commission's 8-inch water line along East Lee Street to serve a private fire protection system for the above-mentioned children's shelter. Spartanburg Children Shelter, Inc., wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$148.76

B. Outside City Private Fire Service Agreement

(1) District 3 Middle School Addition

District 3 Middle School, located at 451 Heritage Hills Drive in Spartanburg, SC, wishes to connect a 6-inch water line to the Commission's 12-inch water line along Heritage Hills Drive to serve two private hydrants for the above-mentioned educational complex. Spartanburg County School District 3 wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$669.48

C. Outside City Water Main Extension Agreements

(1) Wellington Subdivision

Encore Subdivision, LLC is developing Wellington Subdivision off Cycle Drive. The development will consist of 54 residential lots, approximately 135 LF of 8-inch water main, 1,541 LF of 4-inch water main and one hydrant. SWS will participate in the off-site water main construction cost in accordance with the Water Main Extension Policy.

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) William C. Myers, Jr. desires to construct a dock on Lake Blalock.
- (2) Martin L. Widenhouse desires to construct a dock and hard pathway on Lake Blalock.
- (3) Philip E. Moore and Natalie W. Moore desire to construct a dock and hard pathway on Lake Blalock.

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- (4) **David and Kathleen Weir** desire to construct a boat lift and replace a dock on Lake Blalock.
- (5) **Terry R. Phillips and Patricia A. Phillips** desire to construct a dock on Lake Blalock.
- (6) Hudgins Properties, LLC desires to construct a personal watercraft lift, boat lift, and stabilize the shoreline on Lake Bowen.
- (7) Beverly Garrison Stigall and Edward David Stigall desire to replace a dock on Lake Bowen.
- (8) Laura E. Richeson and Evelyn F. Lollis desire to replace a dock on Lake Bowen.
- (9) Phillip T. Garland and Nikki Fine Garland 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.

- (1) John Robert Mallory and Jo Ella Mallory, dock replacement on Lake Blalock.
- (2) Howard M. Brink and Nancy P. Brink, hard pathway on Lake Bowen.
- (3) Leslie A. Casterline and Gayle L. Casterline, dock replacement on Lake Bowen.
- (4) Ernest E. Lawson, III and Pamela F. Lawson, fire ring and soft pathway on Lake Bowen.
- (5) **Denny S. Bowers**, soft pathway and shoreline stabilization on Lake Bowen.
- (6) **Thomas E. Glover, III and Candace M. Glover**, boat ramp, hard pathway, and shoreline stabilization on Lake Bowen.
- (7) Joanne M. Rogers as trustee under the Joanne M. Rogers Living Trust, hard pathway on Lake Bowen.
- (8) Eric Kyle McEntire, shoreline stabilization on Lake Bowen.
- (9) Clint Brian Michalove and Deborah Michalove, hard pathway on Lake Bowen.
- (10) Walter B. Mueller and Constance Harrell, shoreline stabilization, boat lift, fire ring, and personal watercraft lift on Lake Bowen.

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- (11) Thomas B. Smith and Loreen M. Smith, dock replacement on Lake Bowen.
- (12) Steven Carroll Wade and Belinda Gilbert Wade, boat lift, dock replacement, hard pathway, and personal watercraft lift on Lake Bowen.
- (13) Wanda O. Wofford, shoreline stabilization on Lake Bowen.
- (14) Joseph E. Aenchbacher, shoreline stabilization on Lake Bowen.
- (15) James G. and Crista K. Agnew, personal watercraft lift and shoreline stabilization on Lake Bowen.
- (16) Larry L. Baczurik and Candace A. Baczurik, dock replacement, hard pathway, personal watercraft lift, and shoreline stabilization on Lake Bowen.
- (17) Otis Jones Petty, shoreline stabilization on Lake Bowen.
- (18) Tina S. Reid, dock replacement on Lake Bowen.
- (19) Azul Lagoon LLC, dock replacement, hard pathway, personal watercraft lift, and shoreline stabilization on Lake Bowen.
- (20) Brice Cook, Brice Cook Realty, LLC, boat ramp and shoreline stabilization on Lake Bowen.
- (21) Earl Lamar Laseter, Jr. and Lisa L. Laseter, dock replacement, hard pathway, and personal watercraft lift on Lake Bowen.
- (22) Douglas Emmett Congdon and Ann Sullivan Congdon, hard pathway and shoreline stabilization on Lake Bowen.
- (23) Robert C. Speiss and Julie Speiss, boat ramp, fire ring, and hard pathway on Lake Bowen.
- (24) Norman and Patricia Russell as Trustees under Revocable Living Trust, boat ramp, dock replacement, hard pathway, and shoreline stabilization on Lake Bowen.
- (25) James W. Puffer, Sherrie L. Puffer, Bradley S. Puffer, and Jolene Puffer, boat ramp, dock replacement, hard pathway, and shoreline stabilization on Lake Bowen.
- (26) Hanspeter Ruegger and Mathilde Ruegger, boat lift, hard pathway, and personal watercraft lift on Lake Bowen.
- (27) Danny E. Blalock, boat lift, boat ramp, and shoreline stabilization on Lake Bowen.
- (28) John P. Gemmell and Vicki L. Gemmell, dock replacement, hard pathway, and personal watercraft lift on Lake Bowen.

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- (29) Martha Gerschefski, boat lift, dock replacement, and shoreline stabilization on Lake Bowen.
- (30) James Nicholls, dock replacement on Lake Bowen.
- (31) James E. Gregg, Jr. and Paulette J. Gregg, boat lift, dock replacement, personal watercraft lift, and soft pathway on Lake Bowen.
- (32) Wanda Wofford, dock replacement on Lake Bowen.
- (33) Donna L. Jackson and Michael W. Jackson, dock replacement, and hard pathway on Lake Bowen.
- (34) Robert C. Abrams and Candice W. Abrams, shoreline stabilization on Lake Bowen.
- (35) Norma J. Harder, dock replacement on Lake Bowen.
- (36) James Rodney Bishop, boat lift, boat ramp, hard pathway, and shoreline stabilization on Lake Bowen.
- (37) Allen R. and Judy B. Brady, dock replacement, hard pathway, and shoreline stabilization on Lake Bowen.
- (38) Matthew H. Campbell and Jennifer L. Campbell, hard pathway on Lake Bowen.
- (39) Angela Dill, dock replacement on Lake Bowen.
- (40) Walter Stephen Neal, hard pathway, and shoreline stabilization on Lake Bowen.
- (41) E. Fort Wolfe, Jr., Trustee under Trust Agreement of E. Fort Wolfe, Jr., boat ramp, and dock replacement on Lake Bowen.
- (42) Jane M. Clark, dock replacement on Lake Bowen.
- (43) Wayne Plylar, (Equity Trust Company, Custodian F/B/O the Wayne D. Plylar IRA and Equity Trust Company, Custodian F/B/O Kevin L. Plylar IRA), dock replacement on Lake Bowen.
- (44) James K. Baity, Jr., and Angela J. Baity, dock replacement on Lake Bowen.
- (45) Lawrence Erenbaum (Beverly Erenbaum, Trustee of the Beverly Erenbaum Declaration of Trust), boat ramp, and dock replacement on Lake Bowen.
- (46) **Phillip T. Garland and Nikki Fine Garland**, general license for an existing structure on Reservoir #1.

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14. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS

There were no negotiations or miscellaneous administrative matters.

15. PUBLIC COMMENT

Mr. Jackson opened the Public Comment period and requested that each person speaking state their full name and address before making comments. Mr. Jackson also noted that he is the timekeeper and when the commenter hears the timer, please wrap up their comments.

Mr. Jackson called Charles Gray to the podium. Charles Gray, of 195 Kaplan Koon Place on Lake Bowen, stated he appreciates the opportunity to access quality drinking water. Small towns across Appalachia, Midwest, and large cities do not experience this opportunity. I am familiar with the situation in Flint, Michigan, in recent times as well as the 1956 timeframe in the Dallas – Fort Worth area. Thank you for getting the valve activity completed on Highway 9. I have a new appreciation for Fourth Street, Hanging Rock Road, Seay Road, Sugar Ridge Road, Peachtree Road, and Bible Church Road to get around that, but it looks fine now, thank you. Now let me speak of interactions with Bill Bowen, John Andrea, Jimmy Bobo, and Eddie Dearybury. I will take you back to the early 1960's. Construction of an access road to Lake Bowen property revealed an impossible impediment. There was a large White Oak tree on the West boundary, and I thought the 827' Contour Line was on the East boundary. I really didn't know what to do. I could fudge the 827' perhaps and make it easy, or cut down the oak tree. I called Bill Bowen and he had the answer. With his pocket transit Mr. Bowen discovered the East boundary was indeed near the 827' but he expressed his familiar refrain, "save the White Oak and we will fudge the 827'." Mr. Bowen said also that the lake level would never elevate more than five feet, therefore the 827' didn't issue a real problem. Then he suggested that he and my Dad go out to the point and establish a location for the cabin. The road was constructed, the cabin was completed, the lake activity was flourishing with docks, boat ramps, rope swings, and sandy beaches. Thank you.

Meeting adjourned at 3:50 p.m.

G. Newton Pressley Secretary-Treasurer

tbh