

AGENDA

SPARTANBURG SANITARY SEWER DISTRICT COMMISSION

REGULAR MEETING

MEETING PLACE: 200 Commerce Street

Tuesday, June 24, 2025, 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, and the Times Examiner) at least 24 hours prior to this meeting.

1. CALL TO ORDER

2. INVOCATION

3. JOINT EXECUTIVE SESSION

Both Commissions will enter into a joint executive session to discuss personnel matters.

4. ACTION ITEM FROM JOINT EXECUTIVE SESSION

Both Commissions may vote on matters discussed in joint executive session.

5. PUBLIC HEARING FOR PROPOSED FY2025-2026 OPERATING BUDGET

A public hearing will be held by the Commission to allow input regarding the proposed FY2025-2026 Operating Budget.

6. DISCUSSION/APPROVAL OF PROPOSED FY2025-2026 OPERATING BUDGET

Management requests approval of the proposed FY2025-2026 Operating Budget.

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7. APPROVAL OF MINUTES OF REGULAR MEETING OF MAY 27, 2025

8. SEWER AUDIT COMMITTEE

The Commission will select three members of the SSSD Commission to serve on the Sewer Audit Committee for FY 2025-2026.

9. DISCUSSION/APPROVAL OF PROPOSED MISSION/VISION/PURPOSE STATEMENTS

Management will present the proposed Mission/Vision/Purpose Statement to the Commission for review and approval.

OLD BUSINESS – NONE

AGENDA ITEMS 10-12 FINANCE AND PROCURMENT

10. MONTHLY FINANCIAL REPORT

A financial summary of SSSD expenditures and revenues for the eleven-month period ending May 27, 2025, will be reviewed by the Chief Financial Officer.

11. TANKER TRANSFER OF LIQUID BIO SLUDGE

Bids were received on June 4, 2025, for services to transfer liquid bio sludge from three Waste Water Treatment transfer stations (Lower North Tyger River WWTF, Page Creek WWTF, and South Tyger River WWTF) and deliver to the A. Manning Lynch Wastewater Treatment Facility. The scope of work calls for the contractor to provide equipment and personnel to load, transport, and unload liquid bio sludge as requested for a 12-month term with two optional like renewal terms.

Invitations to bid were forwarded to prospective bidders, publicized in the local media, and posted to the Spartanburg Water Website. Spartanburg Sanitary Sewer District received three bids from potential service providers.

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Bids are calculated by the cost per gallon, miles driven from each facility, and any mobilization costs. A tabulation of the bids is listed below and shows estimated total annual costs.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Sparks Piedmont, South Carolina	\$110,550.00
ES Integrated Charleston SC	\$259,850.00
Synagro Baltimore, MD	\$315,747.44

Based on the results of the bids, management recommends the approval of an award to Sparks Industrial Service LLC, at a total annual cost of \$110,550.

Funding will be provided by the SSSD operating budget.

12. FOREST MANAGEMENT PLAN

Proposals were received on June 3, 2025, from qualified consultants for the development of a forest management plan. The plan will serve as a guiding document for the sustainable management, conservation, and utilization of forest resources for approximately 1,450 acres owned by Spartanburg Water.

An evaluation team was created to review and score the proposals received. The evaluation criteria consisted of the responder’s qualifications, approach and strategy, cost information, MWBE utilization, and Community Benefit Program. Each proposal was evaluated using a weighted score matrix, with the successful contractor being selected for the highest scoring proposal. The solicitation drew responses from four consultants.

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Based on the results of the bid evaluations, and recommendation from the evaluation team, the CEO has approved awarding the contract for consulting services to Land Resources, Inc., in the amount of \$17,400. Funding will be provided by operating funds, with \$5,220 provided by SSSD and \$12,180 provided by SWS.

The above is provided as information to the Commission.

OPERATIONS – NONE

AGENDA ITEMS 13-20 ENGINEERING

13. REQUEST FOR ANNEXATION – HIGHT FAMILY LLC

Hight Family LLC has requested annexation of approximately 43.99 acres of property located off Old Furnace Road on parcel(s) 2-38-00-110.21. The property is adjacent to the District boundaries and can be annexed by Commission under authority granted in its enabling legislation.

Management recommends the Commission approve the annexation request, adopt a resolution giving 90 days' notice to subdistricts, and annex the property effective September 8, 2025.

**Resolution of Annexation
Adopted by Spartanburg Sanitary Sewer District Commission
On June 24, 2025**

WHEREAS, Hight Family LLC, owners of a 43.99-acre tract, more or less, adjacent to the existing Sewer District boundary line, and located off Old Furnace Road on parcel 2-38-00-110.21 and more particularly shown on the site location map attached hereto as exhibit "A" has petitioned for annexation of this area comprising the aforementioned tract to the Spartanburg Sanitary Sewer District ("the District"); and

WHEREAS, the petition of the property owner has been accepted by the Commission, the District's governing body (the "Commission"), after finding (a) that the petition was submitted by the property owner of an area in Spartanburg County on a petition form provided by the District, (b) that

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the petition was signed by the property owner within such area proposed to be annexed, (c) that there was attached to the petition a map made on a scale as required by the District, made by a registered licensed surveyor showing, in detail the boundary of the area proposed to be annexed and that all other requirements of the applicable law have been met, and

WHEREAS, the Commission, after having given due consideration to all relevant matters pertaining to the proposed annexation of such area as required by the District's enabling legislation, has determined that such an area should be annexed to the District, and

WHEREAS, in reaching its decision to annex such area, the Commission has taken into consideration the additional waste contributed to the system by such area and present and future expansion of interceptor lines and disposal facilities needed to accommodate and service such area, and it has determined that such consideration does not indicate a probable need for expansion to take care of the sewage needs of such area, and,

WHEREAS, the Commission finds that it should now give written notice of ninety (90) days to the governing body of each of the sub-districts of the District.

NOW, THEREFORE, BE IT RESOLVED that the Commission hereby confirms and ratifies the determinations and findings set out hereinabove, and

BE IT FURTHER RESOLVED that the aforesaid petition be, and it hereby is, accepted by the Commission, and

BE IT FURTHER RESOLVED that the area owned by the aforesaid property owner shown on the map attached to the petition, be annexed to the District effective at the expiration of the ninety (90) days written notice to be given to the governing body of each sub-district of the District, and

BE IT FURTHER RESOLVED that the Commission will give written notice of ninety (90) days to the governing body of each of the sub-districts of the District of the acceptance of the aforesaid petition and of the decision of the Commission to annex the property shown on the above described map.

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BE IT FURTHER RESOLVED that when the annexation becomes effective notice of such annexation shall be given to the Spartanburg County Treasurer, the Spartanburg County Auditor, and the Spartanburg County Health Officer.

**14. REQUEST FOR ANNEXATION – RICHARD L. HIGHT AND
CYTHNIA B. HIGHT**

Richard L. Hight and Cynthia B. Hight has requested annexation of approximately 4.29 acres of property located off Old Furnace Road on parcel(s) 2-45-00-065.00. The property is adjacent to the District boundaries and can be annexed by Commission under authority granted in its enabling legislation

Management recommends the Commission approve the annexation request, adopt a resolution giving 90 days' notice to subdistricts, and annex the property effective September 8, 2025.

**Resolution of Annexation
Adopted by Spartanburg Sanitary Sewer District Commission
On June 24, 2025**

WHEREAS, Richard L. Hight and Cynthia B. Hight, owners of a 4.29-acre tract, more or less, adjacent to the existing Sewer District boundary line, and located off Old Furnace Road on parcel 2-45-00-065.00 and more particularly shown on the site location map attached hereto as exhibit "A" has petitioned for annexation of this area comprising the aforementioned tract to the Spartanburg Sanitary Sewer District ("the District"); and

WHEREAS, the petition of the property owner has been accepted by the Commission, the District's governing body (the "Commission"), after finding (a) that the petition was submitted by the property owner of an area in Spartanburg County on a petition form provided by the District, (b) that the petition was signed by the property owner within such area proposed to be annexed, (c) that there was attached to the petition a map made on a scale as required by the District, made by a registered licensed surveyor showing, in detail the boundary of the area proposed to be annexed and that all other requirements of the applicable law have been met, and

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WHEREAS, the Commission, after having given due consideration to all relevant matters pertaining to the proposed annexation of such area as required by the District's enabling legislation, has determined that such an area should be annexed to the District, and

WHEREAS, in reaching its decision to annex such area, the Commission has taken into consideration the additional waste contributed to the system by such area and present and future expansion of interceptor lines and disposal facilities needed to accommodate and service such area, and it has determined that such consideration does not indicate a probable need for expansion to take care of the sewage needs of such area, and,

WHEREAS, the Commission finds that it should now give written notice of ninety (90) days to the governing body of each of the sub-districts of the District.

NOW, THEREFORE, BE IT RESOLVED that the Commission hereby confirms and ratifies the determinations and findings set out hereinabove, and

BE IT FURTHER RESOLVED that the aforesaid petition be, and it hereby is, accepted by the Commission, and

BE IT FURTHER RESOLVED that the area owned by the aforesaid property owner shown on the map attached to the petition, be annexed to the District effective at the expiration of the ninety (90) days written notice to be given to the governing body of each sub-district of the District, and

BE IT FURTHER RESOLVED that the Commission will give written notice of ninety (90) days to the governing body of each of the sub-districts of the District of the acceptance of the aforesaid petition and of the decision of the Commission to annex the property shown on the above described map.

BE IT FURTHER RESOLVED that when the annexation becomes effective notice of such annexation shall be given to the Spartanburg County Treasurer, the Spartanburg County Auditor, and the Spartanburg County Health Officer.

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15. OWNERSHIP AGREEMENT – ANDERSON VILLAGE

Anderson Mill Road, LLC proposes to construct approximately 690 linear feet of 8-inch gravity sewer line, one pump station and 765 linear feet of sewer force main to provide service to 38 residential lots in Anderson Village located off Anderson Mill Road. The sewer line will connect to existing SSSD infrastructure. The domestic waste will be treated at the Lower North Tyger River Wastewater Treatment Facility. The developer will bear all costs.

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 Anderson Mill Road, 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.

16. OWNERSHIP AGREEMENT – PEACHTREE VILLAGE PHASE 2

East Coast Holdings, LLC proposes to construct approximately 2,058 linear feet of 8-inch gravity sewer line to provide service to 264 apartment units in Peachtree Village Phase 2 located off Bible Church Road. The sewer line will connect to existing SSSD infrastructure. The domestic waste will be treated at the A. Manning Lynch Wastewater Treatment Facility. The developer will bear all costs.

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 East Coast Holdings, LLC. Under the terms of the resolution adopted by the

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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.

17. OWNERSHIP AGREEMENT – BLOSSOM PARK

East Coast Holdings, LLC proposes to construct approximately 5,095 linear feet of 8-inch gravity sewer line to provide service to 166 residential lots in Blossom Park located off Bible Church Road. The sewer line will connect to existing SSSD infrastructure. The domestic waste will be treated at the A. Manning Lynch Wastewater Treatment Facility. The developer will bear all costs.

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 East Coast Holdings, 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.

18. OWNERSHIP AGREEMENT – FAMILY DENTAL HEALTH

DMOF, LLC proposes to construct approximately 110 linear feet of 8-inch gravity sewer line to provide service to one commercial lot for Family Dental Health located off Blackstock 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. The developer will bear all costs.

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 DMOF, 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.

19. OWNERSHIP AGREEMENT – HASTINGS PLACE

Mark III Properties, LLC proposes to construct approximately 7,075 linear feet of 8-inch gravity sewer line, one pump station, and 3,995 linear feet of sewer force main to provide service to 138 residential lots in Hastings Place located off Carolina Country Club Road. The sewer line will connect to existing SSSD infrastructure. The domestic waste will be treated at the A. Manning Lynch Wastewater Treatment Facility. The developer will bear all costs.

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 Mark III Properties, 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.

20. CAPITAL PROJECTS UPDATE AND REVIEW

Management will provide the Commission with an update on Capital Projects.

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21. CHIEF EXECUTIVE OFFICER REPORT

22. REFERRALS

23. ADJOURNMENT