



GreenvilleWater

**MINUTES OF REGULAR MEETING
COMMISSIONERS OF PUBLIC WORKS**

**Greenville Water
407 W. Broad Street, Level 2,
Greenville, South Carolina
August 6, 2024
8:30 a.m.**

Commissioners of Public Works in attendance:

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

Greenville Water Senior Staff in attendance:

Chief Executive Officer Jeff Boss, Chief Administrative Officer Dr. Bob Schmidt, Chief Operations Officer Jeff Phillips, Chief Technology Officer Kenneth Frazier, Director of Operational Technical Services Dr. Jane Arrington, Director of Operations and Maintenance Mark Hattendorf, Director of IT Brad Treas, Director of Water Resources Elizabeth Pierczynski, Director of Business Services Steve Miller, Director of Human Resources Lisa Bryant, Director of Communications Pam Flasch, Director of Engineering David Niese, Director of Procurement and Contracts Will Bettis, Assistant Director of Facilities Maintenance Allen White, Internal Auditor Jacob Polson, and Attorney Adam Bach.

The Regular Meeting of the Commissioners of Public Works of the City of Greenville, SC was called to order at 8:30 a.m. by Vice-Chairman Bannister.

1. WELCOME

2. PUBLIC COMMENT

No comments were presented.

3. CONSENT AGENDA

Vice-Chairman Bannister 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 June 4, 2024, the Water Resources Report, Finance Update, New Development, and New Annexations. Commissioner Sofield moved, seconded by Commissioner Brasington, to approve the items of the consent agenda. The motion passed unanimously.

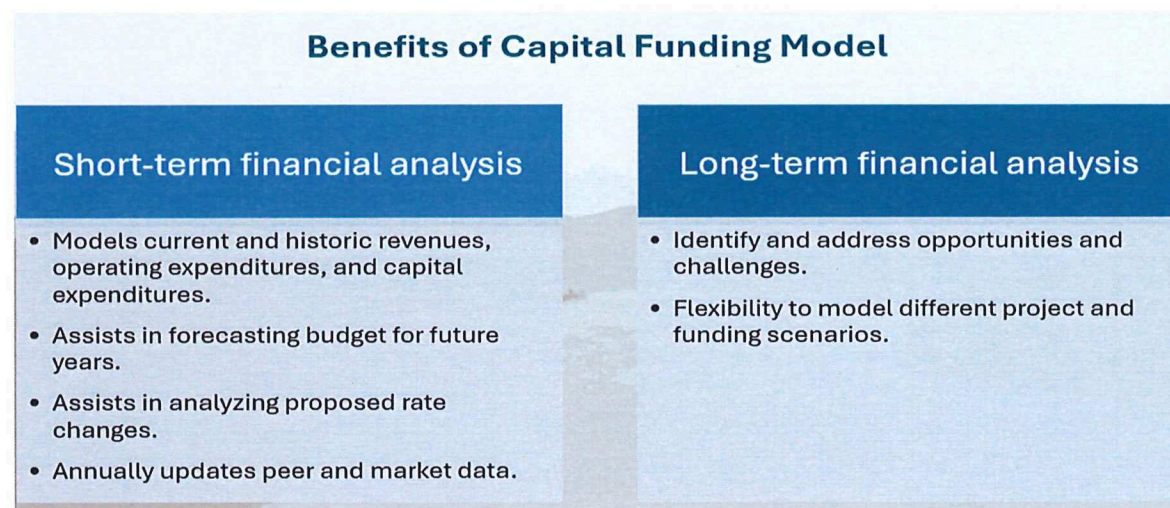
4. LEGISLATIVE UPDATE

Vice-Chairman Bannister called on Legislative Liaison Bob Knight to provide a legislative update. Mr. Knight stated that since the last meeting the state budget was finalized and approved. There were two items of note. The first item was the inclusion of \$1 million for the Adkins 60-inch Water Main project which survived any veto and was approved. The second item was the creation of a surface water study committee was passed. This will be the second surface water study committee with members being appointed at this time. A report will be provided in March 2025. Senator Wes Climer out of Rock Hill, SC in York County drove the committee creation.

5. FIRST TRYON CAPITAL MODEL PRESENTATION

Vice-Chairman Bannister invited Chief Administrative Officer Bob Schmidt to present on the First Tryon capital model. Dr. Schmidt stated Greenville Water has had capital funding models for a period of time. The models have been driven by financial goals. These goals are to maintain AAA rating, 365 days cash on hand and 2-1 debt service coverage. Dr. Schmidt reviewed attributes and benefits of a sound financial model. A sound model will be well documented and usable. Usable by virtually everyone including Commissioners, Senior Leadership, Engineering, et cetera. A sound model will also be explainable and timely. In the past staff was not able to get timely results with other models.

Dr. Schmidt presented the following benefits of a capital funding model:



Dr. Schmidt called on Chief Executive Officer Jeff Boss to present information on the 2024-2028 proposed capital improvement plan where year one (2024) was approved by the Commission in 2023 using the capital funding model. In 2023 it took staff months to work the model and make changes, which brought about the desire to hire First Tryon Advisors to help build a new model. The new model allows proposed changes to be made in minutes not months, weeks, days. Mr. Boss presented the model loaded with five years of data, all capital improvement projects for the next five years, and other projects through 2035, then changes were made so that the Commission could see how the model worked.

Commissioner Brasington stated The City of Greenville has enjoyed modeling of this type thanks to First Tryon Advisors for a while. City Council has seen firsthand the utility and the benefit it provides.

Dr. Schmidt added that staff is working on a couple other models that will feed this model. This will help the Commission to feel comfortable with where the numbers come from and what they will look like in the future.

6. CAPITAL IMPROVEMENT PROGRAM UPDATE

Dr. Schmidt moved on to the 2024 Mid-Year Budget Review, reminding the Commission that Greenville Water’s financial policies authorize the CEO to make transfers between projects within the total amount the Commission adopted for the capital budget. There was no change in the capital budget in the proposal presented. The Commission was notified that funds were transferred from the Galvanized Main project to create three new capital improvement projects.

The three new capital projects were described as below:

- Pickens Transmission Improvements
Increase resiliency for wholesale customers in Pickens County
- Laurens CPW Improvements (This is not a new project, but a continuation of an existing project) - Increase capacity and resiliency to Lauren’s County CPW
- Paint #3 Steel Tank
Increase the life cycle of the tank.
- Water Treatment Operational Repair Project – one project, three tasks
 - Adkins raw water pump station – Bearing seized on pump #5 requiring pump disassembly.
 - Adkins Transfer Pump Station – Structural repair to pump base required pump disassembly.
 - Stovall Air Wash Blower – Blower failed due to mechanical issue.

Dr. Schmidt introduced Chief Technology Officer Kenneth Frazier to talk about the 2024 CIP budget adjustments for the Technology Department. Mr. Frazier explained he had inspected technologies in place, how they were configured and how they have been deployed over the past months. During this time staff determined the projects to be presented needed to move forward in the budget schedule. The referenced projects were described as follows:

Microsoft Intune	<ul style="list-style-type: none"> • Turn-key implementation of a next-generation mobile device management platform (User/device management, policy deployment automation, mobile threat defense, endpoint management and security).
Datacenter Infrastructure Modernization	<ul style="list-style-type: none"> • Mitigate hardware single points of failure; create hardware redundancy and resiliency.
Security Camera Enhancements	<ul style="list-style-type: none"> • Supports improvements in security posture.
Financial Information System Reconfiguration	<ul style="list-style-type: none"> • Performed a Business Process Review which highlighted over 50 recommended best practices changes/enhancements to current configuration.

7. OPERATIONS AND MAINTENANCE BUDGET MID-YEAR ADJUSTMENT

Dr. Schmidt reminded the Commission that the financial policies authorize the CEO to adjust the operating budget as long as changes will not have significant policy impact or affect reserve balances. The Commission can amend or supplement the budget at any time after its adoption by majority vote of its members. Mr. Frazier requested supplemental funds for the technology departments as follows:

<p>Microsoft Enterprise Agreement (EA)</p> <ul style="list-style-type: none"> • Consolidate and align all Microsoft software on single agreement. This includes acquisition of new licenses for mobile device management (laptops, tablets, cell phones, etc.).
<p>ESRI (GIS) Enterprise License Agreement (ELA)</p> <ul style="list-style-type: none"> • Current licensing model does not provide functionality needed to support operations and growth.
<p>New Phone System</p> <ul style="list-style-type: none"> • Replace aged phone system.
<p>IT Management & Monitoring Platforms</p> <ul style="list-style-type: none"> • Implement platforms to enable remote management and monitoring of IT assets, as well as provide automation for routine tasks such as user account provisioning, onboarding, etc.

Mr. Boss explained that there will be no change to the capital improvement funding, but a request was made for \$380,000 for the operating budget for the technology department. Vice-Chairman Bannister asked for a motion. Commissioner Brasington moved, seconded by Commissioner Sofield, to approve the request to increase the operating budget for the technology department requests. The motion passed unanimously.

8. TRAINING AND SAFETY HOURS UPDATE

Vice-Chairman Bannister called on Director of Human Resources Lisa Bryant to provide an update on Greenville Water's training and safety programs. Mrs. Bryant began the presentation with an update on CDL Driver training. As an organization, it is important for Greenville Water to have CDL drivers. It is also important for team members because it allows them to advance in their career path. Mrs. Bryant explained the former simplified, low-cost process of obtaining a CDL drivers license and the new process that was implemented in February of 2022. The new process requires CDL applicants to complete driver training from a provider listed on the new Training Provider Registry of the Federal Motor Carrier Safety Administration (FMCSA). Students must complete 40 hours of classroom instruction, 40 hours of skills practice and 16 hours of driving time. The average cost per student is now \$5,300.

In 2023 the Commission approved for Greenville Water to add a position of a Safety and Training Specialist. Greenville Water was fortunate to hire Scott Fitzgerald. Mr. Fitzgerald joined the team as a certified CDL instructor already and spent his first four to six weeks getting Greenville Water facilities approved by FMCSA. The first inhouse CDL class was held around April. To date there have been four team members who have completed the class and successfully obtained their CDL driver's license. This was a cost savings of about \$21,200. To participate in the class, team members must be employed with Greenville Water for at least one year and once the training is completed with receipt of a CDL driver's license team members must stay with Greenville Water for a period of not less than three years. Team members sign a promissory note when they enroll in the class and if they leave prior to three years they must pay back the \$5,300 estimated value of the training.

Defensive Driver Training is another example of training brought in house. This training is a requirement for all team members who drive a Greenville Water vehicle, whether daily or periodically. This training is required every two years. If a team member is involved in an accident during the two-year period, the team member is required to complete a remedial training. Previously the training was provided by Driver Alert @ \$80 per team member. Mr. Fitzgerald now provides this training. To date 223 team members have completed the training in house. This is a cost savings of \$17,840.

Greenville Water has had a significant focus on safety since July 2023. As of the day of the Commission meeting, team members had worked 701 days (887,139 hours) since the last Occupational Safety and Health Administration (OSHA) reportable lost workday accident. Team members are committed to reaching the one million hours goal.

9. CHIEF EXECUTIVE REPORT

Mr. Boss reported the South Carolina Infrastructure Investment Program (SCIIP) project in Pelzer, SC is well underway. Once completed, this project will be helpful with the recent purchase of West Pelzer water by creating redundancy for both areas.

Blue Ridge Rural Water has moved from a wholesale customer to a buy-in customer. Greenville Water will use this buy-in to add transmission mains in the northern part of Greenville County. There are areas that need more flow including Blue Ridge Rural Water's pump station which is under construction.

Mr. Boss had been asked about the status of the agreement with the City of Pickens. Mr. Boss shared that in August of 2023, the then Mayor of the City of Pickens, Mayor Perry, called Greenville Water to discuss options for getting clean water quickly. In November, Isaiah Scipio was elected Mayor of the City of Pickens. Mayor Scipio and City Council continued to review the options and decided the best way to resolve the water quality issues was to work with Greenville Water. The Interim Agreement was executed August 2024.

September 14, 2024, is the date of the Annual Family Picnic for Greenville Water. Information regarding the event will be shared as the date approaches.

South Carolina Department of Environmental Services representatives will be visiting Greenville Water to view the 319 projects on October 30th.

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10. COMMISSION COMMENTS

Commissioner Sofield thanked staff for moving Greenville Water in the right direction.

11. ADJOURNMENT

There being no further business, the meeting was adjourned 9:42 a.m.



James W. Bannister, Vice-Chairman



Kimberly Hauke, Executive Assistant