

## MINUTES

The Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, Spartanburg, SC, January 28, 2025, at 3:00 p.m.

Copies of the agenda were forwarded to the following news media: Spartanburg Herald-Journal, The Spartan Weekly, Greenville News, The Greer Citizen, Hometown News, WSPA-TV 7, WYFF-TV 4, WLOS-TV 13, WHNS Fox Carolina, WORD News Radio, WOLT-FM Radio, Tribune Times, and the Times Examiner.

Commissioners present were Ms. Viney, Mr. Littlejohn, and Mr. Montgomery. No one was absent.

Attendees: Guy Boyle, Cam Cole, Gene Jackson, Robert Walden, Rick Jolley, Remsen Parrish, Kevin Smith, Kevin Brown, Ken Tuck, Corey Reid, Hariette Stinson, Jennifer Candler, Jon Morgan, Trish Heatherington.

The meeting was opened with the following statement:

This is a regular meeting of The Commissioners of Public Works of the City of Spartanburg, SC. Written notice of the date, time, and place for this meeting, along with the agenda, has been posted in the lobby and on the Spartanburg Water website, and copies forwarded to local and nearby news media, at least 24 hours prior to this meeting.

### 1. CALL TO ORDER

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

### 2. APPROVAL OF MINUTES OF REGULAR MEETING OF DECEMBER 3, 2024

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

### OLD BUSINESS

NONE

### AGENDA ITEMS 3-8 FINANCE AND PROCUREMENT

### 3. MONTHLY FINANCIAL REPORT

A financial summary of SWS expenditures and revenues for the five-month period ending November 30, 2024, and for the six-month period ending December 31, 2024, were reviewed by Cam Cole, the Chief Financial Officer. An explanation was provided for the favorable and unfavorable budget variances.

The above was provided as information to the Commission.

### 4. CAPITALIZATION POLICY

In reviewing the capitalization policy for SWS, management recommended increasing the threshold of capital assets from \$1,000 to \$5,000. This change will be reflected starting with the July 1, 2025 fiscal year.

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Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management’s recommendation to update the Capitalization Policy to increase the threshold of capital assets from \$1,000 to \$5,000. The motion passed unanimously.

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

Bids were received on January 15, 2025, for contractor services to mow and maintain 28 selected Spartanburg Water System facilities. Invitations to bid were forwarded to prospective bidders, publicized in the local media, and posted to the Spartanburg Water Website.

Services are currently provided by Forest Edge, LLC at an annual cost of \$68,940.

Bids were received from seven contractors. A tabulation of the responses is listed below and includes annual costs.

<b><u>BIDDER</u></b>	<b><u>AMOUNT OF BID</u></b>
Heritage Land Management Campobello, SC	\$65,623
Clipping Grounds Lawn Care Una, SC	\$68,034
Roebuck Wholesale Nursery & Landscaping Roebuck, SC	\$71,316
Bruce Lawncare and Landscaping Roebuck, SC	\$72,095
Forest Edge Roebuck, SC	\$76,091
Parris Lawn Management Spartanburg, SC	\$112,784
Jolly’s Lawn Care Service Cowpens, SC	\$112,938

Based on the results of the bid evaluations, management recommended the approval of an award to Heritage Land Management in the amount of \$65,623 per year. Funding will be provided by the SWS operating budget.

Remsen Parrish provided the Commission with an overview of the Bid for the Water Facilities Mowing and Maintenance Contract agenda item.

Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management’s recommendation to award the bid to Heritage Land Management. The motion passed unanimously.

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**6. ENTERPRISE FLEET MANAGEMENT**

Mr. Parrish provided information and explained program benefits about the Enterprise Fleet Management program that management recommended for approval. This information was discussed at length during the SSSD meeting and no further information was added during the SWS meeting.

Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management’s recommendation to approve the recommendations of the proposed plan on the vehicle fleet strategy to Enterprise Fleet Management. The motion passed unanimously.

**7. ALUMINUM CHLOROHYDRATE CHEMICAL**

Sealed bids were received on January 6, 2025, for the purchase of Aluminum Chlorohydrate used in the drinking water treatment process for calendar year 2025. Aluminum Chlorohydrate was included in the reverse auction procurement held in November; however, there were no responses for that chemical.

The estimated annual usage for Aluminum Chlorohydrate is 180,000 pounds. Brenntag Mid-South is currently providing the chemical at a cost of \$0.586 per pound.

Invitations were forwarded to six prospective bidders, published in the local media, and posted to the Spartanburg Water website. One response was received. A tabulation of bids is listed below.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Brenntag Mid-South Spartanburg, SC	\$0.65 Per Pound

Management recommended an award to Brenntag Mid-South in the amount of \$0.65 per pound and approximately \$117,000 annually. Funding will be provided by SWS operating funds.

Remsen Parrish provided the Commission with an overview of the Aluminum Chlorohydrate Chemical agenda item noting that this chemical did not receive any bids during the Reverse Bid Auction in November.

Ms. Viney moved and Mr. Littlejohn seconded the motion to approve management’s recommendation to award the bid to Brenntag Mid-South. The motion passed unanimously.

**8. OLD M&C SHOP DEMOLITION**

Bids were received on November 13, 2024, for the demolition of the Old M&C Shop located at 240 Whitney Road. The scope of work calls for the demolition and removal of the remaining building, concrete foundations, and the asphalt parking lot. The area will be graded and seeded with grass.

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Invitations were forwarded to prospective bidders, published in the local media, and posted to the Spartanburg Water website. A mandatory pre-bid meeting was held at the demolition site on July 24, 2024, at 10:00 a.m. Six contractors were in attendance at this meeting. One bid was received. A bid tabulation is provided below:

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Demtek LLC Spartanburg, SC	\$94,440

Management recommended an award to Demtek LLC as the lowest responsive bidder. Funding will be provided by SWS operating funds.

Remsen Parrish provided the Commission with an overview of the Old M&C Shop Demolition agenda item.

Mr. Parrish stated that management followed up with the contractors that did not submit bids, and most felt they couldn't offer a competitive bid, while one was not licensed in South Carolina.

Mr. Montgomery asked if everything including the asphalt was being removed. Bobby Walden stated that upon demolition and removal of the remaining building, concrete foundations, and the asphalt parking lot, the area will be graded and seeded with grass, to return to its natural state.

Mr. Boyle noted that the original water plant infrastructure is underground at this property. There will be future discussions of how best to use this property, but the purpose of this work is to return it to its natural state and not contribute to blight.

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

**AGENDA ITEMS 9-10                      OPERATIONS**

**9.      EMERGENCY PROCUREMENT – R.B. SIMMS 42" GASKET REPAIR**

On November 7, 2024, a power excursion caused an over-pressure of a gasket on the 42" line on the outlet side of the high service pumps. A plan was developed to isolate the system without affecting supply and water quality, make a more sustainable repair, and to bring the system back into operation. The repair was completed the morning of December 17, 2024.

Rick Jolley provided the Commission with an overview of the Emergency Procurement – R.B. Simms 42" Gasket Repair agenda item. Mr. Jolley explained what happens in the line when there is a power excursion that creates an over-pressure causing a gasket failure.

The above was provided as information to the Commission.

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**10. HURRICANE HELENE – OPERATIONAL STORM RELATED COSTS**

Rick Jolley and Cam Cole provided an update to the Commission during the SSSD meeting and no further information was added during the SWS meeting.

**AGENDA ITEMS 11-14 ENGINEERING**

**11. RECEIPT OF BIDS – LAKE BOWEN LANDING SHORELINE STABILIZATION PROJECT – PHASE 2 CONSTRUCTION SERVICES**

Bids were received on January 9, 2025, for the construction of Phase 2 of the Shoreline Stabilization project at Lake Bowen Landing. The shoreline stabilization project will address shoreline erosion and impervious surface runoff that negatively impacts the lake and includes minor grading, walking paths, a wooden observation platform and landscaping designed for best management practice (BMP) to eliminate erosion.

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

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Construction Resource Group, Inc. Union, SC	\$148,710
TEPDB Op Co. Raleigh, NC	\$284,658
Roebuck Wholesale Nursery & Landscaping, Inc. Roebuck, SC	UNRESPONSIVE
Engineer’s Estimate	\$225,425

Management recommended awarding the contract for Phase 2 of the Lake Bowen Landing Shoreline Stabilization Project to the lowest responsive bidder, Construction Resource Group, Inc., of Union, SC for the amount of \$148,710. This project will be funded in part by the 319 Grant and by capital funds.

Kevin Smith provided the Commission with an overview of the Receipt of Bids – Lake Bowen Landing Shoreline Stabilization Project – Phase 2 Construction Services agenda item. This phase will continue to address shoreline erosion and impervious surface runoff that negatively impacts the lake.

Ms. Viney moved and Mr. Littlejohn seconded management’s recommendation to award the bid to Construction Resource Group, Inc. The motion passed unanimously.

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**12. PARTICIPATION PROJECT CONSISTENT WITH INSIDE CITY WATER MAIN EXTENSION POLICY – 938 LOGAN STREET**

Recently management received a request from a property owner at 938 Logan Street concerning the possibility of obtaining water service. Logan Street is east of South Church Street and west of Bomar Avenue.

The water main extension consists of approximately 120 linear feet of 2-inch water main, and is consistent with the SWS Water Main Extension Policy. It will be billed at the inside city rate plus surcharge until such time as the full local share is recovered.

The water main extension has been extended to 225 linear feet of 2-inch water main and will include a tie-in to the South Liberty Street 6-inch main to provide for future growth in the area, which increased the original project estimate from \$6,600 to \$12,400. The property owner's participation cost is still based on the original estimate of \$6,600 and not the future growth estimate.

Management recommended Commission approve the above.

Kevin Smith provided the Commission with an overview of the Participation Project Consistent with Inside City Water Main Extension Policy – 938 Logan Street agenda item.

Ms. Viney moved and Mr. Littlejohn seconded management's recommendation to approve the inside city water main extension to 938 Logan Street. The motion passed unanimously.

**13. PARTICIPATION PROJECT CONSISTENT WITH OUTSIDE CITY WATER MAIN EXTENSION POLICY – DOVE HILL ROAD PHASE 3**

Recently management received a request from a property owner on Dove Hill Road concerning the possibility of obtaining water service. Dove Hill Road is west of I-26 and north of Sundyal Drive.

The water main extension consists of approximately 435 linear feet of 6-inch water main and one fire 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 necessary to provide domestic service plus fire protection and also provide for future growth, are the same size and quantity, and therefore, the project estimate is \$24,000. The property owner's participation cost is based on this estimate.

Management recommended Commission approve the above.

Kevin Smith provided the Commission with an overview of the Participation Project Consistent with Outside City Water Main Extension Policy – Dove Hill Road Phase 3 agenda item.

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Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management's recommendation to approve the outside city water main extension to Dove Hill Road Phase 3. The motion passed unanimously.

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

The following agreements have been executed on behalf of the Commission by the Chief Executive Officer in accordance with the resolution adopted by the Commission on January 26, 2023.

**A. Inside City Private Fire Service Agreements**

**(1) Jim 'N Nick's Bar-B-Que FS**

Jim 'N Nick's Bar-B-Que, located at 106 East Blackstock Road in Spartanburg, wishes to make a 6-inch connection to the Commission's 12-inch water line along East Blackstock Road to serve a private fire protection system for the above-mentioned restaurant. SSK Land, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$148.76

**B. Outside City Private Fire Service Agreements**

**(1) Ark of Salvation FS**

Ark of Salvation, located at 250 Sugar Ridge Road in Inman, wishes to connect a 6-inch water line to the Commission's 16-inch water line along SC Highway 9 to serve a private fire protection system for the above-mentioned religious institution. Ark of Salvation Slavic Church wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$223.16

**(2) Culver's FS**

Culver's Restaurant, located at 2201 Boiling Springs Road in Boiling Springs, SC, wishes to connect a 6-inch water line to the Commission's 8-inch water line along Boiling Springs Road to serve a private fire protection, including one private hydrant, for the above-mentioned restaurant. ODW Management, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$446.32

**(3) Dobbs Equipment FS**

Dobbs Equipment, located at 145 Vintage Drive in Spartanburg, wishes to connect a 6-inch water line to the Commission's 12-inch water line along Dewberry Road to serve a private fire protection system, including one private hydrant, for the above-mentioned

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sales/rental/warehouse shop facility. DJD Southeast Real Estate Holdings, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$446.32

**(4) Highway 9 Storage FS**

Highway 9 Storage, located at 4378 SC Highway 9 in Boiling Springs, SC wishes to connect a 6-inch water line to the Commission's 12-inch water line along SC Highway 9 to serve two private hydrants for the above-mentioned storage facility. Hesse Properties, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$669.48

**C. Outside City Water Main Extension Agreements**

**(1) Spartanburg Zimmerman**

SC Spartanburg Zimmerman I, LLC is developing Spartanburg Zimmerman located off Zimmerman Road. This development will consist of two commercial lots, approximately 1,720 linear feet of 8-inch water main and one hydrant. The developer will bear all costs.

The above was provided as information to the Commission.

**15. PERMITS ISSUED AT THE RESERVOIR**

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

**LAKE BOWEN RESERVOIR**

- (1) Ilya M. Apanovich**, desires to replace a dock on Lake Bowen.
- (2) Brian P. Barry**, desires to replace a dock and construct a boat lift on Lake Bowen.
- (3) Max S. Doggett, Ann W. Doggett, and Shelby L. Doggett**, desire to stabilize the shoreline on Lake Bowen.
- (4) David A. Grayshock and Jeffrey L. Morgan, as Co-Trustees and Successors in Trust, under the David A. Grayshock and Jeffrey L. Morgan joint Revocable Trust**, desire to replace a dock on Lake Bowen.
- (5) David A. Grayshock and Jeffrey L. Morgan, as Co-Trustees and Successors in Trust, under the David A. Grayshock and Jeffrey L. Morgan joint Revocable Trust**, desire to replace a dock on Lake Bowen.



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- (6) **Thomas J. Harney and Jeraldine Harney**, desire to replace a dock on Lake Bowen.
- (7) **Donald M. Icenhower and Sandra O. Icenhower**, desire to construct a hard pathway on Lake Bowen.
- (8) **Randall C. Johnson**, desires to stabilize the shoreline on Lake Bowen.
- (9) **Chris John Monkaitis**, desires to stabilize the shoreline on Lake Bowen.
- (10) **Ron Mueller, Debbie Mueller, Maxine Mueller**, desire to stabilize the shoreline on Lake Bowen.
- (11) **Kenneth J. Newman**, desires to stabilize the shoreline on Lake Bowen.
- (12) **Jesse T. Phillips**, desires to stabilize the shoreline on Lake Bowen.
- (13) **Terry D. Ridings**, desires to replace a dock on Lake Bowen.
- (14) **Patrick B. Russell**, desires to stabilize the shoreline on Lake Bowen.
- (15) **James C. Sanders**, desires to stabilize the shoreline on Lake Bowen.
- (16) **Joan Ellison Strong**, desires to replace a dock on Lake Bowen.
- (17) **Derrell G. Sullivan and Judy B. Sullivan, Trustees under the Sullivan Living Trust**, desire to stabilize the shoreline on Lake Bowen.
- (18) **Robert V. and Melanie B. Thomas**, desires to replace a dock on Lake Bowen.
- (19) **Randall L. Wood**, desires to stabilize the shoreline on Lake Bowen.

**LAKE BLALOCK RESERVOIR**

- (1) **Joseph W. Beets**, desires to replace a dock on Lake Blalock.
- (2) **Matthew T. and Minde Mattison Brown**, desire to replace a dock and construct a hard pathway on Lake Blalock.
- (3) **Marnee J. Dvorak and Cherrie Marie Dvorak**, desire to stabilize the shoreline on Lake Blalock.
- (4) **Bruce R. and Jacquelyn P. Fraedrich**, desire to replace a dock on Lake Blalock.
- (5) **Richard M. and Frieda K. Hisker**, desire to replace a dock and construct a boat lift on Lake Blalock.
- (6) **Richard M. and Frieda K. Hisker**, desire to construct a dock and hard pathway on Lake Blalock.
- (7) **Mark B. Osteen**, desires to stabilize the shoreline on Lake Blalock.

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**MUNICIPAL RESERVOIR 1**

- (1) **John C. Powell, Deborah G. Powell**, desire to construct a dock and hard pathway on Municipal Reservoir 1.

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

**LAKE BOWEN RESERVOIR**

- (1) **Erin L. Fritzler and Jack Bouria**, dock replacement on Lake Bowen.
- (2) **William J. Laughter and Amy M. Laughter**, boat lift, dock replacement, and shoreline stabilization on Lake Bowen.
- (3) **Nicholas Martin and Blake G. Kirsch**, boat lift, dock replacement, hard pathway, personal watercraft lift, and shoreline stabilization on Lake Bowen.

**LAKE BLALOCK RESERVOIR**

- (1) **Alina P. Molnar and Jenó Molnar**, dock replacement and hard pathway on Lake Blalock.

**MUNICIPAL RESERVOIR #1**

**NONE**

The above was provided as information to the Commission.

**16. CHIEF EXECUTIVE OFFICER REPORT**

- A.** Mr. Boyle informed the Commission that the generator for R.B. Simms Water Treatment Facility is onsite and installed, but waiting on operating permits. It is expected to be ready for operation by the end of February.
- B.** Mr. Boyle noted that there had been 12 water line breaks since January 1 due to cold weather, with only two boil water advisories.
- C.** Mr. Boyle asked that if anyone receives a request or has discussions regarding logos on water tanks, please direct those requests to Mr. Boyle.
- D.** Mr. Boyle informed the Commission that Black and Veatch completed the dam inspections following Hurricane Helene and reported that all three dams performed adequately with no observable defects.
- E.** Mr. Boyle noted that management continues to work with the City on transferring property deeds into the correct name.

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- F.** Mr. Boyle stated that Lake Blalock Park clean-up is well under way and management expects the park to reopen by the end of February. Mr. Boyle noted that 23% docks on Lake Bowen were damaged and 32% of the docks on Lake Blalock were damaged.
- G.** Mr. Boyle stated that Ken Tuck and Jon Morgan are working to access future fire burn risks around the lake. Ken Tuck stated that management will create a Comprehensive Wildfire Management Plan and incorporate a Forestry Management Plan into that document.
- H.** Mr. Boyle informed the Commission of referrals that will be on the upcoming February agenda. Administration will have an Executive Session. Finance and Procurement will have Right-of-Way Mowing and Maintenance and Janitorial Services. Operations will have Phase II Sedimentation Study, Task Order #2 from CDM Smith, and 525 Lake Road (Lake Bowen) Dredging Permits. Engineering will have a Participation Project for Denton Road.

**17. ADJOURNMENT**

Meeting adjourned at 4:10 p.m.

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Camlyn M. Cole  
Secretary-Treasurer

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