



**MINUTES OF REGULAR MEETING  
COMMISSIONERS OF PUBLIC WORKS  
407 W. Broad Street, Level 2,  
Greenville, South Carolina  
December 6, 2022  
8:15 a.m.**

## **GreenvilleWater**

Commissioners of Public Works in attendance:

Chairman Phillip A. Kilgore, Vice-Chairman James W. Bannister, Debra M. Sofield, and Wil Brasington. Absent: Mayor Knox H. White. A quorum was present.

Greenville Water Senior Staff in attendance:

Chief Executive Officer David H. Bereskin, Chief Financial Officer Phil Robey, Chief Operations Officer Jeff Boss, Chief Administrative Officer Dr. Bob Schmidt, Director of Human Resources Richard Posey, Director of Strategic Initiatives Dr. Jane Arrington, Director of Water Resources Jeff Phillips, Director of Engineering Mark Hattendorf, Controller Brian Bearfield, Director of Business Services Steve Miller, Director of Field Operations Gary Baysinger, Manager of Field Operations Wayne Benson, Manager of Facilities and Maintenance Allen White, Public Relations Manager Melissa Delacroix, Internal Auditor Jacob Polson, and attorney Adam Bach.

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The Regular Meeting of the Commissioners of Public Works was called to order at 8:15 a.m. by Chairman Kilgore.

### **1. WELCOME**

### **2. PUBLIC COMMENT**

No comments were presented.

### **3. CONSENT AGENDA**

Chairman Kilgore asked for questions pertaining to the consent agenda items. There being none, he called for approval of the items of the Consent Agenda which were the meeting minutes of the Regular Commission Meeting October 4, 2022, the Water Resources Report, the Finance Update, New Development, and New Annexations. Commissioner Sofield moved, seconded by Vice-Chairman Bannister, to approve the items of the consent agenda. The motion passed unanimously.

### **4. LEGISLATIVE UPDATE**

Chairman Kilgore invited Legislative Liaison Bob Knight to speak regarding legislative activities. House of Representatives reorganization started Tuesday, December 6<sup>th</sup>. There was no Senate reorganization as there were no elections in the Senate. Pre-filing opened in the Senate on November 30<sup>th</sup>. The House of Representatives has not yet pre-filed. In the Senate pre-file, the bills that did not pass in the previous session are presented again. Mr. Knight stated the pre-file was relatively uneventful. There were a few new items dealing with water. Senator Fanning has presented bill 198 which proposes to prevent using water service as a condition of annexation. Senator Fanning also presented a bill that would

prevent DHEC from requiring residents to connect to a municipal water system instead of repairing a well or septic system if the property is more than 5 acres.

The SC Rural Infrastructure Authority is expected to have decisions on the APRA fund applications by the end of the first quarter 2023. The Saluda River Basin planning has begun. Two orientation meetings have been held, one in Columbia, SC and one in Greenville, SC. Mr. Knight shared an article in the Charleston Post and Courier stating there is still \$55 million available in assistance to homeowners for both utilities and mortgage relief that has not yet been allocated in South Carolina.

#### **5. RESOLUTION ON PLANNING AND ZONING ACTION IN NORTH CAROLINA**

Chairman Kilgore called on Chief Administrative Officer Dr. Bob Schmidt and Attorney Adam Bach to provide information regarding the proposed Addiction Treatment Center on the North Saluda Watershed border to the North. North Carolina residents notified Greenville Water in November. Dr. Schmidt presented a picture of the border showing the location of the proposed center. The First Choice Addiction Ministry put together a program to present to the City of Hendersonville, NC for approval.

Dr. Schmidt attended the first hearing. There will be several other hearings coming up at the Henderson County Zoning Board. Mr. Bach prepared a resolution to provide to the people in Hendersonville. Chief Executive Officer David Bereskin explained there are two issues at hand. The new owner of the property that is requesting the zoning change was touting that the center residents could use the watershed for recreational and meditational purposes. This is how Greenville Water got involved. Greenville Water is not looking to take a position on the planning and zoning in specificity but would like to take a position that residents are not and will not be allowed to use the watershed for any purposes. Dr. Schmidt is trying to get this clear statement on the record. Greenville Water was not notified of this development because the notice purportedly went to the City of Greenville because the property is still listed in the City of Greenville's name. If notice was given, it was misdirected. Mr. Bach has been asked to draft a resolution stating the Commission's position regarding property usage and a letter to the Henderson County attorneys regarding the ownership notification change for the watershed property.

Chairman Kilgore stated Greenville Water does not want to take a position opposing the treatment center. This issue would be between the proponent and the neighbors living nearby. However, Greenville Water should be firmly on record that the watershed property is not for recreational/meditational use. Commissioner Brasington added he recognized the sensitivity/complexity of the issue but stated simply there is no trespassing on watershed property for any one or any purpose.

Chairman Kilgore asked for a motion to approve the resolution. Vice-Chairman Bannister moved, seconded by Commissioner Sofield, to approve the resolution. The motion was approved. Commissioner Brasington abstained from the vote.



## **6. 2023 CAPITAL BUDGET PRESENTATION**

Chairman Kilgore welcomed Chief Financial Officer Phil Robey to present the 2023 Capital Budget for approval. Mr. Robey shared the capital planning process was different this year because the new Facilities Master Plan is still in the process of being finalized. The Facilities Master Plan is critical because it serves as the foundation for Greenville Water's five-year capital improvement program as it assists staff in identifying and scoping projects as well as prioritizing capital needs looking ahead. Mr. Robey explained the Commission would typically only approve the first year of the budget, so the deviation this year was small. The proposed 2024-2028 CIP will be presented in the fall of 2023.

Mr. Robey presented the 2023 Capital Budget. The budget included three types of projects:

- projects where funding was already approved in a prior CIP that had additional funding planned for 2023
- planned projects that have been in prior CIP that are getting funding for the first time in 2023
- new projects deemed as critical to getting underway in 2023

Director of Engineering Mark Hattendorf reviewed various projects to familiarize the Commission and to provide an opportunity for questions. Mr. Robey wrapped up with the financing plan.

Commissioner Sofield moved, seconded by Commissioner Brasington, to approve the 2023 Capital Budget as presented. The motion passed unanimously. Commissioner Sofield thanked everyone involved in putting the budget together.

## **7. 2022 STRATEGIC PLAN SUCCESS**

Chairman Kilgore called on Director of Strategic Initiatives Dr. Jane Arrington to review the 2022 Strategic Plan Successes. Dr. Arrington progressed through each department presenting the overarching long-term goals, the 3-to-5-year objectives, the 2022 successes achieved and the key departmental metrics with the percentage achieved for 2022. Highlights are included below:

### **Watershed Natural Resources:**

- ✓ Hemlock treatment completed on over 1,000 Primary Growth and 554 Secondary Growth trees
- ✓ Field observations conducted for the development of the first Cascade Trail in North Saluda
- ✓ GIS Mapping Platform structure completed for North Saluda and Table Rock activities
- ✓ 180 acres were prescribe burned in the North Saluda watershed
- ✓ Completed 2nd year of Brook Trout Project
- ✓ North Saluda Streambank Restoration and Sediment Removal 319 Grant and Dover Amendment completed
- ✓ 319 Grant for 2023 cycle approved and SCIIP ARPA Grant (60" Transmission) submitted

**Human Resources:**

- ✓ On the Spot Team Member Recognition policy developed
- ✓ Compensation Study completed and recommendations made
- ✓ Safety Process WorkFlow developed for Worker's Compensation and OSHA Paperwork
- ✓ Utilized UKG Pro to populate OSHA log and vehicular accidents
- ✓ Intern Program developed
- ✓ Internal Supervisory Development and Team Leader/Crew Leader courses conducted

**Information Technology and Fleet:**

- ✓ Network Monitoring and Cisco Core Switch Replacement completed
- ✓ Security Information & Event Management (SIEM) is now live
- ✓ Azure Management Structure built
- ✓ Phase 1 of Engineering Documents Scanning completed
- ✓ Go Live for Fleet in Hexagon EAM occurred on November 30th on schedule

**Public Relations:**

- ✓ Coordinated efforts with internal stakeholders to design a soon-to-be released greenvillewater.com that enhances the user experience
- ✓ Launched Trust the Tap marketing plan



- ✓ Developed branding and logo guidelines and branding templates for both internal and outward facing communications

**Internal Audits:**

- ✓ Fleet Audit
- ✓ Review of Pipe Lifecycle and Requisition Process
- ✓ HSA Contribution Process
- ✓ Empower 401k Contribution Process
- ✓ Field Operations Bonus Program
- ✓ 2022 and 2023 319 Grant Reporting
- ✓ SCIIP Grant Application
- ✓ Edgewater Acres Project (RIA)
- ✓ Adkins Raw Water Intake Project (RIA)
- ✓ FIS Implementation

**Field Operations and Engineering:**

- ✓ Set work order prioritization standards and reclassified and assessed work orders
- ✓ Utilized Voda Artificial Intelligence and Echologics hydrant caps in combination with traditional leak detection loggers to proactively repair 35 leaks
- ✓ Launched the Field Operations Bonus Program
- ✓ Multi-Family Base Fee changes made in support of cost equity
- ✓ Managed the replacement of over 50,000 linear feet of galvanized mains with ductile iron
- ✓ Initiating enhanced enforcement policy associated with Cross Connection Control

**Water Resources and Facilities Maintenance:**

- ✓ Launched Lead Service Line Inventory analysis of over 2100 pre-1932 accounts thus far with no known lead
- ✓ Conducted internal ERP exercise for Table Rock Dam



- ✓ Initiated plantwide valve exercising, critical equipment vibration analysis, and quarterly filter surveillance programs
- ✓ Reduced fire hydrant flow testing plan proposed to SC DHEC
- ✓ Pump rotation and biannual PRV inspection SOPs developed and conducted

**Finance – Accounting and Purchasing:**

- ✓ Ensured financial targets are met as set by the GW Commission
- ✓ Maintained our AAA bond rating from all three major bond rating agencies
- ✓ Earned the GFOA Distinguished Budget Presentation and Certificate of Excellence in financial reporting awards

**Finance – Business Services:**

- ✓ Small and large meter testing completed, data analyzed and targeted changeout criteria developed based on age and volumetric throughput
- ✓ The Auditing and Validation of Metered Accounts Program developed

**Asset Management:**

- ✓ CIS to EAM integration went live in February with additional work orders added since go live
- ✓ Warehouse EAM Implementation successfully went LIVE on October 3rd as scheduled
- ✓ Real-time tracking of inventory from warehouse to installation
- ✓ Accurate job costing
- ✓ GIS Quality Control Process under assessment and the resync of over 330,000 assets and associated attributes in progress
- ✓ Fleet Go Live in EAM occurred on November 30th on schedule
- ✓ Dozens of enhancements provided in each of the following departments throughout 2022: Field Operations, Facilities Maintenance and Water Quality

Commissioners thanked Dr. Arrington for the update, adding the accomplishments were impressive.

**8. FIELD OPERATIONS BONUS PROGRAM UPDATE**

Chairman Kilgore welcomed Chief Operations Officer Jeff Boss to present the 2022 Field Operations Strategic Incentive Bonus Program Update. Mr. Boss explained this program has been a culmination of three years of progress and reviewed the program objectives, successes, and outcomes.

The program was successful in increasing employee retention. In 2021 there were 14 voluntary terminations. In 2022 there were only 4 voluntary terminations which greatly reduced training costs and improved productivity. Efficiencies were also increased through scheduling which reduced interruptions. All predictive and preventive maintenance is now being documented.

Field Operations staff have learned how to run a valve exercising program for the last four to six months and have steadily increased the number of valves exercised each month. The Fire Hydrant repair and replacement program worked very well, and the strategic goals will be increased for 2023. More valves have been added to the goal for 2023 as well.

## **9. EXECUTIVE SESSION**

Vice-Chairman Bannister moved, seconded by Commissioner Sofield, to enter executive session to discuss matters related to employment and compensation for certain Greenville Water employees pursuant to S.C. Code 30-4-70(a)(1). The motion passed unanimously.

(Executive Session)

Commissioner Brasington moved, seconded by Vice-Chairman Bannister, to go out of Executive Session. The motion carried unanimously. No action was taken.

## **10. CHIEF EXECUTIVE REPORT**

Greenville Water is working with the City of Greenville Police Chief Thompson to obtain an exclusion on the four nearby residential streets that exclude thru trucks. Chief Thompson stated he would work with the City of Greenville to see if an exclusion is possible. Commissioner Brasington will inquire about the response.

Greenville Water Health Insurance policies now only include the basic plan or the high deductible health plan. The buy-up plan is now only available to legacy subscribers. There will be no increase in the healthcare insurance in 2023. The dental insurance will increase by 6%.

Mr. Bereskin thanked Commissioner Sofield for joining him at the Employee Holiday Luncheons and for the help in passing out hams and turkeys to the employees. All the employees were very appreciative of the luncheons and gift.

## **11. POST-COVID ECONOMY**

Chairman Kilgore called on Dr. Schmidt to speak on workforce compensation in a complicated post-pandemic economy. Dr. Schmidt and Mr. Bereskin spoke about many complicated issues that have arisen such as high inflation despite low unemployment, rapidly escalating Federal Reserve rates, increasing interest rates, steady demand despite supply chain issues, global recessionary pressures, et cetera and proposed actions to lighten the burden on employees.

Commissioner Sofield moved, seconded by Vice-Chairman Bannister, to approve the award of the 2022 Strategic and KPI bonus plans, Field Operations Incentive Plan, as well as the 2023 Strategic, KPI and Field Operations Incentive bonus plans including the 2023 economic impact adjustment bonus as recommended by Mr. Bereskin and Staff. The motion carried unanimously.

## **12. COMMISSION COMMENTS**

Commissioner Sofield requested the drone included in the Capital Budget be purchased before the end of the month.

Commissioner Sofield requested Greenville Water have a float in the 2023 City of Greenville Christmas Parade and volunteered to chair the Christmas Committee composed of Greenville Water Staff. Public Relations Manager Melissa Delacroix will work with Commissioner Sofield on this project.

**13. ADJOURNMENT**

There being no further business, the meeting was adjourned 9:54 a.m.

  
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Phillip A. Kilgore, Chairman

  
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Kimberly Haulter, Executive Assistant



RESOLUTION REGARDING THE PROPOSED LOCATION OF AN ADDICTION TREATMENT FACILITY ON PROPERTY ADJACENT TO THE GREENVILLE WATERSHED ADDRESSED TO THE HENDERSON COUNTY, NORTH CAROLINA COMMISSIONERS

As an incident to the adoption of this resolution, the Commissioners of Public Works (the "Commissioners") of the Waterworks System (the "System") of the City of Greenville (the "City") make the following findings of fact:

The Commissioners have never permitted the use, recreational or otherwise, of property compromising the Greenville Watershed and specifically the property bordering the location of a proposed Addiction Treatment Facility (the "Facility") in Henderson County, North Carolina (the "Watershed").

The Watershed is part of critical infrastructure utilized by the System to meet its purpose of providing clean, potable water to the citizens of Greenville County, South Carolina. For that reason, numerous security measures are in place to prevent the Watershed from being accessed by people without the Commissioners' permission and to prevent drainage and runoff onto the Watershed or damage, destruction, or trespass of the Watershed.

On November 2, 2022, the Commissioners learned of the proposed Facility after being contacted by a concerned citizen who provided the Commissioners with certain newspaper articles concerning the Facility.

The Commissioners investigated the proposed Facility and attended zoning meetings of the Henderson County Commissioners concerning the proposed Facility. Greenville Water was not permitted to speak at these meetings despite asking to do so.

It appears from the public records of Henderson County, North Carolina that the Commissioners were not provided with proper notice of the zoning meetings.

Further, it appears from maps provided to Henderson County, North Carolina concerning the location of the Facility that a relocated driveway accessing the Facility may be on property belonging to the Commissioners

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS IN MEETING DULY ASSEMBLED, THAT

The Commissioners take no position on the advisability of the placement of the proposed Facility on the property at issue except that in no event shall the Commissioners allow access onto the Watershed or any of its property by any person from the Facility. The Commissioners will take all action allowed at law to prevent and address any trespass onto its property.

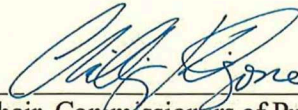
Further, the Commissioners will take all action allowed at law to prevent any and all activities from any person or entity that adversely impacts the Watershed.



Finally, Greenville Water asks the Henderson County, North Carolina Commissioners to direct all future notices concerning the Facility or the Facility's property to its outside counsel at the following address:

Adam C. Bach  
Eller Tonnsen Bach, LLC  
1306 South Church Street  
Greenville, SC 29605

DONE IN MEETING ASSEMBLED this 6<sup>th</sup> day of December, 2022



Chair, Commissioners of Public Works of the  
City of Greenville, South Carolina

Attest:



Secretary, Commissioners of Public Works  
of the City of Greenville, South Carolina

