

## **AGENDA**

### **SPARTANBURG SANITARY SEWER DISTRICT COMMISSION**

#### **REGULAR MEETING**

**MEETING PLACE: 301 SOUTH AVENUE  
SPARTANBURG, SC 29306**

**Tuesday, September 28, 2021, 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 SEPTEMBER 2, 2021**
- 3. NACWA FACILITY PEAK PERFORMANCE AWARDS**

In July 2021, Spartanburg Sanitary Sewer District received eight Peak Performance Awards from the National Association of Clean Water Agencies (NACWA) based on 2020 performance. NACWA'S Peak Performance Awards recognize member agency facilities for outstanding compliance of their National Pollutant Discharge Elimination System (NPDES) permit limits.

This recognition program consists of three categories – Platinum, Gold, and Silver. All facilities were 100% compliant in 2020.

Platinum Awards: Fingerville WWTF (Platinum-9), Clifton-Converse WWTF (Platinum-8), Page Creek WWTF (Platinum-8), Cowpens WWTF (Platinum-7), and Pacolet Mills (Platinum-5). The Platinum-5, Platinum-6, Platinum-7, Platinum-8, and Platinum-9 Awards recognize 100% compliance with NPDES permits for five, six, seven, eight, and nine years respectively.

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Gold Awards: A. Manning Lynch WWTF, Lower North Tyger River WWTF, and South Tyger River WWTF. Gold Awards recognize facilities that have achieved 100% compliance with their NPDES permit for an entire calendar year.

The above is provided as information to the Commission.

**4. WEF FELLOW – JANET CANN**

Janet Cann was named as a recipient of the prestigious 2021 Water Environment Federation (WEF) Fellows designation, which recognizes the professional achievement, stature, and contributions of WEF members to the preservation and enhancement of the global water environment in the practice areas served by WEF.

The WEF Fellows Recognition Program underscores WEF's role as a leading water quality resource, which is due in large part to the expertise of its diverse membership. WEF Fellows are recognized in various areas of expertise including design, education, operations, regulation, research, utility management, and leadership.

"This year's WEF Fellows join a growing group of water-sector innovators that help to ensure our industry remains fresh, dynamic, and able to adapt to any challenge for public health and the environment that emerge," said WEF President Lynn Broaddus.

Management is very proud of Janet receiving this professional national recognition for her dedication, leadership, and contributions to the preservation and enhancement of the water environment.

Ms. Cann will be recognized during WEFTEC 2021, taking place October 16-20 in Chicago.

**5. MONTHLY FINANCIAL REPORT**

Newt Pressley will present a financial summary of SSSD expenditures and revenues for the two-month period ending August 31, 2021.

The above is provided as information to the Commission.

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**6. 2022 RETIREE MEDICARE SUPPLEMENT INSURANCE**

Spartanburg Water retirees who are 65 and over are currently covered by a Medicare Supplement Insurance Plan provided by United American that includes prescription drug plan coverage. Based upon competitive proposals obtained by Steinberg and Associates, United American was approved for the 2021 plan year. The plan renews in January 2022 and management recommends staying with United American as the provider of the over 65 retiree Medicare Supplement Insurance.

Management also recommends a plan modification from Plan D to Plan G. This plan change will cover Medicare Part B excess charges – i.e., Plan G pays excess physician charges above Medicare approved amounts for the medical services (Otherwise, Plan D and Plan G provide the same plan benefits). United American’s premium increase for this plan change will be \$2 per month per participant.

With this change, the 2022 monthly cost per retiree from United American will be as follows:

Medicare Supplement Health Plan	\$204.00
Prescription drug coverage	\$180.55
Monthly Premium	<u>\$384.55</u>
<u>Cost allocation per retiree -</u>	
Spartanburg Water (85%)	\$326.87
Retiree (15%)	\$ 57.68
	<u>\$384.55</u>

The annual net cost is budgeted in the SSSD and SWS operating budgets, based on the number of retirees. The estimated net cost is \$86,294 for SSSD and \$145,130 for SWS.

Management requests approval to renew over 65 retiree supplemental insurance coverage with United American and to include a plan modification to Plan G.

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**7. REPLACEMENT OF VEHICLES AND EQUIPMENT FOR FY 2022**

Staff has evaluated the SSSD vehicle and equipment fleet for replacement needs for FY 2022. 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 down time. Performance history is also factored into the recommendation.

Staff proposes the following replacements for FY 2022:

- 2013 Ford F150 Extended Cab, 4WD (# 508)
- 2014 Ford F150 Extended Cab, 4WD (# 517)
- 2014 Ford F150 Extended Cab, 4WD (# 520)
- 2012 Ford F350 Open Service Body, W/Crane, 4WD (# 549)
- 2011 Ford F350 Open Service Body, 4WD (# 766)
- 2006 Kubota R520S Loader (BHL # 22)
- 2015 John Deere 410L backhoe (BHL # 35)
- 2014 John Deere Gator, 4WD (JDG # 02)

Total Budget: \$525,000

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 depreciation fund.

**8. PROPOSALS FOR EMPLOYEE UNIFORM RENTAL PROGRAM**

Proposals were received on August 10, 2021, from suppliers who furnish and maintain employee uniforms for the Spartanburg Water System (SWS) and Spartanburg Sanitary Sewer District (SSSD). The solicitation requested proposals from suppliers who provide expertise in employee uniform

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programs including design, implementation, delivery and pickup, uniform tracking, laundry services, and replacement for all SWS uniform wearing employees. In addition, suppliers were to furnish and maintain building floor mats for SWS and SSSD facilities and to have a service center within 75 miles of the city limits of Spartanburg, SC.

An evaluation team made up of staff from various departments was formed to receive input from the employees about the uniforms provided. Members of this team provided input and evaluated the proposals from participating suppliers. The evaluation criteria consisted of six areas and required the supplier to demonstrate their ability to provide cost; approach and strategy; schedule; technical competency; MWBE utilization; and Community Benefit Program. Each proposal was evaluated using a weighted score matrix, with the successful supplier being selected for the highest proposal.

Invitations were placed in the local media and forwarded to prospective suppliers. A cost tabulation of the responses is listed below. The costs are represented in annual totals, based on the structure of the current uniform program and an initial 12-month term with two optional renewal terms.

<b><u>BIDDER</u></b>	<b><u>AMOUNT OF BID</u></b>
Cintas Spartanburg, SC	\$76,844.04
Unifirst Simpsonville, SC	\$56,998.24

Management recommends an award to Cintas at an annual cost of \$76,844.04 based on their highest scoring proposal. Funding will be provided from operating funds and allocated between SSSD (\$19,979.15) and SWS (\$56,864.59).

**9. UNARMED SECURITY GUARD SERVICES**

On August 10, 2021, one proposal for unarmed security guard services was received. The scope of services includes providing limited security services at various locations through a combination of stationary guards and mobile patrols. The vendor is required to furnish uniformed guards and logoed

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vehicles with the applicable technology to electronically document the completion of each site visit as well as address and respond to any special needs as they occur.

Proposals were solicited from various vendors requesting submittals based on requirements outlined in the scope of services. These requirements were scored as part of the evaluation criteria by a three person evaluation team. Requirements included the firm’s technical approach; warranty and risk mitigation; organization and experience; MWBE utilization; Community Benefit Program; and cost.

Invitations were forwarded to prospective vendors and advertised in the local media. A tabulation of the annual costs are listed below.

<b><u>BIDDER</u></b>	<b><u>AMOUNT OF BID</u></b>
Allied Universal Security Services, LLC Greenville, SC	\$96,921.76
Chief Security Services Greenville, SC	NO RESPONSE
AGTAC/ATS Facility Services Hartsville, SC	NO RESPONSE
DSI Security Services Charlotte, NC	NO RESPONSE

Management recommends an award to Allied Universal Security Services, LLC with a cost of \$96,921.76 based on the committee scoring.

Funding will be provided from operating funds and allocated between SSSD (\$19,384.35) and SWS (\$77,537.41).

**10. AUTOMATIC TITRATION SYSTEM FOR THE LAB**

Bids were received on September 9, 2021, for the purchase of an automatic titration system and installation for lab services. The purpose of the auto

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titrator is to perform fast, reliable, and reproducible automated titrations for alkalinity conforming to Standard Methods 2320B.

The request for bid was advertised in the local media and forwarded to prospective vendors. The solicitation drew responses from two bidders. A cost tabulation of the responses is listed below:

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
MANTECH, Inc. Orlando, FL	\$30,000
Brinkmann Instruments, Inc. Riverfiew, FL	\$58,645
Mettler Toledo Columbus, OH	NO RESPONSE
Thermo Fisher Madison, WI	NO RESPONSE

Management recommends an award be granted to the lowest, responsive bidder, MANTECH Inc., at a total cost of \$30,000. Funding will be provided by depreciation funds.

**11. PREVENTATIVE MAINTENANCE AGREEMENT FOR LABORATORY SERVICES  
– LABWORKS LIMS**

Laboratory Services maintains Preventative Maintenance Agreements (PMA's) for select laboratory instruments and software programs. The proposed contract is an annual agreement and includes service for routine preventative maintenance, troubleshooting, repairs (parts and labor), software support, certain upgrades, and priority emergency repair service. The PMA is provided by the owner, who is the sole source of the laboratory service.

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LABWORKS (Laboratory Information Management System) LIMS

This database system is used to assign identification codes and store/retrieve data for samples. In addition, this system generates both regulatory and process control reports for samples associated with the Safe Drinking Water Act (SDWA) and the Clean Water Act (CWA) programs. LABWORKS has quoted an annual PMA for services described above for a total cost of \$23,664.00.

The total cost for the renewal of this annual Preventive Maintenance Agreement is \$23,664. 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 LABWORKS LIMS Preventive Maintenance Agreement for an amount not to exceed \$11,832.

**12. REVISIONS TO THE SSSD SEWER USE RULES AND REGULATIONS**

In May of this year, staff provided to the Commission proposed changes to the SSSD Sewer Use Rules and Regulations as information. Management did not request action at that time as the changes pertaining to the Industrial Pretreatment Program were subject to review and approval by SCDHEC. On August 24, 2021, SSSD received approval from SCDHEC for the proposed revisions/changes as written with no recommended changes.

Staff also requested and received a legal review of the documents from Greg English with the Wyche Law Firm attesting that the documents conform to applicable statutes and regulations.

The revisions/changes listed below to the SSSD Sewer Use Rules and Regulation are being presented to the Commission for final review and adoption:



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Current Language	Proposed Language	Explanation of Change
<p><b>9.84 Enforcement Related Charge</b></p> <p>Any industrial user, whether classified as a SIU or not, <b>shall</b> be billed by the District for all costs associated with an enforcement action or actions in which the District identifies the user as being in violation of any permit or discharge authorization, order, directive, or any requirement of the Rules and Regulations....</p>	<p><b>9.84 Enforcement Related Charge</b></p> <p>Any industrial user, whether classified as a SIU or not, <b>may</b> be billed by the District for all costs associated with an enforcement action or actions in which the District identifies the user as being in violation of any permit or discharge authorization, order, directive, or any requirement of the Rules and Regulations...</p>	<p>The change from “shall” to <b>may</b> give the District an option to bill for costs associated for enforcement related actions.</p>
Current Language	Proposed Language	Explanation of Change
<p><b>New Section - 10.4</b></p>	<p><b>10.4 Recreational Vehicle (RV) and Camper Storage Facilities – Restricted Dump Sites</b></p> <p>Recreational Vehicle (RV) and camper storage facility dump stations shall only be used by the clientele of the storage facility. The following requirements are in force:</p> <ol style="list-style-type: none"> <li>1. The dump station is required to be within the confines of a secured facility.</li> <li>2. The individual dump station is required to be secured.</li> <li>3. The District must approve all dump stations prior to</li> </ol>	<p>The purpose of this change is to allow Recreational Vehicle (RV) and camper storage facilities to construct and connect dump stations for their clientele.</p>

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	<p>installation and collecting into the system.</p> <ol style="list-style-type: none"> <li>4. A log entry of each discharge is required.</li> <li>5. Periodic dump station and testing (i.e. chemical screening, metals, etc.) is required.</li> <li>6. Annual and for cause PCB testing is required.</li> <li>7. All testing will be completed at the owner's expense.</li> </ol>	
<p><b>11.7 Rebate of Charges for Treatment of Waste Originating from Septic Tanks</b></p> <p>The District shall provide the Commission approved rebate to property owners living within the District's boundaries if the property owner's septic tank contents are disposed by a licensed operator at a wastewater treatment plant approved by the District, whether that wastewater treatment plant is located inside or outside the District. The licensed operator shall provide written documentation identifying to the District the owner and location of all waste originating from septic tanks located within the District's boundaries and disposed of at wastewater treatment plants approved by the District. The</p>	<p><b>11.7 Rebate of Charges for Treatment of Waste Originating from Septic Tanks</b></p> <p>The District shall provide the Commission approved rebate to property owners living within the District's boundaries if the property owner's septic tank contents are disposed by a licensed operator at a wastewater treatment plant approved by the District, whether that wastewater treatment plant is located inside or outside the District. The licensed operator shall provide written documentation identifying to the District the owner and location of all waste originating from septic tanks located within the District's boundaries and disposed of at wastewater treatment plants approved by the District. . The District shall then notify those</p>	<p><b>The change involved changing the rebate per address or location to parcel.</b></p>

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<p>District shall then notify those owners of their rebate eligibility and provide a certification form to be completed and returned. Upon receipt and validation of the certification form, the District shall issue the rebate. Only one (1) rebate per <b>address or location</b> will be issued in any calendar year.</p>	<p>owners of their rebate eligibility and provide a certification form to be completed and returned. Upon receipt and validation of the certification form, the District shall issue the rebate. Only one (1) rebate per <b>parcel</b> will be issued in any calendar year.</p>	
<p><b>11.8 Industrial/Commercial Site Septic Tanks</b></p> <p>All Industrial/Commercial site septic tanks that require pumping must receive approval from the District prior to pumping the site if the wastewater is to be delivered to a District reclaimed water treatment facility. The District may require testing of the wastewater prior to issuing this approval.</p>	<p><b>11.8 Industrial/Commercial Site Septic Tanks</b></p> <p>All Industrial/Commercial site septic tanks under the following categories that require pumping must receive approval from the District prior to pumping the site if the wastewater is to be delivered to a District wastewater treatment facility.</p> <p><b>Those categories of Industrial/Commercial sites that must have prior approval as follows:</b></p> <ol style="list-style-type: none"> <li><b>1. Vehicle related businesses</b></li> <li><b>2. Mortuaries</b></li> <li><b>3. Dog groomers</b></li> <li><b>4. Kennels</b></li> <li><b>5. Vehicle washes/Detailers</b></li> <li><b>6. Industries with processes covered in the IPP program</b></li> <li><b>7. Tattoo Parlors</b></li> <li><b>8. Campgrounds/RV Parks (section 11.9)</b></li> </ol>	<p><b>This change simplifies the categories of industrial/commercial sites required for inspections.</b></p>

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	<p>The District may require testing of the wastewater prior to issuing this approval for any wastewater to be delivered to a District wastewater treatment facility that it may deem necessary.</p>	
<p><b>New Section</b></p>	<p><b>11.9 RV Parks and Campground Site Septic Tanks</b></p> <p>In order for the District to accept discharges from recreational vehicle (RV) park and campground site septic tanks, the following rules apply:</p> <ol style="list-style-type: none"> <li>1. Periodic septic tank inspection and testing (i.e. chemical screening, metals, etc.)</li> <li>2. PCB Testing prior to discharge</li> </ol> <p>The owner of the site septic tank is responsible for the cost of all testing.</p>	<p>This section adds requirements for hauled wastes pumped from septic tanks serving campgrounds and RV parks.</p>

Management recommends that the Commission adopt the revisions/changes to the SSSD Sewer Use Rules and Regulations as presented.

**13. REQUEST FOR ANNEXATION – MARK III PROPERTIES, LLC**

Mark III Properties, LLC has requested annexation of approximately 33.03 acres of property located off of Carolina Country Club Road on parcel 7-21-00-058.00. The property is adjacent to the District boundaries and can be annexed by Commission under authority granted in its enabling legislation.

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Management recommends the Commission approve the annexation request, adopt a resolution giving 90 days' notice to subdistricts, and annex the property effective December 27, 2021.

**Resolution of Annexation  
Adopted by Spartanburg Sanitary Sewer District Commission  
On September 28, 2021**

WHEREAS, Mark III Properties, LLC, owner(s) of a 33.03-acre tract, more or less, adjacent to the existing Sewer District boundary line, and located off of Carolina Country Club Road on parcel 7-21-00-058.00 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(s) has been accepted by the Commission after finding (a) that the petition was submitted by the property owner(s) of an area in Spartanburg County on a petition form provided by the District, (b) that the petition was signed by the property owner(s) 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 had been met, and

WHEREAS, the Commission, after having given due consideration to all matters pertaining to the proposed annexation of such area including but not limited to health hazards, the feasibility of installation and maintenance of a sewer system and cost factors, 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

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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 District 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(s) 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 Spartanburg Sanitary Sewer 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 County Treasurer, The County Auditor and the County Health Officer.

**14. OWNERSHIP AGREEMENT – BERKELEY PHASE 2**

Mark III Properties, Inc., proposes to construct approximately 2,925 linear feet of 8-inch gravity sewer line to provide service to 140 residential lots in Berkeley Phase 2 town home project located off of Cannons Campground Road. The new sewer line will connect to lines currently under construction as part of the Berkeley Phase 1 project. The domestic waste will be treated at the A. Manning Lynch Wastewater Treatment Facility. The developer will bear all costs.

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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, Inc. 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.

**15. OWNERSHIP AGREEMENT – CREEKSIDE VILLAGE**

Northside Development Corporation proposes to construct approximately 962 linear feet of 8-inch gravity sewer line to provide service to 31 residential lots in Creekside Village located off of Manning Street. 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 by providing materials for the relocation of aging infrastructure that crosses the site.

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 Northside Development Corporation. 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.

**16. OWNERSHIP AGREEMENT – HAZELWOOD**

Great Southern Homes, Inc., proposes to construct approximately 3,783 linear feet of 8-inch gravity sewer line to provide service to 128 residential lots in Hazelwood Subdivision located at Sunnycreek Drive and Robin Helton

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Drive in Boiling Springs. 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 Great Southern Homes, Inc. 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.

**17. OWNERSHIP AGREEMENT – LINDEN PARK**

Mark III Properties, LLC proposes to construct approximately 5,746 linear feet of 8-inch and 1,379 linear feet of 10-inch gravity sewer line to provide service to 167 residential lots and an amenity center in Linden Park located off of Old Bethel Road in Moore. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the South Tyger River Wastewater Treatment Facility. SSSD will participate in the off-site sewer construction cost in accordance with the Sewer Extension Policy adopted December 17, 1996.

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

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**18. OWNERSHIP AGREEMENT – PROJECT BLUE**

Flatwood Industrial Partners III, LLC proposes to construct approximately 5,983 linear feet of 8-inch gravity sewer line to provide service to 1 industrial lot for Project Blue located off of Bryant 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 December 17, 1996.

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 Flatwood Industrial Partners III, LLC. 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.

**19. OWNERSHIP AGREEMENT – STANDING ROCK**

ECS Development, LLC proposes to construct approximately 3,745 linear feet of 8-inch gravity sewer line to provide service to 119 residential lots in Standing Rock Subdivision located off of Upper Valley Falls 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 ECS Development, 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.

The above is provided as information to the Commission.

**20. OWNERSHIP AGREEMENT – TOWNES AT SQUIRES POINTE**

Squires Pointe Venture, LLC proposes to construct approximately 705 linear feet of 8-inch gravity sewer line to provide service to 26 residential lots in Townes at Squires Pointe located off of East Main Street in Duncan. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the Lower North Tyger 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 Squires Pointe Venture, LLC. 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.

**21. OWNERSHIP AGREEMENT – TYGER RIVER INDUSTRIAL PARK-TRIP NORTH PHASE 3**

Pacolet-Milliken, LLC proposes to construct approximately 3,433 linear feet of 12-inch, and 200 linear feet of 8-inch gravity sewer line to provide service to future commercial development in Phase 3 of the Tyger River Industrial Park North located off of Moore Duncan Highway near Anderson Mill 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.

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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 Pacolet-Milliken, LLC. 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.

**22. OWNERSHIP AGREEMENT – WATERS EDGE APARTMENTS**

Weeksbury, LLC proposes to construct approximately 242 linear feet of 8-inch gravity sewer line to provide service to the proposed 288-unit Waters Edge Apartments located off of Reidville 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.

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 Weeksbury, LLC. 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.

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**23. EXECUTIVE SESSION**

The Commission will discuss contractual matters concerning the acquisition of the assets of a municipal wastewater collection and sewage disposal system.

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**24. CITY OF CHESNEE ASSET PURCHASE AND SEWER SYSTEM TRANSFER AGREEMENT**

The City of Chesnee requested Spartanburg Sanitary Sewer District to evaluate the acquisition and annexation of the Chesnee Wastewater Treatment Plant and Collection System. An evaluation of the Chesnee Sewer System was conducted and an agreement between the City and the District has been prepared.

Management is requesting approval of the asset purchase and sewer system transfer agreement with the City of Chesnee as shared with the Commission and authorization to negotiate with the City of Chesnee any additional details needed for execution. Management also requests authorization to initiate the process for annexation with Spartanburg County of the proposed sewer service area.

**25. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS**

## **AGENDA**

### **SPARTANBURG SANITARY SEWER DISTRICT COMMISSION**

#### **REGULAR MEETING**

**MEETING PLACE: 301 SOUTH AVENUE  
SPARTANBURG, SC 29306**

**Thursday, September 2, 2021, 11:15 a.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 JUNE 29, 2021**
- 3. MONTHLY FINANCIAL REPORT**

Newt Pressley will present a financial summary of SSSD expenditures and revenues for the twelve-month period ending June 30, 2021, and one-month period ending July 31, 2021.

- 4. APPROVAL OF SERIES 2021 GENERAL OBLIGATION BOND REFUNDING**

Brad Love of Haynesworth Sinkler Boyd, SSSD bond counsel will present the resolution authorizing the Series 2021 bond refunding of the outstanding Series 2011 General Obligation Bonds, as follows:

TO PROVIDE FOR THE ISSUANCE AND SALE OF A NOT EXCEEDING THREE MILLION FIVE HUNDRED TWENTY-FIVE THOUSAND DOLLARS (\$3,525,000) GENERAL OBLIGATION REFUNDING BOND, SERIES 2021, OF SPARTANBURG SANITARY SEWER DISTRICT, SOUTH CAROLINA, TO PRESCRIBE THE PURPOSES FOR WHICH THE PROCEEDS SHALL BE EXPENDED, TO PROVIDE FOR THE PAYMENT THEREOF, AND OTHER MATTERS RELATING THERETO.

Management requests Commission approval of the Series 2021 resolution.

- 5. FIELD SAFETY TASK TEAM REPORT**

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Management will provide an update to the Commission.

**6. DEWATERED SLUDGE CONTAINER AND TRANSPORTATION BID**

Proposals were received on June 22, 2021, for dewatered sludge container and transportation services for the A. Manning Lynch Wastewater Treatment Facility. This service is for the hauling of dewatered sewage sludge from the A. Manning Lynch facility to the Anderson Regional Landfill in Anderson, SC and the Republic Landfill in Union, SC. Hauling requires the use of end dump trailers and typically utilizes a tipper at the landfill.

The request for proposal was advertised in the local media and forwarded to prospective vendors. The solicitation drew responses from three vendors. The costs are tabulated below. The costs shown represent a per haul cost.

Vendor	Anderson Regional Landfill (Waste Connections)	Union County Regional Landfill (Republic Services)
Sparks Industrial Service Piedmont, SC	\$425	\$250
Republic Services Louisville, KY	No Bid	\$275
Waste Connections Duncan, SC	\$475	No Bid
Waste Management Atlanta, GA	No Bid	No Bid

Based on the proposals submitted and the scoring of the evaluation committee, management recommends the Container and Transportation Services contract be granted to Sparks Industrial at an annual cost of \$242,100. This total cost represents the split of hauls between the Anderson Regional Landfill and the Union County Regional Landfill.

Funding will be provided by SSSD operating funds.

**7. LANDFILL DISPOSAL SERVICES**

Bids were received on June 24, 2021, for landfill disposal services. The service includes landfill disposal of grit and screenings removed from various wastewater collection system facilities as well as dewatered sludge disposal from the A.

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Manning Lynch Wastewater Treatment Facility. Approximately 14,500 tons of dewatered sludge and approximately 3,500 tons of grit and screenings is removed annually from various collection and treatment facilities and disposed at subtitle D Landfills.

The request for sealed bid was advertised in the local media and forwarded to prospective vendors. The solicitation drew responses from two bidders. An annual cost tabulation is listed below:

Vendor	Grit and Screenings Disposal	Dewatered Sludge Disposal
Waste Connections (Anderson Regional Landfill) Belton, SC	\$230,070	\$725,000
Republic Services (Union County Regional Landfill) Enoree, SC	\$222,850	\$913,500
Waste Management Atlanta, GA	No Bid	No Bid

Based on the results of the bid responses, management recommends the approval of an award to Republic Services for grit and screenings disposal at an annual cost of \$222,850.

Due to cost and logistics of hauling to the Anderson Landfill as well as the need to have a secondary landfill secured in case there is an issue with providing the service, management recommends the approval of an award to both Republic Services and Waste Connections for the disposal of dewatered sludge at an annual cost of \$863,880.

Funding will be provided by SSSD operating funds.

**8. WINDSOR FOREST PUMP STATION FORCE MAIN UPGRADE AWARD OF ENGINEERING CONTRACT**

The Windsor Forest Pump Station and Force Main was constructed in the late 1960's. The pump station was upgraded in 2016. However, the force main was left intact. The existing 4-inch force main manifolds into the 20-inch force main coming from the Camp Croft pump station. The Windsor Forest pump station operates adequately during dry weather but struggles to

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overcome the pressure in the 20-inch force main when there are rainfall events and the Camp Croft pump station is in operation. There are currently two new subdivisions under construction that will drain into the Windsor Forest pump station and while the pumps are adequately sized to accommodate this additional flow there is concern that the flow cannot be delivered into the Camp Croft force main during rain and high flow events.

The situation was evaluated and the more cost effective approach is to upsize and extend the force main to gravity sewer that was installed in the area in 2014. The proposed force main will parallel the existing Windsor Forest and Camp Croft force mains to the gravity sewer line. The new force main project will not only accommodate the future flow but also eliminate the current manifold situation.

Staff requested proposals from four engineering firms, all of which declined submitting citing current workload. Staff reached out to WK Dickson with whom Spartanburg Sanitary Sewer District has a Master Services Agreement for professional services on an “on call” or “task order” basis. WK Dickson provided a “not to exceed” task order quote of \$90,500 for engineering design, permitting assistance, bidding support, construction contract administration and limited construction observation.

Management recommends that the Commission authorize the Chief Executive Officer to execute the proposed Task Order # 6 with WK Dickson of Greenville, SC for the Windsor Forest Pump Station Force Main project for the not to exceed amount of \$90,500. The engineering services will be funded with capital funds.

**9. REQUEST FOR ANNEXATION – HARVEY ZANE AND FRANCES WHITE WOODFIN**

Harvey Zane and Frances White Woodfin have requested annexation of approximately 4.0 acres of property located off of Lake Bowen Dam Road on parcel 2-28-00-044.00. 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 a resolution giving 90 days’ notice to sub-districts, and annex the property effective December 1, 2021.



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**Resolution of Annexation  
Adopted by Spartanburg Sanitary Sewer District Commission  
On September 2, 2021**

WHEREAS, Harvey Zane and Frances White Woodfin, owner(s) of a 4.0-acre tract, more or less, adjacent to the existing Sewer District boundary line, and located off of Lake Bowen Dam Road on parcel 2-28-00-044.00 and more particularly shown on the site location map attached hereto as exhibit "A" have 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(s) have been accepted by the Commission after finding (a) that the petition was submitted by the property owner(s) of an area in Spartanburg County on a petition form provided by the District, (b) that the petition was signed by the property owner(s) 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 had been met, and

WHEREAS, the Commission, after having given due consideration to all matters pertaining to the proposed annexation of such area including but not limited to health hazards, the feasibility of installation and maintenance of a sewer system and cost factors, 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.

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NOW, THEREFORE, BE IT RESOLVED that the District 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(s) 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 Spartanburg Sanitary Sewer 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 County Treasurer, The County Auditor and the County Health Officer.

**10. REQUEST FOR ANNEXATION – NEWMAN & SIMS DEVELOPMENT, INC.**

Newman & Sims Development, Inc. has requested annexation of approximately 37.97 acres of property located off of Lake Bowen Dam Road on parcel 2-29-00-029.01. 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 a resolution giving 90 days' notice to sub-districts, and annex the property effective December 1, 2021.

**Resolution of Annexation  
Adopted by Spartanburg Sanitary Sewer District Commission  
On September 2, 2021**

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WHEREAS, Newman & Sims Development, Inc., owner(s) of a 37.97-acre tract, more or less, adjacent to the existing Sewer District boundary line, and located off of Lake Bowen Dam Road on parcel 2-29-00-029.01 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(s) has been accepted by the Commission after finding (a) that the petition was submitted by the property owner(s) of an area in Spartanburg County on a petition form provided by the District, (b) that the petition was signed by the property owner(s) 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 had been met, and

WHEREAS, the Commission, after having given due consideration to all matters pertaining to the proposed annexation of such area including but not limited to health hazards, the feasibility of installation and maintenance of a sewer system and cost factors, 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 District 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(s) shown on the map attached to the petition, be annexed to the

**AGENDA – Spartanburg Sanitary Sewer District Commission, Regular Meeting  
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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 Spartanburg Sanitary Sewer 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 County Treasurer, The County Auditor and the County Health Officer.

**11. REQUEST FOR ANNEXATION – JUMP START SOUTH CAROLINA**

Jump Start South Carolina has requested annexation of approximately 26.94 acres of property located off of Wingo Road on parcel 5-21-00-24.00. 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 a resolution giving 90 days' notice to sub-districts, and annex the property effective December 1, 2021.

**Resolution of Annexation  
Adopted by Spartanburg Sanitary Sewer District Commission  
On September 2, 2021**

WHEREAS, Jump Start South Carolina, owner(s) of a 26.94-acre tract, more or less, adjacent to the existing Sewer District boundary line, and located off of Wingo Road on parcel 5-21-00-024.00 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(s) has been accepted by the Commission after finding (a) that the petition was submitted by the property owner(s) of an area in Spartanburg County on a petition form provided by the

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District, (b) that the petition was signed by the property owner(s) 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 had been met, and

WHEREAS, the Commission, after having given due consideration to all matters pertaining to the proposed annexation of such area including but not limited to health hazards, the feasibility of installation and maintenance of a sewer system and cost factors, 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 District 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(s) 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 Spartanburg Sanitary Sewer 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.

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BE IT FURTHER RESOLVED that when the annexation becomes effective notice of such annexation shall be given to the County Treasurer, The County Auditor and the County Health Officer.

**12. EXECUTIVE SESSION**

The Commission will meet to discuss personnel matters.

**13. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS**

**14. RESOLUTION TO HONOR LAW ENFORCEMENT RESPONSE ON  
JULY 1, 2021**

On July 1, 2021, team members of Spartanburg Water were injured while performing their normal duties. Both Spartanburg City Police Department and the Spartanburg County Sheriff's Department responded to the scene in aid of our workers and the community.

Management recommends adoption of the following resolutions:

**JOINT RESOLUTION OF THE COMMISSIONERS OF PUBLIC WORKS OF  
THE CITY OF SPARTANBURG, SC AND THE SPARTANBURG SANITARY  
SEWER DISTRICT**

The Commissioners of Public Works of the City of Spartanburg, SC and The Spartanburg Sanitary Sewer District, jointly assembled for the purposes of the passage of the following resolution, do hereby honor the service of the Spartanburg City Police Department and their dedicated officers for their quick action in protecting Spartanburg Water personnel.

WHEREAS, each day the men and women of Spartanburg Water work to provide quality water and sewer service to nearly two hundred thousand customers in the greater Spartanburg community; and

WHEREAS, on Thursday, July 1, 2021, while out performing their normal duties in the Cleveland Park area, Spartanburg Water personnel were placed in danger, and two team members were ultimately shot and wounded without provocation; and

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WHEREAS, in response to this life threatening situation and the emergency calls for assistance, both Spartanburg City Police Department and Spartanburg County Sheriff's Department personnel rushed to the scene in aid of our workers; and

WHEREAS, through the quick and heroic efforts of these responding officers, who put themselves at great personal risk, the scene was quickly secured and the threat contained; and

WHEREAS, in a commendable display of cooperation, the responding officers of the Spartanburg City Police and Sheriff's Departments worked seamlessly and in direct coordination with each other to aid our threatened employees, to protect the citizens of this community and to bring this tragic incident to a swift conclusion.

NOW, THEREFORE, BE IT RESOLVED, that The Commissioners of Public Works of the City of Spartanburg, SC and The Spartanburg Sanitary Sewer District do hereby jointly honor and commend the Spartanburg City Police Department and Chief Alonzo Thompson for their brave and courageous action coming to the aid of Spartanburg Water personnel in the performance of their work. Through the quick action of these responding officers, lives were saved and further injury avoided, and while we realize that these first responders do this work every day, these collective bodies take this opportunity to commend each of them for their selfless action in the faithful performance of their dangerous jobs, and to express our deepest gratitude for stepping into harm's way to protect both Spartanburg Water personnel and the citizens of this community who were threatened during this senseless act of violence.

Let the record of these resolutions be spread upon the minutes of these bodies as of this 2nd day of September 2021.

**JOINT RESOLUTION OF THE COMMISSIONERS OF PUBLIC WORKS OF  
THE CITY OF SPARTANBURG, SC AND THE SPARTANBURG SANITARY  
SEWER DISTRICT**

The Commissioners of Public Works of the City of Spartanburg, SC and The Spartanburg Sanitary Sewer District, jointly assembled for the purposes of the passage of the following resolution, do hereby honor the service of the Spartanburg County Sheriff's Department and their dedicated officers for their quick action in protecting Spartanburg Water personnel.

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WHEREAS, each day the men and women of Spartanburg Water work to provide quality water and sewer service to nearly two hundred thousand customers in the greater Spartanburg community; and

WHEREAS, on Thursday, July 1, 2021, while out performing their normal duties in the Cleveland Park area, Spartanburg Water personnel were placed in danger, and two team members were ultimately shot and wounded without provocation; and

WHEREAS, in response to this life threatening situation and the emergency calls for assistance, both Spartanburg County Sheriff's Department and Spartanburg City Police Department personnel rushed to the scene in aid of our workers; and

WHEREAS, through the quick and heroic efforts of these responding officers, who put themselves at great personal risk, the scene was quickly secured and the threat contained; and

WHEREAS, in a commendable display of cooperation, the responding officers of the Sheriff's Department and Spartanburg City Police officers worked seamlessly and in direct coordination with each other to aid our threatened employees, to protect the citizens of this community and to bring this tragic incident to a swift conclusion.

NOW, THEREFORE, BE IT RESOLVED, that The Commissioners of Public Works of the City of Spartanburg, SC and The Spartanburg Sanitary Sewer District do hereby jointly honor and commend the Spartanburg County Sheriff's Department and Sheriff Chuck Wright for their brave and courageous action coming to the aid of Spartanburg Water personnel in the performance of their work. Through the quick action of these responding officers, lives were saved and further injury avoided, and while we realize that these first responders do this work every day, these collective bodies take this opportunity to commend each of them for their selfless action in the faithful performance of their dangerous jobs, and to express our deepest gratitude for stepping into harm's way to protect both Spartanburg Water personnel and the citizens of this community who were threatened during this senseless act of violence.

Let the record of these resolutions be spread upon the minutes of these bodies as of this 2nd day of September 2021.