AGENDA

SPARTANBURG SANITARY SEWER DISTRICT COMMISSION

REGULAR MEETING

MEETING PLACE: 200 Commerce Street

Tuesday, October 27, 2026, 1:00 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. APPROVAL OF MINUTES OF REGULAR MEETING OF SEPTEMBER 22, 2026

4. PUBLIC COMMENT

OLD BUSINESS

NONE

5. READING OF RESOLUTION

AGENDA ITEMS 6-8 FINANCE AND PROCUREMENT

6. MONTHLY FINANCIAL REPORT

A financial summary of SSSD expenditures and revenues for the three-month period ending September 30, 2026, will be reviewed by the Chief Financial Officer.

7. FINANCIAL POLICIES AND PROCEDURES UPDATE

Management will present financial policies and procedures to the Commission for review and approval.

These policies and procedures represent a compilation of best practices that SSSD has followed for years. Policies were adopted in June 2019. The bond rating agencies (Moody's and Standard and Poor's) recognize formally adopted policies as a strength in financial management. The Financial Policy will also provide strategic direction that focuses on maintaining financial stability. Management would like to request the following changes/ updates to be approved.

A. SECTION 2 - OPERATING AND RESERVE FUNDS

Current Language	Proposed Language
Reserve Funds: Rate Stabilization Fund, Capital Fund, Collection System Rehab Fund, and Depreciation Fund	Reserve Funds: Rate Stabilization Fund, Capital Fund, Collection System Rehab Fund, Depreciation Fund, Health Insurance Fund, and Ad Valorem Tax Fund

B. ADDED UNDER SECTION 2 - OPERATING AND RESERVE FUNDS

Health Insurance Fund – SSSD will maintain a Health Insurance Fund to cover extraordinary years for claims for employee claims. Ad Valorem Tax Fund – SSSD will maintain an Ad Valorem Tax Fund to accumulate the rollback percentage to fund qualified projects.

C. SECTION 3 - DEBT MANAGEMENT; ITEM NUMBERS 5

Current Language	Proposed Language
5.) The Commissioners will annually set rates for SSSD that will result in annual Net Earnings (gross revenues minus expenses) which equal for that fiscal year	5.) The Commissioners will annually set rates for SSSD that will result in annual Net Earnings (gross revenues minus expenses) which equal for that fiscal year not

not less than (i) 110% of the annual debt service requirements for all outstanding Revenue Bonds; (ii) 100% of the annual debt service requirements on general obligation bonds that are not paid from taxes; (iii) 100% of the annual debt service requirements on junior lien bonds; and (iv) 100% of the amount needed to fund a debt service reserve fund or other related payments under the Bond Resolution.	less than (i) 125% of the annual debt service requirements for all outstanding Revenue Bonds; (ii) 100% of the annual debt service requirements on general obligation bonds that are not paid from taxes; (iii) 100% of the annual debt service requirements on junior lien bonds; and (iv) 100% of the amount needed to fund a debt service reserve fund or other related payments under the Bond Resolution.

D. SECTION 3 - DEBT MANAGEMENT; ITEM NUMBERS 6

Current Language	**Proposed Language**
6.) <u>Financing Team</u> The Financing Team will be comprised of the following key members: • Financial Advisor currently utilizing the services of First Tryon Advisors • Bond Counsel currently utilizing the services of Haynsworth Sinkler Boyd, P.A. • Management team members, including the CEO and CFO • Rate consultant, currently utilizing the services of Raftelis Financial Consultants	6.) <u>Financing Team</u> The Financing Team (See Addendum A) will be comprised of the following key members: • Financial Advisor • Bond Counsel • Executive Management team members, including the CEO and CFO • Rate consultant

E. SECTION 7 - PROCUREMENT AUTHORITY & ACCOUNTABILITY FOR BUDGET MANAGERS

Current Language	Proposed Language
Authority for Budget Managers • Approve requisitions submitted to the Purchasing Section • Department capital and depreciation items must be processed by the Purchasing Section • Authorize purchase orders up to $25,000 • Approve invoices for respective budgetary cost centers	Authority for Budget Managers • Approve requisitions submitted to the Purchasing Section • Department capital and depreciation items must be processed by the Purchasing Section • Authorize purchase orders up to $50,000 • Approve invoices for respective budgetary cost centers

F. ADDED SECTION: ADDENDUM A

ADDENDUM A
FINANCING TEAM

Current Financing Team

- **Financial Advisor:**
  First Tryon Advisors
  6101 Carnegie Boulevard
  Suite 210
  Charlotte, NC 28209

- **Bond Counsel:**
  Haynsworth Sinkler Boyd, P.A.
  One N. Main St 2nd Floor
  Greenville, SC 29601

- **Rate Consultant:**
  Raftelis Financial Consultants
  P.O. Box 96261
  Charlotte, NC 28296

- **Bond Trustee Services:**
  U.S. Bank
  P.O. Box 86
  SDS-12-2639
  Minneapolis, MN 55486

- **Arbitrage Rebate Agent:**
  Bingham Arbitrage Rebate Services Inc
  1506 W Main Street
  Richmond, VA 23220

8. PROPOSED 2027 COMMISSION MEETING SCHEDULE

All monthly Commission meetings will be held the 4th Tuesday of the Month except as noted below.

January 27	February 23
March 23	April 27
May 25	June 22
July – No Meeting	August 24
September 21 *3rd Tuesday	October 26
November – No Meeting	December 7 *1st Tuesday

The Commission will review dates and individual calendars, and the proposed schedule will be voted on at the December 8, 2026, meeting.

AGENDA ITEMS 9-13 OPERATIONS

9. CLARIFIER #3 REPAIRS – A. MANNING LYNCH WWTF

At the May 2026 Sewer Commission meeting, management presented and the Commission approved the Clarifier #3 Gearbox replacement at a cost of $119,177. This cost included parts and installation. Upon preparation for the installation, a section in the center column of the clarifier was exhibiting corrosion, unknown at the time of the original May presentation. Other wear parts were included in the parts costs as well. Maintenance has determined that this corrosion would affect the long-term service of Clarifier #3 and has recommended replacement of the parts and installation. Costs were sought

from Ovivo, the sole source equipment provider, as well as Cove Utilities, the existing gearbox installation contractor. Below is the breakdown of the additional cost.

Additional Costs	
Parts	$39,377.18
Labor	$32,228.00
Total	$71,605.18

This additional cost will bring the total cost of the clarifier rehabilitation to $190,782.18. Funding will be provided through depreciation.

The above is provided as information to the Commission.

10. BIOSOLIDS SLUDGE TANK ADDITION – CHANGE ORDER

During the December 2025 Commission meeting, management requested capital funding for engineering services to determine the proper sizing of a future biosolids sludge tank at the A. Manning Lynch treatment facility. Brown and Caldwell was chosen as the engineering consulting firm. In the ensuing workshops conducted with Brown and Caldwell and Spartanburg Water staff that followed, a number of efficiency opportunities for the entire biosolids process were examined and vetted. This work included centrifuge operations and chemical additions as well as the variability of the incoming sludge. One area identified for optimization was the operational mode of the centrifuge units using torque control, which affords a more automated approach. Currently, only one of the three centrifuge units is capable of torque control. In order to add torque control capability to the other two centrifuge units, the control systems must be modified and new components added.

Andritz is the sole provider of the centrifuge units at the A. Manning Lynch facility and has quoted a price of $58,759.72 to change the remaining two units to torque control. The costs are summarized below.

Original Contract Cost (Brown & Caldwell):	$159,700.00
Change Order for Torque Control (Andritz):	$58,759.72
Total:	$218,459.72

Recommendation:
Management recommends this change order of $58,759.72 be added to the capital project.

11. LAWSON FORK TRANSFER PUMP #1 VARIABLE FREQUENCY DRIVE REPLACEMENT

The Lawson Fork pump station is responsible for pumping over 6 million gallons per day from the collections system to the A. Manning Lynch treatment facility. The station consists of three 500 hp pumps and Variable Frequency Drive (VFD). Two of the VFD's have recently been replaced. The VFD for pump #1 is failing and requires replacement. McNaughton McKay is the sole source provider for Allen Bradley VFD. The cost of this sole source procurement is quoted at $121,605 and is included in the depreciation budget.

This is a sole source procurement, so the above is provided as information to the Commission.

12. A. MANNING LYNCH AERATION BLOWER #3 VARIABLE FREQUENCY DRIVE REPLACEMENT

The existing Variable Frequency Drive (VFD) that drives Aeration Blower #3 at the A. Manning Lynch facility has become obsolete making sourcing of parts and repairs difficult. The blower system is a **critical component** responsible for delivering aeration to the wastewater treatment process. McNaughton McKay is the sole source provider for Allen Bradley VFD. The cost of this sole source procurement is quoted at $181,205.

Funding will be provided from the depreciation budget.

This is a sole source procurement, so the above is provided as information to the Commission.

13. BID FOR SEWER MANHOLE REHABILITATION

Bids were received and opened on October 8, 2026, to source rehabilitation services for 65 manholes located within the Spartanburg Sanitary Sewer District service area.

These manholes are primarily older brick manholes located in the roadway and rights-of-ways. Rehabilitation will include applying a protective coating to the manhole walls and inverts. This will restore the structural integrity of the manholes as well as eliminate infiltration and inflow (I&I) into the wastewater treatment process. This project will increase manhole life and improve ongoing maintenance and aid in reducing I&I.

Invitations for bid were forwarded to prospective bidders, publicized in the local media, and posted to the Spartanburg Water website. A tabulation of the bids is listed below with the project cost.

BIDDER	**AMOUNT OF BID**
Structured Solutions Union City, IN	$182,150.00
BLD Services, LLC Kenner, LA	$186,360.00
Gulf Coast Underground, LLC Theodore, AL	$199,657.35
Atlantic Pipe Services Sanford, FL	$266,511.68
HRH Engineering Services, LLC Chesnee, SC	$335,000.00
Hinterland Group, LLC Morganton, NC	$341,130.00
Dun-Right Services, Inc. Florence, SC	$382,261.75
Payne, McGinn and Cummins, Inc. Travelers Rest, SC	$429,969.00
Crom High Point, NC	$551,615.00

Funding will be provided by the SSSD operating budget.

Recommendation:
Management recommends awarding the bid to the low bidder, Structured Solutions of Union City, Indiana in the amount of $182,150.00.

AGENDA ITEMS 14-21 ENGINEERING

14. REQUEST FOR ANNEXATION – BARBARA J. WOODY AND GENEVIEVE J. ROMINGER

Barbara J. Woody and Genevieve J. Rominger have requested annexation of approximately 12.77 acres of property located off Moore-Duncan Highway, parcel #5-32-09-009.00. The property is adjacent to the SSSD boundaries and can be annexed by the SSSD Commission under authority granted in its enabling legislation.

Management recommends the Commission approve the annexation request, adopt a resolution giving 90 days' notice to sub-districts, and annex the property effective January 25, 2027.

Resolution of Annexation
Adopted by Spartanburg Sanitary Sewer District Commission
On October 27, 2026

WHEREAS, Barbara J. Woody and Genevieve J. Rominger, owners of a 12.77-acre tract, more or less, adjacent to the existing Sewer District boundary line, and located off of Moore-Duncan Highway on parcel 5-32-09-009.00 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

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.

15. REQUEST FOR ANNEXATION – ECS DEVELOPMENT, LLC

ECS Development, LLC has requested annexation of approximately 153.83 acres of property located off William Brandon Drive, parcel #2-31-00-060.00. This parcel is not adjacent to the SSSD boundary and therefore requires the approval of the Spartanburg County Council to be annexed into the Spartanburg Sanitary Sewer District.

Management recommends the Commission petition Spartanburg County Council to undertake the process of annexing this parcel into the SSSD boundaries.

16. REQUEST FOR ANNEXATION – SC LAND PRESERVE, LLC

SC Land Preserve, LLC has requested annexation of approximately 47.46 acres of property located off Parris Bridge Road, parcel #2-24-00-045.00. This parcel is not adjacent to the SSSD boundary and therefore requires the approval of the Spartanburg County Council to be annexed into the Spartanburg Sanitary Sewer District.

Management recommends the Commission petition Spartanburg County Council to undertake the process of annexing this parcel into the SSSD boundaries.

17. REQUEST FOR ANNEXATION – MARY H. HARRISON TRUSTEE

Mary H. Harrison Trustee has requested annexation of approximately 10.66 acres of property located off Abner Creek Road, parcel #5-35-00-063.01. This parcel is not adjacent to the SSSD boundary and therefore requires the approval of the Spartanburg County Council to be annexed into the Spartanburg Sanitary Sewer District.

Management recommends the Commission petition Spartanburg County Council to undertake the process of annexing this parcel into the SSSD boundaries.

18. REQUEST FOR ANNEXATION – LINDA GAILE HENDRIX LISTER TRUSTEE

Linda Gaile Hendrix Lister Trustee has requested annexation of approximately 12.45 acres of property located off Abner Creek Road, parcel #5-35-00-066.06. This parcel is not adjacent to the SSSD boundary and therefore requires the approval of the Spartanburg County Council to be annexed into the Spartanburg Sanitary Sewer District.

Management recommends the Commission petition Spartanburg County Council to undertake the process of annexing this parcel into the SSSD boundaries.

19. REQUEST FOR ANNEXATION – DEBRA L. TODD AND DALE L. BLACK, CO-TRUSTEES

Debra L. Todd and Dale L. Black, Co-Trustees have requested annexation of approximately 32.01 acres of property located off Abner Creek Road, parcel #5-35-00-066.05. This parcel is not adjacent to the SSSD boundary and therefore requires the approval of the Spartanburg County Council to be annexed into the Spartanburg Sanitary Sewer District.

Management recommends the Commission petition Spartanburg County Council to undertake the process of annexing this parcel into the SSSD boundaries.

20. REQUEST FOR ANNEXATION – DEBRA L. WILSON TODD

Debra L. Wilson Todd has requested annexation of approximately 0.60 acres of property located off Abner Creek Road, parcel #5.35.00-066.03. This parcel is not adjacent to the SSSD boundary and therefore requires the approval of the Spartanburg County Council to be annexed into the Spartanburg Sanitary Sewer District.

Management recommends the Commission petition Spartanburg County Council to undertake the process of annexing this parcel into the SSSD boundaries.

21. OWNERSHIP AGREEMENT – RIDGE POINTE

Stanley Martin Homes, LLC proposes to construct approximately 10,665 linear feet of 8-inch gravity sewer to provide service to 249 residential lots in the Ridge Pointe Subdivision located of Clark Road and Spring Valley 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. This subdivision consists of five distinct sections, including the following:

Section	Footage	Number of Lots
Ridge Pointe	3,159 lf of 8-inch gravity sewer	63
Ridge Pointe Bluffs	1,741 lf of 8-inch gravity sewer	41
Ridge Pointe Commons	3,224 lf of 8-inch gravity sewer	100
Ridge Pointe Estates	1,388 lf of 8-inch gravity sewer	26
Ridge Pointe Meadows	1,153 lf of 8-inch gravity sewer	19

These lines 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 Stanley Martin Homes, 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.

22. CHIEF EXECUTIVE OFFICER REPORT

23. REFERRALS

24. ADJOURNMENT