

## MINUTES

Spartanburg Sanitary Sewer District Commission, Regular Meeting, held at 200 Commerce Street, Spartanburg, SC, May 26, 2020, 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, Horton, Littlejohn, Montgomery, and White. 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 Mr. Littlejohn opened with a prayer.

Mr. Blanton stated that the SSSD Commission meeting is being held via teleconference to meet the recent Federal and State guidelines for social distancing and the size of a public gathering.

### 2. ROLL CALL

- |                           |                           |
|---------------------------|---------------------------|
| ✓ Commissioner Barnes     | ✓ Commissioner Blanton    |
| ✓ Commissioner Horton     | ✓ Commissioner Littlejohn |
| ✓ Commissioner Montgomery | ✓ Commissioner Viney      |
| ✓ Mayor White             |                           |

All Commissioners were present on the phone for the teleconference meeting.

### 3. APPROVAL OF MINUTES OF REGULAR MEETING OF APRIL 23, 2020

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

### 4. FACILITY EXCELLENCE AWARDS

SSSD has been awarded SCDHEC Facility Excellence Awards for all eight of its wastewater treatment facilities based on performance in 2019. On May 14, 2020, SCDHEC awarded Facilities Excellence Awards to the following wastewater treatment facilities:

- A. Manning Lynch WWTF
- Clifton-Converse WWTF
- Cowpens WWTF
- Fingerville WWTF
- Lower North Tyger River WWTF
- Pacolet River WWTF

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- Page Creek WWTF
- South Tyger River WWTF

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.

Bobby Walden presented the information for the SCDHEC Facility Excellence Awards for all eight of its wastewater treatment facilities based on performance in 2019. 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.

The Commission congratulated management and staff on this accomplishment.

**5. W.T. LINTON SERVICE AWARD**

On May 11, 2020, Janet Cann was recognized by the Water Environment Association of South Carolina with the W.T. Linton Service Award. This award is presented for recognition of outstanding service, leadership, and devotion to the State of South Carolina in preserving and protecting its valuable water resources.

This award is the highest and most prestigious award presented by the Water Environment Association of South Carolina and is presented on a very selective basis.

Management is very proud of Ms. Cann receiving this professional recognition for her dedication and leadership throughout the State of South Carolina and to our organization.

Bobby Walden stated that the Water Environment Association of South Carolina awarded Janet Cann with the W.T. Linton Service Award. This is the highest and most prestigious award presented by the Water Environment Association of South Carolina. Ms. Cann would have been recognized at the South Carolina Environmental Conference in March, but the conference was canceled due to COVID-19. Ms. Cann was surprised by a virtual meeting that included close family members.

Mr. Walden noted that in January 2019 the Blue Ridge Foothills District of the Water Environment Association of South Carolina recognized Ms. Cann with the Legacy Award. This award acknowledges sustained extraordinary service, leadership and devotion to the Blue Ridge Foothills District.

In March 2019, Ms. Cann was recognized by the Water Environment Association of South Carolina with the Henry E. Gibson Service Award. This award was presented to recognize and honor a member of the WEASC who

has demonstrated outstanding service to the association through leadership and active participation in the WEASC programs.

Management is proud of Ms. Cann for receiving these professional recognitions for her dedication and leadership.

The Commission congratulated Ms. Cann on receiving this prestigious award and her continued service.

## **6. COVID-19 REPORT**

Ms. Schneider stated that she would like to update the Commission about the impact of COVID-19 on our operations and employees at Spartanburg Water. Businesses are reopening in South Carolina and many people are returning to work. As part of our return to work schedule at Spartanburg Water, some members of our Customer Service department were relocated to the Whitlock facility. Most of our facilities have had engineering controls installed to increase separation and to protect our co-workers. Our employees have received guidance for their “new normal” of operating Spartanburg Water during COVID-19. The guidance has included requirements on laundering uniforms, use of masks, PPE requirements while working, and travel guidelines provided by the CDC.

Daily attendance is monitored and reviewed each morning. The purpose is to better understand and react if see spikes in illness in a work group. We continue to distribute PPE to employees and require it while conducting activities in the field and in our offices. FEMA masks were provided from Spartanburg County Emergency Management to our employees.

Spartanburg Water also received 200 reusable masks received through SC Rural Water Association and we have requested an additional 200. Our water and wastewater facilities have remained in compliance and operational supplies are still plentiful. We have not experienced any significant supply chain delays or interruptions.

We have reached to some of our local businesses to address concerns caused by their closure during the past few months. For example, we communicated with local breweries concerning the potential to dump wasted or expired beer into the collection system. Our Industrial Pretreatment staff continue continues to monitor industrial flows and they reach out to our local industries to support their operational adjustments during this time.

Ms. Viney stated that at the April Commission meeting Ms. Schneider had informed the Commission that letters regarding possible assistance to the water systems had been sent to Senator Lindsey Graham, Representative Ralph Norman, and Representative William R. Timmons, IV. To date, there is no response from Representative Timmons, however, Senator Graham sent a general response, and Representative Norman sent a detailed letter, on letterhead. This is just to note that Ms. Schneider is really working on potential funding sources for Spartanburg Water.

Ms. Schneider noted that as legislation is pending, Spartanburg Water continues to communicate with other water and wastewater utilities across the country and throughout South Carolina to contact elected officials and

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let them know of the impacts to water and wastewater utilities and how the legislators could provide assistance.

The above was provided as information to the Commission.

**7. MONTHLY FINANCIAL REPORT**

Newt Pressley presented a financial summary of SSSD expenditures and revenues for the ten-month period ending April 30, 2020. An explanation was provided for the favorable and unfavorable budget variances.

The above was provided as information to the Commission.

**8. WASTEWATER TREATMENT CHEMICALS BID**

An online reverse auction event was held on May 7, 2020, in order to obtain pricing for wastewater treatment chemicals for the Spartanburg Sanitary Sewer District wastewater treatment facilities. Ten vendors participated in the event. The pricing submitted is for the contract term July 1, 2020 - June 30, 2021. The results of the event are tabulated below.

**2020 SSSD Chemical Bid Tabulation**

	Chlorine - Liquid	Chlorine - Dry	Sodium Hydrox - 55/20%	Sodium Hydrox - 55/50%	Sodium Hydrox - Bulk/20%	Sulfur Dioxide	Soda Ash	Polymer	Lime Slurry	Hydrated Lime	Sodium Hypochlorite	Sodium Bisulfite
Unit of Measure	Ton	100lb Bag	Drum	Drum	Pound	Ton	Per 50lbs	Pound	Pound	50lb Bag	Drum	Drum
Est Quantity	100 Tons	160 Bags	50 Drums	50 Drums	500,000 lbs	50 Tons	9000 lbs	200,000 lbs	1,500,000 lbs	1,000 bags	220 Drums	110 Drums
Brenntag Mid-South			\$111.300	\$154.270	\$0.0891	\$561.500	\$12.217			\$8.875		\$126.000
Univar USA, Inc			\$111.200	\$154.000	\$0.0696							
Chemrite, Inc		\$104.19										
Diversified Pool Products		\$109.89										
Polytec, Inc									\$0.0454			
Atlanco								\$1.259				
JCI Jones Chemicals	\$625.000				\$0.0694	\$560.000						
Environmental Specialties, Inc								\$1.300				
United Mineral & Chemical Corp		\$104.43										
Water Guard, Inc.		\$112.00									\$64.85	\$125.75

*\*Polymer requires precertification and the total cost is evaluated based on price, usage, and waste disposal. Polymer from Environmental Specialties provides the lowest total cost of usage based on the prequalification and submitted price.*

Management recommended awards to the responsive bidders for those products indicated on the bid tabulation summary.

Funding will be provided through the annual operating fund.

Ms. Schneider reviewed the bid results noting that a unit of measure and estimated quantity to be purchased line will be added to these charts for clarification.

Ms. Barnes moved and Mr. Horton seconded the motion to approve management’s recommendation to approve the responsive bidders for those products indicated on the bid tabulation summary. The motion passed unanimously.

**9. SSSD WASTEWATER CONSTRUCTION SERVICES – REQUEST FOR QUALIFICATIONS**

Qualifications were received on April 9, 2020, in response to a Request for Qualification (RFQ) that will allow SSSD to compile a list of pre-qualified contractors for wastewater construction services. The projects will include the repair or replacement of collection lines (including manholes and creek crossings); installation of new collection lines to support SSSD’s system improvement programs; and the relocation of collection lines resulting from City, County, or SCDOT roadway projects. The pre-qualified contractors will be called upon to submit competitive bids and/or proposals when work is scheduled by the Engineering Department and 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 eleven contractors, including Bradley’s Contracting, Inc., whose response was delivered after the bid closing date. Each of the ten respondents were scored based on the following criteria: (1) Experience on similar projects, (2) Project Team qualification, (3) Financial Capability, (4) MWBE utilization, and (5) Community Benefit Program.

After careful evaluation, management recommended approval of each of the following respondents as pre-qualified contractors that SSSD will use for wastewater construction services.

CJ Compton Spartanburg, SC	Dillard Excavating Company, Inc. Pelzer, SC
Don Moorhead Construction, Inc. Belton, SC	Double R. Utilities, Inc. Gaffney, SC
Harper General Contractors Greenville, SC	Harrison & Son Contractors, Inc. Woodruff, SC
Long and Sons Utility Company, LLC Simpsonville, SC	North American Pipeline Management, Inc. Taylors, SC
Payne, McGinn, & Cummins, Inc. Travelers Rest, SC	Piedmont Utility Group, Inc. Mooresboro, SC

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

Mr. Horton moved and Mayor White seconded the motion to approve management’s recommendation for approval of the respondents as pre-qualified contractors that SSSD will use for wastewater construction services. The motion passed unanimously.

**10. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS**

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- A.** Ms. Schneider noted that the Chair, Mr. Blanton and the Vice Chair, Ms. Barnes, had the opportunity last week to be briefed by Nick Nicholson regarding the bid protest. At an upcoming meeting the protest company will be given the opportunity to present their case regarding the bid protest. There will be more information to come.
  
- B.** Ms. Schneider stated that on upcoming events the WEFTEC Conference is scheduled for October 3-7 in New Orleans. WEFTEC will have an in person conference and will offer sessions to dial into remotely. If you are interested in attending WEFTEC in person, please let Trish know within the next few weeks so accommodations can be confirmed.

Meeting adjourned at 2:47 p.m.

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G. Newton Pressley  
Secretary-Treasurer

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## MINUTES

Spartanburg Sanitary Sewer District Commission, Work Session, held at 301 South Avenue, Spartanburg, SC, May 26, 2020, at 10:30 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 Mses. Barnes and Viney and Messrs. Blanton, Littlejohn, Montgomery, and White. Commissioner Horton was absent.

The meeting was opened with the following statement:

This is a work session 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 the proposed FY 2020-2021 budget.

Mayor White moved and Mr. Littlejohn seconded the motion to hold the June 23, 2020, SSSD Commission meeting in person at the 301 South Avenue location. The motion passed unanimously.

Meeting adjourned at 11:50 a.m.

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G. Newton Pressley  
Secretary-Treasurer

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