

MINUTES

The Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 299 N. Church Street, Spartanburg, SC, March 26, 2019, 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. APPROVAL OF MINUTES OF REGULAR MEETING OF FEBRUARY 26, 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 eight-month period ending February 28, 2019. An explanation was provided for the favorable and unfavorable budget variances.

The above was provided as information.

3. BOND RATING UPGRADE

Newt Pressley provided the Commission with an overview of the Bond Rating Upgrade process. Mr. Pressley stated that bond ratings for SWS were last reviewed in July 2017 in connection with the Series 2017B Bonds. At that time Standard and Poor's upgraded SWS from AA- to a AA rating, while Moody's maintained a rating of Aa3 for SWS. Credit strengths noted in 2017 reports included commitment to adequate rates, growing service area economy, strong debt service coverage and liquidity position, and strong financial management. Mr. Pressley noted that given the Water System's continued trend of strong financial performance, management proactively reached out to Moody's and asked for an in-depth review.

In preparation for this review, Mr. Pressley worked with David Cheatwood of First Tryon Advisors to better understand the key rating factors utilized by Moody's and to develop an appropriate presentation that identified the Water System strengths. Moody's Utility Scorecard Factors include System Characteristics, Financial Strength, Management, and Legal Provisions. Financial strength of a utility determines its resilience against short-term and long-term impacts. The utility's management determines the actual level at which it is run, including setting rates, capital planning, proper budgeting practices, and complying with environmental regulations.

The Commissioners of Public Works of the City of Spartanburg, SC – Regular Meeting, March 26, 2019

The Water System presentation to Moody's included the following: financial policies, reserve fund strategies, debt service coverage, and days cash on hand. The System is in the process of finalizing revisions to its financial policies. Upon adoption by the Commission, the policies will cover in detail the following eight areas: Financial Planning, Operating and Reserve Funds, Debt Management, Bond Compliance Policies and Procedures, Fiscal Accountability, Investment Management, Procurement Authority and Accountability for Budget Managers, and Other Post Employment Benefits (OPEB) Funding Policy.

The System's objectives for its reserve policies are to maintain adequate reserves in order to achieve a proper balance between debt financing vs. pay as you go funding and to ensure that it properly maintains its facilities and infrastructure. Mr. Pressley explained that the water system is doing more pay as you go funding and less borrowing for capital project funding. The System expects its operating and reserve policies to provide for the following:

- Operating: Target a fund balance of approximately 30 days of the annual operating budget.
- Rate Stabilization: Maintain at a minimum level of \$2,500,000 which can be used at the utility's discretion to fund significant financial emergencies, unanticipated economic downturns, transition to new rates over time and/or to address temporary cash flow shortages.
- Depreciation: Maintain at a minimum level of \$2,500,000 for the renovation and replacement of operational equipment and system facilities.
- Capital: Maintain at a minimum level of \$2,500,000 for infrastructure and facility improvements not funded by bonds.
- Distribution System Rehab: Maintain at a minimum level of \$2,000,000 for the evaluation, maintenance and replacement of the distribution system.
- Depreciation Fund (Meter and Meter Reading Technology Infrastructure): The targeted balance will be sufficient to meet the replacement funding of the system's meters and the meter reading technology, typically every 15 years.

Mr. Pressley stated that the presentation also included historical annual debt service coverage and cash on hand. Debt Service Coverage has ranged from 1.57x - 1.86x over the past five years with coverage in FY 2018 reaching a high of 1.86x. Debt Service Coverage averaged 1.80x over the last three fiscal years. As of June 30, 2018, the System had total unrestricted cash and investments of \$21,599,843 representing 308 days cash on hand – The System increased its cash position by \$2.1 million over FY 2017 and by approximately \$4.8 million over the past five years.

The Moody's rating review was conducted on February 19, 2019, via conference call with Moody's analyst, Tiphany Lee-Allen. The analyst commented during the call that the trends and metrics are very strong. The report itself reflects the System's large and diverse service area poised for continued future growth, improving coverage ratios and liquidity. Moody's upgraded SWS from Aa3 to Aa2, which is the same level as Standard and Poor's recent upgrade.

The Commissioners of Public Works of the City of Spartanburg, SC – Regular Meeting, March 26, 2019

The Commission thanked management for the accomplishment of the bond rating upgrade.

The above was provided as information to the Commission.

4. WORKERS' COMPENSATION INSURANCE RENEWAL

Spartanburg Water's Workers' Compensation insurance renews annually on April 1. For the 2019 renewal staff received proposals from McGriff Insurance Services and USI Insurance Services. As agents, these firms are able to obtain quotes from a number of Underwriters on our behalf, and presents the best proposals for consideration. McGriff Insurance Services is currently the agent for Spartanburg Water and the Workers' Compensation policy is written through Summit. The premium for the 2018 renewal was \$167,423.52.

The results of the proposals received are tabulated below:

USI Insurance Services:	(Selective)	\$126,482
McGriff Insurance Services:	(Summit)	\$134,767

Based on the findings of the evaluation committee, management recommended approval of the proposal submitted by USI Insurance Services and binding coverage with Selective Insurance Company as the Underwriter for the Workers' Compensation insurance. The 2019 renewal represents a 32% savings over last year.

The Workers' Compensation premium will be allocated as follows, \$94,861.50 for SWS and \$31,620.50 for SSSD.

Mr. Littlejohn moved and Ms. Viney seconded the motion to ratify the action taken in the SSSD meeting and approve management's recommendation of USI Insurance Services and binding coverage with Selective Insurance Company as the Underwriter for the Workers' Compensation insurance. The motion passed unanimously.

5. HEALTH AND DENTAL INSURANCE RENEWAL

Management proposed the following design plan recommendations for the upcoming health insurance plan year that is effective May 1, 2019.

These recommendations include the following:

- Vision benefit: raise maximum from \$400 to \$500
- Chiropractic benefit: raise maximum from \$750 to \$1,000
- Diabetes medications: zero copay (preauthorization will apply for non-preferred drugs)
- Eliminate Rally and the clinical rewards program effective 5-1-19
- Hearing Aids allowance: \$2,500 allowance every 3 calendar years to use as needed

These recommendations will be in effect with no changes to the employee contributions.

- Dental Plan-No Change
- Employee Contributions – No change

The Commissioners of Public Works of the City of Spartanburg, SC – Regular Meeting, March 26, 2019

2019 - 2020 Per Pay Period Contribution	Consumer Choice Plus Medical Plan	Consumer Choice Medical Plan	Basic Medical Plan	Dental Plan
Employee Only	\$47	\$36	\$15	\$7
Employee plus child	\$61	\$50	\$28	\$10
Employee plus children (2 or more)	\$91	\$70	\$33	\$12
Family	\$118	\$93	\$48	\$14

Management recommended that the Commission approve the above mentioned design changes to the Spartanburg Water Health Insurance Plan that will become effective May 1, 2019.

Mr. Littlejohn moved and Ms. Viney seconded the motion to ratify the action taken in the SSSD meeting and approve management’s recommendation to approve the above mentioned design changes to the Spartanburg Water Health Insurance Plan that will become effective May 1, 2019, with no changes to the employee contributions. The motion passed unanimously.

6. PROPOSALS FOR BILL PRINTING, INSERTING, AND MAILING SERVICES

Responses from a Request for Proposal to perform bill printing, inserting, and mailing services were received on February 11, 2019. This RFP process is intended to achieve the most up to date technology and best possible services in a cost effective manner.

A tabulation of the responses to the request is listed below. The costs are represented in annual totals.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Cathedral Corporation Orlando, FL	\$315,193
Southdata Mount Airy, NC	\$317,831
SourceLink Greenville, SC	\$320,534
Infosend Dallas, TX	\$325,084
Surebill Duluth, GA	\$331,019

Datamatx \$336,822
Atlanta, GA

The proposals were evaluated using a weighted scoring matrix. The matrix rated the suppliers' (1) approach and comprehensiveness of services provided, (2) technical competency (3) MWBE certification, (4) proposed Community Benefit Program, and (5) cost. The evaluation and scoring of the proposals were conducted by a three person evaluation committee in a group discussion forum. This evaluation identified SourceLink and Datamatx as the top two highest scoring proposals. Both SourceLink and Datamatx provided demos of their tracking and file processing software.

Based on the evaluation of the proposals, demonstrations, and reference checks, management recommended that SourceLink be awarded the contract for bill printing, inserting, and mailing services at an annual cost of \$320,534. Funding will be provided by the SWS operating budget. Remsen Parrish, Purchasing Manager provided the Commission an overview of the bill printing, inserting, and mailing services agenda item.

Ms. Viney moved and Mr. Littlejohn seconded the motion to approve management's recommendation to award SourceLink the contract for bill printing, inserting, and mailing services at an annual cost of \$320,534. The motion passed unanimously.

7. PREVENTATIVE MAINTENANCE AGREEMENT FOR LABORATORY SERVICES

Laboratory Services maintains Preventive Maintenance Agreements (PMA's) for select laboratory instruments. The proposed contract is an annual agreement and includes service for routine preventive maintenance, troubleshooting, repairs (parts and labor), software support, certain upgrades, and priority emergency repair service. The PMA is provided by the manufacturer, who is the sole source provider of the laboratory service.

Perkin Elmer ICPMS System

This system is used to analyze water samples for the Safe Drinking Water Act (SDWA) and the Clean Water Act (CWA) programs and support of plant operations. Perkin Elmer has quoted an annual PMA for this system for a total cost of \$25,116.

Funding will be provided through the Laboratory Services operating budget, with costs shared 50% between SWS and SSSD.

Management recommended the approval of the renewal of the Perkin Elmer Preventive Maintenance Agreement for an amount not to exceed \$12,558.

Mr. Littlejohn moved and Ms. Viney seconded the motion to ratify the action taken in the SSSD meeting and approve management's recommendation for the renewal of the Perkin Elmer Preventative Maintenance Agreement for an amount not to exceed \$12,558. The motion passed unanimously.

8. AMENDMENT TO THE SPARTANBURG WATER SYSTEM POLICIES AND PROCEDURES FOR USE OF WATER SUPPLY RESERVOIRS

The Commissioners of Public Works of the City of Spartanburg, SC – Regular Meeting, March 26, 2019

During 2018, staff held listening sessions with adjacent property owners from Lakes Bowen and Blalock. The input from those meetings, along with additional conversations with customers, stakeholders, and business leaders have provided valuable feedback. Staff has surveyed other reservoir management programs and gathered operational rules and regulation information. This information, along with feedback received from stakeholders, serves as the basis for the proposed change to the requirements for structures (docks) on Lake Bowen and Lakes Blalock in the *Spartanburg Water System Policies and Procedures for Use of Water Supply Reservoirs, Rev. May 2017*.

The proposed amendment modifies the current rules by eliminating the different classifications of docks (Types A, B, C), eliminates the requirement to submit engineered drawings with each application, and adopts a set of standards, specifications and construction drawings that each adjoining landowner would have to follow in order to be issued permits for dock construction. This would provide for consistency and standardize construction practices for structures on each reservoir, with an emphasis on safety.

Management proposed the following change to the Spartanburg Water System Policies and Procedures for use of Water Supply Reservoirs.

Proposed Amendment: Page 8 “Structures for Lake Bowen and Lake Blalock

Section 1 (page 8) add language addressing that only one connection to the shore is allowed

Existing language	Proposed language
<p>Only property owners with lots approved for residential construction as approved by Spartanburg County and SCDHEC, and with a minimum of 40 feet fronting and abutting on the ponded water at normal pool elevation may be granted authority to construct, install, establish, or create any structure on SWS property. No ramps, roads or driveways shall be constructed on SWS property. Structures must be placed so that all portions of the structure are at least 14 feet from the imaginary projection of adjoining side lot lines as those lines project out into the lake. Projection of these side lot lines is accomplished by extending an imaginary line perpendicular to the structure boundary at each property corner. These lines are determined by bisecting the angle formed by the two structure front property lines that intersect at each corner. Exact placement will be determined by SWS. See Appendix B for dock placement example.</p>	<p>Only property owners with lots approved for residential construction as approved by Spartanburg County and SCDHEC, and with a minimum of 40 feet fronting and abutting on the ponded water at normal pool elevation may be granted authority to construct, install, establish, or create any <i>improvements</i> on SWS property. No ramps, roads or driveways shall be constructed on SWS property. Structures must be placed so that all portions of the structure are at least 14 feet from the imaginary projection of adjoining side lot lines as those lines project out into the lake. Projection of these side lot lines is accomplished by extending an imaginary line perpendicular to the structure boundary at each property corner. These lines are determined by bisecting the angle formed by the two structure front property lines that intersect at each corner. Exact placement will be determined by SWS.</p>

The Commissioners of Public Works of the City of Spartanburg, SC – Regular Meeting, March 26, 2019

	<p><i>Spartanburg Water will only permit (1) one connection (tie-in) to the shoreline per deeded parcel.</i></p> <p>See Appendix B for dock placement example.</p>
--	--

Section 2 (page 9) add rationale for why docks in coves are considered on a case by case basis

Existing language	Proposed language
<p>Property owners living in a cove who request a structure permit will be evaluated on a case by case basis.</p>	<p><i>SWS will site all structures that are to be placed on SWS property. Under certain circumstances SWS will deny permits to place a dock or structure on SWS property (see section 7). There are a number of conditions that must be considered when placing a dock in a cove area, depth of water, configuration of existing structures and the general geographic topography of the cove.</i></p> <p><i>Adjoining landowners living in a cove who apply for a structure permit will be evaluated on a case by case basis.</i></p>

Section 3 (page 9) be replaced in its entirety with the proposed language

Existing language	Proposed language
<p>Certain docks and structures constructed prior to the enactment of the Spartanburg Water System Policies and Procedures for Use of Water Supply Reservoirs did not meet the standards set forth herein. Those docks and structures, provided they are maintained in good condition and repair, will be permitted to remain as “grandfathered” subject to the following conditions:</p> <p>a. As long as the grandfathered docks do not interfere with or impede the operation of the water reservoir or other authorized use of the lake, they will be permitted to remain as they are.</p> <p>b. If any grandfathered docks are abandoned or are not maintained, the SWS reserves the right to (1) require the owner of the dock to remove the dock or (2) remove the dock at the owner’s expense.</p> <p>c. No grandfathered dock shall be rebuilt or replaced without (1) prior written permission from the SWS and (2) an SWS approved Dock</p>	<p><i>Non-Conforming Structures</i></p> <p><i>A non-conforming structure is defined as any structure located on SWS property which would not be permitted under then current SWS regulation (a “Non-Conforming Structure”). Any license issued for a non-conforming structure will be so designated on the face of the license and such licenses are non-transferable. SWS may reissue a license to a subsequent property owner as long as the Permittee is in compliance with the terms of this license and the non-conforming structure remains in good repair.</i></p> <p><i>A non-conforming structure must remain and be maintained in substantially the same condition as it was on the license’s date of issuance. Reasonable repair and maintenance of a non-conforming structure will not terminate this license. Extension, enlargement, rebuilding, changing the materials of the structure, changing the</i></p>

The Commissioners of Public Works of the City of Spartanburg, SC – Regular Meeting, March 26, 2019

<p>Replacement permit. While replacement of the existing structure size, configuration and footprint is considered, such permission may contain modifications or restrictions as to the location, design and use consistent with these policies and procedures.</p>	<p><i>size of the structure, or the adding of any lifts, personal water craft, components, structural members or features not allowed by SWS regulation is prohibited and may lead to license revocation. The Permittee should check with SWS staff before beginning any work on a licensed non-conforming structure.</i></p> <p><i>A non-conforming structure which is destroyed by an Act of God or other catastrophic event cannot be rebuilt or replaced. The Permittee agrees to remove the debris from the destroyed structure promptly. If the Permittee fails to remove such debris, SWS reserves the right to remove the debris at the Permittee's expense.</i></p>
---	--

Section 4 (page 9) remove the reference to "structure agreement"

Existing language	Proposed language
<p>Application for a structure agreement shall be made to SWS (contact the Warden's Office for an application and specification requirements).</p>	<p>An application for <i>proper permits or licenses</i> shall be made to SWS (contract the Warden's Office for an application and instructions).</p>

Section 5 (page 9) remove the reference to "Private Structure Agreement"

Existing language	Proposed language
<p>A fully executed Private Structure Agreement approved by the Commissioners and signed Permit Approval Form must be secured before initiating construction of a structure.</p>	<p>A fully executed <i>Permit must be in the hands of the adjoining landowner, the contractor performing work, or posted at the site prior to initiating any work.</i></p>

Section 6 (page 9) No changes proposed

Section 7 (page 9) No changes proposed

Section 8 (page 9) No changes proposed

Section 9 (page 10) No changes proposed

Section 10 (page 10) be replaced in its entirety with the proposed language

Existing language	Proposed language
<p>There are three (3) dock types associated with Lake Bowen and Lake Blalock. Type A docks are standard 12' by 18' (max) uncovered docks, Type B docks covered or uncovered 24' by 28' (max) slipped docks, and Type C docks are non-standard docks that do not meet the requirements of Type A and Type B docks. Type C docks require design and certification by South Carolina Professional Engineer</p>	<p><i>The maximum water surface area (the footprint) occupied by any structure shall not exceed 1,000 square feet, this shall include boat slips, lifts, walkway and platform area whether floating or fixed. SWS will only permit (1) one connection (tie-in) to the shoreline per parcel.</i></p> <p><i>All structures shall be constructed in accordance with SWS Standards and</i></p>

The Commissioners of Public Works of the City of Spartanburg, SC – Regular Meeting, March 26, 2019

<p>to ensure safety and suitability of the structure. Anyone desiring a Type C dock should contact SWS to discuss suitability of the proposed structure. Type C docks will be reviewed on a case by case basis. Type C dock request must comply with 1-9 of this section.</p>	<p><i>Specifications for Dock/Structure construction as amended (see appendix B). Engineered drawings are not required unless the adjoining landowner is seeking a variance to the existing standards.</i></p> <p><i>Adjoining landowners seeking a variance to any of the standards and specifications, shall submit a written justification to SWS and provide the details of the variance being requested. SWS may require supporting Engineered Drawings certified by a South Carolina Professional Engineer to be submitted in situations where variances are being requested. At its sole discretion, the Commission will make a determination as to the suitability of the request for variance, and the decision of the Commission shall be final and binding.</i></p> <p><i>Each dock owner shall be permitted up to (2) two Boat Lifts, (2) two Private Water Craft (PWC) Lifts per structure. This is regardless of whether the lifts are free standing or attached to the structure. The lifts will be considered as part of the “footprint” or maximum allowable square footage for the structure.</i></p> <p><i>Placement and location of the structure shall be at the sole discretion of SWS, and shall not extend no farther from the shore than its original location (if it is a replacement) or beyond the distance from shore than the neighboring structures on either side.</i></p> <p>NOTE: <i>A fully executed Land Access Agreement (LAA) must be on file prior to any permits being issued, or any work taking place.</i></p>
---	---

Section 11 (page 10) remove the reference to type A and B docks

Existing language	Proposed language
Appendix B includes Supporting Documents for Type A and Type B docks.	Appendix “B” includes Supporting Documents for <i>Structures on Lake Bowen and Lake Blalock</i> .

Mike Clardy, Property and Risk Manager, reviewed the proposed changes to the Spartanburg Water System Policies and Procedures for use of Water Supply Reservoirs. The summary of the proposed changes is that SWS has worked with an engineer to create prepared standard specifications and

The Commissioners of Public Works of the City of Spartanburg, SC – Regular Meeting, March 26, 2019

drawings for docks. These specifications would eliminate the requirement for engineered drawings to replace or add a dock. This change would eliminate Type A, B, and C docks. Management believes the standard specifications and drawings would improve the quality of construction and consistency of the docks, while taking into account for safety.

Ms. Schneider noted that if someone has an unusual circumstance or type of situation management would work with them individually. Mr. Clardy said there is no change for current docks. This is for property owner's that want to submit a variance from what SWS would normally approve, then engineered drawings would be required and management would address and approve or deny those individually.

Mr. Montgomery asked where could the property owner's get this information on the proposed changes. Mr. Clardy stated it would be available online and at the Lake Bowen and Lake Blalock warden's office.

Mr. Littlejohn asked what the timeframe is for this transition. Mr. Clardy said management is ready upon Commission approval.

Ms. Schneider stated that the dock footprint was also evaluated during this review process. Mr. Clardy confirmed that the original dock footprint was 924 square feet. Upon evaluating and consulting other lake requirements, it was found that 1,000 square feet is a common size. These requested changes include increasing the footprint to 1,000 square feet.

Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management's recommended changes to the Spartanburg Water System Policies and Procedures for use of Water Supply Reservoirs. The motion passed unanimously.

9. 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 March 2019 continue to show low levels of Geosmin ranging from 2.5 PPT's to 3.1 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.

The decision was made to extend the lake drawdown period through March 17, 2019. On March 18, 2019, staff began making the necessary adjustments to return the reservoirs to full-pool status to meet SCDNR's April 1 request. Currently Lake Bowen is at full-pool elevation of 815.26' MSL and Lake Blalock is at 708.97' MSL and is on target to be at full pool by April 1.

The above was provided as information to the Commission.

10. 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 520 permits issued through March 18, 2019. This count does include irrigation permits.

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 150 adjoining property owners have signed up.

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, 73 docks have been repaired or replaced. SWS granted 25 extensions until April 30 to complete the work or remove the dock from the lake. Seven docks are scheduled for removal the week of March 25.

Ms. Schneider reiterated that the Commission just approved proposed changes to the Spartanburg Water System Policies and Procedures for use of Water Supply Reservoirs. With these changes, the property owner's do not have to obtain engineered drawings if they use the approved standard specifications and the total dock square footage increased from 924 to 1,000.

Ms. Schneider updated the Commission on the Monument Project. 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 will be completed this week and the survey team will move to Reservoir #1.

Ms. Schneider also provided an update on the recent Reservoir #1 Rule Changes. All adjoining property owners were mailed a copy of the Reservoir #1 Rule Changes on February 8. Six property owners with irrigation pumps were notified on March 13 to remove the irrigation systems by May 1. Staff is developing the Reservoir #1 Dock/Structure License and Land Access Agreements. Staff will notify the twelve adjoining property owners with docks or structures of the process to apply for a License by mailing them information by April 1. Staff will develop the permit process for Buffer Improvements and Access for a 4' Path and will mail information to all adjoining property owners by April.

Ms. Schneider stated that renewal letters for boat permits were mailed on March 14. New permits and renewals began on March 15. There were 3,946 letters mailed to renew 6,237 permits. A Press Pause reminder

The Commissioners of Public Works of the City of Spartanburg, SC – Regular Meeting, March 26, 2019

postcard was included with renewal letters for Lake Bowen adjoining property owners. Permit sales and renewals are going well.

Ms. Schneider noted that the lake drawdown was initiated December 1 and was extended through March 17. Staff will have Lake Bowen and Lake Blalock back up to full pool by the SCDNR recommended April 1 date to support fish spawning.

Staff is continuing community outreach efforts through the Press Pause program, Lake Alerts, and monthly Healthy Lakes newsletters. Communicating with our stakeholders through letters, emails, phone calls and one on one meetings on topics they are interested in such as the Land Access Agreement, permitting and rules and regulations

Staff is working on efforts to combine the Lake Blalock Buffer Management Plan and the Spartanburg Water System Policies and Procedures for Use of Water Supply Reservoirs into one consolidated rules and regulations manual. Staff will be seeking public comment from stakeholders and adjoining property owners in late spring or early summer.

The above was provided as information to the Commission.

11. RECEIPT OF BIDS – FOSTER MILL CIRCLE PHASE II WATERLINE INSTALLATION PROJECT

Bids were received for the Foster Mill Circle Phase II Waterline Installation Project on March 14, 2019. The project consists of the installation of approximately 2,100 linear feet of 8-inch ductile iron pipe, and related appurtenances.

Six 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	\$100,505.00
CJ Compton Plumbing & Heating, Inc. Spartanburg, SC	\$103,418.00
Double R Utilities, Inc. Gaffney, SC	\$104,645.10
Payne, McGinn, & Cummins, Inc. Travelers Rest, SC	\$161,810.00
Engineer's Estimate	\$115,500.00

Management recommended awarding the contract to the lowest responsive bidder, NWF Industries of Lexington, SC based on their bid of \$100,505.00.

This project is being funded partially by outside participation fees in accordance with the SWS Participation Policy and SWS capital funds.

The Commissioners of Public Works of the City of Spartanburg, SC – Regular Meeting, March 26, 2019

Gene Jackson provided the Commission with an overview of Foster Mill Circle Phase II 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 of Lexington, SC based on their bid of \$100,505.00.

12. PARTICIPATION PROJECT CONSISTENT WITH OUTSIDE CITY WATER MAIN EXTENSION POLICY – BENNETT DAIRY ROAD

Recently management received a request from a property owner on Bennett Dairy Road concerning the possibility of obtaining water service. Bennett Dairy Road is east of Gossett Road (Road 57) and north of Cannons Campground Road.

The water main extension consists of approximately 1,810 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 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 \$89,800. The property owner's participation cost is based on this estimate.

Management recommended Commission approve the above.

Ms. Viney moved and Mr. Littlejohn seconded the motion to approve management's recommendation. 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) T.K. Gregg

Dr. T.K. Gregg Community Center located at 650 Howard Street in Spartanburg, SC wishes to connect to a 6-inch water line to the Commission's 8-inch water line along Aden Street to serve a private fire protection system for the above-mentioned community center.

The City of Spartanburg wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$148.76

The Commissioners of Public Works of the City of Spartanburg, SC – Regular Meeting, March 26, 2019

B. Outside City Water Main Extension Agreements

(1) MacDonald Subdivision Phase II

ECS Development, LLC is developing Phase II of the MacDonald Subdivision off SC Highway 11. This development will consist of 22 residential lots, approximately 400 LF of 6-inch water main, 790 LF of 4-inch water main and one hydrant. The developer will bear all costs.

C. Lake Agreements

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

- (1) Jon A. Gaminde and Stephanie K. Gaminde** desire to construct a hard pathway and replace a dock at Lake Blalock.
- (2) Lewis Eddie Dutton and Darlene Bright Dutton Revocable Trust** desire to stabilize the shoreline at Lake Bowen.
- (3) Alan Royce Hawkins and Betty Lawson Hawkins** desire to replace a dock at Lake Bowen.
- (4) Beta LLC** desires to construct a hard pathway and replace a dock at Lake Bowen.
- (5) SFRG Properties, LLC** desires to replace a dock at Lake Bowen.
- (6) David R. Conner and Betty K. Conner** desire to construct a boat lift at Lake Bowen.
- (7) Douglas Henshaw and Patricia Henshaw** desire to construct a boat lift at Lake Bowen.
- (8) Frederick R. Fletcher** desires to replace a dock and stabilize the shoreline at Lake Bowen.
- (9) Tommy K. Padgett, Jr. and Melissa M. Padgett** desire to stabilize the shoreline 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.

15. PUBLIC COMMENT

Mr. Montgomery introduced Gene Jackson, Capital Projects Officer, who will assist with the Public Comment agenda item.

Mr. Jackson opened the Public Comment period and requested that each person speaking state their full name and address before making comments.

The Commissioners of Public Works of the City of Spartanburg, SC – Regular Meeting, March 26, 2019

Mr. Jackson also noted that he is the timekeeper and when the commenter hears the timer, please wrap up their comments.

Mr. Jackson called Rusty Williams to the podium. Mr. Williams resides at 117 Fernbrook Circle. Mr. Williams purchased three properties on Fagan Drive at Lake Bowen in 2007. When he made these purchases, he was informed that these were waterfront and dockable properties. He went to the warden's office to confirm, but the warden's said they did not have any determination until he actually owned the property. The way the policy was written you had to own the property to apply for permits. Mr. Williams has sold two of the properties, but still owns one property. He was recently approached about selling this property, but the interested party told him it was not permitted for a dock. When he originally inquired, he had rights with no time limit. Now, when the property is on the market, those rights have been taken away. Mr. Williams indicated he has a client on Bertha Burns Road that has the same situation. They were initially given the right to build a dock with a one year timeframe. They did not build in that timeframe and went back for another permit and was denied. Mr. Williams questioned who is taking these rights away from property owners.

Mr. Jackson called Lisa Laseter to the podium. Ms. Laseter resides at 261 Woodfin Drive. Ms. Laseter wanted to acknowledge that everyone is aware that over 200,000 people rely on clean water. Ms. Laseter has lived on Lake Bowen for five years and is invested in that property, and nobody wants the lake clean more than property owner's that live and play on the lake. Ms. Laseter stated she never expected to be denied access to the lake through her property, and property owner's would like more reciprocal communication. Ms. Laseter stated there was nothing in her real estate transaction that provided rules and they had no idea that their land did not extend to the water. That information in her opinion, should be on an MLS real estate listing just like the Home Owner's Association information packet. Ms. Laseter doesn't like playing politics with water, it is too important. She doesn't like playing the blame game, most times the truth is somewhere in the middle. Most people naturally tell the story in such a way that they are seen in the best light. Ms. Laseter also doesn't like news articles presenting her as a spoiled, wealthy land owner, as that is not true. Some questions property owners have is who polices the runoff into the lake. Ms. Laseter stated that it is her opinion that every voting district should have a member from it on the Board. The aesthetics of docks does not have anything to do with water quality. If SWS would stick with water quality everyone would feel less threatened. Ms. Laseter said the wardens do a great job and are needed. She has not asked any of them, but she believes they would rather not police ridiculous rules. Ms. Laseter thanked the Commission for reaching out and for the improvements that are being made.

Meeting adjourned at 4:39 p.m.

G. Newton Pressley
Secretary-Treasurer