



MINUTES OF REGULAR MEETING
COMMISSIONERS OF PUBLIC WORKS
407 W. Broad Street, Level 2,
Greenville, South Carolina
June 6, 2023
8:15 a.m.

GreenvilleWater

Commissioners of Public Works in attendance:

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

Greenville Water Senior Staff in attendance:

Interim Chief Executive Officer Jeff Boss, Chief Financial Officer Phil Robey, Chief Administrative Officer Dr. Bob Schmidt, Director of Human Resources Lisa Bryant, Internal Auditor Jacob Polson, and attorney Adam Bach.

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 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 May 2, 2023, the Water Resources Report, the Finance Update, New Development, and New Annexations. Vice-Chairman Bannister moved, seconded by Commissioner Brasington, to approve the items of the consent agenda. The motion passed unanimously.

4. LEGISLATIVE UPDATE

Chairman Kilgore welcomed Legislative Liaison Bob Knight to provide a legislative update. Mr. Knight shared that Legislators are still working on the budget for the State. South Carolina Rural Infrastructure Authority held training in Columbia on grant project management procedures. The American Rescue Plan Act (ARPA) money is ready to be spent. As long as South Carolina spends the funds on time, there should not be a concern that the money would be repealed by Washington's recent debt ceiling bill.

Mr. Knight stated that Greenville Water will proceed with the bill to increase penalties for trespassing.

5. REIMBURSEMENT AGREEMENT POLICY UPDATE

Chairman Kilgore called on Interim Chief Executive Officer Jeff Boss to share the reimbursement agreement policy update. Mr. Boss shared his staff had identified an

opportunity to encourage investment in the water system. The opportunity will provide a cost sharing avenue to the initial investor from those benefitting from the new infrastructure. Greenville Water will not assume a long-term financial commitment. Developers will continue to fund their endeavors 100%.

The new opportunity involves pre-approved corridors within the City of Greenville and outside the City of Greenville. Also, any proposed 12-inch or larger water mains will be eligible for a reimbursement agreement. Mr. Boss presented maps of the corridors within the City, Northern Greenville County, Southern Greenville County and provided examples of agreements/projects.

Commissioner Brasington moved, seconded by Vice-Chairman Bannister, to approve the policy update. The motion passed unanimously.

6. HRM STUDY

Chairman Kilgore welcomed Chief Administrative Officer Dr. Bob Schmidt to present on the Human Resource Management (HRM) compensation study. Dr. Schmidt explained HRM is a company out of Alabama that was selected in October 2022 to conduct both a salary and benefits survey and to look at the goals currently within Greenville Water. This firm was selected because they were able to provide much more detailed information than previously received from other human resource providers. The most important goal for Greenville Water's Human Resources department is to establish Greenville Water as the preferred employer in Upstate South Carolina.

Dr. Schmidt reviewed the state of Greenville Water's workforce, evolving positions and requirements in a modern water utility, the salary survey process and pay grade structure. The major findings from the study show 72% of pay grades were aligned with market data and 76% of team members' salaries were appropriate. Mr. Boss recommended certain salary midpoints be adjusted based on the study results. Also, if an employee's payrate falls below the new minimum based on the midpoint adjustment, their payrate will be adjusted to the new minimum or higher based on experience, years of service, et cetera.

Mr. Boss recommended an increase for Field Operations Technicians and other select team members based on need. Commissioner Sofield moved, seconded by Vice-Chairman Bannister, to approve an increase to the minimum pay rate for the Field Operations Technicians position. After discussion, the motion passed unanimously. Mr. Boss stated the other select team member positions recommended for an increase in the minimum payrate are mostly licensed and technical positions. Commissioner Sofield moved, seconded by Vice-Chairman Bannister, to approve the recommended increases for salary midpoints based on the study results and select licensed and technical positions. The motion passed unanimously.

Commissioner Brasington commended Greenville Water for actively monitoring market conditions and how those conditions impact team members.

7. EXECUTIVE SESSION

Vice-Chairman Bannister moved, seconded by Commissioner Brasington, to enter executive session to discuss legal and personnel issues. The motion passed unanimously.

(Executive Session)

Commissioner Brasington moved, seconded by Commissioner Sofield, to go out of Executive Session. The motion carried unanimously. No action was taken.

8. CHIEF EXECUTIVE REPORT

No comments were presented.

9.COMMISSION COMMENTS

Commissioner Sofield thanked Mr. Boss and Director of Human Resources Lisa Bryant for developing the birthday lunch with the CEO. Birthday Lunch with the CEO is held once a month where employees who have a birthday that month are served pizza and cupcakes, as well as an opportunity to share cares, concerns, and ideas with Management and Human Resources.

10. ADJOURNMENT

There being no further business, the meeting was adjourned 9:34 a.m.


Phillip A. Kilgore, Chairman


Kimberly Hauker, Executive Assistant