



GreenvilleWater

**MINUTES OF REGULAR MEETING
COMMISSIONERS OF PUBLIC WORKS
407 West Broad Street
Commission Room, Level Two
Greenville, South Carolina
April 7, 2015
8:15 a.m.**

Commissioners of Public Works in attendance:

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

Greenville Water Staff in attendance:

Chief Executive Officer David H. Bereskin, Chief Operations Officer Dennis Porter, Chief Financial Officer Phil Robey, 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 March 3, 2015, the Water Resources Report and the Financial Update Report. There being no questions or comments, the items were deemed approved.

4. PER CAPITA USAGE AND GROWTH PATTERNS

Chairman Kilgore introduced Mr. Clint Shealy of Black and Veatch, who presented the population analysis and demand projections. Mr. Shealy stated per capita demand and growth projections information is fundamental in understanding capital spending and the five year Capital Improvement Plan (CIP) going forward. Black and Veatch used the best information available to provide the most accurate look to what is going to happen. Some methodology used was different than what has been done in past studies. Mr. Shealy reviewed the Historical Regional Trends for Greenville County, the City of Greenville and Greenville Water, as provided in the Commissioner's agenda package. There was a fairly steep increase in population in the City of Greenville from 1940 to 1960 and then a little urban decline through the year 2000. The report showed another steady period of growth from 2010 to present day. This is a trend seen particularly in Downtown Greenville. Mr. Shealy recognized the growth in the City, not wanting to just look at total population, but where the growth is happening.

Mr. Shealy directed attention to the Growth and Development Sources which were the City of Greenville, Appalachian Council of Governments (ACOG), Greenville County Planning Commission, Greenville-Pickens Area Transportation Study (GPATS), Strom Thurmond Institute (STI), SC Budget & Control Board (County projections each Census) and the Greenville Area Development Corporation (GADC). The City of Greenville and ACOG were very helpful. ACOG put together well developed information and the projections are updated every year. They analyze information using a Geographic Information System (GIS) based tool that looks at the

projected growth spatially. This provides a feel for where the growth is happening and what infrastructure is needed to support the growth spatially throughout the distribution system.

Chairman Kilgore asked when considering the data from the sources, was the data weighted equally or was judgement made as to which data was more reliable. Mr. Shealy responded the most weight was put on the ACOG information because the information was the most current, adding in the City of Greenville's information as well. Each projection was studied and based on the more current studies, the ACOG projections were the most accurate. The way ACOG analyzes where the growth is happening, using the GIS tool to look at census groups and census tracts is also the way Black and Veatch plans. Duke Energy's Keowee-Toxaway Relicensing Project information from 2014 added confidence and meshed well with the ACOG study.

Mr. Shealy provided snapshots of growth in population density in the Greenville Water service area from 2000, 2010, 2014 actual and projections for 2019. Specific areas of growth were the Downtown area of Greenville, Simpsonville, Travelers Rest, Woodruff Road and Five Forks Area. Greenville County is growing faster than previously anticipated. Accelerated growth is anticipated for the City of Greenville due to the downtown attraction, infill and redevelopment and a renewed interest in urban living.

Chairman Kilgore questioned if only past data was used in the projections or does the current dynamic taking place in a community have an influence. Mr. Shealy answered a little of both. Historical data is used, sources are canvassed, development corporations are queried, land use patterns and sustainability are considered.

Regarding Demand Analysis and Projections, Mr. Shealy reviewed historical water production by maximum hour, maximum day and annual average demand pointing out in the early 1990s maximum hour recordings changed dramatically due to how the data was collected up to that point. More accurate data is now being collected therefore records show a spike in maximum hour demand. In referencing the category of unmetered water, Mr. Shealy explained it as all water that is produced at the water treatment plants, but not metered or billed to customers. This would include water loss, line flushing, fire flow, etc.

Chairman Kilgore asked how often the study will be updated. Mr. Shealy responded with a recommendation of every five years. Chairman Kilgore stated decisions are made annually on how to expend capital dollars, if we make the decision based on two, three or four year old data, there is a concern too much money or not enough money would be spent. Mr. Shealy explained Black and Veatch is currently working with another water utility to review data every year for calibration. The same could be done for Greenville Water.

5. SC WORKS GREENVILLE

Chairman Kilgore introduced Eva Jorgensen-Graham from SC Works Greenville. Ms. Jorgensen-Graham presented an overview of SC Works Greenville's on the job training program offered through SC Works. SC Works is a partnership, mostly between South Carolina Department of Employment and Workforce and Workforce Investment Act (WIA) program which is run through the County of Greenville's Workforce Development Office. The big mission is to get people back to work and connect employers with employees. One way this is done is through the on the job training program (OJT). With this program, Federal funds are offered to companies who are willing to hire and train new employees. Greenville Water has participated in the program by filling Field Operations Technician positions. \$5,000 per trainee is offered. In the OJT program a person has to qualify for the WIA program. A person has to be in need of receiving these funds by being unemployed or under-employed, having trouble making a

sustainable wage. The under-employed status is determined by the Federal Government. These individuals come to SC Works to enroll in the WIA program which makes them eligible for the OJT program. Greenville Water has had five trainees. Two of the five came to SC Works directly, the other three were recommended by Greenville Water to SC Works. SC Works handles the pre-employment screening, including WorkKeys (job skills assessment). A job profile created through SC Works determines the acceptable achievement level in WorkKeys. A minimum of the bronze level on the WorkKeys is required for a person in the Field Operations position. A training plan has also been developed for people in the OJT program or any new hire for this position. The plan lists items to be learned in the first twelve weeks of employment. At the end of twelve weeks, the individual is tested on these items. This can be done for almost any position considered an entry level position. Another note of interest was two out of the five individuals in the OJT program are veterans. This program is helping to put veterans back to work. Commissioner Sofield asked if there is a cap on how many participants come through the program. Ms. Jorgensen-Graham responded right now there is not.

Chief Executive Officer, David Bereskin reinforced some of the positive points of the program, including developing a program where new hires are reviewed on skills they are required to meet. This has helped field supervisors grow in their supervisory skills. If the employees do not meet the tasks, good documentation is provided to move them out of the program. This is a good program to partner with South Carolina to get people back to work.

6. NATIONAL DRINKING WATER WEEK ADVERTISING

Communications Specialist Olivia Vassey presented Greenville Water's National Drinking Water Week advertising plan, as provided in the Commissioner's Agenda Package. National Drinking Water Week is May 3-9, 2015. The American Water Works Association has asked water utilities across the Country to participate, providing a materials packet. The press release topics provided are the value of water and how to conserve, Infrastructure awareness and how to protect it. The social media topics are conservation and infrastructure investment. Commissioner Sofield requested Ms. Vassey send the press releases and social media topics to the Commissioners to post on social media also. Ms. Vassey presented a budget for the proposed radio ads through Intercom Radio, including radio station website takeovers.

7. LEGISLATIVE UPDATE

Government Liaison Bob Knight reviewed the Legislative Update provided to Commissioner's in the Agenda package. Mr. Knight highlighted the ethics bills in discussion which are important to public officials. The Houses are in disagreement, not passing bills, which stalled the process of the ethics bill moving through the Houses. Mr. Knight also discussed public meeting notices, requiring public disclosure on public meeting notices. Also discussed were campaign disclosure and Statement of Economic Interest bills.

Mr. Knight mentioned a ceremonial resolution was passed to join the South Carolina Georgia Water Caucus. The Caucus is an ongoing effort to resolve issues regarding Lake Hartwell and the Savannah River and work together with neighbors in Georgia.

A bill dealing with PVC piping materials is being sponsored by Senator Campbell and believed to be generated by a trade association attempting to have more PVC piping used. Greenville Water would like to be able to continue to specify the kind of material to be installed and not dictated by State law.

Mr. Knight brought to attention a bill dealing with damage to water systems. The bill started off as rural water legislation. Malicious damage was done to fire hydrants in Camden. Senators began working to fix this problem because the penalty for the damage was very low. The bill has been amended to include all water systems. The more common problem is theft of water. Commissioner Sofield asked how much water theft Greenville Water has. Mr. Bereskin answered there is theft with the household water meter being broken or theft in construction where water is taken from fire hydrants without being reported accurately. Greenville Water is being proactive by working with Fire Departments in a program where we teach them about backflow and how to operate hydrants and valves and working with them to be the eyes, ears and policing authority for people that do not go through the proper channels to be certified by Greenville Water to use the hydrants. In discussing unaccounted for water, Mr. Bereskin introduced Business Analyst Mrs. Jane Arrington, Ph.D. who has been brought on staff at Greenville Water with her first task being to help understand the twelve percent of unaccounted for water and how to lower this percentage.

8. CHIEF EXECUTIVE REPORT

Mr. Bereskin shared he had been working with Greenville Water Attorney David Ward recently regarding meter shut-offs and lock policy. Presently, when a customer is shut-off a reusable master lock is used until it rusts or a homeowner cuts it or breaks it. Business Services Director David Hughey recently visited Clayton County, Georgia to see other ways of locking a meter. Clayton County uses an inexpensive plastic cap over the valve with a tag stating the punishment for damage or removal of the cap. Working with our Attorney, State Code 16-13-385 was discovered, where the legislature has passed stiff penalties for breaking a lock on a meter. Greenville Water is looking into this cap alternative and adapting a tag to the South Carolina state legislation.

Mr. Bereskin introduced Greenville Water's new CIP Engineer Mark Hattendorf, whose initial responsibility will be to ensure the Campus project stays on schedule, quality construction is received, and adherence to the budget. Recent difficulties encountered are soil issues to include foundations and trash/construction debris on the back property that was a fill area. Soil and debris may have to be hauled off. Two other exciting discoveries are the electrical line comes off the side of the building on Hyde Street and loops all around the building before tying into our transformer. The sewer line actually drains directly backwards all the way through the property to discharge into Oscar Street. This was contrary to what was shown in building plan designs from the existing building.

Greenville Water is working with Greenville County to get the water line extension program funded in the County's new fiscal year which starts in July 2015. This would be for line extensions in the rural parts of the County where well systems are currently used.

Mr. Bereskin updated community efforts with fountain installations. The first fountain/bottler filler was installed in downtown Greenville, the County has since added one to the Swamp Rabbit Trail and two each have recently been added in Travelers Rest and Fountain Inn. Mayor White recommended a fountain/bottle filler be added in the West End of Greenville near the Greenville Drive Stadium.

9. COMMISSION COMMENTS

Commissioner Sofield requested an update on the Palmetto Trail in an upcoming meeting.

Chairman Kilgore encouraged suggestions for presentations/speakers for Commission meetings regarding goings on in Greenville that impact business. For example, Rick Sumerel, President and CEO of Verdae Development Inc. provided an update on development at Verdae and a dentist has spoken on fluoride. Commissioners were encouraged to share suggestions with Mr. Bereskin or Chairman Kilgore.

10. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:50 a.m.



Phillip A. Kilgore, Chairman

Kimberly J. Haulter, Executive Assistant