



GreenvilleWater

**MINUTES OF REGULAR MEETING
COMMISSIONERS OF PUBLIC WORKS
407 West Broad Street
Commission Room, Level Two
Greenville, South Carolina
December 1, 2015
8:15 a.m.**

Commissioners of Public Works in attendance:

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

Greenville Water Staff in attendance:

Chief Executive Officer David H. Bereskin, Chief Financial Officer Phil Robey, Chief Operations Officer Dennis Porter, Director of Engineering Mike Sharpless, Director of Water Resources K.C. Price, Director of Business Services David Hughey, Controller Jondia Berry, Director of Information Technology Joe Beineke, Director of Human Resources Richard Posey, Communications Specialist Olivia Vassey, Business Analyst Jane Arrington, Facilities Maintenance Manager Allen White, Purchasing Manager Valerie Arnold and Commission Attorney David Ward.

Other Guests Present:

PAIA Lower Eastern Cherokee Nation of South Carolina: Chief Gene Norris and Deborah Moon Wolf Pope; Shoeless Joe Jackson Museum and Baseball Library Founder: Arlene Marcley; Sculptor/Artist Doug Young; Greeley and Hansen, LLC: Andy Richardson, Federico Maisch and Lin Liang; Clemson University: Dr. Ashok Mishra; Goodwyn Mills and Cawood, Inc.: Steve Cawood, Kevin Laird and Frank Wong; Public Strategy, LLC.: Bob Knight.

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 listed the items of the Consent Agenda which were the meeting minutes of the Special Commission Meeting October 21, 2015, the Regular Commission Meeting November 3, 2015, the Water Resources Report and the Financial Update Report. There being no questions or comments, the items were deemed approved.

4. OPEN SPACE PARK DEDICATION

Chairman Kilgore welcomed Arlene Marcley, Chief Gene Norris, Deborah Moon Wolf Pope, and Doug Young to discuss the Greenville Water Open Space Park Dedication. Ms. Marcley will be working with Chief Norris, Mr. Young and the Commission to plan the dedication event which will take place in September 2016 when the Native American statue will be completed by Mr. Young.

Mr. Young explained the sculpting process and his current stage in the process, displaying a three foot replica of the statue that will be enlarged to a ten foot statue which will be the focal point of the Open Space Park.

5. WATER RESOURCES MASTER PLAN

Mr. Kevin Laird of Goodwyn Mills and Cawood, Inc. began by thanking the Commission for the opportunity to present an update to Greenville Water's Water Resources Master Plan. Mr. Laird informed the Commission Tasks 2, 3, and 4 of Phase I, as described in the Commission Agenda Package, would be the topics of discussion for this briefing.

Safe Yields Studies and Reservoir Optimization was presented by Lin Liang and Federico Maisch of Greeley and Hansen, LLC. Mr. Liang explained Safe Yield and reviewed the two approaches used to arrive at the Safe Yield. The two approaches are Historical Drought Periods and Future Projected Drought Periods using the Soil and Water Assessment Tool (SWAT) model. The Safe Yield Study Final Results were 22.4 MGD for Table Rock and 28.2 MGD for North Saluda. These results will be used as the basis of planning. Chairman Kilgore questioned, with the size and depth differences of Table Rock and North Saluda, how were the results so close. Mr. Liang explained Safe Yield is based on conditions such as the inlet elevation, rainfall pattern and release of water. Table Rock reservoir does receive more rainfall than North Saluda. Mr. Maisch reviewed the Safe Yield summary, pointing out assuming a 7% growth rate and 45 gallons per capita per day, adequate water supply will be available until 2099 and preparation for adequate treatment capacity should begin about 2080.

Mr. Laird went over the background of the SWAT model and the objectives. The objectives are to use the SWAT model to determine Upper Saluda Basin Water Resource Availability using short term, seasonal and long term weather predictions, to provide input for optimization of reservoir operation through weather prediction and a Phase II objective will be to do some basin modeling in the upper Savannah River.

Dr. Ashok Mishra of Clemson University explained the main objective of the hydrologic model is to capture the water cycle processes of precipitation and evaporation within the water set. The water set is Table Rock and North Saluda. Dr. Mishra reviewed the climate projection summary, based on climate data introduced into the SWAT model, stating there is a possibility of slight increase in rainfall and streamflow in future scenarios. Decreasing drought severities for both reservoirs in future scenarios and safe yields based on historical records represent a conservative scenario and should be used as the basis of planning.

Mr. Laird presented suggested data collection improvements that included additional monitoring for better calibration. The suggestions were additional rainfall gauges, additional flow gauging stations (United States Geological Survey approved method), evaporation monitoring, air temperature monitoring, an additional weir at Table Rock spillway stilling basin and improvement of Table Rock release flow monitoring.

In summary, the team recommended Greenville Water has sufficient resources to meet projected demand within the existing service area through 2100. Greenville Water Resource Management Model (GWRMM) provides a tool that will help Greenville Water optimize management of water resources and Greenville Water has the flexibility to explore opportunities to expand customer bases and water resources.

6. ADOPTION OF GREENVILLE WATER FINANCIAL POLICIES

Controller Jondia Berry presented the following policies to formalize and improve practices already in place for Greenville Water:

- Fixed Asset Policy – guidelines for the physical and reporting control of Greenville Water's assets, as well as, meeting financial and reporting needs. This policy is intended to describe the standards required for recording new and existing assets, changes in assets and the methodology of record keeping. In addition, it is intended to provide steps to assist personnel in the safeguarding, accounting for and disposing of assets.
- Accounting, Auditing and Financial Reporting Policy - document the fundamental requirements used in establishing and maintaining Greenville Water's basis of accounting, auditing and financial reporting.

Commissioner Sofield moved, seconded by Commissioner Sudduth, to approve the financial policies as presented. The motion carried unanimously.

Adoption of these policies completed Greenville Water's financial policies.

7. ADOPTION OF GREENVILLE WATER RULES AND REGULATION REVISIONS

Commissioner Kilgore welcomed Business Analyst Dr. Jane Arrington to present Greenville Water's reorganized Rules and Regulations for Commission approval.

Dr. Arrington reviewed the goal of the rules and regulations is to follow the path from the water main to the customer's meter. The rules and regulations found on Greenville Water's website have a lot of links to take a customer exactly where they need to go for more information.

Dr. Arrington began by going over revisions to the introduction definitions. "Commission" is replaced with "Greenville Water" and "General Manager" has been updated to "Chief Executive Officer". A Service Line Diagram and a Sub-Meter definition have also been added.

Section 4 combines two old sections on Customer Relations and Metering Requirements in to Metering and Billing. Changes in Section 4 include:

- A statement was added prohibiting obstruction of the meter box.
- All meters are tested within +/- 3% accuracy as a testing standard.
- Reduction in meter size will be at the expense of the requesting party, with no refund of previously paid capacity fees.
- Decreased bill adjustments from twice to once per year with no adjustments made for irrigation systems.
- No longer back-calculate base fees on seasonal account turn-offs, instead a seasonal turn-on fee will be charged.
- "Who's Using" has been replaced with "Unauthorized Usage".
- "Returned Checks" updated to "Returned Payments" to reflect current business practices.
- The drought response plan has been removed from Rules and Regulations to exist as a stand-alone document.
- Section 4.40 was simplified to say No resale or sub-metering.

Mayor White left the meeting.

Section 5 Customer's Premises and Equipment changes include:

- Added maintenance of clearance around fire hydrants to allow room for necessary upkeep of hydrants.
- Replacement frequency for dual check valves changed from once every five years to once every ten years.
- Private fire protection systems will be required to have double check detector assembly now rather than a double check valve assembly.
- Section 5.7 regarding Commercial Irrigation Systems was added to the Rules and Regulations. The policy is not new, but was not part of the Rules and Regulations before.

The last section, Section 6, is a combination of five very short articles combined into one section called Liability and Administration and is basically how it operates. The five articles were sections 11, 12, 13, 14 and 15 of the original Rules and Regulations.

Commissioner Sofield moved, seconded by Commissioner Bannister, to approve the Rules and Regulations as revised. The motion carried unanimously. Commissioner Sofield thanked Dr. Arrington for her hard work in reorganizing the rules and regulations.

8. 2016 COMMISSION MEETING AND HOLIDAY SCHEDULE

Mr. Bereskin presented the Commission Meeting and Holiday Schedule for review and discussion, bringing attention to one possible conflict with a meeting and a holiday. After discussion, the July meeting was moved to July 12th.

Commissioner Sudduth moved, seconded by Commissioner Sofield, to approve the Commission Meeting and Holiday Schedule. The motion carried unanimously.

9. CHIEF EXECUTIVE REPORT

Mr. Bereskin introduced Greenville Water's new Purchasing Manager, Valerie Arnold. Commissioners welcomed her to the company.

Ten to fifteen Greenville Water Field Operations employees worked very hard on a 48" main break at East North Street and Terramont Drive. A pre-stressed concrete pipe failed causing the break. A neighbor stated it sounded like a bomb went off. The break occurred around 1:00 AM Monday morning, November 30, 2015. The break was in the middle of Brushy Creek, which caused delays in the repair. Communications Specialist Olivia Vassey was on site and on Facebook and Twitter communicating the response and repair information with our customers. Customer Service also worked very hard communicating with customers via phone and e-mail. Director of Engineering Mike Sharpless will be assessing records and pipe condition to determine the size of the repair/replacement.

Renewable Water Resources (ReWa) was contacted regarding use of their emergency trailer for Greenville Water employees to rotate out of the cold weather while working on the repairs. Director of Operations for ReWa Glen McManus was very supportive and had the trailer delivered right away. Greenville Water currently has an emergency trailer on order.

10. LEGISLATIVE UPDATE

Legislative Liaison Bob Knight began a quick update on the Legislative Agenda by reviewing Greenville Water's legislative priorities for 2016, which are to maintain flexibility and availability of resources, make sure rates are kept low, maintain governing independence and monitor miscellaneous concerns. It was agreed by Commission and Staff that a Spring Legislative Lunch in Columbia would not be planned for 2016, but a larger partner meeting lunch would be done in Greenville in the fall of 2016. Staff will make a point to connect with the Legislative Liaison Committee in the meantime.

Pre-filing will start Wednesday, December 2, 2015 for the House and Senate. In January an update will be provided.

11. ADJOURNMENT

There being no further business, the meeting was adjourned at 10:05 a.m.



Phillip A. Kilgore, Chairman



Kimberly J. Haulter, Executive Assistant