

## MINUTES

Spartanburg Sanitary Sewer District Commission, Regular Meeting, held at 200 Commerce Street, Spartanburg, SC, May 21, 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 Ms. Barnes and Viney and Messrs. Blanton, Littlejohn, Montgomery, Rice, and Willard. 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. Blanton called the meeting to order and Guy Boyle opened with a prayer.

### 2. EXECUTIVE SESSION

Mr. Blanton made a motion and Mr. Montgomery seconded the motion to enter into Executive Session at 2:16 p.m. to discuss legal advice where legal advice relates to the position of Spartanburg Sanitary Sewer District regarding the assertion of a claim as permitted under FOIA 30-4-70(a). The Executive Session will be attended by the Commissioners as well as Guy Boyle, Chief Executive Officer. The motion passed unanimously.

Ms. Barnes moved and Ms. Viney seconded the motion to come out of Executive Session at 2:42 p.m. The motion passed unanimously.

Mr. Blanton noted that no action was taken.

### 3. APPROVAL OF MINUTES OF REGULAR MEETING OF APRIL 23, 2024 AND MINUTES OF BUDGET WORK SESSION MEETING OF MAY 15, 2024

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

### 4. MONTHLY FINANCIAL REPORT

Cam Cole will presented a financial summary of SSSD expenditures and revenues for the ten-month period ending April 30, 2024. An explanation was provided for the favorable and unfavorable budget variances.

The above was provided as information to the Commission.

### 5. EMERGENCY PROCUREMENT – REPAIR OF THE 27" COLLECTION LINE – LAWSONS FORK BASIN

On January 18, 2024, staff discovered where a tree had fallen across the 27" cast-iron aerial collection main causing extensive damage to the pipe line

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near the Lawson Fork Transfer Station. The impact broke the top and side portions of the pipe, causing leakage to the ground. Collection and Distribution crews were able to isolate the 27" line and divert the flow through an existing 48" parallel line. The 27" cast-iron line is supported on concrete piers and is approximately thirteen feet above ground level. Due to the height of the aerial crossing, size of pipe, and the need for immediate response and repair, an Emergency Procurement Request for contractor services was initiated.

The supplies needed to make a permanent repair were not readily available to provide to the contractor. Double R Utilities, Inc., from Gaffney was authorized to provide a temporary repair until all necessary repair materials were available. The initial temporary repair was completed on January 24, 2024. The cost associated with the temporary repair was \$63,852.30. The temporary repair was effective and allowed the 27" line to remain in service. The final repair was completed by Double R Utilities, Inc., on May 1, 2024. The cost associated with completion of the permanent repair was \$62,584.40.

Total cost for contractor services was \$126,436.70.

Corey Reid, Collection and Distribution Manager, provided the Commission with an overview of the Emergency Procurement Repair of the 27" Collection Line – Lawsons Fork Basin agenda item.

The above was provided as information to the Commission.

**6. RECEIPT OF BIDS – MEADOWS CREEK – HWY 292 BASIN GRAVITY SEWER EXTENSION PROJECT PHASES I AND II**

Bids were received on May 14, 2024, for the Meadows Creek-Hwy 292 Basin Gravity Sewer Extension Project Phases I and II. This project is part of a multi-phased project to extend sewer up Meadows Creek. This phase of the project consists of approximately 15,500 linear feet of 15-inch and 16-inch gravity sewer, and will begin near the intersection of Asheville Highway and I-26 and continue northward along Meadows Creek approximately 8,000 linear feet beyond Clark Road.

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

<b><u>BIDDER</u></b>	<b><u>AMOUNT OF BID</u></b>
McClam & Associates, Inc. Little Mountain, SC	\$5,451,660.00
Piedmont Utility Group, Inc. Mooresboro, NC	\$5,791,240.72
Moorhead Construction, Inc. Belton, SC	\$7,423,400.00
Engineer's Estimate	\$5,500,000.00

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Management recommended awarding the contract to the lowest responsive bidder, McClam & Associates, Inc., of Little Mountain, SC for the amount of \$5,451,660.00. This project will be funded by Spartanburg County American Rescue Plan Act (ARPA) funds.

Kevin Smith, Division Lead Engineer, provided the Commission with an overview of the Receipt of Bids – Meadows Creek – Hwy 292 Basin Gravity Sewer Extension Project Phases I and II agenda item.

Mr. Willard moved and Ms. Barnes seconded the motion to approve management’s recommendation to award the contract to McClam & Associates, Inc. The motion passed unanimously.

**7. REQUEST FOR ANNEXATION – 151 LONDAV GROVE**

Romesena Holman has requested annexation of approximately 1.84 acres of property located off Londav Grove on parcel 6-39-00-001.03. The property is adjacent to the District boundaries and can be annexed by Commission under authority granted in its enabling legislation.

Management recommended the Commission approve the annexation request, adopt a resolution giving 90 days’ notice to sub-districts, and annex the property effective August 19, 2024.

**Resolution of Annexation  
Adopted by Spartanburg Sanitary Sewer District Commission  
On May 21, 2024**

WHEREAS, Romesena Holman, owner of a 1.84-acre tract, more or less, adjacent to the existing Sewer District boundary line, and located off Londav Grove on parcel 6-39-00-001.03 and more particularly shown on the site location map attached hereto as exhibit "A" has petitioned for annexation of this area comprising the aforementioned tract to the Spartanburg Sanitary Sewer District ("the District"); and

WHEREAS, the petition of the property owner has been accepted by the Commission, the District’s governing body (the "Commission"), after finding (a) that the petition was submitted by the property owner of an area in Spartanburg County on a petition form provided by the District, (b) that the petition was signed by the property owner within such area proposed to be annexed, (c) that there was attached to the petition a map made on a scale as required by the District, made by a registered licensed surveyor showing, in detail the boundary of the area proposed to be annexed and that all other requirements of the applicable law have been met, and

WHEREAS, the Commission, after having given due consideration to all relevant matters pertaining to the proposed annexation of such area as required by the District’s enabling legislation, has determined that such an area should be annexed to the District, and

WHEREAS, in reaching its decision to annex such area, the Commission has taken into consideration the additional waste

contributed to the system by such area and present and future expansion of interceptor lines and disposal facilities needed to accommodate and service such area, and it has determined that such consideration does not indicate a probable need for expansion to take care of the sewage needs of such area, and,

WHEREAS, the Commission finds that it should now give written notice of ninety (90) days to the governing body of each of the sub-districts of the District.

NOW, THEREFORE, BE IT RESOLVED that the Commission hereby confirms and ratifies the determinations and findings set out hereinabove, and

BE IT FURTHER RESOLVED that the aforesaid petition be, and it hereby is, accepted by the Commission, and

BE IT FURTHER RESOLVED that the area owned by the aforesaid property owner shown on the map attached to the petition, be annexed to the District effective at the expiration of the ninety (90) days written notice to be given to the governing body of each sub-district of the District, and

BE IT FURTHER RESOLVED that the Commission will give written notice of ninety (90) days to the governing body of each of the sub-districts of the District of the acceptance of the aforesaid petition and of the decision of the Commission to annex the property shown on the above described map.

BE IT FURTHER RESOLVED that when the annexation becomes effective notice of such annexation shall be given to the Spartanburg County Treasurer, the Spartanburg County Auditor and the Spartanburg County Health Officer.

Kevin Smith provided the Commission with an overview of the Request for Annexation – 151 Londav Grove agenda item. Romesena Holman has requested annexation of approximately 1.84 acres of property located off Londav Grove on parcel 6-39-00-001.03. The property is adjacent to the District boundaries and can be annexed by Commission under authority granted in its enabling legislation.

Mr. Montgomery moved and Mr. Littlejohn seconded the motion to approve the annexation request for 151 Londav Grove, annexation of approximately 1.84 acres of property located off Londav Grove on parcel 6-39-00-001.03. The motion passed unanimously.

**8. FERNWOOD PUMP STATION REHABILITATION – CHANGE ORDER NO. 1 REQUEST**

The Fernwood Pump Station Rehabilitation Project was approved by the Commission at the November 28, 2023, meeting. The project includes replacing the existing dual parallel 8" force mains with a single 20" HDPE pipe to be installed by horizontal directionally drilling (bore) under Lawsons

Fork Creek. The length of the bore is approximately 460 linear feet. The contractor encountered rock during the boring process. A preconstruction geotechnical investigation did not indicate rock at the depth of the proposed boring location. Therefore, the contract documents were written around a soil bore and no provisions were made for encountering rock. Due to the change in soil conditions and the necessary equipment modifications required for a rock bore, Moorhead Construction, Inc., is requesting a change order. An alternative to the rock bore was evaluated; however, the alternative would require additional permitting and project delays for only minimal cost savings.

KCI Technologies, Inc., and staff have reviewed and have accepted the change order request. The change order increase of \$187,278.04 is recommended for Commission's approval. Since this project is funded by ARPA/SCIIP grant, the change order will be contingent upon approval by the SC Rural Infrastructure Authority.

Staff has reviewed the change order request and find the request reasonable.

Kevin Smith, Division Lead Engineer, provided the Commission with an overview of the Fernwood Pump Station Rehabilitation – Change Order No.1 Request agenda item. Mr. Smith stated that this change order is requested due to the change in soil conditions and the necessary equipment modifications required for a rock bore.

Mr. Willard moved and Mr. Montgomery seconded the motion to approve management's recommendation for approval of Change Order No. 1 KCI Technologies, Inc., contract in the amount of \$187,278.04. The motion passed unanimously.

**9. OAKBROOK PUMP STATION REHABILITATION PROJECT – SUMMARY CHANGE ORDER**

The Oakbrook Pump Station Rehabilitation Project is complete. The pump station was originally constructed in 1999 to serve the Oakbrook Subdivision and reached the end of its useful life. The station was upgraded to provide additional capacity for anticipated growth in the area. In addition to replacing the existing pumps with newer, more efficient units, this project brought the station into compliance with the current Spartanburg Sanitary Sewer District Standard Specifications.

*Change Order No. 1* - was an increase in the contract price of \$6,250.25 to pay for installation of a line stop in the existing force main in order to tie-in the new force main piping.

*Change Order No. 2* - was an increase in the contract price of \$5,750.00 to pay for installation of a ¾" water line to provide water service to the site.

*Change Order No. 3* (summary) was a net decrease of \$11,150.00 in the contract price for adjustment to the unit quantities as 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	\$ 464,000.00
Change Order No.1	\$ 6,250.25
Change Order No.2	\$ 5,750.00
Change Order No.3 (Summary) - additions and deductions to unit quantities based on actual construction	<u>\$ (11,150.00)</u>
Final Contract Amount	\$ 464,850.25

Kevin Smith, Division Lead Engineer, provided the Commission with an overview of the change orders necessary for the Oakbrook Pump Station Rehabilitation Project.

The above was provided as information to the Commission.

**10. OWNERSHIP AGREEMENT – CHURCH’S CHICKEN**

Cajun Operating Company proposes to construct approximately 50 linear feet of 6-inch gravity sewer line to provide service to one commercial lot located off North Church Street. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the A. Manning Lynch Wastewater 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 Cajun Operating Company. Under the terms of the resolution adopted by the Commission on January 26, 2023, 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 – COKE FACILITY SEWER RELOCATION**

Palmetto Operating Company, LLC proposes to construct approximately 72 linear feet of 10-inch gravity sewer and 528 linear feet of 8-inch gravity sewer line to provide service to one commercial lot located off West Main Street in Spartanburg. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the A. Manning Lynch Wastewater 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 Palmetto Operating Company, LLC. Under the terms of the resolution

adopted by the Commission on January 26, 2023, 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 – GARDNER HEIGHTS**

Stanley Martin Homes, LLC and Mark III Properties, LLC propose to construct approximately 1,810 linear feet of 8-inch gravity sewer line to provide service to 109 residential lots in Gardner Heights located off Highway 101 and Reidville Road. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the South Tyger River Wastewater 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 Stanley Martin Homes, LLC and Mark III Properties, LLC. Under the terms of the resolution adopted by the Commission on January 26, 2023, 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. OWNERSHIP AGREEMENT – MANEGATE COTTAGES**

Mark III Properties, LLC and The Springs Land Holdings, LLC propose to construct approximately 3,000 linear feet of 8-inch gravity sewer line to provide service to 74 residential lots in Manegate Cottages located off Reidville Road. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the South Tyger River Wastewater 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 Mark III Properties, LLC and The Springs Land Holdings, LLC. Under the terms of the resolution adopted by the Commission on January 26, 2023, this agreement has been executed on behalf of the Commission by the Chief Executive Officer.

The above was provided as information to the Commission.

**14. OWNERSHIP AGREEMENT – MANEGATE PUMP STATION AND FORCE MAIN**

Mark III Properties, LLC and The Springs Land Holdings, LLC propose to construct a new pump station, approximately 1,609 linear feet of 12-inch gravity sewer line, and 4,009 linear feet of 6-inch force main to provide

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service to 183 residential lots in Manegate Cottages and Gardner Heights located off Reidville Road. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the South Tyger River Wastewater Treatment Facility. SSSD will participate in the off-site sewer construction cost in accordance with the Sewer Extension Policy adopted January 26, 2023.

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, LLC and The Springs Land Holdings, LLC. Under the terms of the resolution adopted by the Commission on January 26, 2023, this agreement has been executed on behalf of the Commission by the Chief Executive Officer.

The above was provided as information to the Commission.

**15. CHIEF EXECUTIVE OFFICER REPORT**

- A.** Mr. Boyle reminded the Commission that the Anchor Park Ribbon Cutting Ceremony will be held on Friday, May 24 at 10:00 a.m. The family of Clayton Reed Spencer will join SWS at the ceremony.
- B.** Mr. Boyle informed the Commission that management requested 10 Million dollars from the State House Budget to help fund the Cinder Branch project to help alleviate some of the long-term capacity challenges on the East side of the City. The State House approved 2.5 Million dollars. Mr. Boyle noted that The Fiscal Affairs office just finished their recommendations and found another 142 Million dollars to be used for appropriations. It will probably be mid-June before any decisions are made.
- C.** Mr. Boyle noted that Mr. Montgomery asked about employee vacancies last month and stated the current total company vacancy is at 4-5%.
- D.** Mr. Boyle shared that Spartanburg will be hosting the Water Quality Association meeting on June 6<sup>th</sup>. Mr. Boyle will email the Commission information on this event.
- E.** Mr. Boyle reviewed referrals that will be on the coming June agenda.

Meeting adjourned at 3:03 p.m.

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Camlyn M. Cole  
Secretary-Treasurer



## MINUTES

The Commissioners of Public Works of the City of Spartanburg, SC, Budget Work Session Meeting, held at 200 Commerce Street, Spartanburg, SC, May 15, 2024, at 9:30 a.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 Ms. Viney, Mr. Littlejohn, and Mr. Montgomery. No one was absent.

The meeting was opened with the following statement:

This is a budget work session meeting of The Commissioners of Public Works of the City of Spartanburg, SC. 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 forwarded to local and nearby news media, at least 24 hours prior to this meeting.

This work session was held to discuss the proposed FY 2024-2025 budget.

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Camlyn M. Cole  
Secretary-Treasurer

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