

MINUTES

The Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 301 South Avenue, Spartanburg, SC, June 28, 2016, 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 on the bulletin board, 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 MAY 24, 2016

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 11-month period ending May 31, 2016. An explanation was provided for the favorable and unfavorable budget variances.

Mr. Pressley presented a new separate depreciation fund to be used in the future for replacement of water meters. Ms. Schneider stated that the anticipated meter life is approximately 15 years and the previous meter replacement project started in 2005. At that time, a fund was not established for a meter replacement project.

The above was provided as information to the Commission.

3. C&D CRANE PURCHASE AND INSTALLATION

Proposals were received on May 12, 2016, for the purchase and installation of a 5-Ton capacity crane for the C&D maintenance building's welding shop. The overhead crane is being installed to provide a safe means of handling heavy materials and minimize the risk of injury to employees.

Invitations were forwarded to prospective contractors and the project was advertised publicly. A pre-bid meeting was held on the April 28, 2016, with an opportunity for prospective bidders to inspect the installation area and ask questions. The solicitation drew one responsive proposal. The cost information submitted as part of the responsive proposal is listed below.

BIDDER

AMOUNT OF BID

IndSpec Systems
Greenville, SC

\$44,734

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Engineering Systems, Inc. No Bid
 Duncan, SC

Progressive Crane No Bid
 Charlotte, NC

Management recommended an award to IndSpec Systems with a cost of \$44,734 based on their proposal. The cost will be shared equally between SWS and SSSD capital funds.

Ms. Viney moved and Mr. Littlejohn seconded the motion to ratify the action taken in the SSSD meeting to accept management’s recommendation to award the contract to IndSpec Systems with a cost of \$44,734. The motion passed unanimously.

4. GENERATOR REPLACEMENT FOR VAUGHN’S CREEK INTAKE

Proposals were received on June 13, 2016, for the replacement of the generator located at Vaughn’s Creek. This item is a critical asset and is due for replacement per the depreciation schedule.

Requests for proposal were sent to prospective bidders and advertised in the local media. A pre-bid meeting was held on May 26, 2016, with an opportunity for prospective bidders to inspect the units to be replaced and ask questions. The RFP was structured in a way to allow SWS options as it relates to the purchase of the generator itself and the installation of the generator. Based on the proposals submitted, management recommended purchasing just the generator as part of this procurement in order to obtain the best overall value. A cost tabulation included in the responses for just the generator is listed below.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Cummins Sales and Service Spartanburg, SC	\$36,233
Paul K Young Electric, LLC Inman, SC	\$38,756
McCarter Mechanical, Inc. Spartanburg, SC	Non-Responsive

Management recommended that an award for the purchase of the generator be granted to Cummins Sales and Service based on their proposal of \$36,233. Funding for this project will be provided through the SWS depreciation fund.

Ms. Schneider stated that this is one of the critical asset items up for replacement according the depreciation schedule.

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Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management's recommendation to award the purchase of the generator to Cummins Sales and Service based on their proposal of \$36,233. The motion passed unanimously.

5. LOFTY COVE WATERLINE EXTENSION PROJECT – SUMMARY CHANGE ORDER

The Lofty Cove Waterline Extension Project is now complete. The project was installed by C.J. Compton Plumbing of Spartanburg, SC and included approximately 1,600 linear feet of 12-inch ductile iron pipe, 3,060 linear feet of 6-inch ductile iron pipe, and 620 linear feet of 4-inch ductile iron pipe. The project was a participation project to extend water service along a portion of Narrow Circle and Dodd Lane.

Change Order #1 was the Summary Change Order for a \$9,262.70 increase to the contract price for adjustment of the unit quantities based on actual work done. This change order was executed as per current water system policy.

The financial summary of the project is as follows:

Construction Contract	\$ 303,223.00
Change Order No. 1	\$ <u>9,262.70</u>
Final Contract Amount	\$ 312,485.70

The above was provided as information to the Commission.

6. OUTSIDE CITY WATER MAIN EXTENSION – BURNS ROAD 3

The above-mentioned project, which consists of approximately 370 linear feet of 6-inch water main and one fire hydrant, is consistent with the SWS Participation Policy.

It will be billed at the outside city rate plus surcharge until such time as the full local share is recovered.

Management recommended Commission approve the above.

Ms. Viney moved and Mr. Littlejohn seconded the motion to approve the outside city water main extension noted above. The motion passed unanimously.

7. 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 July 11, 1989.

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A. Inside City Private Fire Service Agreement

(1) Rosalind S. Richardson Center for the Arts (Wofford College)

Rosalind S. Richardson Center for the Arts, located at 225 Wofford Campus Drive, Spartanburg, SC, wishes to connect an 8-inch water line to the Commission's 8-inch water line located in an easement between the Wofford College campus and the Spartanburg Memorial Auditorium to serve a private fire protection system, including two private hydrants, for the above-mentioned educational building. Wofford College wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$527.92

B. Outside City Private Fire Service Agreements

(1) Drayton Mills Retail FS

Drayton Mills Retail, located at 1800 Drayton Road in Spartanburg, SC, wishes to connect an 8-inch water line to the Commission's 16-inch water line along Drayton Road to serve a private fire protection system for the above-mentioned retail center. Drayton Mills Retail, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$408.48

(2) MD 360 (Convenient Care)

MD 360 Convenient Care, located at 2400 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 system, including one private hydrant, for the above-mentioned health care facility. Community Facilities Engineering (Greenville Health System d/b/a MD 360) wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$383.44

C. Inside City Water Main Extension Agreement

(1) Wofford College Rosalind S. Richardson Center for the Arts

Wofford College proposes to install approximately 240 linear feet of 8-inch water main to serve the new Rosalind S. Richardson Center for the Arts located on Wofford Campus Drive in Spartanburg. The developer will bear all costs.

D. Outside City Water Main Extension Agreement

(1) Castle Stone Subdivision

Phoenix Reed, LLC is developing the Castle Stone Subdivision off of Nazareth Church Road. The development will consist of 28 residential lots. The developer will bear all costs.

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E. Lake Agreements

All fees have been paid on the following lake agreements, and there are no encroachments to sign.

- (1) **Donald R. Morrow Sr. and Sandra K. Morrow** desire to replace a dock on Lake Bowen.
- (2) **Scott A. Butterbaugh and Deborah L. Butterbaugh** desire to replace a dock on Lake Bowen.
- (3) **Ann W. Doggett, Max S. Doggett and Shelby L. Doggett** desire to construct a boat lift on Lake Bowen.
- (4) **Joseph Benjamin Hunt and Angela Johnson Hunt** desire to construct a boat lift and a personal watercraft lift on Lake Bowen.
- (5) **Steve R. Moyer** desires to construct a dock and soft pathway on Lake Blalock.
- (6) **Paul D. Houle and Shari Houle** desire to construct a soft pathway and replace a dock on Lake Blalock.
- (7) **Bryan Fore and Terry Fore** desire to construct a dock and soft pathway on Lake Blalock.
- (8) **Richard A. Tweed and Sara C. Tweed** desire to construct a soft cart path, non-permanent, and replace a dock on Lake Blalock.
- (9) **Mikeal E. Hodges and Deborah K. Hodges** desire to construct a boat lift on Lake Blalock.

The above was provided as information to the Commission.

8. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS

- A.** Ms. Schneider stated that Spartanburg Water received the AWWA Partnership for Safe Drinking Water Directors Award at the ACE Conference. Bobby Walden accepted the award on behalf of Spartanburg Water.
- B.** Ms. Schneider discussed and shared before and after pictures of the Lake Bowen Landing Paving project.
- C.** Ms. Schneider informed the Commission that the Lake Blalock Buffer Management Plan will be updated. In 2006, the Commission approved the current plan to ensure protection of the excellent source of high quality drinking water in Lake Blalock. In order to update the plan, staff will be working with residents in the up-coming months and will relay this information to the Commission in the fall or early winter.

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On June 7, staff met with the Lake Blalock Homeowners' Association in an effort to receive feedback. Letters were mailed to all property owners stating that workshops are planned for July 12 and August 9. There is also an online survey and the Lake Blalock Buffer Management Plan on the Spartanburg Water website.

Ms. Viney asked the proper name of the Homeowners' Association. Mr. Tuck stated Blalock Lakeside Property Owners Association (BLPOA) and said they also have a website.

Mr. Montgomery asked the approximate amount of association members that live on the lake. Mr. Tuck responded less than 100 and there are approximately 400 homes.

- D. Ms. Schneider updated the Commissioners on the Oxygenation Project. Chad Lawson presented a letter that was mailed to the Lake Bowen stakeholders. A project summary page was also provided to the Commissioners and will be placed on the website under the Oxygenation section.

Mr. Montgomery inquired about test results from water quality. Ken Tuck stated that Geosmin was detected in Reservoir No. 1, so an application of algaecide was applied in early May. To date Methylisoborneol (MIB) has not been detected in Reservoir No. 1 and only a trace of it has been detected in Lake Bowen.

Mr. Montgomery asked about the time frame for obtaining the test results for water quality. Mr. Tuck stated that it takes a couple of days to get the results.

Ms. Viney asked if the Oxygenation Project was on schedule. Mr. Tuck stated it is currently ahead of schedule.

- E. Ms. Schneider informed the Commissioners of the Choose Tap Program, Community Health Awareness Day (CHAD) held on June 4. There were approximately 300 participants. The program was very well received.
- F. The Water Oasis will be at the Red White and Boom on July 4 at Barnet Park from 5:00 p.m.–10:00 p.m.

Mr. Montgomery inquired as to the status of the Choose Tap partnerships with the community. Ms. Schneider and Chad Lawson have met with The Spartanburg Day School and Spartanburg Regional Hospital regarding their interest in the Choose Tap program. Mr. Lawson is preparing a grant application for The Mary Black Foundation.

Ms. Viney asked what the cost of an outdoor water unit would be. Mr. Lawson replied approximately \$7,000, but Spartanburg Water can get a unit for \$4,000 plus installation and wrapping.

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- G.** Ms. Schneider stated that management is open for suggestions to communicate with customers and the public regarding infrastructure. Management currently reaches out to the public through press releases, short videos, brochures, Facebook, and a variety of messages on the Spartanburg Water website.

Adjourned at 4:01 p.m.

G. Newton Pressley
Secretary-Treasurer

tbh