

AGENDA

SPARTANBURG SANITARY SEWER DISTRICT COMMISSION

REGULAR MEETING

MEETING PLACE: 200 Commerce Street

Tuesday, December 2, 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. APPROVAL OF MINUTES OF REGULAR MEETING OF OCTOBER 28, 2025**

OLD BUSINESS

- 4. PROPOSED CALENDAR YEAR 2026 COMMISSION MEETING SCHEDULE**

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

January 27	February 24
March 24	April 28
May 26 *Monday is Memorial Day	June 23
July – No Meeting	August 25
September 22	October 27
November – No Meeting	December 8 *2 nd Tuesday

The Commission will review dates and individual calendars, and vote on the proposed meeting schedule.

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AGENDA ITEMS 5-9 FINANCE AND PROCUREMENT

5. ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR FISCAL YEAR ENDING JUNE 30, 2025

The independent auditing firm of Mauldin & Jenkins, LLC, will review the Fiscal Year 2025, ended June 30, 2025, Audit, Annual Comprehensive Financial Report and communication letter with the SSSD Commission. Mauldin & Jenkins, LLC, is the auditor of record for SSSD and, Mr. David Usefara, Audit Manager on the engagement, will present at the December 2, 2025, Commission meeting.

6. MONTHLY FINANCIAL REPORT

A financial summary of SSSD expenditures and revenues for the four-month period ending October 31, 2025, will be reviewed by the Chief Financial Officer.

The above is provided as information to the Commission.

7. MINORITY AND WOMEN OWNED BUSINESS ENTERPRISE REPORT (MWBE)

Management will provide the Commission with a review of the ongoing 2025 MWBE procurement initiative. This review will provide the Commission with purchasing and procurement activity with MWBE businesses over the past year.

8. SECURITY IMPROVEMENTS

Staff coordinated with the Cybersecurity and Infrastructure Security Agency (CISA), a component agency under the United States Department of Homeland Security, to assist staff with identifying physical security improvements for Spartanburg Water that may be warranted.

In order to implement some of the recommendations, A3 Communications, a specialized innovative systems integration company headquartered in Columbia, SC and with offices in Greenville, SC, will work with management on several identified upgrades. A3 Communications is the State of South

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Carolina Division of Procurement Services contract holder for access control, which meets the requirements of the competitive procurement process per the Procurement Policy.

Recommended upgrades are budgeted at \$140,972. Management recommends an award to A3 Communications in the amount not to exceed \$140,972. Funding will be provided through capital funds allocated between SSSD \$18,031 and SWS \$122,941.

9. WASTEWATER TREATMENT CHEMICALS BID – REVERSE AUCTION

An online reverse auction event was held on November 5, 2025, in order to obtain pricing for wastewater treatment chemicals for the Spartanburg Sanitary Sewer District wastewater treatment facilities. A reverse auction is a type of auction in which the roles of the buyer and seller are reversed. A contract is put out to bid by a buyer and multiple suppliers offer bids on that contract. As the auction progresses, the price decreases as suppliers compete in an online, live event to win the contract. Nine vendors participated in the event. The pricing submitted is for the contract term January 1- December 31, 2026. The results of the event are tabulated below.

	Chlorine	Chlorine Dry Granular	Sodium Hydrox 20%	Sodium Hydrox 50%	Sulfur Dioxide	Soda Ash	Polymer Liquid	Lime Slurry	Hydrated Lime	Sodium Hypochlorite 12%	Sodium Bisulfite 38%	Chlorine	Sulfur Dioxide
<i>Estimated Annual Usage</i>	100 Tons	16,000 lbs.	50 Drums	50 Drums	50 Tons	650,000 lbs.	200,000 lbs.	1,500,000 lbs.	50,000 lbs.	200 Drums	110 Drums	26 Cylinders	26 Cylinders
<i>Unit of Measure</i>	Ton	Per 100 Pounds	Drum	Drum	Tons	Per 50 Pounds	Pound	Pound	Per 50 Pounds	Drum	Drum	150# Cylinder	150# Cylinder
<i>Current Price</i>	\$ 1,969.0000	\$ 209.5000	\$ 119.0000	\$ 224.5000	\$ 1,249.0000	\$ 16.0000	\$ 1.8200	\$ 0.0900	\$ 15.8000	\$ 135.9700	\$ 183.0000	\$ 192.0000	\$ 156.0000
Atlanto							\$ 1.8900						
Brenntag Mid-South			\$ 95.4000	\$ 175.0000		\$ 14.5000			\$ 19.6000	\$ 135.9700	\$ 183.0000	\$ 192.0000	\$ 150.0000
Chemrite, Inc.		\$ 199.9900											
CITCO Water	\$ 2,500.0000	\$ 200.0000	\$ 245.0000	\$ 350.0000	\$ 1,316.0000	\$ 16.8400			\$ 15.8000	\$ 165.0000	\$ 193.0000	\$ 200.0000	\$ 149.0000
Environmental Specialties							\$ 1.8200						
JCI Jones Chemicals	\$ 2,498.0000				\$ 1,315.0000								
Operators Unlimited						\$ 27.2050		\$ 0.0895	\$ 17.5650	\$ 187.5000	\$ 340.9100		
Polytec, Inc								\$ 0.0890					
Univar Solutions USA		\$ 224.7500	\$ 95.0000	\$ 178.9800		\$ 14.7490			\$ 16.7000	\$ 165.4900	\$ 197.2500		
<i>Change in unit price %</i>	27%	-5%	-20%	-22%	5%	-9%	0%	-1%	0%	0%	0%	0%	-4%

Management recommends awards to the responsive bidders for those products indicated on the bid tabulation summary.

Funding will be provided through the annual operating fund.

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AGENDA ITEMS 10-13 OPERATIONS

10. ANNUAL GRANT PROGRAM RECIPIENT RECOMMENDATIONS

Each year, Spartanburg Water offers organizations throughout the Upstate the opportunity to apply for project-specific funding through the Watershed Grant Program. Organizations interested in applying for the annual grant program are required to submit a detailed application package to Spartanburg Water, which is then evaluated by a Review Committee comprised of representatives from Spartanburg Water. Projects are recommended for approval to the CEO based on available funds, project timeliness, and the overall fit of the proposed projects with Spartanburg Water’s Mission to make water work by protecting public health and the environment. If recommended by the Review Committee to the CEO, grant requests are reviewed with the CEO and senior leadership. Requests are then formally recommended to the Commission for final approval. Applicants are notified of selection by December 31 of each calendar year, and once selected, are required to submit quarterly reports and a final yearly report at the end of the award year that includes metric criteria developed specifically for each awardee’s project.

A. SPACE (SPARTANBURG AREA CONSERVANCY) GRANT PROPOSAL

The mission of SPACE (Spartanburg Area Conservancy) advances the promotion, protection, and preservation of natural resources and open space in the Spartanburg community. The Mission of SPACE is to advance land conservation, parks management, and environmental outreach by providing public access to green spaces and the natural world to citizens of Spartanburg County. SPACE identifies as a grassroots nonprofit dedicated to protecting natural lands in the Spartanburg community and sustained through volunteerism, responsible stewardship, and sustainable management of resources.

SPACE acquired Glendale Shoals Preserve in 2022 to protect it from high density development and has been working to restore native habitat as well as to maintain the site as a cultural landmark of historical significance and local biodiversity. In 2024, SPACE partnered with the State of South Carolina, Spartanburg County, and additional organizations to conserve what

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is now known as Glendale Nature Park – a 945-acre track adjacent to the Glendale Mill site. Together, the Glendale sites comprise a connected conservation corridor of over 1,300 acres.

SPACE's specific request is to revitalize the public access point to Glendale Shoals Preserve from Emma Cudd Road. The organization wants to remove and replace the existing overlook and stairway to create safe access to the shoals, install a kiosk with park rules and educational content about the preserve, and to clean up the site by restoring native habitat and incorporating a "Keep Spartanburg Wild" mural in place of existing graffiti and invasive plant species. SPACE is partnering with PAL to expand PAL's trail system into the Preserve, which will increase foot traffic throughout the area. The revitalization of the public access point from Emma Cudd Road will serve as a long-term investment in public safety, environmental stewardship, and community engagement.

The Watershed Grant Committee recommends the approval of targeted funding for the Glendale Shoals Gateway Project, which includes the amount of \$6,600 with an equal allocation of \$3,300 of the funding from SSSD and \$3,300 of the funding from SWS.

Funding will be allocated from SSSD and SWS operating funds.

B. WATERSHED ECOLOGY CENTER GRANT PROPOSAL

The Watershed Ecology Center's mission is to encourage watershed awareness through education, experience, and community outreach with an emphasis in the study of organisms living in the area encompassed by a watershed. All the Watershed Ecology Center's educational programming meets state standards and incorporates hands-on learning activities.

The Watershed Ecology Center annually reaches over 20,000 K-8 students through watershed based educational programming. The Watershed Ecology Center promotes other programs related to watershed awareness in the upper regions of the Pacolet River Watershed such as the Adopt-A-Stream program, a credentialed citizens monitoring network.

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Building on the success of their Teacher Assistance Program, the Watershed Ecology Center aims to incorporate water career awareness into most of their existing programs. The Watershed Ecology Center plans to create a “Water Works” curriculum that is specifically geared toward middle school aged students and offers them opportunities to explore career options as future water professionals. The program will use the SC Graduate Competency Framework as a basis and will increase awareness of the importance of protecting water quality, while also inspiring future generations to value water as a resource and possible career field. The Watershed Ecology Center plans to present a dress rehearsal of the Water Works program in April 2026 for review and aims to expand the programming to the high school level as the project continues to grow.

The Watershed Grant Committee recommends the approval of targeted funding for the aforementioned “Water Works” program and watershed-based program initiatives offered by the Watershed Ecology Center in the amount of \$14,000, with an equal allocation of \$7,000 of the funding from SSSD and \$7,000 of the funding from SWS.

Funding will be allocated from SSSD and SWS operating funds.

C. PAL (PLAY. ADVOCATE. LIVE WELL.) GRANT PROPOSAL

The mission of PAL (Play. Advocate. Live Well.) advances active living and healthy eating for everyone. The focus goal of PAL is to improve health and wellness throughout Spartanburg County by creating an environment and culture that fosters physical activity and healthy eating through an equity lens. PAL identifies itself as a small nonprofit working to enact large scale change.

One of PAL’s strategic plan intentions is to enhance the Daniel Morgan Trail System. PAL has requested watershed grant funding to develop a Junior PAL Program that is focused on connecting Spartanburg’s youth with the natural world through hands-on learning, exploration, and community stewardship. The program will be a dynamic outdoor initiative and will integrate a core focus on watershed ecology to provide community youth with a structured pathway to explore local trails, complete environmental challenges, and earn tangible rewards. The program will increase understanding of the watershed ecology specific to the local region and will

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encourage children and parents within the community to engage in the Daniel Morgan Trail System.

PAL’s specific request is to develop a progressive, rank-based program for preschool through high school students. The organization wants to develop the program and an interactive website map and guidebook to serve as the digital hub of the program, and to provide participants with any supplies needed for associated “tasks” within the program. This hub will allow easy tracking of project participation and will keep parents and children engaged. The organization also wants to provide signage and interactive watershed ecology pieces at key locations across the Daniel Morgan Trail System that can link participants back to the Junior PAL’s website. PAL also wishes to utilize funding to create pins, stickers, water bottles, backpacks, and other items in partnership with SWS to reward program achievements.

The Watershed Grant Committee recommends the approval of targeted funding for the development of the Junior PAL Program, acquisition of program supplies and the creation of the interactive portal, as well as funding for the creation of program awards in the amount of \$8,000 with an equal allocation of \$4,000 of the funding from SWS and \$4,000 of the funding from SSSD.

Funding will be allocated from SSSD and SWS operating funds.

2026 GRANT SUMMARY

<u>Grantee</u>	<u>Total Awarded</u>	<u>SSSD</u>	<u>SWS</u>
Spartanburg Area Conservancy (SPACE)	\$ 6,600.00	\$ 3,300.00	\$ 3,300.00
Watershed Ecology Center	\$ 14,000.00	\$ 7,000.00	\$ 7,000.00
Play, Advocate, Live Well (PAL)	\$ 8,000.00	\$ 4,000.00	\$ 4,000.00
Grand Total	<u>\$ 28,600.00</u>	<u>\$ 14,300.00</u>	<u>\$ 14,300.00</u>

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11. ENGINEERING AND MAINTENANCE COLLABORATION – PARRIS BRIDGE ROAD DISTRIBUTION PUMP STATION REHABILITATION

Management will present an overview of the Parris Bridge Distribution Pump Station rehabilitation work recently completed and detail how the Engineering and Maintenance Departments worked collaboratively to reduce significant costs of the project.

12. A. MANNING LYNCH WWTF ODOR CONTROL SYSTEM REFURBISHMENT – COST ADJUSTMENT

In October of 2024, an agenda item was brought before the Commission for the approval of the refurbishment of the Biorem odor abatement system at the A. Manning Lynch WWTF. The cost presented was not to exceed \$140,700.

After further project review, staff discovered that the \$140,700 only included parts and materials and that the labor to remove the current media, disposal of the media, and the labor to rehab the units had not been included in the original cost estimate. The additional cost for the removal and disposal of the materials and the rehabilitation of the Biorem Units will be \$96,287. This project has not started yet, pending final approval of the additional costs.

Below is the breakdown of the cost:

Biorem parts and materials	\$ 140,700
Labor (Rehabilitation)	\$72,132
<u>Removal and Disposal of Media</u>	<u>\$24,155</u>
Total Cost	\$236,987

Management is requesting the Commission to approve additional funding in the amount of \$96,287 to perform this work.

Funding will come through depreciation.

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13. ENGINEERING SERVICES – BIOSOLIDS SLUDGE TANK CAPACITY ADDITION AT THE A. MANNING LYNCH WASTEWATER TREATMENT FACILITY

In 2022, a biosolids master plan was completed by Brown and Caldwell to address the future needs of solids processing at the A. Manning Lynch Wastewater Treatment Facility. One key outcome of the study was the need to address sludge storage capacity at the site due to projected increases in solids. This work includes determining the size, type, and location of the tank.

Based on their expertise in biosolids and their knowledge of the biosolids operation at the A. Manning Lynch Facility, management recommends acquiring the services of Brown and Caldwell to complete this work at a cost not to exceed \$159,700. Capital funds will be used to fund this work.

AGENDA ITEMS 14-16 ENGINEERING

14. BENS CREEK PHASE 2 GRAVITY SEWER PROJECT – SUMMARY CHANGE ORDER

The Bens Creek Phase II Gravity Sewer Project is complete. The project is part of a multi-phased project to extend sewer up Bens Creek. This phase of the project consists of approximately 1,370 linear feet of 18" gravity sewer and 7,315 linear feet of 15" and 16" gravity sewer, beginning at Fowler Road and continuing up Bens Creek to Green Pond Road.

Change Order No. 1 was an increase in the contract price of \$5,000 to add two gates across the sewer right-of-way.

Change Order No. 2 (Summary) was a net decrease of \$40,996.44 in the contract price for adjustment to the unit quantities as based on the actual work done.

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These change orders were executed as per current District policy.

The Financial summary of the project construction is as follows:

Original Contract Amount	\$ 3,278,375.87
Change Order No. 1	\$ 5,000.00
Change Order No. 2 (Summary)	<u>(\$40,966.44)</u>
Final Contract Amount	\$ 3,242,409.43

The above is provided as information to the Commission.

**15. FERNWOOD PUMP STATION REHABILITATION PROJECT – SUMMARY
CHANGE ORDER**

The Fernwood Pump Station Rehabilitation Project is complete. The pump station was constructed in the early 1960's to serve the east side of the City of Spartanburg. The old pump station was a triplex wetwell – drywell configuration with a dual parallel 8" force main located near Lawsons Fork Creek. The pump station had reached the end of its useful life and required frequent maintenance to remain in operation. The new pump station included three newer, more efficient pumping units, a new force-main, new valve pit, and a new stand-by generator. The project was funded by an ARPA/SCIIP grant.

Change order No. 1 was an increase in the contract price of \$189,278.04 to pay for additional cost to convert the horizontal directional drill to a rock directional drill process due to rock being encountered under Lawsons fork Creek. Commission approved this change order at the May 2024 meeting.

Change order No. 2 was an extension of contract time for 75 days due to rock being encountered, Hurricane Helene and delays in production of the stand-by generator. No additional cost.

Change Order No. 3 was an extension of contract time of 74 days due to by-pass pumping issues, demolition issues and electrical sub-contractor delays. No additional cost.

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Change Order No. 4 (Summary) - was a net decrease of \$31,317.29 in the contract price for adjustment to the unit quantities as based on the actual work done, additions of a by-pass pumping connection and an electrical heat trace, and a 90-day contract time extension due to startup issues and closeout delays.

These change orders were executed as per current District policy.

The Financial summary of the project construction is as follows:

Original Contract Price	\$ 2,492,960.00
Change Order No.1	\$ 189,278.04
Change Order No.4 (Summary) – Additions and deductions to unit quantities based on actual construction	<u>(\$ 31,317.29)</u>
Revised Contract Price	\$ 2,650,920.75

The above is provided as information to the Commission.

16. OWNERSHIP AGREEMENT – KNIGHTS LANDING TOWNHOMES

Meece Development, LLC proposes to construct approximately 400 linear feet of 10-inch gravity sewer line and 2,570 linear feet of 8-inch sewer line to provide service to 148 residential lots in Knights Landing Townhomes located off Zion Hill 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.

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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 Meece 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.

- 17. CHIEF EXECUTIVE OFFICER REPORT**
- 18. REFERRALS**
- 19. ADJOURNMENT**