

## MINUTES

Spartanburg Sanitary Sewer District Commission, Regular Meeting, held at 200 Commerce Street, Spartanburg, SC, March 27, 2018, 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 Messrs. Blanton, Littlejohn, Lynch, Montgomery, and White. Ms. Viney was present via teleconferencing. No one 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 opened with a prayer.

### 2. APPROVAL OF MINUTES OF REGULAR MEETING OF FEBRUARY 27, 2018

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

### 3. PIPE TAPPING EVENT

Spartanburg Water's Pipe Tapping Team competed in the 2018 SCEC Annual Pipe Tapping Event on March 21, 2018. This year's team won the event with a winning time of 1:39.44. Members of the team consist of Tim Burrell, James Edwards, Brian Howell and David Wright as the team's coach.

Mr. Montgomery welcomed the Pipe Tapping Team and congratulated them on their accomplishment.

Bobby Walden introduced the team and discussed the process of the competition event. A video of the team performing was shared with the Commission.

The Commission thanked the team for their commitment and hard work preparing and congratulated them for this accomplishment.

### 4. WEF LABORATORY ANALYST EXCELLENCE AWARD

The Water Environment Federation Laboratory Analyst Excellence Award recognizes individuals for outstanding performance, professionalism and contributions to the water quality analysis profession. The recipient must be a member of the Water Environment Federation employed at an educational facility, industrial, commercial, or municipal laboratory which performs wastewater-related analysis, and must have direct analytical responsibilities. Qualifications include outstanding efforts in the area of wastewater and environmental aquatic analyses, including such items as innovative sampling techniques or solutions to a treatment, analytical or environmental problem,

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involvement in community activities or public relations, presentations at professional conferences, meetings, etc. relevant to water quality analysis, professional certifications, contributions that have been beneficial to the nominee's facility, and unusual initiative or performance "beyond the call of duty".

This year's Laboratory Analyst Excellence Award was presented at the 2018 South Carolina Environmental Conference to Spartanburg Water Laboratory Services Section Manager, Syndee Poteat.

Bobby Walden introduced Ms. Poteat, Laboratory Services Section Manager. Mr. Walden provided an overview of the requirements to be selected for the Laboratory Analyst Excellence Award. Spartanburg Water does not nominate employees for this award, the recipient is selected among their peers.

The Commission congratulated Ms. Poteat on her accomplishment of receiving this award.

## **5. FACILITY EXCELLENCE AWARDS**

Spartanburg Water received SCDHEC Facility Excellence Awards for all eight of its reclaimed water treatment plants at the S.C. Environmental Conference sponsored by WEASC and AWWA's South Carolina Section. On March 12, 2018, SCDHEC presented their 2017 Facilities Excellence Awards for the following reclaimed water treatment facilities:

- Clifton-Converse
- Cowpens
- Fairforest
- Fingerville
- Lower North Tyger River
- South Tyger River
- Pacolet Mills
- Page Creek

These awards are presented to facilities that demonstrate excellence in facility operations, maintenance and management, and the protection of the environment while meeting or exceeding customer expectations.

Ken Tuck presented the awards received by all of the SSSD facilities. Ms. Schneider provided an overview of the requirements for receiving these awards.

The Commission congratulated management and staff for the accomplishment of these awards.

## **6. MONTHLY FINANCIAL REPORT**

Newt Pressley presented a financial summary of SSSD expenditures and revenues for the eight-month period ending February 28, 2018. An

explanation was provided for the favorable and unfavorable budget variances.

The above was provided as information to the Commission.

**7. HEALTH AND DENTAL INSURANCE RENEWAL**

Management proposed the following design plan recommendations for the upcoming health insurance plan year that is effective May 1, 2018.

These recommendations included the following:

- Vision hardware (glasses/contacts) coverage increases from \$300 to \$400 per year and contact lens fitting (maximum of \$150) is added.
- Hearing aid coverage (maximum \$1,500) once per 5 years will be same amount but available once per 3 years.
- The plan will now include treatment of mental health the same as any other covered medical condition.
- Blue Care on Demand (Telehealth) is currently in the plan but it is recommended the co-pay be waived.
- The vaccine for shingles is currently in the plan but the staff recommends change adding the new FDA approved Shingrix vaccine for shingles. The eligible age would be lowered from 55 to 50.

These recommendations included maintaining the employee only cost with a minimal increase to the other categories:

- Dental Plan – No Change
- Employee only – No change
- Employee plus child – Increase all plans \$1.00/Pay-Period
- Employee plus children – Increase all plans \$2.00/Pay-Period
- Family – Increase all plans \$4.00/Pay-Period

<b>2018 - 2019 Per Pay Period Contribution</b>	<b>Consumer Choice Plus Medical Plan</b>	<b>Consumer Choice Medical Plan</b>	<b>Basic Medical Plan</b>	<b>Dental Plan</b>
Employee Only	\$47	\$36	\$15	\$7
Employee plus child	\$61	\$50	\$28	\$10
Employee plus children (2 or more)	\$91	\$70	\$33	\$12
Family	\$118	\$93	\$48	\$14

Management recommended that the Commission approve the above mentioned design changes to the Spartanburg Water Health Insurance Plan that will become effective May 1, 2018.

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Ms. Barnes moved and Mr. Littlejohn seconded the motion to approve management's recommendation. The motion passed unanimously.

**8. SEWER MAINLINE REHABILITATION AND CREEK CROSSINGS REQUEST FOR QUALIFICATIONS**

Qualifications were received on March 6, 2018, in response to a Request for Qualifications (RFQ) that will allow SSSD to compile a list of pre-qualified contractors to rehabilitate or repair collection system mainlines and creek crossings for repair. There are a number of areas where collection system lines and/or line crossings that span creeks and tributaries are in need of repair due to age or storm damage. The pre-qualified contractors will be called upon to submit competitive bids when the rehabilitation or repair work is scheduled by the Collection and Distribution Department. This alternative delivery method will expedite the competitive bidding process and allow construction work to be completed in a proactive manner.

Responses were received from five contractors. Each of the respondents were scored based on the following criteria: (1) Qualifications, prior experience (2) Technical competency, project approach, strategy, and innovation (3) MWBE utilization; (4) Community Benefit Program.

After careful evaluation, management recommends approval of each of the following respondents as pre-qualified contractors that SSSD will use to rehabilitate or repair collection system lines and creek crossings.

Moorhead Construction  
Belton, SC

Dillard Excavating Company, Inc.  
Pelzer, SC

Double R. Utilities, Inc.  
Gaffney, SC

Long and Sons Utility Company, LLC.  
Simpsonville, SC

North American Pipeline Management, Inc.  
Marietta, GA

Bids will be solicited from each of the five pre-qualified contractors on an as needed basis for a period not to exceed 24 months. Funding is available from the sewer collection rehabilitation funds.

This item was removed from the agenda and will be brought before the Commission at the April meeting.

**9. OWNERSHIP AGREEMENT – O'REILLY AUTOMOTIVE STORES, INC.**

O'Reilly Automotive Stores, Inc., proposes to construct approximately 314 linear feet of 8-inch gravity sewer line to provide service to O'Reilly Auto Parts #5, located at 2282 E. Main Street, Spartanburg, SC. The sewer line

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will connect to the existing Spartanburg Water infrastructure. The domestic waste will be treated at the Fairforest Reclaimed Water Treatment Facility. The developer will bear all costs.

The line will be constructed according to District-approved plans and specifications, with District inspection provided. The owner will provide all necessary right-of-way and easement agreements for this project.

The form of the agreement transferring ownership of the gravity sewer to the District has been reviewed by the District's attorney and executed by O'Reilly Automotive Stores, 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.

**10. OWNERSHIP AGREEMENT – BUTLER KNOLL SUBDIVISION**

Grek Investment Group, LLC, proposes to construct approximately 1639 linear feet of 8-inch gravity sewer line to provide service to a 48-lot single family residential subdivision located off Old Burnett Road in Boiling Springs, SC. The sewer line will connect to the existing Spartanburg Water infrastructure. The domestic waste will be treated at the Fairforest Reclaimed Water Treatment Facility. The developer will bear all costs. The line will be constructed according to District-approved plans and specifications, with District inspection provided. The owner will provide all necessary right-of-way and easement agreements for this project.

The form of the agreement transferring ownership of the gravity sewer to the District has been reviewed by the District's attorney and executed by Grek Investment Group, 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.

**11. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS**

- A.** Ms. Schneider provided a copy of the Strategic Plan brochure and the Strategic Business Plan booklet to the Commission. These will be presented to all employees.
- B.** Ms. Schneider noted that The Children's Museum of Spartanburg event will be held on Thursday, March 29.
- C.** Ms. Schneider reminded the Commission that the State Ethics Filing deadline is March 30.
- D.** Ms. Schneider stated that the Mobile Mammography Unit will be onsite April 4. Please sign up with Human Resources if you are interested in participating.

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- E.** Ms. Schneider reminded the Commission that the Spartanburg Water Day of Caring will be Saturday, April 21. Please sign up with Human Resources if you would like to participate.
- F.** Ms. Schneider noted that two Choose Tap events are coming up: Earth Day is April 21 and The CRIT is April 27.
- G.** Ms. Schneider reviewed the Commission budget work session and regular meeting schedule for April 27. The Commission discussed and confirmed the meeting schedule.
- H.** Ms. Schneider informed the Commission that there will be a shred day event for all employees on April 27.
- I.** Ms. Schneider stated that there will be a Prescription Drug Take Back Day on Saturday, April 28. Spartanburg Water will partner with the City of Spartanburg.
- J.** Ms. Schneider informed the Commission that the Industrial Users Recognition Luncheon will be held on May 16 at noon at City Range.
- K.** Ms. Schneider noted that the Commission meetings in May will be held on May 22.
- L.** Ms. Schneider mentioned that the Chamber of Commerce Annual Celebration will be held on May 22.
- M.** Ms. Schneider stated that Paddle Fest events are scheduled for May 26, June 23, July 28, and August 14.
- N.** Ms. Schneider noted that boating education classes are scheduled for May 25 and June 23.

Meeting adjourned at 2:44 p.m.

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G. Newton Pressley  
Secretary-Treasurer

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