

AGENDA

SPARTANBURG SANITARY SEWER DISTRICT COMMISSION

REGULAR MEETING

MEETING PLACE: 200 Commerce Street

Tuesday, February 23, 2016, 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 on the bulletin board, 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 JANUARY 26, 2016**
- 3. MONTHLY FINANCIAL REPORT**

Newt Pressley will present a financial summary of SSSD expenditures and revenues for the seven-month period ending January 31, 2016.

- 4. CAPITAL FINANCING PLAN FOR LOWER NORTH TYGER RIVER FACILITY UPGRADE**

During the 2015 budget process, management presented the District's Capital Improvement Plan, which included the Lower North Tyger River facility upgrade project. The Capital Improvement Plan identified funding for the LNTR upgrade as follows: the design costs are being funded by 2014 G.O. Bond funds, and facility construction cost will be funded by a future bond issue. The project construction schedule will consist of two primary phases: Phase I will represent approximately 7.5% of the total project cost and will start in March, 2016; Phase II will represent the remainder of the project and will start in October, 2016. The finalized funding amount for the second phase will be determined by September, 2016. Based on this phased approach to the project construction, management recommends a phased approach to the project financing, as follows:

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Phase I – A Bond Anticipation Note through Bank of America in the amount of \$1,500,000 is recommended for the first phase.

Phase II – Permanent long-term financing utilizing General Obligation and/or Revenue Bonds is planned for the second phase; this will also pay the balance on the Bond Anticipation Note for Phase I.

Brad Love of Haynsworth Sinkler Boyd, SSSD Bond Counsel, will present the resolution authorizing the Bond Anticipation Note.

5. RESOLUTION TO AUTHORIZE AMENDMENT OF THE STATE REVOLVING LOAN (SRF) AGREEMENT, AND RELEASE OF THE SRF DEBT SERVICE RESERVE FUND (DSRF)

The SRF guideline for maintaining a DSRF has been modified. Issuers that are rated in the "A" category or higher by the rating agencies will not be required to maintain a DSRF. Previously, the DSRF was not required for issuers in the "AA" category or above. Brad Love of Haynsworth Sinkler Boyd, SSSD Bond Counsel, will present the resolution to amend the existing SRF loan agreement and authorize the release of the SRF DSRF.

6. CONTRACT PUMP AND HAUL SERVICE AGREEMENT

Bids were received on February 11, 2016, for contract pump and haul services for the various reclaimed water treatment facilities to supplement work performed by SSSD personnel and equipment. Services are broken into two sections, routine pump and haul requirements and emergency pump and haul requirements, whereby the agreement will be applicable to normal operating hours as well as after hours or emergency situations. In addition to general pump and haul provisions, the contractor may be required to clean tankage and transfer seed sludge from one of the eight facilities identified in the scope of work. Quantities for this agreement are estimated at 300 loads per year, and the agreement does not contain a provision guaranteeing any work.

Invitations were forwarded to prospective bidders, and a tabulation of the responses is listed below.

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<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Simmons Septic Tank Service Fairforest, SC	\$180.00 per load
A-1 Affordable Inman, SC	\$250.00 per load
AI's Pauline, SC	NO BID
Degler Waste Wellford, SC	NO BID
P&P Septic Tank Woodruff, SC	NO BID
Bragg Portable Toilets Spartanburg, SC	NO BID
Littlejohn Portable Greenville, SC	NO BID
W. Bragg Septic Boiling Springs, SC	NO BID

Management recommends an award be granted to Simmons Septic Tank Service based on their low bid of \$180 per 2500 gallon load. Based upon an estimated 300 loads per year, the value of the contract would be approximately \$54,000 annually. Funding will be provided through the SSSD operating budget.

7. MASTER SERVICES AGREEMENT FOR PROFESSIONAL SERVICES FOR CIVIL ENGINEERING, ENVIRONMENTAL AND REGULATORY CONSULTING SERVICES

Spartanburg Sanitary Sewer District (SSSD) recently requested a proposal from Hazen and Sawyer to provide a Master Services Agreement for professional services on an as needed basis. Hazen and Sawyer is a firm

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located throughout the Southeast with local offices in Charleston, SC, Charlotte, NC, and Atlanta, GA, which specializes in a wide variety of disciplines related to the water and wastewater industries.

Due to their qualifications, experience, and familiarity with regulations applicable to Spartanburg Water's facilities and systems, SSSD is interested in establishing a relationship with this firm.

The proposed Master Services Agreement for professional services is based on a time and expense basis in accordance with an established schedule of fees. Furthermore, this agreement provides opportunities for consultant participation in the Spartanburg Water Community Benefits Program.

Management recommends the Commission authorize the Chief Executive Officer to enter into an agreement with Hazen and Sawyer for professional services. It is anticipated individual work authorizations generated as a result of this agreement will be funded through SSSD operation funds.

8. BASS PRO SHOPS SEWER LINE EXTENSION PROJECT: AUTHORIZATION TO ACQUIRE RIGHTS-OF-WAY UTILIZING THE LAW OF EMINENT DOMAIN

The proposed route of the Bass Pro Shops Sewer Line Extension Project will require the acquisition of seventeen (17) rights-of-way. Favorable responses have initially been received from the majority of affected property owners regarding the granting of rights-of-way; however, there may be some difficulty in obtaining approval from four of the seventeen. 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.

9. PROPOSED COMMISSION MEETING TIME

Dates for the 2016 Commission meetings were approved at the January meeting. The time for the scheduled meetings was discussed and it was

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determined that a separate agenda item would be added to the February agenda.

10. OWNERSHIP AGREEMENT – DUNNSMORE SECTION III

Dunnsmore Partners, LLC, proposes to construct approximately 690 linear feet of 8-inch gravity sewer line to provide service to the Dunnsmore Section III Subdivision located on Bishop Road in Inman, SC. The sewer line will connect to the District's existing infrastructure. The domestic waste will be treated at the Fairforest Reclaimed Water Treatment Facility. This project had previously been submitted to the Commission, but the original Ownership Agreement expired prior to this section being started.

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 Dunnsmore Partners, 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.

11. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS