

## MINUTES

The Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 301 South Avenue, Spartanburg, SC, January 26, 2021, 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.

Mr. Montgomery confirmed all Commissioners were present on the Zoom meeting.

### 1. ELECTION OF OFFICERS

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

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

### 2. APPROVAL OF MINUTES OF REGULAR MEETING OF DECEMBER 1, 2020

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, 2020, and December 31, 2020. An explanation was provided for the favorable and unfavorable budget variances.

The above was provided as information to the Commission.

### 4. PROPOSED 2021 COMMISSION MEETING SCHEDULE

January 26	February 23
March 23	April 27
May 25	June 22
July – No Meeting	August 24
September 28	October 26
November – No Meeting	December 7

Mr. Littlejohn moved and Ms. Viney seconded the motion to ratify the action taken in the SSSD meeting and change the June meeting to June 29. The motion passed unanimously.

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**5. BID FOR WATER FACILITIES MOWING AND MAINTENANCE CONTRACT**

Bids were received on December 22, 2020, for services to mow and maintain 28 selected Spartanburg Water System facilities. Invitations to bid were forwarded to prospective bidders and publicized in the local media. A tabulation of the responses is below listing the annual cost.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
MB&B Lawn Works Spartanburg, SC	\$15,544
Derrick’s Green and Clean Cowpens, SC	\$18,432
Sodfather, Inc. Spartanburg, SC	\$40,320

Based on their response, MB&B Lawn Works does not currently have the capacity and experience to perform the tasks outlined in the request for bid. Management recommended an award to the lowest responsive and responsible bidder, Derrick’s Green and Clean in the amount of \$18,432 per year, which will be paid at a rate of \$1,536 per month.

Funding will be provided by the SWS operating budget.

Ms. Viney moved and Mr. Littlejohn seconded the motion to approved management’s recommendation to award the bid to the lowest responsive and responsible bidder, Derrick’s Green and Clean. The motion passed unanimously.

**6. BID FOR SILT FENCE REMOVAL AND INSTALLATION SERVICES**

Bids were received on December 17, 2020, for services to remove silt fencing and t-posts and reinstall at the R.B. Simms Sprayfield. Invitations to bid were forwarded to prospective bidders and publicized in the local media. A tabulation of the responses is below listing the total cost.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Piedmont, LLC Mooresboro, NC	\$34,700
HRH Engineering Services, LLC. Chesnee, SC	\$76,500
SealCo Construction of SC LP Campobello, SC	\$133,000

Based on the results of the bid evaluations, management recommended the approval of an award to Piedmont, LLC for a total cost of \$34,700.

Funding will be provided by depreciation funds.

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Remsen Parrish reviewed the Bid for Silt Fence Removal and Installation Services including the bid variations.

Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management's recommendation for the approval of an award to Piedmont, LLC. The motion passed unanimously.

## **7. WATER QUALITY REPORT**

Bobby Walden provided the Commission with an update on water quality.

Reservoir #1 Intake Structure: Geosmin - Ranged from 3.8 PPT-10 PPT. MIB - Ranged from 3.9 PPT-140 PPT. Finished Water entering the distribution system: Geosmin - Ranged from <.02 PPT-5.9 PPT. MIB – Ranged from <.02-45 PPT at the point of entry. The average raw water temperature was 45 degrees Fahrenheit.

Mr. Walden noted that there was an algaecide application performed on December 8-9, 2020, on Lake Bowen and Reservoir 1. The application covered 397 acres on Lake Bowen and 199 acres on Reservoir 1. There was 18 taste and odor customer complaints in December, but none since December 17. MIB and Geosmin levels decreased to less than detect at the point of entry. Staff has begun to prepare a preventative maintenance strategy with the Aquatic Applicator Team for applications in 2021. This strategy is based on historical trends and water quality data. There is a possibility that a pre-emergent algaecide application may be scheduled as early as February 16, as the typical taste and odor producers start to emerge.

The above was provided as information to the Commission.

## **8. REPORT ON DRINKING WATER RESERVOIRS**

Ms. Schneider stated that the Watershed Management staff continue to process land permits for Lake Bowen and Lake Blalock. In 2021, from January 1-19, staff has issued a total of 321 permits, this includes irrigation permits.

There were a total of 681 participants in the Press Pause program. 671 packets have been issued. Four participant's properties are in probate that will be handled as Land Transfers and six unissued Press Pause Packets that SWS staff is actively working to resolve.

Ms. Schneider noted that this is the third year for annual dock inspections. Inspections were completed September 16, 2020. There were 13 owners of non-maintained docks, eight on Lake Bowen and five on Lake Blalock. Letters have been mailed notifying contiguous land owners to repair, replace, or remove the dock. Five docks are complete. Eight have until May 1, 2021, to complete repairs.

Ms. Schneider reviewed the Lake Bowen Landing Project including key messages for communications regarding safety, improvements, and the environment. Construction for the new boat storage facility is 90%

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complete. Existing boat storage shed has been removed. Surveying has been completed for the new parking area. Silt fencing and sedimentation controls for construction activities for the parking lot has been installed. Tree removal is complete, and grading for boat trailer parking has begun. Asphalt removal and the installation of storm water infrastructure has begun in preparation for curbing. Construction of the new boat ramp scheduled to begin early February.

Staff continues to identify sites where sedimentation control measures are in place and performs weekly monitoring to address storm water run-off that can impact the reservoirs. Staff notifies Spartanburg County Storm water Management of any areas identified where control measures are not functioning as designed. Staff also continues to add sedimentation and erosion control measures to “back stop” those measures required by the County at construction sites around the reservoirs. Staff has installed sedimentation measures on each reservoir (total of 14 sites).

Ms. Schneider reviewed the transfer of ownership process for adjoining property owners. SWS agreed to allow 90 days after the sale of property for new property owners to transfer permits and licenses into their name. Staff has sent 115 letters to new property owners surrounding the reservoirs notifying them they must transfer all existing permits for structures and improvements located within the SWS owned buffer within 90-days of the property closing date. 97 Property owners have responded and transferred existing permits. Eight notifications have expired and owners will be notified. Ten property owners are still within the established timeframe.

Ms. Schneider noted that transfer of ownership for non-conforming structures with contiguous property owners that participated in Press Pause may transfer licensed non-conforming structures. Contiguous property owners that did not participate in Press Pause cannot transfer non-licensed or unpermitted non-conforming structures. New property owners are required to contact SWS upon the purchase of the property and request transfer of all existing permits, licenses, etc. into their names. In the case of non-conforming structures not licensed under Press Pause or previously permitted, non-conforming structures will be evaluated independently by staff.

Ms. Schneider provided the Commission an update on the Woodfin Ridge Partnership that was approved on June 23, 2020, between the Commission of Public Works of the City of Spartanburg and Woodfin Partners, LLC. Woodfin Partners signed a Tree and Vegetation permit on July 8, 2020, and agreed to begin implementation of a three-phase plan to create and maintain an improved riparian buffer on the 15th green of the Woodfin Ridge Golf Course. Woodfin Partners has satisfied all components of Phases One and Phase Two of their approved SWS permit. Woodfin Partners completed the plantings on SWS property around Municipal Reservoir 1 at the end of November, 2020. All deadlines regarding SWS property have been met and satisfied, and Woodfin Partners continue to monitor and maintain all of the plantings on SWS property. Certain plantings on Woodfin Ridge property for the improved riparian buffer require warm weather to successfully establish themselves. These plantings will be completed in April, 2021.

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Ms. Schneider noted some things on the horizon are Municipal Reservoir #1 Policies and Procedures meetings are underway. Meetings with Lakefront POA on Lake Blalock Policies and Procedures to enhance communications will continue. SWS will continue to partner with the Lakefront POA Committee regarding storm water impacts to water quality in the reservoirs. Watercraft Permit Renewals begin March 15, 2021. Ms. Schneider stated that administration controls have been put in place for watercraft permit renewals of adjoining property owners who have not worked with SWS to resolve their encroachment or enforcement issues. Management hopes this will ensure cooperation to resolve these issues.

The above was provided as information to the Commission.

#### **9. VARIANCE REQUEST – 126 LAKE BOWEN DRIVE**

The adjoining property owner is requesting a variance of the Lake Bowen Policies and Procedures associated with the placement of a marine structure (dock). The current policies and procedures, effective October 31, 2019, state:

- Page 8 Section 10: "SWS may deny a permit or agreement for the construction of any structure including, but not limited to, docks, walkways, or shoreline stabilization which is not suited to a particular lot or because of the shape of the shoreline or for any and all other circumstances that would or could potentially endanger the health, safety, and welfare of persons who meet the criteria for use of the Reservoir".
- Page 9 Section 12: "Structures will be permitted only when such structures do not interfere with or impede the operation of the Reservoir or impose a threat to public health and safety".

The property owner has requested a permit to replace an existing (12'x18') floating dock with a larger (24'x28') floating dock and to retain the existing walkway which is approximately 38' in length.

Upon review of the dock replacement request, staff determined that the larger dock would extend approximately 10' beyond the docks located on either side and therefore result in a potential hazard and public safety concern for others using the Reservoir.

Staff issued a permit for the replacement of the existing dock with a stipulation that the property owner shorten the walkway by 9' to keep the larger replacement dock in line with the other surrounding marine structures.

The property owner does not want to shorten the length of the existing walkway based on their desire to add a boat lift in the future and their conversation with the dock replacement contractor associated with the depth of water needed for the installation of the boat lift. The type of boat lift the property owner desires to install requires an estimated 6' of water.

Staff performed a water depth assessment and determined the depth of water in the current location is approximately 5.2'. The depth of water in the proposed location is approximately 3.5'.

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Staff has reviewed the request for variance, evaluated the site and does not support the variance request. The decision not to support the variance request is based on safety concerns to those who use the Reservoir.

Bobby Walden reviewed the adjoining property owner's variance request associated with the placement of a dock. The property owner has requested a permit to replace an existing (12'x18') floating dock with a larger (24'x28') floating dock and to retain the existing walkway which is approximately 38' in length. Upon review of the dock replacement request, staff determined that the larger dock would extend approximately 10' beyond the docks located on either side and therefore result in a potential hazard and public safety concern for others using the Reservoir.

The Commission confirmed with management that the dock size is acceptable, and the adjoining property owner could still have a dock or boat lift, but approving this variance would extend its position further out into the waterway.

Mr. Littlejohn moved and Ms. Viney seconded the motion to endorse management's recommendation and not support the variance request at 126 Lake Bowen Drive. The motion passed unanimously.

**10. PARTICIPATION PROJECT CONSISTENT WITH OUTSIDE CITY WATER MAIN EXTENSION POLICY – RIVER-MAYO ROADS**

Recently management received requests from property owners along River-Mayo Roads, located north of Dewberry Road and west of Highway 110, concerning the possibility of obtaining water service.

The water main extension consists of approximately 1,350 linear feet of 6-inch water main and one hydrant 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 \$53,700 to \$98,000. The property owner's participation cost is still based on the original estimate of \$53,700 and not the future growth estimate.

Management recommended Commission approve the above.

Ms. Viney moved and Mr. Littlejohn seconded the motion to approve management's recommendation to approve the outside city water main extension for River-Mayo Roads. The motion passed unanimously.

**11. AGREEMENTS EXECUTED BY THE CHIEF EXECUTIVE OFFICER ON BEHALF OF THE COMMISSION**

The following agreements have been executed on behalf of the Commission by the Chief Executive Officer in accordance with the resolution adopted by the Commission on March 28, 1989.

**1. Outside City Private Fire Service Agreement**

**(1) The Forrester Center**

The Forrester Center for Behavioral Health located at 139 Dillon Drive in Spartanburg, SC wishes to connect a 6-inch water line to the Commission's 8-inch water line along Dillon Drive to serve a private fire protection system, including one private hydrant, for the above-mentioned healthcare facility. The Forrester Center for Behavioral Health wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$446.32

**2. Inside City Water Main Extension Agreements**

**(1) Robert Smalls Apartments**

New Spartanburg Owner, LP is developing the Robert Smalls Apartments located off Wofford Street. This development will consist of 190 units, approximately 3,350 linear feet of 6-inch water main, and 12 hydrants. The developer will bear all costs.

**3. Lake Agreements**

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

- (1) Doris Ghionis**, desires a hard pathway on Lake Bowen.
- (2) Earl H. Godfrey, Jr., and Joan B. Godfrey**, desire to construct a hard pathway on Lake Blalock.
- (3) Roger R. Goff**, desires to construct a hard pathway on Lake Blalock.
- (4) Kenneth W. and Shannon Casey**, desire to construct a dock and hard pathway on Lake Blalock.

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

- (1) William Jacob Murray**, dock replacement on Lake Bowen.
- (2) Sherry Manry**, hard pathway and shoreline stabilization on Lake Bowen.
- (3) Heather M. Robinson and Brad T. Robinson**, dock replacement on Lake Bowen.
- (4) Joy C. McAbee**, boat ramp and shoreline stabilization on Lake Bowen.

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- (5) **Rebecca Sue Meyer**, boat ramp and dock replacement on Lake Bowen.
- (6) **Emily Ann Sims**, dock replacement, personal watercraft lift, and shoreline stabilization on Lake Bowen.
- (7) **Larry W. Ford and Laura S. Ford**, hard pathway on Lake Bowen.
- (8) **Matthew Jett**, dock replacement on Lake Bowen.
- (9) **James C. Coggins**, hard pathway and shoreline stabilization on Lake Bowen.
- (10) **George Reginald Pryor and Rene R. Pryor**, boat lift, dock replacement, hard pathway, and shoreline stabilization on Lake Bowen.
- (11) **Harold Eugene Hall, Trustee, Sara Foster Hall Irrevocable Trust dated August 5, 2014**, boat ramp, personal watercraft lift, and shoreline stabilization on Lake Bowen.
- (12) **James M. Spry, III, and Sabrina F. Spry**, dock replacement on Lake Bowen.
- (13) **James L. and Beverly B. Hatcher**, dock replacement and shoreline stabilization on Lake Bowen.
- (14) **Scott F. and Lisa Suprina**, hard pathway, personal watercraft lift, and shoreline stabilization on Lake Bowen.
- (15) **Craig Marvin Faling and Shelly Hardin Faling**, boat lift, dock replacement, and shoreline stabilization on Lake Bowen.
- (16) **Jerry A. Weaver, Janice R. Weaver**, dock replacement and shoreline stabilization on Lake Bowen.
- (17) **Carole Casey Hyslop**, dock replacement on Lake Bowen.
- (18) **Bill Hannouche**, personal watercraft lift on Lake Bowen.
- (19) **William E. Evans, Jr., and Catherine O. Evans**, dock replacement and personal watercraft lift on Lake Bowen.
- (20) **Chad A. Brannon**, boat lift, boat ramp, dock replacement, and shoreline stabilization on Lake Bowen.
- (21) **Dwayne E. and Tammy S. Pruitt**, boat lift and personal watercraft lift on Lake Bowen.
- (22) **Gregory J. Atkins**, boat lift, dock replacement, hard pathway, personal watercraft lift, and shoreline stabilization on Lake Bowen.

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- (23) **Louis D. Jamison and Margaret G. Jamison**, shoreline stabilization on Lake Bowen.
- (24) **James F. and Wanda H. Earnhardt**, boat lift, boat ramp, dock replacement, hard pathway, personal watercraft lift, and shoreline stabilization on Lake Bowen.
- (25) **Thomas R. Robbs and John R. Robbs**, dock replacement, hard pathway, personal watercraft lift, and shoreline stabilization on Lake Bowen.
- (26) **Kristina L. Keith and Christopher N. Keith**, boat lift, dock replacement, and personal watercraft lift on Lake Bowen.
- (27) **Donald C. Shields**, boat ramp and dock replacement on Lake Bowen.
- (28) **Christopher Fant**, dock replacement, hard pathway, and shoreline stabilization on Lake Bowen.
- (29) **Robert W. Lewis and Cynthia J. Lewis**, dock replacement on Lake Blalock.
- (30) **Daniel Jablonski**, dock replacement and hard pathway on Lake Blalock.
- (31) **Michael Dean Sarti, Sr.**, boat lift, dock replacement, and hard pathway on Lake Blalock.
- (32) **J. Larry Cook**, dock replacement and shoreline stabilization on Lake Bowen.
- (33) **Angela Nodine**, dock replacement, hard pathway, and shoreline stabilization on Lake Bowen.
- (34) **Shirley A. Nodine**, boat ramp, dock replacement, and shoreline stabilization on Lake Bowen.
- (35) **Douglas & Julie Cecil**, boat ramp and shoreline stabilization on Lake Bowen.
- (36) **John D. Ballard and Ronni C. Ballard**, boat ramp, dock replacement, and shoreline stabilization on Lake Bowen.

**D. Encroachment Agreements**

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

- (1) **James and Wanda Earnhardt**, dwelling encroachment on Lake Bowen.
- (2) **Cynthia Jamison**, dwelling encroachment on Lake Bowen.

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- (3) **Joy McAbee**, dwelling encroachment on Lake Bowen.
- (4) **Raymond Rhinehart**, dwelling encroachment on Lake Bowen.
- (5) **Wendy Bell Weston**, dwelling encroachment on Lake Bowen.

The above was provided as information to the Commission.

## 12. **NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS**

- A. Ms. Schneider noted that a Commission work session is scheduled for February 16 at 11:00 a.m. to receive legal advice regarding Municipal Reservoir 1.
- B. Ms. Schneider stated that information had been provided to the Commission regarding the Whitlock Master Plan. A work session will be scheduled to discuss this plan.

Meeting adjourned at 3:35 p.m.

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G. Newton Pressley  
Secretary-Treasurer

tbh