

## MINUTES

Spartanburg Sanitary Sewer District Commission, Work Session Meeting, held at 200 Commerce Street, Spartanburg, SC, April 25, 2017 at 12:30 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 Viney and Messrs. Blanton, Lynch, Montgomery, and White. Mr. Littlejohn was absent.

The meeting was opened with the following statement:

This is a work session 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 mailed to local and nearby news media, at least 24 hours prior to this meeting.

This work session was held to discuss preliminary information in connection with the FY2017-2018 budget.

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G. Newton Pressley  
Secretary-Treasurer

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## MINUTES

Spartanburg Sanitary Sewer District Commission, Regular Meeting, held at 200 Commerce Street, Spartanburg, SC, April 25, 2017 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 Viney and Messrs. Blanton, Lynch, Montgomery, and White. Mr. Littlejohn 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 in the lobby and on the Spartanburg Water website, 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 Newt Pressley opened with a prayer.

### 2. APPROVAL OF MINUTES OF REGULAR MEETING OF MARCH 28, 2017

Mayor White moved and Ms. Barnes seconded the motion to approve the minutes as written. The motion passed unanimously.

### 3. PUBLIC COMMENT

Mr. Lynch introduced Susan Early and noted that Ms. Early has two minutes to address the Commission and stated that the Commission has read her letters and is aware of the details regarding her experience.

Ms. Early noted her family returned home from out of town on September 19, 2016, and found there had been a sanitary sewer overflow in the lower level of their home. Her family has lived at this address since 2011 without any sewer issues, and the responding plumber found no issues with their sewer system. The plumber did find that the sewer manhole was almost to the top and contacted SSSD. Van Williamson from SSSD responded and sent a crew to the pump station on River Oak Road. The crew used a closed circuit television device to inspect the sewer line. The crew removed mud, roots, and debris from the line. After the line was cleared, the manhole and the drains in the home went down. Ms. Early said their property is lower than their neighbors and by coming home early and getting this taken care of, it kept their neighbors from experiencing this same situation. Ms. Early stated that witnesses saw this and she can't believe the adjuster would deny the claim. After writing many letters, only one was responded to. Sue Schneider responded and provided a copy of the letter from the adjuster that Ms. Early had already received. The letter from the adjuster states if the recipient of the letter doesn't agree with the decision in the letter, then the recipient can contact the adjuster and discuss this issue. Ms. Early noted that she called the adjuster, and he stated he was out of the claim and hung up the telephone. Ms. Early said since SSSD chooses not to pay for the damage at her home caused by SSSD lines, she is requesting \$7,000 to pay for these damages.

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Mr. Lynch said the Commission would like for Ms. Early to take a couple of things away from this meeting. One thing to note is that the SSSD Commission does not have any letter or additional information that has not already been provided to her. Mr. Lynch stated that the copy of the letter from the adjuster provided to Ms. Early from Sue Schneider was the letter that SSSD had received from the adjuster as well. The Commission has no additional information as to why the claim was denied.

Ms. Early stated that there are some comments in the letter as to why the claim was denied.

Mr. Lynch said because it wasn't your fault does not make SSSD at fault. SSSD has an insurance provider. It is the responsibility of the insurance provider to determine if SSSD is at fault.

Ms. Early asked how SSSD could not be at fault when it was the District's line and crew that removed the blockage from the line. Mr. Lynch said that nobody was disputing the facts of the situation as she stated.

Mr. Lynch said SSSD's insurance provider determined SSSD is not at fault. The Commission respects the findings of the provider with this claim and any other claim. Ms. Early again questioned how SSSD could not be at fault when the crews witnessed the situation and know what happened.

Mr. Lynch said the Commission understands how hard the situation has been but on the advice of SSSD Counsel, the Commission has to rely on the insurance provider's decision.

Mr. Lynch stated that Ms. Early had used her time to address the Commission.

**4. MONTHLY FINANCIAL REPORT**

Newt Pressley presented a financial summary of SSSD expenditures and revenues for the nine-month period ending March 31, 2017. An explanation was provided for the favorable and unfavorable budget variances.

Mr. Pressley presented and explained the quarterly Capital Project Funds Report.

The above was provided as information to the Commission.

**5. FAIRFOREST RECLAIMED WATER TREATMENT FACILITY LANDSCAPING PROJECT**

Proposals to select a contractor that can provide landscaping services for the entrance into the Fairforest Reclaimed Water Treatment Facility were received on April 17, 2017. The project would improve drainage issues from rainfall overflow off Southport Road, remove dead trees, make signage more visible, and improve the overall appearance of the entrance to the facility. Drainage patterns have resulted in difficulty with maintaining the entrance appearance due to exposed tree roots, lack of topsoil, and canopy shading in unwanted locations. Further, dead trees are a safety concern.

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The scope of work calls for the clearing and grubbing of the current landscaping including tree removal; the relocation and revitalization of the entrance signage; the refurbishment of existing irrigation system, and the installation of sod and a variety of plants, trees, and shrubs. The scope also calls for grading, installation of berms, and creating a dry creek bed to help with drainage.

Request for Proposals were forwarded to prospective bidders and advertised in the local media. The solicitation drew two responses. A tabulation of the responses is listed below.

| <u>BIDDER</u>   | <u>AMOUNT OF BID</u> |
|---|----------------------|
| Roebuck Wholesale Nursery<br>and Landscaping<br>Roebuck, SC | \$115,387            |
| The Anderson Group<br>Spartanburg, SC                       | \$129,365            |
| Martin and Son Contracting<br>Spartanburg, SC               | NO BID               |
| Parris Lawn<br>Roebuck, SC                                  | NO BID               |

The proposals were evaluated using a weighted scoring matrix. The matrix rated the suppliers’ (1) qualification and references, (2) project schedule, (3) MWBE certification, (4) Community Benefit Program, and (5) cost.

Based on the scoring, management recommended an award to the highest scoring proposal submitted by Roebuck Wholesale Nursery and Landscaping at a cost of \$115,387. Funding will be provided through the SSSD operating budget.

Mr. Montgomery moved and Mayor White seconded the motion to approve management’s recommendation and award the bid to Roebuck Wholesale Nursery and Landscaping at a cost of \$115,387. The motion passed unanimously.

**6. LAWSON FORK 42” FORCE MAIN PIGGING PROJECT**

Proposals were received on April 17, 2017, to select a contractor for line cleaning (pigging) of approximately 26,000 LF of 42" force main sewer pipe. Wastewater is transported along the force main from the Lawson Fork Pump Station to the Fairforest Reclaimed Water Treatment Facility. Grease accumulation in the gravity lines discharging into the Lawson Fork Pump Station has been an ongoing issue, and grease accumulation has also caused difficulty operating and maintaining air release valves along the 42" force main. Further, over time, intermittent pumping at a low flow velocity has led to solids deposition and line constriction resulting in pump efficiency issues.

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The pig launch station at Lawson Fork and the pig retrieval station at Fairforest were constructed in 2015 for the purpose of cleaning the 42" pipe. This current scope of work calls for the removal of 100% of loose debris and 95% of hardened debris from the force main sewer pipe.

Request for Proposals were forwarded to prospective bidders and advertised in the local media. The solicitation drew three responses. A tabulation of the responses is listed below.

| <u>BIDDER</u>   | <u>AMOUNT OF BID</u> |
|---|----------------------|
| Professional Piping Services, Inc.<br>Wesley Chapel, FL | \$510,371            |
| Bio-Nomic Services, Inc.<br>Charlotte, NC               | \$607,500            |
| Flowmore Service<br>Houston, TX                         | NO BID               |

The proposals were evaluated using a weighted scoring matrix. The matrix rated the suppliers' (1) approach and strategy, (2) technical competency and prior experience, (3) schedule, (4) MWBE utilization, (5) Community Benefit Program, and (6) cost.

Based on the scoring, management recommended an award to the highest scoring proposal submitted by Bio-Nomic Services Inc., at a cost of \$607,500. Funding will be provided through the SSSD collection system rehabilitation budget.

Ms. Schneider noted that this is a majority of the cost, but there are associated costs that are estimated at \$150,000 to \$200,000. Mr. Lynch noted there was a previous cost with planning from the Engineer. Ms. Schneider stated that the total cost is estimated at approximately \$800,000.

Ms. Schneider discussed the process of this project with the Commission.

Regina Cousar noted that after reviewing of the bids, management recommended the highest scoring proposal instead of low bid.

Ms. Barnes moved and Mr. Blanton seconded the motion to approve management's recommendation and award the bid to Bio-Nomic Services Inc., at a cost of \$607,500. The motion passed unanimously.

**7. LAWSON FORK ODOR EMISSION ASSESSMENT – ENGINEERING PROFESSIONAL SERVICES AGREEMENT**

SSSD is experiencing intermittent odor issues at the Lawson Fork Pump Station and surrounding collection lines entering the pump station. SSSD has previously invested heavily in odor control technology with great success, but the current odor issues, although sporadic in intensity and duration, have caused ongoing complaints from neighboring customers.

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Although cleaning efforts have and will result in reduction, long-term abatement will require an optimization strategy.

Staff has engaged CDM Smith, Inc., to provide a proposal for addressing odorous air emissions at the Lawson Fork Pump Station and parallel collection lines entering the facility. The Scope of work includes:

Lawson Fork Creek Pump Station Odor Emission Study

- A. Assess the production of sulfide in the Lawson Fork Force Main and identify recommend means of sulfide control, to prevent corrosion and reduce odor impacts at the Lawson Fork Pump Station.
- B. Compare current odor impacts to baseline odor dispersion model created previously by Engineer in 2013 for the Lawson Fork Pump Station.

Collection System Odor Emission Study

- A. Quantify sulfide generation in each of the significant sub-drainage areas tributary to Lawson Fork Pump Station; identify areas of critical concern where odor or corrosion of pipes and manholes require mitigation.
- B. Develop mitigation measures and recommendations for sulfide generation, odor, and corrosion in any critical areas identified upstream of Lawson Fork Pump Station.

Hydraulic Modeling of Lawson Fork Pump Station Force Main

Development of a hydraulic model of the force main from the Lawson Fork Creek Pump Station to the Fairforest Reclaimed Water Treatment Facility in order to better understand where the pipeline is not flowing full, entry and exhaust of air, and likely locations of sediment build-up. Identify any operational and maintenance or structural solutions that would cost-effectively reduce the risk of corrosion and odor emissions.

An engineer will conduct hydraulic modeling to determine the hydraulic grade line showing those segments of pipe flowing partially full. The model will indicate changes in hydraulic grade line under various conditions and the volume of air discharged during pumping cycles. The modeling will provide the following value:

- Identify segments most likely to have corroding conditions
- Determine how much air is being vented by the air release valves (ARVs) in case it needs to be treated, and if the ARVs are properly sized
- Evaluate possible improvements such as adjustments in pump operations, additional air release points, or installation of pressure maintaining valves in the force main.

Management recommended the approval of a professional services agreement with CDM Smith, Inc., for conducting the Lawson Fork Odor Emission Assessment for a cost not to exceed \$68,100. These professional services will be funded through the SSSD operating budget.

Mr. Blanton moved and Ms. Barnes seconded the motion to approve management's recommendation of a professional services agreement with

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CDM Smith, Inc., for a cost not to exceed \$68,100. The motion passed unanimously.

**8. RECEIPT OF BIDS – SWEETBRIAR PUMP STATION REHABILITATION PROJECT**

Bids were received on April 11, 2017, for the Sweetbriar Pump Station Rehabilitation Project. This pump station, serves the Sweetbriar Subdivision, Willow Lakes Apartments, and a commercial area along Reidville Road, was initially placed in service in 1982. The existing pumps and related hardware have exceeded their useful life. This project will include the replacement of the wet well, submersible pumps, related hardware and piping, and the installation of several safety-related improvements, which will bring the station into compliance with current Sewer District standards.

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

| <u>BIDDER</u>  | <u>AMOUNT OF BID</u> |
|--|----------------------|
| J.L. Construction, Inc.<br>Greenville, SC            | \$242,370            |
| Greenstone Construction, LLC<br>Seneca, SC           | \$264,800            |
| C.J. Compton Plumbing and Heating<br>Spartanburg, SC | \$319,715            |
| The Harper Corporation<br>Greenville, SC             | \$346,000            |
| J.S. Haren Company<br>Athens, TN                     | No Bid               |

Management recommended awarding the contract to the lowest responsive bidder, J.L. Construction, Inc., of Greenville, SC for the amount of \$242,370. This project will be funded by the depreciation fund.

Mr. Montgomery moved and Ms. Barnes seconded the motion to approve management’s recommendation and award the bid to J.L. Construction, Inc., for the amount of \$242,370. The motion passed unanimously.

**9. SOUTH PINE STREET SEWER RELOCATION PROJECT SUMMARY CHANGE ORDER**

The South Pine Street Sewer Relocation Project is complete. This project included the relocation of approximately 260 linear feet of a former City of Spartanburg 8-inch gravity sewer line that was in danger of being undermined by the continued erosion of an adjacent creek bank. This project relocated a portion of the existing vitrified clay pipe (VCP) in a new location a safe distance from the creek bank.

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The Summary Change Order to the contract with L-J, Inc., reflects a net decrease for adjustment 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 Contract Price</i>      | \$76,426.00 |
| <i>Change Order No. 1 (SUMMARY)</i> | -\$9,625.00 |
| <i>Revised Contract Price</i>       | \$66,801.00 |

The above was provided as information to the Commission.

**10. OWNERSHIP AGREEMENT – WILSON FARMS SUBDIVISION**

Mark III Properties, Inc., proposes to construct approximately 6,686 linear feet of 8-inch gravity sewer line to provide service to Wilson Farms Subdivision consisting of 155 residential lots, located on E. Victor Hill Road. The sewer line will connect to the District’s existing infrastructure. The domestic waste will be treated at the South Tyger River Reclaimed Water Treatment Facility. SSSD will participate in the off-site sewer construction costs 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, 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 was provided as information to the Commission.

**11. OWNERSHIP AGREEMENT – ANDERSON MILL ROAD BAPTIST CHURCH**

Anderson Mill Road Baptist Church proposes to construct approximately 2,014 linear feet of 8-inch gravity sewer line to provide service to the Anderson Mill Road Baptist Church complex located on Anderson Mill Road, Moore, SC. The sewer line will connect to the District’s existing infrastructure. The domestic waste will be treated at the Lower North Tyger River 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 Anderson Mill Road Baptist Church. Under the terms of the resolution



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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.

## **12. OWNERSHIP AGREEMENT – NTB TIRE AND SERVICE CENTER**

NTB-Abernathy, LLC, proposes to construct approximately 253 linear feet of 8-inch gravity sewer line to provide service to the new NTB Tire and Service Center located at 8271 Warren H. Abernathy Hwy, Spartanburg, SC. The sewer line will connect to the District's existing infrastructure. The domestic waste will be treated at the Lower North Tyger River 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 NTB-Abernathy, 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.

## **13. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS**

- A.** Ms. Schneider shared that the Oasis was at the Spartanburg Earth Day Festival on April 22.
- B.** Ms. Schneider noted that about 100 employees and family members participated in the Spartanburg Water Day of Service on April 22.
- C.** Ms. Schneider reminded the Commission that the Employee Shred Day will be held on April 27.
- D.** Ms. Schneider stated that the Oasis will be at the Criterium Bike Race on April 28 from approximately 5:00-8:00 p.m.
- E.** Ms. Schneider informed the Commission that a Name the Penguin Contest will be introduced on May 1. This campaign is to promote the Spartanburg Water Ice House business.
- F.** Ms. Schneider noted that there will be an Upstate Employers Network Annual Meeting on Friday, May 19.
- G.** Ms. Schneider stated that the first Paddle Fest is scheduled for May 20. This event is an educational tour led by Spartanburg Water staff.
- H.** The Spartanburg Sanitary Sewer District and the Commission of Public Works will meet on May 23 at regularly scheduled times.

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- I. The annual Industrial Users 100% Compliance Awards Luncheon will be held on May 31 at City Range beginning at Noon.

Meeting adjourned at 3:01 p.m.

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G. Newton Pressley  
Secretary-Treasurer

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