

MINUTES

The Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, Spartanburg, SC, March 24, 2020, 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.

Commissioner Montgomery noted that it was 3:01 p.m. and called the meeting to order with a statement that due to COVID-19 it is the State's policy to practice social distancing; therefore, this meeting would take place remotely via teleconference.

1. ROLL CALL

- ✓ Commissioner Littlejohn
- ✓ Commissioner Montgomery
- ✓ Commissioner Viney

All Commissioners were present on the phone for the electronic meeting.

2. RESOLUTION FOR AN ELECTRONIC MEETING

A RESOLUTION TO CONFIRM, ACKNOWLEDGE AND AUTHORIZE OPERATING PROCEDURES FOR THE COMMISSIONERS OF PUBLIC WORKS OF THE CITY OF SPARTANBURG, SOUTH CAROLINA CONCERNING ELECTRONIC COMMUNICATION

WHEREAS, the Commissioners of Public Works of the City of Spartanburg, South Carolina (the "**Commission**"), the governing body of the water system of the City of Spartanburg, South Carolina, desires to confirm, acknowledge and authorize operating procedures concerning electronic communication for Commission meetings and related matters;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION:

Section 1. The Commission hereby confirms, acknowledges and authorizes members of the Commission to remotely participate in voting and operational procedures by telephone or other means of electronic communication provided that each participating member of the Commission can hear the other Commission members when speaking and that the provisions of the South Carolina Freedom of Information Act are complied with. For avoidance of doubt, any member of the Commission participating in a meeting remotely shall be considered present for purposes of a quorum. Provisions shall be made for the public to be able to participate in public meetings and public hearings. The Commission ratifies any previous actions which may have been taken by members of the Commission in accordance with the above.

ADOPTED THIS 24 DAY OF MARCH, 2020.

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Management recommended Commission approval of the Resolution for an Electronic Meeting.

Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management’s recommendation for approval of the Resolution for an Electronic Meeting. The motion passed unanimously.

3. APPROVAL OF MINUTES OF REGULAR MEETING OF FEBRUARY 25, 2020

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

4. MONTHLY FINANCIAL REPORT

Newt Pressley presented a financial summary of SWS expenditures and revenues for the eight-month period ending February 29, 2020. An explanation was provided for the favorable and unfavorable budget variances.

Mr. Pressley provided an update on the Series 2020 refunding bonds, which the Commission approved by resolution at the February meeting. David Cheatwood of First Tryon financial advisors has advised that the refunding is not economically feasible or advisable at this time, due to the unfavorable shift in the bond market. Mr. Cheatwood will continue to monitor the potential transaction daily and will advise if the refunding becomes financially feasible.

The above was provided as information to the Commission.

5. HEALTH AND DENTAL INSURANCE RENEWAL

Management proposed no design plan recommendations for the upcoming health and dental insurance plan year that is effective May 1, 2020. The upcoming plan year provides for no changes to employee contributions.

2020 - 2021 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 Spartanburg Water Health and Dental Insurance Plan that will become effective May 1, 2020.

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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 Spartanburg Water Health and Dental Insurance Plan that will become effective May 1, 2020. The motion passed unanimously.

6. WORKERS COMPENSATION INSURANCE RENEWAL

Spartanburg Water's workers compensation insurance renews on April 1, 2020. USI Insurance Services served as our agent in requesting quotes for the 2020 renewal. Selective, our current carrier, submitted a renewal quote of \$134,159. USI also requested quotes from Berkshire Hathaway, Amerisure, and Key Risk; each of these companies declined to submit a quote.

Management recommended remaining with Selective as our workers compensation carrier. The allocation between companies is \$100,619.25 for SWS and \$33,539.75 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 to remain with Selective as the workers compensation carrier. The motion passed unanimously.

7. PREVENTATIVE MAINTENANCE AGREEMENT (PMA) – LABWORKS LIMS (SWS)

LABWORKS LIMS (Laboratory Information Management System) is a database system used to assign identification codes and store/retrieve data for laboratory samples. In addition, this system generates both regulatory and process control reports for samples associated with Safe Drinking Water Act (SDWA) and Clean Water Act (CWA) programs. LABWORKS has quoted a 12-month preventive maintenance and software support plan for this system that includes license, software and documentation updates; toll free support/troubleshooting number; telephone help desk; email support; remote technical support sessions; escalation process; and access to LABWORKS webinars and workshops. LABWORKS is the sole source of these products and services.

The total cost of this agreement is \$23,352. Funding will be provided through the Laboratory Services operating budget, with costs shared 50% between SWS and SSSD. The cost to SWS is \$11,676.

Ms. Viney moved and Mr. Littlejohn seconded the motion to ratify the action taken in the SSSD meeting and approve the Preventative Maintenance Agreement for LABWORKS LIMS. The motion passed unanimously.

8. DISTRIBUTION REHABILITATION – GLENDALYN CIRCLE PAVING CONTRACT

Sealed bids were received and opened on March 13, 2020, for asphalt paving for the Glendalyn Circle Waterline Rehabilitation Project. The project consists of approximately 1,425 SY of asphalt paving to restore the Glendalyn Circle area inside the City of Spartanburg. Spartanburg Water

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installed a new waterline along the outside edge of Glendalyn Circle, Glendalyn Terrace, and Glendalyn Place. The ditch, approximately 4200 LF by 4 FT, was thoroughly compacted and a sub-base of 10-inches of asphalt binder was placed in the ditch line by Spartanburg Water System staff. Bids were received as follows:

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Bennett Paving Spartanburg, SC	\$45,909.53
Panagakos Paving Greenville, SC	NO BID
Rogers Group, Inc. Welford, SC	NO BID
Spartan Paving and Concrete Duncan, SC	NO BID

Management recommended the award of the contract for the asphalt paving for the Glendalyn Circle Waterline Rehabilitation Project to Bennett Paving in the amount of \$45,909.53. The project will be funded by the water distribution system rehabilitation fund.

Bobby Walden provided an overview of the Glendalyn Circle Paving Contract. Mr. Walden stated that 1,425 square yards of asphalt are needed for patching. The placement of asphalt into approximately 4,200 feet of street cuts are in compliance with the street cut permit that was issued by the City of Spartanburg at the time of construction. In accordance to the City of Spartanburg Roadway Resurfacing Guidelines for water and sewer line construction projects, Spartanburg Water completes the trench and patches the roadway as required. In addition, Spartanburg Water would reimburse the City a prorated value of a portion of the cost of resurfacing the effected lane. The City of Spartanburg will be responsible for the timing and rescheduling of resurfacing the impacted streets. Mr. Walden stated the projected start date is April 15, provided materials are available.

Ms. Viney moved and Mr. Littlejohn seconded the motion to approve management’s recommendation to award of the contract for the asphalt paving for the Glendalyn Circle Waterline Rehabilitation Project to Bennett Paving. The motion passed unanimously.

9. PROFESSIONAL SERVICES – SCDOT COUNTRY CLUB ROAD IMPROVEMENTS WATER AND SEWER RELOCATIONS

The SCDOT has begun a project to improve the Country Club Road Corridor. The proposed improvements include partial road realignment, sidewalk, storm drainage improvements, and the addition of a shared use path along the road. The proposed improvements could facilitate the need for the relocation of existing utilities.

Staff recently requested a proposal from Summit Engineering Group of Spartanburg, SC to assist with the identification of conflicts, development of water and sewer relocation plans for the conflicts, coordination with the SCDOT, and necessary permitting. They are currently providing similar services for the water and sewer relocations on the SCDOT’s I-85 Widening Project.

Management recommended the approval of a professional services contract with Summit Engineering Group based on their hourly rate schedule with a not to exceed amount of \$40,000 for SWS and \$30,000 for SSSD for a total of \$70,000.

Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management’s recommendation for approval of a professional services contract with Summit Engineering Group. The motion passed unanimously.

10. RECEIPT OF BIDS – VAUGHN CREEK RAW WATER LINE REPLACEMENT PROJECT

The Landrum Water Treatment Facility Critical Asset Study, prepared by W.K. Dickson in November 2014, recommended the replacement of the existing 8-inch water line which delivers raw water from the Vaughn Creek Pump Station to the Landrum Water Treatment Facility. This water line, that was installed when then pump station was initially constructed, supplies approximately 90% of the raw water needed by the Landrum Water Treatment Facility. There have been multiple failures on this line since Spartanburg Water took over the Landrum system in 2004.

Bids were received for the Vaughn Creek Raw Water Line Replacement Project on March 13, 2020. The project consists of the replacement of the entire length of the existing raw water line, a distance of approximately 8,800 linear feet. As recommended in the W.K. Dickson study, installation of the new ductile iron water line will follow the route of existing line that runs mostly cross-country and includes elevation changes of up to 270 vertical feet. This project will insure a continuous and reliable supply of raw water to the Landrum Water Treatment Facility.

Fourteen general contractors obtained the bid documents for the project with four contractors submitting bids. A tabulation of the responses is listed below:

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Piedmont Utility Group, LLC Mooreboro, NC	\$564,024.24
Double R Utilities, Inc. Gaffney, SC	\$693,292.02
Payne, McGinn, & Cummins, Inc. Travelers Rest, SC	\$916,865.00
Dellinger, Inc. Monroe, NC	\$1,947,887.00
Engineer’s Estimate	\$1,000,000.00

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Management recommended awarding the contract to the lowest responsive bidder, Piedmont Utility Group, LLC of Mooresboro, NC, based on their bid of \$564,024.24.

The construction phase of this project will be partially funded by a \$500,000 grant from the South Carolina Rural Infrastructure Authority. The balance of the project will be funded by 2017 bond funds.

Gene Jackson provided the Commission with an overview of the Vaughn Creek Raw Water Line Replacement Project and stated that this project has been on the CIP, and identified in a study by W.K. Dickson as a critical asset for the treatment facility. The existing raw water line takes 90% of the raw water into the plant and is approximately 8,800 linear feet. There have been several breaks since SWS acquired the system in 2004. Fourteen general contractors obtained the bid documents for the project with four contractors submitting bids. Management recommended awarding the contract to the lowest responsive bidder, Piedmont Utility Group, LLC of Mooresboro, NC, based on their bid of \$564,024.24.

Mr. Jackson noted that this project is being funded in part by a \$500,000 grant from the South Carolina Rural Infrastructure Authority. The balance of the project will be funded by 2017 bond funds.

Ms. Viney asked who wrote the grant application. Mr. Jackson stated that W.K. Dickson did the original assessment at the facility and believed it would fit into this grant permit, so they assisted SWS with writing the grant application.

Ms. Viney asked if SWS would only be paying the \$64,024.24 balance. Mr. Jackson stated that would be the approximate amount for the construction portion of the raw water line replacement, but SWS will also be responsible for any legal costs and fees.

Ms. Viney moved and Mr. Littlejohn seconded the motion to approve management's recommendation and award the contract to the lowest responsive bidder, Piedmont Utility Group, LLC of Mooresboro, NC, based on their bid of \$564,024.24. The motion passed unanimously.

11. PARTICIPATION PROJECT CONSISTENT WITH OUTSIDE CITY WATER MAIN EXTENSION POLICY – LOCKMAN STREET PHASE 2

Recently management received a request from a property owner on Lockman Street concerning the possibility of obtaining water service. Lockman Street is west of Rainbow Lake Road and south of Hickory Nut Drive. In order to provide service, management has determined the following:

The water main extension consists of approximately 100 linear feet 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 \$4,900. The property owner's participation cost is based on this estimate.

Management recommended Commission approve the above.

Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management's recommendation of the Outside City Water Main Extension to Lockman Street Phase 2. The motion passed unanimously.

12. WATER QUALITY REPORT

Bobby Walden provided a water quality report for March noting that raw-water samples taken at the Reservoir #1 Intake Structure showed Geosmin ranged from 2.1 – less than detect; and MIB was less than detect at all sample locations. Finished water entering the distribution system: Geosmin ranged from 2.0 – less than detect and MIB remained at less than detect. Water temperature in Lake Bowen and Reservoir #1 have remained stable between 10 and 10.5 degrees Celsius / or 50-51 degrees Fahrenheit. This has enabled powder activated carbon to be removed from the treatment process at this time, which is a cost savings.

Mr. Walden stated that staff continues to monitor water temperature in Lake Bowen and Reservoir #1. Once the temperature reaches 12 degrees Celsius or 54 degrees Fahrenheit pre-emptive treatment applications will take place and are scheduled for March and April 2020. Based on temperature data tracking, staff anticipates the first round of applications to take place on or around March 30, 2020. The applications are scheduled to be completed within 3-4 days. The application date for April has not yet been determined. Pre-emptive treatments are intended to suppress the early growth of algae that produces the taste and odor compound Geosmin. The treatments will target selected areas at the bottom of Reservoir #1 and Lake Bowen. The total area to be treated: Reservoir #1 – 137.3 acres; Lake Bowen – 383.9 acres.

Our consultant, Hazen, has written an algaecide prescription utilizing a hydrogen-peroxide based product. This hydrogen-peroxide product has been previously used in our reservoirs and has proven to be effective in suppressing Geosmin and safe for the fish population. The volume of product needed has been ordered and delivered to our facilities. Aqua Services has been selected to perform the application has been placed on notice. The cost of the application will be \$60,383.90 and will be funded through operating funds.

Ms. Viney asked if SCDNR has been contacted about the planned applications. Mr. Walden stated that SWS has contacted SCDNR and DHEC regarding the planned applications and will contact them again when application dates are confirmed.

The above was provided as information to the Commission.

13. 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 2020, from January 1 to March 18, staff has issued a total of 821 permits, compared to a total of 1,567 permits for all of 2019. In the first three months of 2020, our staff has processed 52% of the number of permits processed in the entire 12 months of 2019. While most of those are from the Press Pause Program, the staff is working very hard to evaluate and respond to the these requests. As of December 1, 2019, when the Press Pause Program for Lake Bowen ended, a total of 681 participants signed up. The staff has inspected and prepared permit packets for 60% of the participants. Ms. Schneider noted that the draft of the Blalock Policies & Procedures, using the Lake Bowen format, is still being finalized. A meeting will be scheduled with the Lake Blalock Committee once the situation allows, and Reservoir #1 will follow. The boating education classes scheduled for April have been canceled due to the COVID-19 pandemic.

The above was provided as information to the Commission.

14. NOTIFICATION OF ENACTMENT OF EMERGENCY PROCUREMENT – CAROLINA COUNTRY CLUB ROAD WATER MAIN FAILURE

The 12" aerial water main and supporting steel structure crossing Fairforest Creek, along Carolina Country Club Road, was severely damaged during the flooding that occurred on February 6-7, 2020. A temporary 6" HDPE water main was installed to restore domestic and fire service to the impacted area. While on site, staff discovered that the 12" aerial water main and supporting steel structure crossing Beaverdam Creek, located approximately 1,000' west of Fairforest Creek, was also impacted by the flooding waters to a point of near failure.

Due to the need for immediate response, staff initiated and received management approval to execute an Emergency Procurement Request to retain services of pre-qualified contractors. Staff received quotes from four pre-qualified contractors to eliminate both aerial crossings by installing 12" HDPE Pipe under the creek beds using Horizontal Directional Drilling (HDD), and performing all necessary connections needed to complete the change over from the existing pipeline to the new installations.

Double R Utilities Inc., was the pre-qualified contractor selected based on their low quote of \$319,942.52.

Bobby Walden provided the Commission with an overview of the Enactment of Emergency Procurement for the Carolina Country Club Road water main failure. Mr. Walden noted that the new horizontal boring and drilling technology was used to put ACP pipe under both creek beds, so these are no longer creek crossings.

The above was provided as information to the Commission.

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15. EMERGENCY PROCUREMENT – REPLACEMENT OF TWO 24" WATER DISTRIBUTION MAINLINE VALVES

On November 4, 2019, staff discovered a broken 24" distribution mainline valve near the intersection of HWY #9 and Old Furnace Road in the Boiling Springs Community. The broken valve was leaking water into the roadway creating a potential problem for the traveling public in the event of freezing weather. Staff immediately performed a "stop-gap" temporary measure to control the flow of water leaking onto the roadway to eliminate the hazard. Attempts were made to shut down the 24" distribution mainline to remove and replace the broken valve. However, the 24" distribution valve downstream that was needed to successfully isolate the 24" mainline would not completely shut-off the flow of water. (The 24" distribution main was installed in 1938 and the failure of the valves along this section of distribution main appears to be directly related to issues associated with aging infrastructure.)

To eliminate disruption of water service to all residential and business customers located along HWY #9 between Costner Drive and I-85, the decision was made to request an Emergency Procurement to contract the installation of two 24" Line-Stops. The Line-Stops would be strategically placed to allow removal and replacement of both 24" inoperative valves during the shutdown.

Management approved the Emergency Procurement Request and EA Tapping Services, LLC, located in Apopka, Florida was selected to perform the Line-Stop services.

The installation was successful, both 24" valves were replaced and the distribution main was placed back into service.

The total cost associated with the request for Emergency Procurement and the installation of the two 24" Line-Stops is \$67,000.

Bobby Walden provided the Commission with an overview of the Emergency procurement process for the replacement of two 24" water distribution mainline valves. SWS used a specialized contractor to install the line stops. The decision was made to use line stops instead of an isolation to keep customers in service. If an isolation would have been used, there would have been residential and business customers without service and then a minimal of a 24-hour boil water advisory, but using the line stops enabled SWS to keep all customers in service.

The above was provided as information to the Commission.

16. 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.

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A. Inside City Private Fire Service Agreement

(1) Northside Residential

Northside Residential, located at 500 Howard Street in Spartanburg, SC, wishes to connect a 6-inch water line to the Commission's 6-inch water line along College Street to serve a private fire protection system for the above-mentioned apartment community. Partans, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$148.76

B. Outside Water Main Extension Agreements

(1) Townes at North Springs

Intregras Clark Road, LLC is developing Townes at North Springs. This development will consist of 111 residential lots, approximately 2,081 linear feet of 4-inch water main, 257 linear feet of 6-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, associated with new construction and replacement.

- (1) Jonathan M. Bishop and Ashley L. Bishop** desire to construct a boat lift and personal watercraft lift on Lake Bowen.
- (2) Leslie A. Casterline and Gayle L. Casterline** desire to construct a boat lift on Lake Bowen.
- (3) Kyle A. Cheleotis and Elizabeth P. Cheleotis** desire to replace a dock on Lake Bowen.
- (4) Coleen A. Grigg** desires to replace a dock on Lake Bowen.
- (5) Bryant Moss** desires to construct a boat lift on Lake Bowen.
- (6) Cynthia Sanders Rhodes and Kevin Rhodes** desire to replace a dock on Lake Bowen.
- (7) Vernon Suzuki** desires to construct a hard pathway on Lake Bowen.
- (8) Randolph B. Thomas and Barbara J. Thomas** desire to construct a dock on Lake Bowen.
- (9) Ralph Wabnitz and Tammy M. Wabnitz** desire to construct a personal watercraft lift on Lake Bowen.

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

- (1) **Scott David Anderson and Kimberly T. Anderson**, boat ramp, dock replacement, shoreline stabilization, and soft pathway on Lake Bowen.
- (2) **Robert L. Barnes and Patricia C. Barnes**, dock replacement on Lake Bowen.
- (3) **Jonathan M. Bishop and Ashley L. Bishop**, dock replacement and soft pathway on Lake Bowen.
- (4) **Randall A. and Patricia S. Collins**, boat ramp on Lake Bowen.
- (5) **Sullivan G. Derrell**, hard pathway and shoreline stabilization on Lake Bowen.
- (6) **Lewis Eddie Dutton and Darlene Bright Dutton Revocable Trust**, dock replacement on Lake Bowen.
- (7) **James B. and Georgia F. Eleazer**, shoreline stabilization and boat lift on Lake Bowen.
- (8) **Alan J. and Robin H. Getz**, boat lift, dock replacement, personal watercraft lift, and shoreline stabilization at Lake Bowen.
- (9) **Marion R. Gramling, Jr. and Cindy P. Gramling**, personal watercraft lift on Lake Bowen.
- (10) **Matthew R. Hale and Kristina Hale**, dock replacement and soft pathway on Lake Blalock.
- (11) **Edward L. Hickman, Jr. and Clarice L. Hickman**, shoreline stabilization and soft pathway on Lake Bowen.
- (12) **Walter K. and Mary Lou Hodge**, soft pathway on Lake Bowen.
- (13) **Martin Just**, hard pathway and shoreline stabilization on Lake Bowen.
- (14) **Lois G. Prince and Peter B. Miller, as Co-Trustee(s) and successors in Trust, under the Lois G. Prince Revocable Trust**, shoreline stabilization on Lake Bowen.
- (15) **Bryant Moss**, dock replacement on Lake Bowen.
- (16) **Mary B. Nodine**, boat ramp on Lake Bowen.
- (17) **Johnny and Joanne Perry**, hard pathway on Lake Bowen.

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- (18) **Jesse T. Phillips**, boat lift, dock replacement, and shoreline stabilization on Lake Bowen.
- (19) **Lynne W. Poole**, hard pathway and shoreline stabilization on Lake Bowen.
- (20) **Richard J. Praytor and Jennifer F. Praytor**, dock replacement, hard pathway, personal watercraft lift, and shoreline stabilization on Lake Bowen.
- (21) **Waterfront Holdings, LLC**, boat lift, boat ramp, hard pathway, and personal watercraft lift on Lake Bowen.
- (22) **Scott B. Sarrells**, boat ramp on Lake Bowen.
- (23) **Deborah Birch Smithling**, boat ramp and dock replacement on Lake Bowen.
- (24) **Vernon Suzuki**, boat ramp, dock replacement, and hard pathway on Lake Bowen.
- (25) **Benny E. Waldrop and Gail G. Waldrop**, dock replacement, hard pathway, and soft pathway on Lake Bowen.
- (26) **David R. Wood and Roberta D. Thomas**, boat ramp, dock replacement, and shoreline stabilization on Lake Bowen.
- (27) **Worth M. and Kimberly C. WRIGHTENBERRY**, soft pathway on Lake Bowen.

17. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS

Ms. Schneider reminded the Commission that the State Ethics Filing is due by March 30, 2020.

Meeting adjourned at 3:35 p.m.

G. Newton Pressley
Secretary-Treasurer

tbh