

MINUTES

Spartanburg Sanitary Sewer District Commission, Regular Meeting, held at 200 Commerce Street, Spartanburg, SC, September 29, 2015, at 2:15 p.m.

Copies of the agenda were forwarded to the following news media: 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.

Commissioners present were Mses. Barnes and Bilanchone and Messrs. Blanton, Littlejohn, Lynch, and Montgomery. Mayor White was absent.

The meeting was opened with the following statement:

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 mailed to local and nearby news media, at least 24 hours prior to this meeting.

1. PRAYER

Mr. Lynch called the meeting to order and Mr. Blanton opened with a prayer.

2. APPROVAL OF MINUTES OF REGULAR MEETING OF AUGUST 25, 2015

Ms. Bilanchone moved and Mr. Littlejohn seconded the motion to approve the minutes as written. The motion passed unanimously.

3. MONTHLY FINANCIAL REPORT

Newt Pressley presented a financial summary of SSSD expenditures and revenues for the two-month period ending August 31, 2015. An explanation was provided for the favorable and unfavorable budget variances.

The above was provided as information to the Commission.

4. PROFESSIONAL SERVICE AGREEMENTS FOR OUTSIDE LABORATORY SERVICES

Laboratory Services utilizes select outside vendors to perform a variety of required analytical and consulting services to meet regulatory monitoring requirements and evaluate water quality conditions over a variety of programs. These professional services include analytical testing for parameters in which the Water Quality Laboratory is currently not certified or does not have the technical capability, and associated consulting. Services include sampling and monitoring design, result interpretation and historical evaluation/trending, regulatory and reporting services, and event characterization. The following vendors are proposed to be utilized for the next three years. The performance will be reviewed by Laboratory Services on an annual basis.

Rogers and Callcott Environmental: General analytical, engineering, and consulting services to support drinking water, wastewater, biosolids, groundwater, and watershed monitoring.

Shealy Consulting: Toxicity testing, biological assays, investigations, special consulting, and regulatory services.

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Eurofins/Eaton Analytical: Taste and Odor analysis, Disinfection By-Products, general analytical services and special studies.

General Engineering: Radiological and specialized sampling and associated analytical consulting.

A&L Laboratories: Biosolids analysis and special characterizations.

ASI Laboratories: Cryptosporidium and Giardia analysis, biological consulting, program design, and regulatory consultation.

Management recommended the use of selected vendors for professional services for the term of this contract. The services are estimated to be \$430,000 annually. This is to be paid out of existing SSSD operational funds.

Ms. Barnes moved and Ms. Bilanchone seconded the motion to approve management's recommendation to use the above selected vendors for professional services at an estimated cost of \$430,000 annually. The motion passed unanimously.

5. BRADFORD CROSSING PUMP STATION REHABILITATION PROJECT SUMMARY CHANGE ORDER

The Bradford Crossing Pump Station Rehabilitation Project is complete. This pump station serves the Bradford Crossing subdivision and was placed in service in 1998. The existing pumps and related hardware had exceeded their useful life. A pig launcher/bypass was included as part of this project along with additional improvements to improve employee safety and bring the pump station into compliance with current Sewer District standards. SCDHEC's Final Approval to Place into Operation was issued on September 4, 2015.

The Summary Change Order to the contract with Construction Resource Group, Inc., reflects adjustments to the unit quantities based on the actual work done. This change order was executed as per current District policy.

A financial summary is listed below:

<i>Original Construction Contract Amount:</i>	\$130,255.00
<i>Change Order No. 1 (SUMMARY) net decrease for adjustment to the unit quantities based on the actual work done.</i>	(\$2,245.00)
<i>Final Contract Amount</i>	\$128,010.00

The above was provided as information to the Commission.

6. COMPARK PUMP STATION REHABILITATION PROJECT SUMMARY CHANGE ORDER

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The Compark Pump Station Rehabilitation Project is complete. This pump station serves the commercial area to the north of I-85 and east of Gossett Road. This pump station was placed in service in 1996. The existing pumps and related hardware had exceeded their useful life. A pig launcher/bypass connection was included as part of this project along with additional improvements to improve employee safety and bring the pump station into compliance with current Sewer District standards. SCDHEC’s Final Approval to Place into Operation was issued on July 29, 2015.

The Summary Change Order to the contract with Construction Resource Group, Inc., reflects adjustments to the unit quantities based on the actual work done. This change order was executed as per current District policy.

A financial summary is listed below:

<i>Original Construction Contract Amount:</i>	\$162,485.00
<i>Change Order No. 1 (SUMMARY) net decrease for adjustment to the unit quantities based on the actual work done.</i>	(\$9,509.00)
<i>Final Contract Amount</i>	\$152,976.00

The above was provided as information to the Commission.

7. OWNERSHIP AGREEMENT – ESCAVERA SUBDIVISION

South Tyger Properties, LLC, proposes to construct approximately 4310 linear feet of 8-inch gravity sewer line to provide service to the Escavera Subdivision located at the intersection of E. Victor Hill and Dobson Roads in Duncan. The sewer line will connect to the District’s existing infrastructure. The domestic waste will be treated at the District’s South Tyger Reclaimed Water Treatment Facility.

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 South Tyger 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.

The above was provided as information to the Commission.

8. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS

- A.** Ms. Schneider provided an update to the Commission on the Health Fair and said 137 employees participated.

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- B.** Ms. Schneider noted that the United Way Campaign is going well, and the Commission will be updated at the October meeting. The Celebration luncheon will be held on October 29 at the C&D location.
- C.** Ms. Schneider stated that the annual Customer Service Appreciation Week will be October 5-9, 2015. All employees will receive a Choose Tap cup of their choice. A total of 49 employees will be recognized for outstanding customer service.
- D.** Ms. Schneider reported that RXcycle was held on September 26 and approximately 350 pounds was collected. Approximately 1150 pounds has been collected over the last three years. Spartanburg Water is continuing to work with the Sheriff's office to develop a process to collect year round.
- E.** Ms. Schneider noted that the Urban League Humanitarian Award dinner honoring John Miller, CEO of Denny's, will be held on October 29 at the Spartanburg Marriott. Spartanburg Water will have a table and more information will be provided.
- F.** Ms. Schneider informed the Commission that the Veterans Day breakfast will be held at Pavilion 1 on November 11, 2015, more information will be provided.
- G.** Ms. Schneider announced that Ken Tuck, Director of Water Treatment, has been appointed by Governor Nikki Haley to serve on the Environmental Certification Board. This is a four year term with the opportunity to be extended.
- H.** Ms. Schneider announced that Rebecca West, Chief Operating Officer, has been recognized as a WEF Fellows Designation by the Water Environment Federation. More details will be provided at the October Commission meeting.

Meeting adjourned at 2:28 p.m.

G. Newton Pressley
Secretary-Treasurer

tbh