

AGENDA

SPARTANBURG SANITARY SEWER DISTRICT COMMISSION

REGULAR MEETING

MEETING PLACE: 200 Commerce Street

Tuesday, March 26, 2019, 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. PRAYER**
- 2. APPROVAL OF MINUTES OF REGULAR MEETING OF FEBRUARY 26, 2019**
- 3. BLUE RIDGE FOOTHILLS DISTRICT LEGACY AWARD AND WATER ENVIRONMENT ASSOCIATION OF SOUTH CAROLINA HENRY E. GIBSON SERVICE AWARD**

In January and March of this year, a Spartanburg Water staff member has received two awards pertaining to their long-term service and dedication to professional organizations at both the regional and state level.

In January, the Blue Ridge Foothills District of the Water Environment Association of South Carolina recognized Janet Cann with the Legacy Award. This award is presented to acknowledge sustained extraordinary service, leadership and devotion to the Blue Ridge Foothills District.

In March, at the South Carolina Environmental Conference Janet was recognized by the Water Environment Association of South Carolina with the Henry E. Gibson Service Award. This award is presented to recognize and honor a member of the WEASC who has demonstrated outstanding service to the association through leadership and active participation in the WEASC programs.

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Management is proud of Ms. Cann for receiving these professional recognitions for her dedication, leadership, and long-term service to the Blue Ridge Foothills District and the Water Environment Association of South Carolina.

4. MONTHLY FINANCIAL REPORT

Newt Pressley will present a financial summary of SSSD expenditures and revenues for the eight-month period ending February 28, 2019.

5. WORKERS' COMPENSATION INSURANCE RENEWAL

Spartanburg Water's Workers' Compensation insurance renews annually on April 1. For the 2019 renewal staff received proposals from McGriff Insurance Services and USI Insurance Services. As agents, these firms are able to obtain quotes from a number of Underwriters on our behalf, and presents the best proposals for consideration. McGriff Insurance Services is currently the agent for Spartanburg Water and the Workers' Compensation policy is written through Summit. The premium for the 2018 renewal was \$167,423.52.

The results of the proposals received are tabulated below:

USI Insurance Services:	(Selective)	\$126,482
McGriff Insurance Services:	(Summit)	\$134,767

Based on the findings of the evaluation committee, management recommends approval of the proposal submitted by USI Insurance Services and binding coverage with Selective Insurance Company as the Underwriter for the Workers' Compensation insurance. The 2019 renewal represents a 32% savings over last year.

The Workers' Compensation premium will be allocated as follows, \$31,620.50 for SSSD and \$94,861.50 for SWS.

6. HEALTH AND DENTAL INSURANCE RENEWAL

Management proposes the following design plan recommendations for the upcoming health insurance plan year that is effective May 1, 2019.

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These recommendations include the following:

- Vision benefit: raise maximum from \$400 to \$500
- Chiropractic benefit: raise maximum from \$750 to \$1,000
- Diabetes medications: zero copay (preauthorization will apply for non-preferred drugs)
- Eliminate Rally and the clinical rewards program effective 5-1-19
- Hearing Aids allowance: \$2,500 allowance every 3 calendar years to use as needed

These recommendations will be in effect with no changes to the employee contributions.

- Dental Plan-No Change
- Employee Contributions – No change

2019 - 2020 Per Pay Period Contribution	Consumer Choice Plus Medical Plan	Consumer Choice Medical Plan	Basic Medical Plan	Dental Plan
Employee Only	\$47	\$36	\$15	\$7
Employee plus child	\$61	\$50	\$28	\$10
Employee plus children (2 or more)	\$91	\$70	\$33	\$12
Family	\$118	\$93	\$48	\$14

Management recommends that the Commission approve the above mentioned design changes to the Spartanburg Water Health Insurance Plan that will become effective May 1, 2019.

7. PREVENTATIVE MAINTENANCE AGREEMENT FOR LABORATORY SERVICES

Laboratory Services maintains Preventive Maintenance Agreements (PMA's) for select laboratory instruments. The proposed contract is an annual agreement and includes service for routine preventive maintenance, troubleshooting, repairs (parts and labor), software support, certain

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upgrades, and priority emergency repair service. The PMA is provided by the manufacturer, who is the sole source provider of the laboratory service.

Perkin Elmer ICPMS System

This system is used to analyze water samples for the Safe Drinking Water Act (SDWA) and the Clean Water Act (CWA) programs and support of plant operations. Perkin Elmer has quoted an annual PMA for this system for a total cost of \$25,116.

Funding will be provided through the Laboratory Services operating budget, with costs shared 50% between SSSD and SWS.

Management recommends the approval of the renewal of the Perkin Elmer Preventive Maintenance Agreement for an amount not to exceed \$12,558.

8. RECEIPT OF BIDS – BENS CREEK PUMP STATION, FORCE MAIN AND GRAVITY SEWER PROJECT

Bids were received on March 18, 2019, for the Bens Creek Pump Station, Force Main and Gravity Sewer Project. This project will provide sewer service to an area of the Sewer District that currently has no sewer service. This project includes construction of a 1,280 GPM pump station, approximately 4,300 LF of 10" force main, and approximately 900 LF of 18" gravity sewer. The developer of a new subdivision that will discharge wastewater to this system will contribute \$200,000 toward the cost of the project and will fund the cost of extending 3-phase electrical power to the pump station site.

Eight contractors obtained the bid documents for the project and four contractors submitted a bid. The bids were as follows:

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Double R Utilities, Inc. Gaffney, SC	\$2,012,828.24

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D S Utilities, Inc. \$2,014,206.25
Little Mountain, SC

Greenstone Construction, LLC \$2,167,600.00
Seneca, SC

Saluda Construction, LLC \$2,177,615.00
Sylva, NC

Chandler Construction NO BID
Ninety-Six, SC

Crystal Sewer and Water, Inc. NO BID
Seneca, SC

Legacy Water Group NO BID
Covington, GA

North American Pipeline Management NO BID
Greenville, SC

Engineer's Estimate \$2,035,450.00

Management recommends awarding the contract to the lowest responsive bidder, Double R Utilities, Inc., of Gaffney, SC for the amount of \$2,012,828.24. This project will be funded by capital and cost-sharing funds.

9. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS