

RENEWABLE WATER RESOURCES  
561 MAULDIN ROAD  
GREENVILLE, SC 29607  
FRIDAY, JUNE 16, 2023 – 8:30 A.M.



## **BOARD OF COMMISSIONERS' WORKSHOP MINUTES**

Minutes of Renewable Water Resources' (ReWa) Board of Commissioners' Workshop held Friday, June 16, 2023, at ReWa Headquarters.

The meeting was called to order by Chairman Fogleman at 8:30 A.M.

Commissioners Present: Chairman Fogleman, Vice Chairman Emily K. DeRoberts, Secretary/Treasurer Clint Thompson, Tom Coker, John T. Crawford, Jr., George Fletcher, Phyllis Henderson, and Danny Holliday.

Commissioners Absent: Ray C. Overstreet and Tab Patton

Staff Present: Chief Executive Officer Joel H. Jones, Chief Financial Officer Cathy Caldwell, Sustainability Services Officer Kaye Davis, Technical Services Officer David Niese, Operations Services Officer Angie Price, and Senior Executive Administrator Rebecca A. Steifle

Chairman Fogleman provided opening remarks followed by CEO Jones.

The following reports were provided by Senior Leadership, with time allowed for discussion, questions, and answers.

1. Strategic Overview – CEO Jones
2. Sustainability Services – Sustainability Services Officer Davis
3. Operations Services – Operations Services Officer Price
4. Technical Services – Technical Service Officer Niese
5. Financial Services – CFO Caldwell

CEO Jones gave a presentation on Organizational Risk over lunch.

The above reports were accepted as information.

Senior Leadership were excused after lunch. CEO Jones introduced Reid Lehman, Board Consultant, who facilitated discussion on:

1. Commissioner Reimbursement Policy
2. Policy Governance Mission Statement and Purpose
3. Commissioner Code of Conduct
4. Draft Executive Limitations Policies

On motion by Commissioner Crawford, and seconded by Commissioner DeRoberts, the Commissioner Reimbursement Policy was approved with the changes noted during the meeting. The motion carried unanimously. The new Policy shall be made a part of these minutes.

After discussing the Policy Governance Mission Statement and other policy governance items, Chairman Fogleman requested a meeting of the Policy Governance Ad Hoc Committee in July and asked that the Committee bring a recommendation to the Board in August of whether the Board should proceed with the Policy Governance model.

There being no further business for discussion, Commissioner Crawford made a motion at 3:54 P.M. to adjourn the meeting. Commissioner DeRoberts seconded the motion. The motion carries unanimously. The meeting was adjourned.

APPROVED:



R. L. FOGLEMAN, JR., CHAIRMAN



CLINTON J. THOMPSON, SECRETARY/TREASURER

RENEWABLE WATER RESOURCES  
561 MAULDIN ROAD  
GREENVILLE, SC 29607  
MONDAY, MAY 22, 2023 – 2:30 P.M.



## **OPERATIONS AND PLANNING COMMITTEE MEETING MINUTES**

Minutes of Renewable Water Resources (ReWa) Operations and Planning Committee Meeting held Monday, May 22, 2023, at ReWa Headquarters.

The meeting was also held virtually via ZOOM

The meeting was called to order by Committee Chairman Daniel K. Holliday at 2:28 P.M.

Committee Members Present: Daniel K. Holliday and Ray C. Overstreet.

Committee Members Absent: John T. Crawford, Jr., Phyllis Henderson and Tab Patton

Non-Committee Members Present: Commission Board Vice Chairman Emily K. DeRoberts and George Fletcher. Vice Chairman DeRoberts, serving in place of Chairman Fogelman, formed the quorum needed to conduct business.

Committee Members Present via Zoom: None

Staff Present: Chief Executive Officer Joel Jones, Technical Services Officer David Niese, Operations Services Officer Angie Price, Sustainability Services Officer Kaye Davis, Director of Business Services Julie Dacus, Director of Engineering Becca Bowyer, Director of Information Technology Toby Louris, Director of Resource Recovery Brian Smith, Controller Thomas Brooks, Design Services Manager Bryan Kohart, Program Services Manager David Rankin, Infrastructure Program Manager Zach Dukes, IT Desktop Support Analyst John Ryan, Senior Executive Administrator Rebecca Steifle and Engineering Administrative Assistant Megan Turner.

Staff Present via ZOOM: None

Visitors Present: None

### Water Resource Recovery Facility – Recurring Initiatives/Asset Management Program

Director of Resource Recovery Brian Smith and Design Services Manager Bryan Kohart made a presentation on the Water Resource Recovery Facility – Recurring Initiatives/Asset Management Program. A brief discussion was held. No action resulted.

### South Carolina Infrastructure Investment Program – Funding Program Update

Technical Services Officer David Niese made a presentation on the South Carolina Infrastructure Investment Program – Funding Program Update. A brief discussion was held. No action resulted.



Biosolids Cake Storage Construction Contract Award

Commissioner Overstreet motioned that the Board award the Biosolids Cake Storage contract to Harper Corporation and authorize the Chief Executive Officer to execute the contract in the amount not to exceed \$1,677,900.

The motion was seconded by Committee Chairman Holliday and carried unanimously.

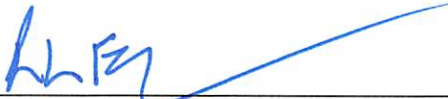
Gilder Creek Trunk Sewer Emergency Replacement Streambank Restoration Construction Contract Amendment No. 1

Acting in the absence of Board Chairman Fogelman, Vice Chairman DeRoberts motioned that the Board award the Pelham WRRF Influent Pump Station Improvements Design Services to Brown and Caldwell and authorize the Chief Executive Officer to execute contract Amendment No. 2 for \$210,800, increasing the overall contract to a not-to-exceed amount of \$855,800.

The motion was seconded by Commissioner Overstreet and carried unanimously.

There being no further business, the meeting was adjourned at 3:11 P.M.

APPROVED:



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R. L. FOGLEMAN, JR., CHAIRMAN



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CLINTON J. THOMPSON, SECRETARY/TREASURER

RENEWABLE WATER RESOURCES  
561 MAULDIN ROAD  
GREENVILLE, SC 29607  
MONDAY, MAY 22, 2023 - 3:15 P.M.



## **ADMINISTRATION AND FINANCE COMMITTEE MEETING MINUTES**

Minutes of the Renewable Water Resources' (ReWa) Administration and Finance Committee Meeting held Monday, May 22, 2023, at 3:15 P.M. at ReWa Administrative Headquarters.

The meeting was also held virtually via ZOOM.

Committee Members Present: Committee Chairman Thomas A. Coker, Clint J. Thompson, Emily K. DeRoberts, and George W. Fletcher.

Non-Committee Members Present: Commissioner Phyllis J. Henderson

Staff Present: CEO Joel Jones, Technical Services Officer David Niese, Operations Services Officer Angie Price, Sustainability Services Officer Kaye Davis, Director of Business Services Julie Dacus, Director of Engineering Becca Bowyer, Director of Information Technology Toby Louris, Controller Thomas Brooks, Customer Service Supervisor Veronica Davis, Senior Executive Administrator Becca Steifle, IT Desktop Support Analyst John Ryan, and Accountant Kayla Quick.

Visitors Present: Lawrence Flynn and Gary Pope with Pope Flynn.

The meeting was called to order by Commissioner Coker at 3:18 P.M.

### Investment Summary

The Committee reviewed the Investment Summary.

### Summary of Financial Condition

The Committee reviewed the Summary of Financial Condition.

### New Account Fee (NAF) Classification Report

The Committee reviewed the NAF Classification Report.

### Sustainability Services Scorecard

The Committee reviewed the Human Resources Scorecard.

### 2023A Series Resolution

Committee Member DeRoberts made a motion to recommend to the Board that ReWa approve the 2023A Series Resolution. Motion seconded by Commissioner Thompson and carries unanimously.

2023B Series Resolution

Committee Member Fletcher made a motion to recommend to the Board that ReWa approve the 2023B Series Resolution. Motion seconded by Commissioner DeRoberts and carries unanimously.

2023C Series Resolution

Committee Member DeRoberts made a motion to recommend to the Board that ReWa approve the 2023C Series Resolution. Motion seconded by Commissioner Fletcher and carries unanimously.

2023D Series Resolution

Committee Member Thompson made a motion to recommend to the Board that ReWa approve the 2023D Series Resolution. Motion seconded by Commissioner DeRoberts and carries unanimously.

The Committee meeting was adjourned at 3:41 pm.

APPROVED:

  
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R.L. FOGLEMAN, JR., CHAIRMAN

  
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CLINTON J. THOMPSON, SECRETARY/TREASURER

*Notification of meeting was distributed on May 17, 2023, to The Greenville News, Tribune Times, The Laurens County Advertiser, The Spartanburg Herald Journal, The Anderson Observer, Greenville County Council, [www.rewaonline.org](http://www.rewaonline.org), and ReWa Headquarters.*



RENEWABLE WATER RESOURCES  
561 MAULDIN ROAD  
GREENVILLE, SC 29607  
MONDAY, MAY 22, 2023 - 4:00 P.M.



## **BOARD OF COMMISSIONERS' MEETING MINUTES**

Minutes of Renewable Water Resources' (ReWa) Board of Commissioners' Meeting held Monday, May 22, 2023, at ReWa Headquarters.

The meeting was also held virtually via ZOOM.

The meeting was called to order by Vice Chairman DeRoberts at 4:00 P.M.

Commissioners Present: Vice Chairman Emily K. DeRoberts, Secretary/Treasurer Clint Thompson, Tom Coker, George Fletcher, Phyllis Henderson, Danny Holliday, Ray C. Overstreet, and Tab Patton

Commissioners Absent: Chairman Chip Fogleman and Commissioner John Crawford

Staff Present: Chief Executive Officer Joel H. Jones, Chief Financial Officer Cathy Caldwell, Sustainability Services Officer Kaye Davis, Technical Services Officer David Niese, Operations Services Officer Angie Price, Director of Workforce Development Jay Blankenship, Director of Business Services Julie Dacus, Director of Resource Recovery Brian Smith, Director of Engineering Rebecca Bowyer, Controller Thomas Brooks, Design Services Manager Bryan Kohart, Customer Service Supervisor Veronica Davis, Consultant Kevin James, IT Desktop Support Analyst Adam Fisher, and Senior Executive Administrator Rebecca A. Steifle

Staff Present via ZOOM: IT Desktop Support Analyst Adam Fisher

Visitors present in person included: Lawrence Flynn and Gary Pope of Pope Flynn, LLC

Visitors were also present via ZOOM.

Chairman Fogleman presented the 2022 Merit Award for the ReWa Historic Sewage Works Building Renovation from Associated Builders and Contractors (ABC) to Bryan Kohart, Design Services Manager, and Kevin James, ReWa Contractor.

### Safety Moment

Sustainability Services Officer Davis provided a Safety Moment on "Know Your Exits".

Sustainability Services Officer Davis also introduced ReWa's new Director of Workforce Engagement, Jay Blankenship.

Chief Executive Officer Activity Update

CEO Jones provided the following information to the Commissioners:

1. CEO Jones informed the Board that ReWa hosted the SCWQA's Membership Meeting at our Training and Operations Facility on Thursday, May 4<sup>th</sup>.
2. CEO Jones informed the Board he attended the Confluence Conference in Greenville on Thursday and Friday, May 4<sup>th</sup> and 5<sup>th</sup>.
3. CEO Jones informed the Board that ReWa hosted another very well attended and successful golf tournament on Monday, May 15<sup>th</sup>. He thanked the staff and Commissioners who helped make it all possible. He gave special thanks to Commissioners Coker, Holliday, Fletcher, Henderson and Overstreet for volunteering at the tournament. He stated that we anticipate being able to contribute approximately \$35,000 to the Cancer Survivor's Park. He appreciated everyone's attendance and enjoyed seeing everyone have fun.
4. CEO Jones stated that a tour of the Mauld Road WRRF specifically for Commissioners will be scheduled soon. The date and time is TBD and the tour should take approximately 2-hours. He asked any interested Commissioner to contact SEA Steifle.
5. CEO Jones informed the Board that SEA Steifle is in the process of scheduling 1:1 meetings with all Commissioners for CEO status updates. These meetings will be scheduled bi-annually. He stated if your meeting has not been scheduled, SEA Steifle will be following-up.
6. CEO Jones informed the Board that the joint presentation with MetroConnects to County Council has been rescheduled for June 6<sup>th</sup> between 4:00 and 6:00 pm. He invited any interested Commissioner to attend and stated SEA Steifle would confirm the time.
7. CEO Jones confirmed that the ReWa sponsored Honor Flight for our veterans has been rescheduled for Friday, June 16<sup>th</sup>. He stated we had 8-9 employees flying as guardians. He also invited the Board to join others at the Spartanburg Municipal Airport for the "Welcome Back Celebration" to take place between 7:00 and 8:00 pm. CEO Jones stated ReWa would supply a meal for all those in attendance and invited anyone to bring their family to help support the Veterans returning from Washington.

Consent Agenda

Commissioner Henderson made a motion to approve the consent agenda. Commissioner Thompson seconded the motion. Motion carries unanimously.

Administration and Finance

Committee Chairman Coker provided an update on the May 22, 2023, Investment Summary, Summary of Financial Condition and Operating Expenses by Natural Classification. Committee Chairman Coker also provided an update on the New Account Fee (NAF) Classification Report and the Human Resources Scorecard.

2023A Series Resolution – Lower Reedy Odor Control Resolution

The Administration & Finance Committee recommended to the Board that Renewable Water Resources approve the 2023A Series Resolution – Lower Reedy Odor Control as prepared by Pope Flynn and presented to the Board.

Motion carries unanimously. This Resolution is made a part of these minutes.



2023B Series Resolution – FY19 Gravity Sewer and Manhole Rehabilitation Resolution

The Administration & Finance Committee recommended to the Board that Renewable Water Resources approve the 2023B Series Resolution – FY19 Gravity Sewer and Manhole Rehabilitation as prepared by Pope Flynn and presented to the Board.

Motion carries unanimously. This Resolution is made a part of these minutes.

2023C Series Resolution – Lower Reedy Digester Resolution

The Administration & Finance Committee recommended to the Board that Renewable Water Resources approve the 2023C Series Resolution – Lower Reedy Digester Resolution as prepared by Pope Flynn and presented to the Board.

Motion carries unanimously. This Resolution is made a part of these minutes.

2023D Series Resolution – FY22 Gravity Sewer and Manhole Rehabilitation Resolution

The Administration & Finance Committee recommended to the Board that Renewable Water Resources approve the 2023D Series Resolution – Gravity Sewer and Manhole Rehabilitation Resolution as prepared by Pope Flynn and presented to the Board.

Motion carries unanimously. This Resolution is made a part of these minutes.

Operations and Planning

Committee Chairman Holliday provided information on the items listed under the May 22, 2023, Operations and Planning Committee section.

Biosolids Cake Storage Construction Contract Award Resolution

The Operations & Planning Committee recommended to the Board that Renewable Water Resources hereby award this work to Harper Corporation for a cost not to exceed \$1,677,900 and that the Chief Executive Officer and/or his designee is hereby authorized to execute the contract on behalf of ReWa.

Motion carries unanimously. This Resolution is made a part of these minutes.

Gilder Creek Trunk Sewer Emergency Replacement Streambank Restoration Construction Contract Amendment No. 1 Resolution

The Operations & Planning Committee recommended to the Board that Renewable Water Resources hereby amend the contract with Wildlands Construction and authorize the Chief Executive Officer and/or his designee to execute an amendment to bring the total contract to a not-to-exceed amount of \$1,061,668.27 and for an increased duration of 156 days, to bring the total contract time to 241 days.

Motion carries unanimously. This Resolution is made a part of these minutes.

Unfinished Business

None

New Business

None

Other Business

None

There being no further business for discussion, Commissioner Fletcher made a motion at 4:35 P.M. to adjourn the meeting. Commissioner Coker seconded the motion. The motion carries unanimously. The meeting was adjourned.

APPROVED:



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R. L. FOGLEMAN, JR., CHAIRMAN



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CLINTON J. THOMPSON, SECRETARY/TREASURER