

AGENDA

SPARTANBURG SANITARY SEWER DISTRICT COMMISSION

REGULAR MEETING

MEETING PLACE: 200 Commerce Street

Tuesday, March 25, 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 FEBRUARY 25, 2025**
- 4. HEART OF SERVICE AWARD**

The SC AWWA Customer Service Committee awarded the inaugural Heart of Service Award to Roberta Porter, Cashiering Coordinator, at the South Carolina Environmental Conference. This award honors an outstanding customer-facing employee whose dedication, exceptional soft skills, and innovative contributions elevate both the customer experience and workplace culture. This prestigious award celebrates those who go above and beyond, embodying the true spirit of service.

OLD BUSINESS

AGENDA ITEMS 5-9 FINANCE AND PROCUREMENT

AGENDA – Spartanburg Sanitary Sewer District Commission, Regular Meeting
Tuesday, March 25, 2025

5. MONTHLY FINANCIAL REPORT

A financial summary of SSSD expenditures and revenues for the eight-month period ending February 28, 2025, will be reviewed by the Chief Financial Officer.

The above is provided as information to the Commission.

6. WORKERS' COMPENSATION INSURANCE RENEWAL

Spartanburg Water's Workers' Compensation insurance renews annually on April 1, 2025. For the 2025 renewal, staff utilized our current agent, McGriff Insurance Services, to obtain quotes from insurance carriers on behalf of Spartanburg Water. Our current policy is written through Eastern Alliance at an annual cost of \$91,471 for FY2025.

The results of the quotes received for FY2026 are tabulated below:

Insurance Carrier	Annual Premium
Eastern Alliance	\$126,299
Amerisure	\$140,000
Summit	\$140,000
Selective	\$145,357
ICW	\$152,000
Zenith	\$200,000
KeyRisk	Declined

Based on the pricing received, management recommends remaining with Eastern Alliance as the carrier for Workers' Compensation insurance at the annual premium cost of \$126,299. This represents an increase in overall premium of 38.0%

The Workers' Compensation premium will be allocated as follows: \$50,520 for SSSD and \$75,779 for SWS.

AGENDA – Spartanburg Sanitary Sewer District Commission, Regular Meeting
Tuesday, March 25, 2025

7. PROPOSALS FOR AUDIT SERVICES

Management requested proposals to provide audit services for a three-year engagement period per the SSSD Bylaws (Fiscal Years 2025-2027). The following firms were contacted in reference to interest in the RFP process: Cherry Bekaert; Greene Finney Cauley, LLC; Mauldin & Jenkins, LLC; Halliday, Schwartz & Company; and Frazier & Deeter, LLC.

Proposals were received on March 10, 2025, from Mauldin & Jenkins, LLC and Halliday, Schwartz & Company.

The RFP for audit services stated that the proposal would be evaluated based on the firm’s ability to provide services on schedule; cost and pricing structure; firm’s qualifications; MWBE utilization; and participation in the Community Benefit Program.

The three-year fee proposals were provided as follows:

Firm	SWS	SSSD
Mauldin & Jenkins, LLC	\$82,500	\$82,500
Halliday, Schwartz & Company	\$90,000	\$90,000

The Chief Executive Officer shall make a recommendation to the Commission at the March 25, 2025 Commission meeting.

8. COMMUNITY BENEFIT PROGRAM REPORT

Management will provide the Commission with the annual 2024 report on our Community Benefit Program.

The above is provided as information to the Commission.

AGENDA – Spartanburg Sanitary Sewer District Commission, Regular Meeting
Tuesday, March 25, 2025

9. SPARTANBURG SAFETY TRAINING AND INCIDENT REPORT

A core element of our safety program is to perform safety observations, safety training, and to report on incidents. John Harris, Safety Coordinator, will present the Safety Training and Incident Data Report to the Commission for the 2024 calendar year.

The above is provided as information to the Commission.

AGENDA ITEMS 10-12 OPERATIONS

10. WOFFORD STREET SEWER REHABILITATION PROJECT

Sealed bids were received on March 17, 2025, for the rehabilitation of approximately 690 linear feet of sewer line along Wofford Street. The scope of work calls for the installation of 6" and 8" cured-in-place pipe (CIPP), rehabilitation of 16 manholes, reconnection of all service lines, and post CCTV inspection and testing.

Invitations were forwarded to prospective bidders, published in the local media, and posted to the Spartanburg Water website. The solicitation drew responses from three bidders. A tabulation of bids is listed below.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Hinterland Group, Inc. Riviera Beach, FL	\$222,745
HRH Engineering Services, LLC Chesnee, SC	\$472,720
Gulf Coast Underground, LLC Theodore, AL	\$1,099,900

Management recommends an award to Hinterland Group, Inc., as the lowest responsive bidder at a cost of \$222,745. Funding will be provided by SSSD capital funds.

AGENDA – Spartanburg Sanitary Sewer District Commission, Regular Meeting
Tuesday, March 25, 2025

11. PAGE CREEK CLARIFIER LAUNDER COVERS

Invitations were forwarded to prospective bidders, published in the local media, and posted to the Spartanburg Water website for a Request for Bids (RFB) for the purchase of two 45 feet diameter clarifier launder covers for the Page Creek WWTF. The same type of covers were installed at the Cowpens WWTF during its last upgrade. These covers decrease maintenance costs, reduce chemical usage, and reduce operator time at the facility by eliminating algae growth within the clarifier launder trough. Bids were received from two sources.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Cove Utility LLC Greenville, SC	\$140,255.25
Premier Water, a DXP Company c/o Hallsten Corp. Charlotte, NC	\$189,900.00

Management recommends an award to Cove Utility LLC as the lowest responsive bidder for a cost not to exceed \$140,255.25. This work will be funded through SSSD capital funds.

12. BIO-SOLIDS CONVEYOR SYSTEM REPLACEMENT

Management is requesting the Commission to approve the replacement of the bio-solids conveyor system at the A. Manning Lynch facility. The current conveyor has been in service for over twenty years and has reached the end of its useful life.

Serpentix is the original manufacturer of the conveyor system and the sole source agent of the equipment. Serpentix has quoted costs not to exceed \$188,745.60. Based on the age of the conveyor, management recommends the approval of these services by Serpentix not to exceed \$188,745.60. This work will be funded through depreciation.

**AGENDA – Spartanburg Sanitary Sewer District Commission, Regular Meeting
Tuesday, March 25, 2025**

AGENDA ITEMS 13-20 ENGINEERING

13. RECEIPT OF BIDS – ARCADIA SEWER IMPROVEMENTS PHASE 1

Bids were received on March 13, 2025, for the Arcadia Improvements Phase 1 Project. The project includes the rehabilitation/replacement of approximately 2,230 linear feet of 6-inch, 8-inch, and 10-inch gravity sewer lines and 19 manholes to provide improved service to the residents of the Arcadia community.

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

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Hinterland Group, Inc. Riviera Beach, FL	\$846,610
Bio-Nomics Service, Inc. Belmont, NC	\$901,567
Engineer’s Estimate	\$708,300

Management recommends awarding the contract to the lowest responsive bidder, Hinterland Group, Inc., of Riviera Beach, FL for the amount of \$846,610. This project will be funded with \$596,610 from the Collection System Rehabilitation Fund and a \$250,000 Community Development Block Grant that SSSD received from Spartanburg County.

14. REQUEST FOR ANNEXATION – MARK A. ANDERSON AND JOHN L. ANDERSON

Mark A. and John L. Anderson have requested annexation of approximately 94.636 acres of property located off of Pearson Town Road and Gas Plant Road on parcel(s) 6-39-00-003.00. The property is adjacent to the District boundaries and can be annexed by Commission under authority granted in its enabling legislation.

**AGENDA – Spartanburg Sanitary Sewer District Commission, Regular Meeting
Tuesday, March 25, 2025**

Management recommends the Commission approve the annexation request, adopt a resolution giving 90 days' notice to sub-districts, and annex the property effective June, 23, 2025.

**Resolution of Annexation
Adopted by Spartanburg Sanitary Sewer District Commission
On March 25, 2025**

WHEREAS, Mark A. Anderson and John L. Anderson, owners of a 94.636-acre tract, more or less, adjacent to the existing Sewer District boundary line, and located off of Pearson Town Road and Gas Plant Road on parcel(s) 6-39-00-003.00 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

AGENDA – Spartanburg Sanitary Sewer District Commission, Regular Meeting
Tuesday, March 25, 2025

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. AUTHORIZATION TO ACQUIRE RIGHTS-OF-WAY UTILIZING THE LAW OF EMINENT DOMAIN – BENS CREEK SEWER IMPROVEMENTS PHASE III

The proposed route of the gravity sewer main that will be installed as part of the Bens Creek Sewer Improvements Project Phase III will require the acquisition of twelve rights-of-way. Favorable responses have initially been received from many of the affected property owners regarding the granting of rights-of-way; however, there may be difficulty in obtaining approval from

**AGENDA – Spartanburg Sanitary Sewer District Commission, Regular Meeting
Tuesday, March 25, 2025**

some of them. To date staff has secured four of the twelve easements needed. Discussions will continue with the property owners; however, if negotiations with one or more of the property owners prove to be unsuccessful, staff requests that the Commission approve obtaining rights-of-way utilizing the Law of Eminent Domain.

Management recommends that staff be authorized to utilize the Law of Eminent Domain if any negotiations are unsuccessful.

16. AUTHORIZATION TO ACQUIRE RIGHTS-OF-WAY UTILIZING THE LAW OF EMINENT DOMAIN – MEADOWS CREEK-HWY 292 BASIN GRAVITY SEWER EXTENSION PROJECT PHASES 2A and 2B

The proposed route of the gravity sewer main that will be installed as part of the Meadows Creek-Hwy 292 Basin Gravity Sewer Extension Project Phases 2A and 2B will require the acquisition of sixteen rights-of-way. Favorable responses have initially been received from many of the affected property owners regarding the granting of rights-of-way; however, there may be difficulty in obtaining approval from some of them. To date staff has secured eight of the sixteen easements needed. Discussions will continue with the property owners; however, if negotiations with one or more of the property owners prove to be unsuccessful, staff requests that the Commission approve obtaining rights-of-way utilizing the Law of Eminent Domain.

Management recommends that staff be authorized to utilize the Law of Eminent Domain if any negotiations are unsuccessful.

17. OWNERSHIP AGREEMENT – COLDWATER RIDGE

Sill Real Estate and Construction, Inc., proposes to construct approximately 2,647 linear feet of 8-inch gravity sewer line to provide service to 81 residential lots in Coldwater Ridge located off Nazareth Church Road. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the Lower North Tyger River Wastewater Treatment Facility. The developer will bear all costs.

AGENDA – Spartanburg Sanitary Sewer District Commission, Regular Meeting
Tuesday, March 25, 2025

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 Sill Real Estate and Construction, 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.

18. OWNERSHIP AGREEMENT – EVERGREEN SUBDIVISION

Holly Drive Properties, Inc., proposes to construct approximately 3,045 linear feet of 8-inch gravity sewer line to provide service to 99 residential lots in Evergreen Subdivision located off Fairview Church 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.

19. OWNERSHIP AGREEMENT – NORTH GROVE CONA

North & West Grove Properties, LLC proposes to construct approximately 350 linear feet of 8-inch gravity sewer line to provide service to two commercial lots in North Grove Medical Park located off Boiling Springs

**AGENDA – Spartanburg Sanitary Sewer District Commission, Regular Meeting
Tuesday, March 25, 2025**

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.

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 North & West Grove 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. OWNERSHIP AGREEMENT – ROSLYN MANOR

Mark III Properties, LLC proposes to construct approximately 8,617 linear feet of 8-inch gravity sewer line to provide service to 223 residential lots in Roslyn Manor located off Cunningham Road. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the South Tyger River Regional 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.

AGENDA – Spartanburg Sanitary Sewer District Commission, Regular Meeting
Tuesday, March 25, 2025

21. CHIEF EXECUTIVE OFFICER REPORT

22. REFERRALS

23. ADJOURNMENT