

AGENDA

SPARTANBURG SANITARY SEWER DISTRICT COMMISSION

REGULAR MEETING

MEETING PLACE: 200 Commerce Street

Tuesday, January 27, 2026, 2:15 p.m.

This is a regular meeting of the Spartanburg Sanitary Sewer District Commission. Written notice of the date, time, and place for this meeting, along with the agenda, has been posted in the lobby and on the Spartanburg Water website, and copies have been forwarded to local and nearby news media (including Spartanburg Herald-Journal, The Spartan Weekly, Greenville News, The Greer Citizen, Hometown News, WSPA-TV 7, WYFF-TV 4, WLOS-TV 13, WHNS Fox Carolina, WORD News Radio, WOLT-FM Radio, Tribune Times, Times Examiner, Post and Courier) at least 24 hours prior to this meeting.

- 1. CALL TO ORDER**
- 2. INVOCATION**
- 3. APPROVAL OF MINUTES OF REGULAR MEETING OF DECEMBER 2, 2025**
- 4. PETITIONS AND REQUESTS FROM THE PUBLIC**

There is a request from the public to speak. This person will have up to three minutes to address the Commission.

OLD BUSINESS

NONE

AGENDA ITEMS 5-9 FINANCE AND PROCUREMENT

- 5. MONTHLY FINANCIAL REPORT**

A financial summary of SSSD revenues and expenditures for the first half of the year, July 1 through December 31, 2025, will be reviewed by the Chief Financial Officer.

The above is provided as information to the Commission

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6. COMMUNITY BENEFIT PROGRAM REPORT

Management will provide the Commission with the annual 2025 report on our Community Benefit Program.

The above is provided as information to the Commission.

7. SAFETY TRAINING AND INCIDENT REPORT

Safety is one of our Core Values. We lead with safety as a topic in every leadership meeting and daily interaction. A major element of this core value and of our safety program is the performance of safety observations, regular, repetitive safety training, and the timely reporting of accidents and near misses. John Harris, Safety Coordinator, will present the Safety Training and Incident Data Report to the Commission for the 2025 calendar year.

The above is provided as information to the Commission

8. 2025 ANNUAL RECRUITMENT REPORT

In 2023, management began preparing and providing a year-end report of recruitment efforts and recruitment philosophy over the previous year. Management will provide the Commission with a report of recruitment efforts during 2025.

The above is provided as information to the Commission.

9. 2025 EMPLOYEE WELLNESS PROGRAM REPORT

In 2024, management launched a “health and wellness program” for employees. Management will provide the Commission with a report of wellness efforts over the prior two years.

The above is provided as information to the Commission.

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AGENDA ITEM 10 OPERATIONS

10. A. MANNING LYNCH DEWATERING PAD – ENGINEERING SERVICES

During routine vacuum truck cleaning activities around collection lines and pump station wet wells, the Collections and Distribution (C&D) personnel travel to the A. Manning Lynch facility to decant the liquid waste and then back to the C&D Complex for deposition of solids. Depositing the solids in the collection area is a very inefficient and costly process due to travel time and the deposition of waste once it is dumped.

To gain efficiencies and save overall costs, the installation of a dewatering pad at the A. Manning Lynch facility is being designed. This work will involve the siting and location of the dewatering pad, the connection of the pad-drain to the wastewater system, and an adequate turnaround space for a Spartanburg Water vacuum truck.

Management recommends hiring KCI Technologies, Inc., to complete the design work at a cost not to exceed \$39,000.

Funding will be provided through operating funds.

AGENDA ITEMS 11-12 ENGINEERING

11. OWNERSHIP AGREEMENT – IRBY GLEN

TMC Development, LLC proposes to construct approximately 1,845 linear feet of 8-inch gravity sewer line to provide service to 45 residential lots in Irby Glen located off Irby Road. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the South Tyger River Wastewater Treatment Facility. SSSD will participate in the off-site sewer construction cost in accordance with the Sewer Extension Policy adopted January 26, 2023.

The line will be constructed according to District-approved plans and specifications, with District inspection provided. The owner will provide all necessary right-of-way and easement agreements for this project.

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The form of the agreement transferring ownership of the gravity sewer to the District has been reviewed by the District’s attorney and executed by TMC Development, LLC. Under the terms of the resolution adopted by the Commission on January 26, 2023, this agreement has been executed on behalf of the Commission by the Chief Executive Officer.

The above is provided as information to the Commission.

12. OWNERSHIP AGREEMENT – WAKEFIELD SUBDIVISION

Holly Drive Properties, Inc., proposes to construct approximately 1,163 linear feet of 8-inch gravity sewer line to provide service to 31 residential lots in Wakefield Subdivision located off Stallion Road. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the A. Manning Lynch Wastewater Treatment Facility. SSSD will participate in the off-site sewer construction cost in accordance with the Sewer Extension Policy adopted January 26, 2023.

The line will be constructed according to District-approved plans and specifications, with District inspection provided. The owner will provide all necessary right-of-way and easement agreements for this project.

The form of the agreement transferring ownership of the gravity sewer to the District has been reviewed by the District’s attorney and executed by Holly Drive Properties, Inc. Under the terms of the resolution adopted by the Commission on January 26, 2023, this agreement has been executed on behalf of the Commission by the Chief Executive Officer.

The above is provided as information to the Commission.

13. CHIEF EXECUTIVE OFFICER REPORT

14. REFERRALS

15. RESOLUTION TO HONOR SERVICE OF A LONG-TENURED EMPLOYEE

16. ADJOURNMENT