



## GreenvilleWater

**MINUTES OF REGULAR MEETING  
COMMISSIONERS OF PUBLIC WORKS  
407 West Broad Street  
Commission Room, Level Two  
Greenville, South Carolina  
February 3, 2015  
8:15 a.m.**

Commissioners of Public Works in attendance:

Chairman Phillip A. Kilgore, Vice-Chairman James W. Bannister, Debra M. Sofield, J. David Sudduth and Mayor Knox H. White. A quorum was present.

Greenville Water Staff in attendance:

Chief Executive Officer David H. Bereskin, Chief Operations Officer Murray Dodd, Chief Financial Officer Phil Robey, Chief Administrative Officer Dennis Porter, Director of Engineering Mike Sharpless, Director of Water Resource K.C. Price, Director of Business Services David Hughey, Controller Jondia Berry, Information Technology Director Joe Beineke and Commission Attorney David Ward.

---

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

### **1. WELCOME**

### **2. PUBLIC COMMENT**

No comments were presented.

### **3. CONSENT AGENDA**

Chairman Kilgore listed the items of the Consent Agenda which were the meeting minutes of January 6, 2015 and the Water Resources Report. There being no questions or comments, the items were approved.

### **4. YEAREND FINANCIAL UPDATE**

Chief Financial Officer Phil Robey presented an update on the five month short year that ended 12/31/2014. The short year finished strong. Revenues exceeded expense. The preliminary unaudited numbers indicate the revenues were 104% of budgeted revenue estimate. The operating expenses were 17% below the budget. Commissioner Sofield asked if the reduction in expenses was due to unfilled positions. Mr. Robey confirmed it was part of the reason for the below budget percentage and stated there are currently eight positions actively being recruited and Director of Human Resources is one of the positions.

The Short Year did not have a debt service payment. On February 1, 2015 a semi-annual payment was due which included principle and interest. The surplus is misleading on the financials, because it is allocated to debt service. Encumbrances are carried over at year end and authorized by the CEO. These have been budgeted for and have outstanding purchase orders and contracts, but the money has not yet been spent. The carryover of \$324,000 is for repairs and maintenance. Mr. Bereskin stated the carryover also includes two vehicles and a GPS system that have been ordered but not yet been delivered. Carryover encumbrance will be paid in the current year. Chairman Kilgore asked in summary if Mr. Robey felt good about the financial position. Mr. Robey replied the year ended very strong and continues to strengthen.



#### **5. RESOLUTION FOR CYRIL THOMAS ("TOMMY") WYCHE**

Chairman Kilgore presented a resolution for consideration for approval honoring Mr. Tommy Wyche. Commissioner Bannister moved, Seconded by Commissioner Sofield, to approve the resolution. The motion carried unanimously. Chairman Kilgore recognized Mr. Wyche for being a prominent figure in the history of Greenville Water and expressed his gratitude. The Resolution will be sent to Brad Wyche and a link placed on Greenville Water's website.

#### **6. STRATEGIC PLAN PRESENTATION FOR 2015**

The Strategic Plan update was presented by Chief Executive Officer David Bereskin as provided in the Commissioners Agenda package. The strategic plan focuses on three areas: Stakeholder Relations, Operational Excellence and Human Capital.

Stakeholder Relations accomplishments in 2014 included the new wholesale rate structure, the creation of IT steering committee, tablets and laptops in the field, electronic wholesale consumption devices, Wildfire Management Plan, card readers and cameras at the Table Rock reservoir. Commissioner Bannister asked about the stream monitors. Mr. Bereskin responded an update will be presented in the March meeting and confirmed the monitoring is in service. Mr. Bereskin also stated after years of service there is very little silt at the bottom of the reservoir and the quality is excellent.

Operational Excellence includes many financial measurements such as development of an investment policy, the first Comprehensive Annual Financial Report (CAFR) was completed which received an award as well as the financial budget. There is a procurement policy in place and implementation has started. The budget year transition to calendar year is complete. There will be no audit of the short year until the State has the retirement system audit which will be May, June or July. No audit opinion will be issued until then.

Human Capital accomplishments in 2014 include the new Greenshades Portal for electronic timecards and paystubs which are no longer printed on a corporate level. W-2s can also be accessed through the portal if the employee elects that form of transmission. The company printed only 97 W-2s this year. The goal in 2015 is to implement time off requests through Greenshades. ApplicantPro is the new online recruitment tool which integrates with online job search websites like Indeed. The employee compensation statement has been completed and will be sent out electronically. Greenville Water has embraced Governor Haley's SC Works initiative hiring two employees through SC Works. SC Works is a good recruitment tool and is reimbursing Greenville Water for seventy-five percent of the wages for the two employees during the training period of six months. The two employees hired through SC Works are in Field Operations.

2015 goals include increasing e-bill customers by twenty-five percent and Chief Administrative Officer Dennis Porter has the task of updating all of the Wholesale Agreements by July 1, 2015. The third challenge is to develop and implement a Service Line Warranty program. Mr. Porter is working on defining the scope of the program and will be meeting with American Water to discuss their service line protection program. Chairman Kilgore asked how many of the utilities outsource versus underwrite internally. Mr. Bereskin responded in South Carolina, Mount Pleasant Waterworks handles it internally and everyone else uses an external provider. The program will be approved and well communicated before implementation.

Additional improvements include business communication systems, which is an IT goal for Skype, IM Chat and Video. Review the 76 items of The Nature Conservancy Plan, identify the priorities



and develop a game plan. Operationally Greenville Water is developing a meter maintenance program for the large meters, small meters and AMR's. Greenville Water is in the beginning stages of creating a Water Audit and water loss control program. Greenville Water will be implementing Paramount Software which is a financial software system for purchasing. The final leg of Operational Excellence includes Risk Analysis, 5 Year Contingency Plan, IT Contingency Plan, 5 Year IT Strategic Plan, IT Redundancy Plan, Energy Management Plan, and Emergency Response Plan. Director of Water Resources K.C. Price is working on a myriad of emergency response plans to include Dam Failure, Pandemic Outbreaks, Chlorine Leaks, etc. Commissioner Sofield asked if fire was included. Mr. Price responded fire is included in the Wildfire Management Plan.

Human Capital plan for 2015 includes improving and enhancing employee communications and functions, explore alternative work schedules, develop and implement a Leave Bank Policy in which employees can contribute to a bank for other employees who have used all their leave due to life threatening illness. Develop a formal Co-Op Program for internships with local Colleges and Universities and enhance Safety programs. Commissioners requested to be updated quarterly on the 2015 Strategic Plan.

#### **7. UPDATE ON WHOLESALE ACCOUNTS**

Chief Administrative Officer Dennis Porter presented the Commission with an update on wholesale rates. Over the past two years Greenville Water has been developing new rate structures for the wholesale customer. One rate is the wholesale buy-in rate and the second is the Pickens/Non-Pickens County non-buy-in rate. The City of Pickens has been moved to the new non-buy-in rate structure. The City Pickens had an incident in September 2014 where they had to rely on Greenville Water because of issues with their plant which moved them into the max hour penalty. The decision was made to move them to the new rate to avoid paying the penalty.

Greenville Water is working on the other expired wholesale agreements and with wholesale customers to get signed agreements by July 1<sup>st</sup>, 2015. The non-buy-in agreement is being revised to increase the duration to five years with an automatic renewal of five years.

#### **8. 2015 CAPITAL IMPROVEMENT PROGRAM (CIP) AND AMENDMENT TO 2015 CIP**

Chief Operating Officer Murray Dodd provided an update on the Capital Improvement Program, reviewing the major capital improvement projects which are the Central Campus Project, Cliffs Valley & Paris Mountain Pump Station Upgrades, Augusta Road Water Main, Water Resources and Facilities Master Plan and North Saluda Study.

The Cliffs Valley and Paris Mountain upgrade scope came from the Master Distribution Plan submitted in 2009. The original scope proposed for Cliffs Valley was 640 gallons per minute. The proposal from Design South for Cliffs Valley has the new capacity as 1000 gallons per minute. Paris Mountain's capacity increased slightly from 240 to 260 per minute capacity. The increase in capacity on the project means an increase in budget for the projects. The original proposed budget was \$410,000. With the receipt of the preliminary engineering report the budget increased to \$1.1 million. The project was put out for bid and the bids came back on January 6<sup>th</sup>, 2015. Harper Corporation's bid was \$645,000. There is a proposed budget increase for 2015 of \$440,000 to cover the increase to complete the project. Commissioner Sofield asked how the scope was so far off on Cliffs Valley. Mr. Dodd responded it had to do with Cliffs Valley North in the Blue Ridge Water district. A meter was added to the tank in Cliffs Valley for Blue Ridge Water to pump water up to Cliffs Valley North, which previously was on a well system. This was not included in the original scope. Blue Ridge Water paid a capacity fee for this new meter.



Mr. Bereskin shared part of the presentation is a request for an amendment to the Capital Improvement Program to ask for \$440,000 increase for the two pump stations. Commissioner Sudduth moved, Seconded by Commissioner Bannister, to amend the 2015 Capital Improvement Program as requested. The motion carried unanimously.

The Central Campus Project contract was executed between Greenville Water and Triangle Construction Company, Inc. on December 2, 2014. Mr. Dodd introduced Bryant Nixon, Vice President of Triangle Construction. Mr. Nixon thanked the Commission for the opportunity to be a part of the project and hope to make it easy and smooth for everyone. Mr. Dodd continued his presentation stating Notice to Proceed will be issued Triangle the 20<sup>th</sup> of February and the groundbreaking is scheduled for February 11, 2015. After February 20<sup>th</sup> the only access to the building will be through the front door for both employees and customers. Temporary Parking will be on the side of the site at the Chuck's Bumper lot and across the street at Downtown Presbyterian Church. The Chucks Bumper lot will be paved and striped and fenced for security. Access to the parking will be from the Greenville Water driveway. The demolition of the current parking deck will be the first activity once the temporary fence is up. The contract allows for six months to complete the parking deck beginning February 20, 2015. The top of the deck will be delivered for use in three to four months. Commissioner Sofield asked to look into increasing the width of the parking spaces due to the size of Greenville Water trucks and larger personnel vehicles.

Chairman Kilgore thanked Mr. Dodd for his many years of excellent service as Mr. Dodd will be leaving Greenville Water at the end of February. Mr. Bereskin awarded him with a Greenville Water lapel pin for nineteen years and nine months of service. Mr. Dodd thanked the Commission for the opportunities given him.

#### **9. GREENVILLE WATER CAMPUS OPEN AREA UPDATE**

Chairman Kilgore and Commissioner Sofield introduced Doug Young to present new options for the Greenville Water Campus Open Area. Mr. Young is a Greenville sculptor. He presented his vision for the sculpture. He described it as representing the three bodies of water coming into the area. The idea is to have a sculpture of a Cherokee. Chief Norris loaned Mr. Young materials passed down from Chief to Chief because he wanted everything to be authentic and the sculpture to be accurate. Mr. Young continued to explain how the Cherokee would come to the Reedy River every morning and scoop the water to thank the Creator for the water that gives life. The idea for the sculpture is to have a Cherokee in the morning scooping water with a turtle shell (water would flow from the shell) and in the evening have a piece of pottery and burn incense to give thanks to the Creator for the life. The idea is positive and uplifting. Commissioner Sofield stated the idea of using the Cherokee fits who "we" are and what "we" do and asked the Commission to consider this idea as the piece of art for the campus. Commissioner Sudduth noted the concept has a conservation theme to it as well and giving thanks for the water and not taking water for granted.

Chairman Kilgore noted there are two phases that need to be approved. Phase one being the Concept and Phase two the Execution. Chairman Kilgore stated that a motion was needed to develop the concept. Commissioner Sofield moved, Seconded by Mayor White, to move forward with developing the concept for the park. Chairman Kilgore noted that it was understood Commissioners Sofield and White would continue participating in the process. The motion carried unanimously.

Mr. Bereskin introduced Michael Kerski, Planning Development Manager for The City of Greenville to briefly describe the process of getting approval from The City of Greenville. Mr. Kerski explained the artwork would go to the Arts in Public Places Commission for approval. Then the concept would have to go back to the Planning Commission and City Counsel to amend the agreement for Planned Development. Mr. Bereskin asked about the timeline for approval and Mr. Kerski estimated about two months once the design is submitted to the City.

**10. LEGISLATIVE UPDATE**

Mr. Bereskin presented in the absence of Government Liaison Bob Knight, referencing the letter outlining four or five agenda items being introduced in both the State House of Representative and the State Senate which was included in the Commission Agenda package. Mr. Knight will be monitoring them and this will be part of the Commission Meeting updates and the CEO memo monthly on issues pertinent to Greenville Water.

**11. CHIEF EXECUTIVE REPORT**

Mr. Bereskin stated the biggest issue over the past few weeks is the departure of Chief Operating Officer Murray Dodd on February 27, 2015. Mr. Dodd is helping in the transition of duties. Mr. Bereskin also updated the commission of upcoming events.

**12. COMMISSION COMMENTS**

No comments presented.

**13. ADJOURNMENT**

There being no further business, the meeting was adjourned at 9:38 a.m.

  
Phillip A. Kilgore, Chairman

  
Kimberly J. Haulter, Executive Assistant



## GREENVILLE WATER RESOLUTION

**WHEREAS**, the watersheds of the Table Rock Reservoir and the North Saluda Reservoir ("Watersheds") have been permanently preserved as pristine watersheds unmarred by development or encroachment; and

**WHEREAS**, the preservation of Greenville's Watersheds represents a unique foresight into securing a water supply that is unprecedented; and

**WHEREAS**, the resulting natural condition of the Watersheds is a primary factor in the abundance of safe, reliable, clean, and affordable water for the benefit of the citizens of Greenville City, Greenville County and Upstate of South Carolina; and

**WHEREAS**, an early proponent of the permanent preservation of the Watersheds was Cyril Thomas "Tommy" Wyche, beginning in the 1970s; and

**WHEREAS**, starting in approximately 1991, the members of Greenville Community engaged in a rigorous debate regarding the future of the Watersheds and the need to protect these natural resources from any commercial or residential development and encroachment; and

**WHEREAS**, the Greenville Water System and the City of Greenville formed a Greenville Watersheds Study Committee ("Study Committee") in 1992 to study and document - for the first time - the plants, animals and geology of the Watershed lands, and to assess the desirability of permanently protecting the Watersheds by placing in conservation easements; and

**WHEREAS**, as a result of Tommy Wyche's history of leadership in conservation efforts and the preservation of Greenville's undeveloped lands, and his well-known interest in the Watershed lands themselves, he was an easy choice to be appointed to the Study Committee and was selected to be Secretary of the Study Committee; and

**WHEREAS**, the resulting Report of the Study Committee concluded that the unique biodiversity and eco-systems found in the Watersheds were of incalculable value and should be preserved for all time; that no portion of the Watersheds should be sold; and that the Watersheds should be permanently protected in a conservation easement; and

**WHEREAS**, the Greenville Community, the Greenville Water Commission and the City of Greenville embraced the findings of the Report, including the recommendation to place the Watersheds in a conservation easement; and

**WHEREAS**, throughout this process Tommy Wyche was a leader in this effort, and thereafter continued his service, culminating in the official placement of Watershed lands in a legally binding permanent conservation easement with the Nature Conservancy on May 24, 1993; and

**WHEREAS**, the Greenville Water Commission wishes to recognize the extraordinary role and tireless efforts Tommy Wyche gave in preserving the Watersheds in perpetuity, the extraordinary



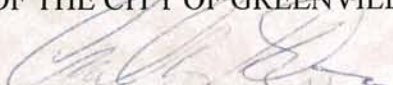
foresight that his vision for the Watersheds represents, and his lifelong interest in assuring that the Greenville Community would continue to have an ample supply of affordable clean water;

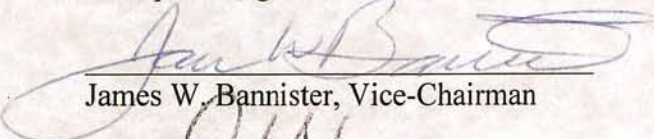
**NOW THEREFORE, BE IT RESOLVED**, this 3rd day of February 2015, that Greenville Water Commission publicly acknowledges Cyril Thomas "Tommy" Wyche's enormous contributions toward the permanent preservation of the Table Rock and North Saluda Watersheds; and

**BE IT FURTHER RESOLVED** that the Greenville Water Commission expresses its deepest gratitude to Tommy Wyche for his indispensable service to the Community by focusing its attention on land preservation in general and the preservation of Watershed lands in particular.

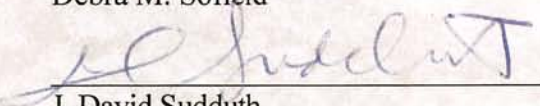


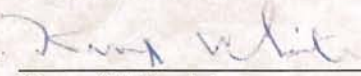
COMMISSIONERS OF PUBLIC WORKS  
OF THE CITY OF GREENVILLE, S. C.

  
Phillip A. Kilgore, Chairman

  
James W. Bannister, Vice-Chairman

  
Debra M. Sofield

  
J. David Sudduth

  
Knox White, Mayor