

MINUTES

Spartanburg Sanitary Sewer District Commission, Regular Meeting, held at 200 Commerce Street, Spartanburg, SC, May 22, 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 Viney 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 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 WORK SESSION MEETING OF APRIL 27, 2018, AND REGULAR MEETING OF APRIL 27, 2018

Mr. Blanton 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 ten-month period ending April 30, 2018. An explanation was provided for the favorable and unfavorable budget variances.

The above was provided as information to the Commission.

4. PUBLIC HEARING FOR PROPOSED FY 2018-2019 OPERATING BUDGET

A public hearing was held by the Commission to allow input regarding the proposed FY 2018-2019 operating budget.

Mr. Montgomery moved and Mr. Littlejohn seconded the motion to open the public hearing regarding the proposed FY 2018-2019 operating budget. The motion passed unanimously.

There were no comments from the public.

Ms. Barnes moved and Mr. Littlejohn seconded the motion to close the public hearing regarding the proposed FY 2018-2019 operating budget. The motion passed unanimously.

5. DISCUSSION/APPROVAL OF PROPOSED FY 2018-2019 OPERATING BUDGET

Management requested approval of the proposed FY 2018-2019 operating budget.

Mr. Littlejohn moved and Mr. Montgomery seconded the motion to approve the proposed FY 2018-2019 operating budget. The motion passed unanimously.

6. PROPOSED CHANGES TO THE SANITARY SEWER USE RULES AND REGULATIONS

Management proposed a revision to the Spartanburg Sanitary Sewer District Sewer Use Rules and Regulations. These included:

- Changes to the Enforcement Response Guide to address legitimate concerns expressed by the waste hauler community;
- Changes to the Grease Control Program to improve function;
- Addition of needed definitions;
- Updates to measurement of volume discharged, application of user charges and billing;
- Clarifications identified as necessary based on interactions with our industries;
- Changes to the organization and position titles since the last revision;
- Miscellaneous clerical corrections.

The proposed changes are presented as information only. The changes that affect the Industrial Pretreatment Program are subject to review and approval by SCDHEC.

Therefore, management did not request Commission action at this time and will present the proposed changes to SCDHEC. Once SCDHEC approves the proposed changes to the Industrial Pretreatment Program, staff will bring the entire set of revisions to the Commission for final review and adoption.

Ms. Schneider provided an overview of the proposed changes. The Sewer Use Rules and Regulations include the Industrial Pretreatment Program, and that portion will need to be approved by SCDHEC. Upon SCDHEC approval, management will bring the proposed changes back to the Commission for approval.

Mr. Lynch asked Ms. Schneider to provide an overview of the recommended changes to the Enforcement Response Guide. Ms. Schneider noted that these changes would primarily affect the grease haulers. The wording is recommended for change to be more flexible when haulers bring in a load from an acceptable industry but forget to seek permission first, resulting in suspended services. John Westcott stated that this type of suspension can become an excessive amount of lost revenue for the hauler. Ms. Schneider said there were some additional definitions added as well.

Ms. Schneider asked Mr. Westcott to expand on the Grease Control Program's recommended changes. Mr. Westcott noted that these recommendations are primarily for clarification purposes.

Mr. Lynch asked for information regarding the updates to measuring volume. Mr. Westcott noted this section explains how SSSD bills for the volume of wastewater discharge and changes were primarily for clarification purposes. Newt Pressley also noted that seasonal average language was added and

language for subtractive meters was clarified. Ms. Schneider said some organizational title changes were also updated.

Mr. Littlejohn asked how many haulers use SSSD. Ms. Schneider said approximately 31 haulers and 46 industrial customers.

Mr. Blanton asked how many haulers are coming from outside the county. Ms. Schneider stated that a hauler could have an office outside of the county, but all waste is only accepted from within the county.

Ms. Viney asked if routine inspections are done by assigned staff and if the customer is aware of the inspection. Mr. Westcott said staff is assigned to complete routine inspections and generally the customer is given a day prior notice. SSSD does reserve the right for an unannounced inspection.

The above was provided as information to the Commission.

7. MILLIKEN STREET SEWER CREEK CROSSING REHABILITATION PROJECT SUMMARY CHANGE ORDER

The Milliken Street Sewer Creek Crossing Rehabilitation Project is complete. This project included the replacement of an aging cable-suspension support system for a gravity sewer line across Lawson Fork Creek. This project provided an opportunity for Spartanburg Water to coordinate on the project with Partners for Active Living (PAL). The new pipe support system, which consisted of a fabricated truss structure spanning the entire width of the creek, was designed to also incorporate a deck and railing system that would serve as a pedestrian and bicycle bridge. The additional cost of the truss supports and the deck and railing system was paid by PAL. This project was completed by North American Pipeline Management, Inc., which was one of the four contractors pre-qualified to perform creek-crossing related work for the Spartanburg Sanitary Sewer District.

Change Order No. 1 (summary) reflected no net change in the contract price based on the actual work done.

These change orders were executed as per current District policy.

The Financial summary of the project construction is as follows:

Original Contract Price	\$ 161,000
Change Order No.1 (Summary) - additions and deductions to unit quantities based on actual construction	\$ <u>0</u>
Revised Contract Price	\$ 161,000

The above was provided as information to the Commission.

8. CRESCENT AVENUE BRIDGE SEWER RELOCATION PROJECT SUMMARY CHANGE ORDER

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The Crescent Avenue Bridge Sewer Relocation Project is complete. This project was completed in response to the SCDOT's plan to replace the Crescent Avenue Bridge across Fairforest Creek. An existing 8" gravity sewer line, which was supported by the existing bridge foundation, had to be relocated prior to the demolition and replacement of the bridge. This project was completed by Dillard Excavating, Inc., which was one of the four contractors pre-qualified to perform creek-crossing related work for the Spartanburg Sanitary Sewer District.

Change Order No. 1 (summary) was a net decrease of \$10,850 in the contract price based on the actual work done.

These change orders were executed as per current District policy.

The Financial summary of the project construction is as follows:

Original Contract Price	\$ 143,815
Change Order No.1 (Summary) - additions and deductions to unit quantities based on actual construction	\$ <u>10,850</u>
Revised Contract Price	\$ 132,965

The above was provided as information to the Commission.

9. OWNERSHIP AGREEMENT – PALMETTO EYE AND SURGERY CENTER

Tico Partners, LLC proposes to construct approximately 803 linear feet of 8-inch gravity sewer line to provide service to the Palmetto Eye and Surgery Center located near the intersection of Parris Bridge Road and SC Highway 9 in Boiling Springs, 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. 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 Tico 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 was provided as information to the Commission.

10. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS

A. Ms. Schneider asked that the SSSD Commission Chair appoint an audit committee. Mr. Lynch appointed Mr. Blanton, Ms. Barnes, and Mr. Littlejohn to serve on the audit committee.

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- B.** Ms. Schneider informed the Commission that Spartanburg Water was recognized by the City of Spartanburg as a partner for the Butterfly Creek Project.
- C.** Ms. Schneider noted that the Commission is invited to visit the Children’s Museum between 1:00-2:00 p.m. on June 26 prior to the Commission meeting.
- D.** Ms. Schneider stated that the Spartanburg Chamber of Commerce Annual Celebration will be held this evening, May 22, beginning with a reception at 5:00 p.m. and dinner at 6:00 p.m.
- E.** Ms. Schneider reminded the Commission of the upcoming Paddle Fest events scheduled for May 26, June 23, July 28, and August 14.
- F.** Ms. Schneider informed the Commission of two Choose Tap events, the United Way Food Truck Rodeo scheduled for June 1 and the Community Health Awareness Day at Mt. Moriah Baptist Church on June 2.
- G.** Ms. Schneider noted that there will be a Boating Education Class on June 23 at New Prospect Fire Department beginning at 9:00 a.m.
- H.** Ms. Schneider informed the Commission that the next Water Matters Class application period will be from June 18 through August 3.
- I.** Ms. Schneider stated that the next United Way quarterly project will be Tools for School in July.
- J.** Ms. Schneider noted that the Ski Bash will be held at Lake Bowen on July 21 and August 11 from 8:00 a.m. – 3:00 p.m.
- K.** Ms. Schneider informed the Commission that the Health Fair will be held on August 22, 23, and 30. More information will be provided closer to the dates.
- L.** Ms. Schneider stated that the Lake Sweep will be held on Saturday, September 15 from 8:00 a.m. – Noon.

Ms. Viney inquired about the status of the ADA accessible ramp at Lake Bowen. Ms. Schneider stated that Spartanburg Water was not selected to receive a grant from Duke Energy. Management will resubmit a request for a grant. Spartanburg Water is still using temporary measures at this time.

Meeting adjourned 2:43 p.m.

G. Newton Pressley
Secretary-Treasurer