

AGENDA

SPARTANBURG SANITARY SEWER DISTRICT COMMISSION

REGULAR MEETING

MEETING PLACE: 200 Commerce Street

Tuesday, September 26, 2017, 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 AUGUST 22, 2017**
- 3. MONTHLY FINANCIAL REPORT**

Newt Pressley will present a financial summary of SSSD expenditures and revenues for the two-month period ending August 31, 2017.

- 4. 2018 HEALTH INSURANCE AGENT/BROKER RENEWAL**

Since October 2009, Steinberg and Associates has been acting as Spartanburg Water's consultant/broker of record for health, dental, disability, and voluntary life plans. (This includes vision, prescription drug cards, and reinsurance as applicable).

During these past several years, the value of having Steinberg and Associates as our agent has been demonstrated by their attention to details that resulted in savings and significant reimbursement to the company from our re-insurer. Their knowledge and oversight provides the expertise needed in the complicated medical insurance industry.

Steinberg and Associates submitted a renewal proposal for their professional services of \$30,000 for the 2018 calendar year. This represents no increase in cost from the previous year.

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Management recommends renewing the agent/broker agreement with Steinberg and Associates. The allocation between companies is \$7,500 for SSSD and \$22,500 for SWS.

5. 2018 RETIREE SUPPLEMENTAL INSURANCE

Current Spartanburg Water retirees who are 65 and over are covered on a Medicare Supplement Insurance Plan provided by United American that includes prescription coverage. The plan renews in January 2018, and the renewal rate shown below represents a 6.1% increase.

United American Insurance Company (proposed)	\$168,433.92
United American Insurance Company (2017)	\$162,046.24

Management recommends staying with United American as the provider of Medicare supplemental benefits for retirees over 65, effective January 1, 2018. The approximate cost for each company is \$42,108.48 SSSD and \$126,325.44 SWS.

6. THE CHILDREN’S MUSEUM OF THE UPSTATE GRANT REQUEST

The Children’s Museum of the Upstate (TCMU) is expanding its operation to Downtown Spartanburg with the construction and design of a new satellite location that will feature programs that are designed to serve the specific physical, cognitive and social needs of children in our community. Once it officially opens in March 2018, TCMU expects to reach more than 100,000 children over a five-year period.

In addition to the 6,000 square-foot exhibition and programming space, the new location will provide outreach in collaboration with educational and business partners to underserved populations throughout the community.

An important component of TCMU’s mission for the Spartanburg area is a specific focus on creating an environment for kindergarten readiness, in support of one of the Way to Wellville initiative’s five target areas for sustained improvement in our community over a 10-year period. This will be achieved through the creation of educational programming dedicated to nurturing children’s imaginations, curiosity and intellectual development with a special emphasis on the natural environment and our watershed, as well as

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using water and associated concepts as a teaching tool for the museum's target population of children and their caregivers.

In support of this mission, TCMU will create and design educational programming in collaboration with Spartanburg Water to provide specific exhibits to convey important messages and concepts about the importance of healthy lakes and rivers, great drinking water and protecting and properly utilizing our natural resources. Each of these exhibits would be designed and constructed with the support and guidance of Spartanburg Water professionals and will feature prominent signage that display messages that champion the utility's mission, as well as specifically highlight our corporate support and underwriting of these exhibits and educational opportunities.

Management recommends the approval of funding a targeted two-year grant in support of the above-mentioned efforts in the amount of \$25,000 per year for a total of \$50,000 from SSSD. These funds will be allocated from SSSD operating funds.

7. REPLACEMENT OF VEHICLES AND EQUIPMENT FOR FY 2018

Management has evaluated the SSSD vehicle and equipment fleet for replacement needs for FY 2018. Of the items considered, eight items have been selected for replacement. All vehicles and equipment selected meet the established depreciation replacement criteria, having in excess of 125,000 miles, being in service for 10 years, or are experiencing excessive repair needs and downtime. Performance history is also factored into the recommendation.

Management proposes the following replacements for FY 2018:

- #501 – 2008 Chevrolet Trailblazer SUV
- #548 – 2012 Chevrolet Colorado PU
- #557 – 2008 Chevrolet Cargo Van
- #544 – 2008 Ford F450 4x4 w/crane
- #547 – 2008 Ford F350 4x4 service truck
- #704 – 2011 Ford F450 4x4 w/o crane
- #711 – 2009 Ford F450 4x4 w/crane
- #746 – 2002 Vac Con Sewer Combination Truck

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Total Budget: \$820,000

Where possible, vehicle and equipment replacement purchases will be completed through the South Carolina Materials Management Office Contracts. Applicable local dealers will be given an opportunity to meet the State Contract pricing.

Alternative fuel vehicle replacements will be evaluated based on application and the availability of electric/gasoline hybrids.

Management recommends approval of the vehicle and equipment replacement schedule to be funded from the SSSD depreciation fund.

8. LOWER NORTH TYGER RIVER BASIN SEWER REHAB PHASE III PROJECT – PALM TREE COMMUNITY

Proposals were received on September 7, 2017, for the rehabilitation of 8-inch gravity sewer main located in the Palm Tree community within the Lower North Tyger River Basin. The Spartanburg Sanitary Sewer District accepted ownership of this collection system, formerly known as Forest Park Estates Mobile Home Park, on December 10, 1991.

The project includes the replacement of approximately 4,043 linear feet of existing 8-inch vitrified clay gravity sewer, the reconnection of approximately 142 service laterals, and the replacement of approximately 21 manholes. The area experiences significant inflow and infiltration during rain events. This project is the third phase of a multi-phased plan to reduce inflow and infiltration within this basin.

Proposals were solicited from suppliers requiring them to address submittal requirements pertinent to the scope of work. These requirements were scored as part of the evaluation criteria by a four person evaluation team. Requirements included the contractor's Technical Competency, Cost, MWBE Utilization, Community Benefit Program, and Schedule.

Invitations were forwarded to prospective contractors and advertised in the local media, with five submitting proposals. A tabulation of the costs is listed below:

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<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Dillard Excavating Co. Inc. Pelzer, SC	\$582,015
Bradley’s Contracting, Inc. Wellford, SC	\$591,415
Payne, McGinn and Cummins, Inc. Travelers Rest, SC	\$894,850
Don Moorhead Construction, Inc. Belton, SC	\$877,713
North American Pipeline Management, Inc. Marietta, GA	\$1,150,290

Management recommends an award to Dillard Excavating Co. Inc., for the amount of \$582,015 based on their highest scoring and lowest cost proposal. The project will be funded from the SSSD collection system rehab fund.

9. REQUEST FOR ANNEXATION – THE GROVES AT BERRY CREEK

Triangle Real Estate of Gastonia, Inc., has requested annexation of approximately 17.04 acres of property located at 1919 E. Main Street, Duncan, SC 29334. 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 the attached resolution giving 90 days’ notice to sub-districts, and annex the property effective December 15, 2017.

10. OWNERSHIP AGREEMENT – MILLSGATE SUBDIVISION

Jeff Smith and Christopher Morris propose to construct approximately 2757 linear feet of 8-inch gravity sewer line to provide service to 82 lots in Millsgate Subdivision located off Blalock Road in Boiling Springs, SC. The

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sewer line will connect to the District's existing infrastructure. The domestic waste will be treated at the Fairforest Reclaimed Water 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 Jeff Smith and Christopher Morris. Under the terms of the resolution adopted by the Commission on May 29, 1990, this agreement has been executed on behalf of the Commission by the Chief Executive Officer.

The above is provided as information to the Commission.

11. OWNERSHIP AGREEMENT – STARBUCKS-MARCO'S HIGHWAY 9 RETAIL

Boiling Springs 123, LLC, proposes to construct approximately 220 linear feet of 8-inch gravity sewer line to provide service to the new Starbucks-Marco's located on Highway 9 at McMillin Road Extension in Boiling Springs, SC. The sewer line will connect to the District's existing infrastructure. The commercial waste will be treated at the Fairforest Reclaimed Water 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 Boiling Springs 123, LLC. Under the terms of the resolution adopted by the

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Commission on May 29, 1990, this agreement has been executed on behalf of the Commission by the Chief Executive Officer.

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12. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS