

## MINUTES

The Commissioners of Public Works of the City of Spartanburg, SC, Regular Meeting, held at 200 Commerce Street, Spartanburg, SC, March 25, 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, Ken Tuck, Corey Reid, Hariette Stinson, Jennifer Candler, Jon Morgan, Trish Heatherington, and Cameron Spencer, with Goodwyn, Mills, Cawood.

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 FEBRUARY 25, 2025

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

### OLD BUSINESS

NONE

### AGENDA ITEMS 3-6 FINANCE AND PROCUREMENT

#### 3. MONTHLY FINANCIAL REPORT

A financial summary of SWS expenditures and revenues for the eight-month period ending February 28, 2025, 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. WORKERS' COMPENSATION INSURANCE RENEWAL

Spartanburg Water's Workers' Compensation insurance renews annually on April 1, 2025. For the 2025 renewal, staff utilized our current agent, McGriff Insurance Services, to obtain quotes from insurance carriers on behalf of Spartanburg Water. Our current policy is written through Eastern Alliance at an annual cost of \$91,471 for FY2025.

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The results of the quotes received for FY2026 are tabulated below:

<b>Insurance Carrier</b>	<b>Annual Premium</b>
Eastern Alliance	\$126,299
Amerisure	\$140,000
Summit	\$140,000
Selective	\$145,357
ICW	\$152,000
Zenith	\$200,000
KeyRisk	Declined

Based on the pricing received, management recommended remaining with Eastern Alliance as the carrier for Workers’ Compensation insurance at the annual premium cost of \$126,299. This represents an increase in overall premium of 38.0%

The Workers’ Compensation premium will be allocated as follows: \$75,779 for SWS and \$50,520 for SSSD.

Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management’s recommendation of remaining with Eastern Alliance as the carrier for Workers’ Compensation Insurance. The motion passed unanimously.

**5. PROPOSALS FOR AUDIT SERVICES**

Management requested proposals to provide audit services for a three-year engagement period per the SWS Bylaws (Fiscal Years 2025-2027). The following firms were contacted in reference to interest in the RFP process: Cherry Bekaert; Greene Finney Cauley, LLC; Mauldin & Jenkins, LLC; Halliday, Schwartz & Company; and Frazier & Deeter, LLC.

Proposals were received on March 10, 2025, from Mauldin & Jenkins, LLC and Halliday, Schwartz & Company.

The RFP for audit services stated that the proposal would be evaluated based on the firm’s ability to provide services on schedule; cost and pricing structure; firm’s qualifications; MWBE utilization; and participation in the Community Benefit Program.

The three-year fee proposals were provided as follows:

<b>Firm</b>	<b>SWS</b>	<b>SSSD</b>
Mauldin & Jenkins, LLC	\$82,500	\$82,500
Halliday, Schwartz & Company	\$90,000	\$90,000

The Chief Executive Officer recommended to the Commission that audit services for a three-year engagement period be awarded to Mauldin & Jenkins, LLC.

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Mr. Littlejohn moved and Ms. Viney seconded the motion to approve the award of audit services for a three-year engagement period to Mauldin & Jenkins, LLC. The motion passed unanimously.

**6. RESIDENTIAL METER CHANGE OUT CONSULTING SERVICES**

Since the last meter change out project in 2005, technology around residential water meters has changed. In order to properly evaluate these technology advancements and to continue to meet operational and business demands in the future, management recommends utilizing a consultant to assist staff by performing the following tasks:

- Conduct Technology and Decisions Workshop
- Develop Project Specifications
- Develop Installation Specifications
- Develop a Request for Proposal

Staff received a proposal from EMA, a consultant group focused on work with utilities and municipalities. Due to EMA's knowledge of the utility industry and direct knowledge of metering technology, management recommended moving forward with the proposal by EMA for a cost of \$54,964. Funding will be provided from SWS capital funds.

Cam Cole provided the Commission with an overview of the Residential Meter Change Out Consulting Services agenda item. Ms. Cole noted that the last meter change out project was 20 years ago and with technology advancements management requests consulting services to assist staff with tasks required to develop a request for proposal document for the meter change out project.

Ms. Viney moved and Mr. Littlejohn seconded the motion to approve management's recommendation to move forward with EMA for consulting services regarding the Residential Meter Change Out Consulting Services agreement. The motion passed unanimously.

**AGENDA ITEMS OPERATIONS**

**NONE**

**AGENDA ITEMS 7-8 ENGINEERING**

**7. 2023 WATER STORAGE TANK MAINTENANCE – SUMMARY CHANGE ORDER**

The 2023 Water Storage Tank Maintenance Improvements Project is now complete. The project was completed by Utility Service Company, Inc., of Perry, GA and included the interior painting of the Boiling Springs Elevated Tank; the interior painting of the New Cut Road Elevated Tank; miscellaneous maintenance repairs to Boiling Springs Ground Storage Tank; Cowpens Elevated Tank; Highway 9 Elevated Tank; and the Landrum Steel Ground Storage Tank.

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*Change Order No. 1* - was for a \$24,400 increase to the contract price to add the interior washout of the Boiling Springs Concrete Ground Storage Tank and to add an exterior pressure wash of the Landrum Steel Ground Storage Tank. This change order was executed per current water system policy.

*Change Order No. 2* - was a no cost change order to extend the contract length.

*Change Order No. 3* - (Summary) was for a \$52,871 decrease to the contract price to remove the interior washout of the Boiling Springs Concrete Ground Storage Tank and for the adjustment of the unit quantities based on actual work done. This change order was executed per water system policy.

The Financial summary of the project construction is as follows:

Original Contract Price -	\$ 510,700
Change Order No.1-	\$ 24,400
Change Order No.2 -	\$ 0
Change Order No.3 (Summary) - additions and deductions to unit quantities based on actual construction	<u>\$ (52,871)</u>
Revised Contract Price	\$ 482,229

Kevin Smith provided the Commission with an overview of the 2023 Water Storage Tank Maintenance – Summary Change Order agenda item.

The above was provided as information to the Commission.

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

**1) 3087 East Main Street Extension FS**

Hub City Grill, located at 3087 East Main Street Extension near the Pacolet River wishes to connect a 6-inch water line to the Commission's 12-inch water main along East Main Street Extension to serve a private fire protection system for the above-mentioned grill. Koi Pond Capital, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$223.16

**2) Environmental Recycling FS**

Environmental Recycling Solutions, located at 51 Zima Park Drive in Spartanburg, wishes to connect a 6-inch water line to the Commission's

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6-inch water line along Zima Park Drive to serve a private fire protection system for the above-mentioned recycling center. Green Energy Investment, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$223.16

**3) Heavy Haul Solutions FS**

Heavy Haul Solutions located at 290 South Avenue in Spartanburg, wishes to connect a 6-inch water line to the Commission's 8-inch water line along South Avenue to serve a private fire hydrant for the above-mentioned trucking company. Great Falls Holdings, LLC wishes to enter into an agreement for this service.

Annual Stand-by Revenue - \$446.32

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

**(1) El Dorado Townes**

ROI Properties, LLC is developing El Dorado Townes located off WO Ezell Boulevard on the west side of Spartanburg. This development will consist of 33 residential lots, and approximately 575 linear feet of 4-inch water main. The developer will bear all costs.

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

**(1) Coldwater Ridge**

Sill Real Estate and Construction, Inc. is developing Coldwater Ridge located off Nazareth Church Road. This development will consist of 81 residential lots, approximately 1,664 linear feet of 6-inch water main; 1,087 linear feet of 4-inch water main; and two hydrants. The developer will bear all costs.

**(2) Radley Place Phase 2**

Thompson Creek, LLC is developing Radley Place Phase 2 located off Casey Creek Road. This development will consist of 14 residential lots, approximately 36 linear feet of 6-inch water main; 440 linear feet of 4-inch water main; 192 linear feet of 2-inch water; and one hydrant. The developer will bear all costs.

**(3) Thompson Creek Phase 5**

Thompson Creek, LLC is developing Thompson Creek Phase 5 located off Foster Grove Road. This development will consist of 39 residential lots, approximately 971 linear feet of 6-inch water main; 580 linear feet of 4-inch water main; 464 linear feet of 2-inch water main; and two hydrants. The developer will bear all costs.

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**9. PERMITS ISSUED AT THE RESERVOIR(S)**

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) **Danny W. Blalock**, desires to construct a boat lift on Lake Bowen.
- (2) **Max S. Doggett, Ann W. Doggett, and Shelby L. Doggett**, desire to replace a dock and construct a personal watercraft lift on Lake Bowen.
- (3) **Marie Dougherty**, desires to replace a dock, construct a boat lift and personal watercraft lift on Lake Bowen.
- (4) **Erin L. Fritzler and Jack Bourla**, desire to stabilize the shoreline on Lake Bowen.
- (5) **Stephen C. Hamrick and Joy A. Hamrick**, desire to construct a hard pathway and stabilize the shoreline on Lake Bowen.
- (6) **Beverly Hatcher, Susan C. Hutson, and Rebecca J. Hopkins**, desire to stabilize the shoreline on Lake Bowen.
- (7) **William D. and Christy Howell**, desire to replace a dock on Lake Bowen.
- (8) **Allison J. Leatherwood**, desires to construct a hard pathway on Lake Bowen.
- (9) **Melissa Ann Norungolo**, desires to stabilize the shoreline on Lake Bowen.
- (10) **Ernest T. Rood**, desires to construct a hard pathway on Lake Bowen.

**LAKE BLALOCK RESERVOIR**

- (1) **Christopher A. Daniel and Susan Marie Stokely**, desire to replace a dock on Lake Blalock.

**MUNICIPAL RESERVOIR 1**

- (1) **Lisa J. Roehl**, desires to construct a dock on Municipal Reservoir 1.

**LAKE AGREEMENTS**

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

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**LAKE BOWEN RESERVOIR**

- (1) **Hayden Allen Genoble and Linda Aerial Harley**, boat lift, dock replacement, hard pathway, and shoreline stabilization on Lake Bowen.
- (2) **Daniel Ray Morgan**, dock replacement, hard pathway, and shoreline stabilization on Lake Bowen.

**LAKE BLALOCK RESERVOIR**

**NONE**

**MUNICIPAL RESERVOIR #1**

**NONE**

**10. CHIEF EXECUTIVE OFFICER REPORT**

- A.** Mr. Boyle noted that the C&D crews are diligently working to maintain the water tap installation time at two weeks. With increased growth this remains an area of focus for timeliness.
- B.** Mr. Boyle stated that the repair work previously approved for the Oxygenation System in Lake Bowen is still on schedule to begin April 1, 2025.
- C.** Mr. Boyle reminded the Commission that as stated in the SSSD meeting, management is proceeding with the Enterprise Leasing Agreement that was previously approved by the Commission at the January 28, 2025, meeting.
- D.** Jon Morgan provided the Commission with a before and after update presentation of the Lake Blalock Park. General maintenance and painting was also completed while the park was closed.

Mr. Littlejohn asked when timber is removed from SWS property, is any of it sold. Mr. Boyle noted that this contract did not include the sale of wood, and Mr. Morgan confirmed that. Ken Tuck noted that it will be part of the Forest Management Plan.

Mr. Montgomery noted that in North Carolina the Army Corp of Engineers is performing work on Green River. Mr. Montgomery contacted them but is not clear on the exact work or remediation that will be done, and asked if management is aware of any work that may be upcoming in Spartanburg or South Carolina.

Mr. Morgan was also in North Carolina and seen this activity. Mr. Boyle asked Jon Morgan and Ken Tuck to look into this and see if there is any work scheduled for Spartanburg County. Mr. Boyle followed up via email on March 31 to Mr. Montgomery advising him that no information regarding Army Corp of Engineers remediation or upcoming work for Spartanburg or South Carolina was discovered.

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**11. REFERRALS**

Mr. Boyle informed the Commission of referrals that will be on the upcoming agenda in April. The Finance Department will have some bids for procurement. The Operations Department will have Basin 6 and 7 cleaning at the Simms Facility and plans for the old pump station at 2101 East Main Street. The Engineering Department will have Participation Projects and Professional Services for Steel Tank Maintenance.

**12. ADJOURNMENT**

Meeting adjourned at 3:41 p.m.

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Camlyn M. Cole  
Secretary-Treasurer

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