

SPARTANBURG SANITARY SEWER DISTRICT

FISCAL YEAR 2022 - 2023

ANNUAL OPERATING BUDGET

Commissioners

Louie W. Blanton, Chair

Barbara J. Barnes

Jeffrey A. Horton

Horace C. Littlejohn, Jr.

John D. Montgomery

Jerome Rice

Angela M. Viney

SPARTANBURG SANITARY SEWER DISTRICT
FY 2022-2023 OPERATING BUDGET
TABLE OF CONTENTS

I. Total Company and Department Budgets

Revenue Budget	1
Total Expenditure Budget	2
Administration.....	3
Group Insurance and Other Employee Benefits.....	7
Human Resources.....	9
Information Technology.....	11
Purchasing	13
Engineering	15
Wastewater Treatment	
Lynch Plant	17
Biosolids.....	20
Other.....	22
Compliance	24
Laboratory Services	26
Collection & Distribution.....	29
Fleet Services	32
Above Ground Maintenance	34
Lift Stations.....	37
Employee Summary	39

II. Rates and Fees Schedule 40

III. Depreciation/Capital

Depreciation Schedules.....	45
Debt Service	49

Spartanburg Sanitary Sewer District
Estimated Revenue for Fiscal Years 2022 & 2023

Source of Revenue	FY22 Request	FY22 Revised	FY23 Request
User Charges			
Volume Charges Billed	\$ 19,470,153	\$ 19,670,000	\$ 20,346,083
Base Charges Billed	3,047,526	3,072,000	3,127,609
Water District Collections	3,570,000	4,200,000	4,300,000
	<u>26,087,679</u>	<u>26,942,000</u>	<u>27,773,692</u>
Industrial Wastewater Charges			
Industrial Waste Surcharge	272,000	320,000	300,000
Industrial W/W Service Charge	310,000	310,000	312,000
Industrial W/W Fees	10,000	2,400	2,500
	<u>592,000</u>	<u>632,400</u>	<u>614,500</u>
Ad Valorem Taxes			
Taxes - General Fund Millage	6,952,000	7,200,000	7,416,000
Taxes - Bond Millage	800,000	850,000	875,500
	<u>7,752,000</u>	<u>8,050,000</u>	<u>8,291,500</u>
New Connections			
Capacity Fees	1,300,000	3,000,000	1,500,000
Service Processing/Inspection Fee	42,000	68,000	43,750
	<u>1,342,000</u>	<u>3,068,000</u>	<u>1,543,750</u>
General Revenue			
Miscellaneous Cost Recoveries	80,000	65,000	70,000
Grease Disposal Fees	70,000	70,000	70,000
Septage Disposal Fees	280,000	250,000	256,000
SWS Lab Facility Fee	469,742	469,742	449,430
SWS Operations Fee	112,528	112,528	91,730
	<u>1,012,270</u>	<u>967,270</u>	<u>937,160</u>
Interfund Transfer			
Rate Stabilization Fund	3,778	-	-
	<u>3,778</u>	<u>-</u>	<u>-</u>
Grand Total	<u>\$ 36,789,727</u>	<u>\$ 39,659,670</u>	<u>\$ 39,160,602</u>

**Spartanburg Sanitary Sewer District
Expenditure Budget**

Dept: Total Company		FY22	FY22	FY23
Account #	Account Name	Budget	Estimated Expenditures	Request
Labor				
51000	Salaries and Wages	\$ 4,350,346	\$ 4,127,183	\$ 4,363,581
51100	Overtime	188,000	196,000	190,000
51200	Retirement	751,551	715,919	790,522
51300	FICA	347,183	330,723	348,349
51500	Group Insurance	950,000	1,102,200	950,000
51600	Worker's Compensation	29,281	27,398	29,568
51700	Employment Security Commission	5,000	1,000	5,000
51800	Other Post Employment Benefits	504,511	504,511	393,381
51900	Other Benefits-S/LTD Insurance	16,000	17,613	17,600
		<u>7,141,872</u>	<u>7,022,548</u>	<u>7,088,000</u>
Supplies & Maintenance				
52000	Printing and Office Supplies	19,200	20,900	23,700
52100	Safety Equipment and Supplies	63,955	53,450	55,242
52200	Office/Computer System Maint.	162,198	145,461	167,363
52300	Vehicle & Equipment Maint.	133,000	133,000	145,000
52400	Vehicle & Equipment Fuel	155,000	180,000	200,000
52500	System Operation & Maintenance	2,274,950	1,909,970	2,410,236
52600	Building & Grounds Maintenance	245,800	275,240	267,646
52700	Treatment and Filter Supplies	919,300	886,000	1,098,956
52800	Lab Supplies	188,050	135,000	152,000
52900	Service Area/Watershed Maint.	110,000	110,000	110,000
		<u>4,271,451</u>	<u>3,849,021</u>	<u>4,630,143</u>
Outside Services				
53000	Utilities	2,003,390	1,876,856	1,952,303
53100	Telephone	161,707	160,107	164,963
53200	Uniforms	50,335	45,000	50,400
53300	Legal	80,000	80,000	80,000
53400	Consulting Services	278,468	215,500	282,334
53500	Audit	18,750	18,750	18,750
53600	Fees and Support Services	3,388,236	3,393,625	3,869,081
53700	Postage & Delivery	89,253	92,250	97,362
53900	Other Outside Services	802,950	785,207	850,225
		<u>6,873,089</u>	<u>6,667,295</u>	<u>7,365,419</u>
Education & Other Business Expenses				
54000	Education, Training	93,900	39,850	88,800
54100	Meals and Lodging	12,750	7,750	13,700
54200	Transportation	5,374	2,800	5,250
54300	Memberships & Sponsorships	94,592	103,680	124,433
54400	Employment Expenses	11,229	9,000	15,378
54500	Employee Programs	29,817	16,500	36,585
54600	Company Training Programs	11,271	2,500	14,471
		<u>258,933</u>	<u>182,080</u>	<u>298,617</u>
Capital Outlay				
55000	Equipment/Other Capital Items	83,560	84,751	40,893
55200	Small Equipment Replacement	29,550	27,000	31,500
		<u>113,110</u>	<u>111,751</u>	<u>72,393</u>
Company Expenses				
56000	Debt Service Principal & Interest	10,124,771	10,000,000	10,430,365
56100	Property & Liability Insurance	245,000	263,000	301,000
56200	Depreciation Fund	2,000,000	2,000,000	2,500,000
56300	System Improvement Fund	4,285,000	4,285,000	4,600,000
56400	Customer Relations & Info.	61,500	21,000	58,000
56700	Bad Debt Expense	140,000	110,000	120,000
56800	Collection System Rehab	1,200,000	1,200,000	1,200,000
56900	Rate Stabilization	-	-	421,665
56950	Contingency	75,000	-	75,000
		<u>18,131,271</u>	<u>17,879,000</u>	<u>19,706,030</u>
	Grand Total	<u>\$ 36,789,727</u>	<u>\$ 35,711,695</u>	<u>\$ 39,160,602</u>

**Spartanburg Sanitary Sewer District
Expenditure Budget**

Dept: 10 - Administration

Account #	Account Name	FY22 Budget	FY22 Estimated Expenditures	FY23 Request
Labor				
51000	Salaries and Wages	164,840	164,840	224,811
51200	Retirement	27,298	27,298	30,389
51300	FICA	12,610	12,610	17,198
		<u>204,748</u>	<u>204,748</u>	<u>272,398</u>
Supplies & Maintenance				
52200	Office/Computer System Maint.	64,189	64,000	69,471
52500	System Operation & Maintenance	16,994	16,900	19,680
52600	Building & Grounds Maintenance	28,560	38,000	31,500
		<u>109,743</u>	<u>118,900</u>	<u>120,651</u>
Outside Services				
53000	Utilities	21,000	19,500	20,160
53100	Telephone	12,600	12,600	12,600
53300	Legal	80,000	80,000	80,000
53400	Consulting Services	74,250	60,000	75,000
53500	Audit	18,750	18,750	18,750
53600	Fees and Support Services	1,901,474	1,903,000	2,417,281
53700	Postage & Delivery	85,503	90,000	94,112
53900	Other Outside Services	260,000	270,000	286,860
		<u>2,453,577</u>	<u>2,453,850</u>	<u>3,004,763</u>
Education & Other Business Expenses				
54000	Education, Training	25,000	500	25,000
54100	Meals and Lodging	1,000	1,000	1,000
54200	Transportation	500	50	500
54300	Memberships & Sponsorships	85,000	95,000	115,000
		<u>111,500</u>	<u>96,550</u>	<u>141,500</u>
Company Expenses				
56000	Debt Service Principal & Interest	10,124,771	10,000,000	10,430,365
56100	Property & Liability Insurance	245,000	263,000	301,000
56200	Depreciation Fund	2,000,000	2,000,000	2,500,000
56300	System Improvement Fund	4,285,000	4,285,000	4,600,000
56400	Customer Relations & Info.	36,500	10,000	33,000
56700	Bad Debt Expense	140,000	110,000	120,000
56800	Collection System Rehab	1,200,000	1,200,000	1,200,000
56900	Rate Stabilization	-	-	421,665
56950	Contingency	75,000	-	75,000
		<u>18,106,271</u>	<u>17,868,000</u>	<u>19,681,030</u>
Grand Total		<u>\$ 20,985,839</u>	<u>\$ 20,742,048</u>	<u>\$ 23,220,342</u>

SPARTANBURG SANITARY SEWER DISTRICT
BUDGET HIGHLIGHTS – FISCAL YEAR 2022-2023
ADMINISTRATION DEPARTMENT

LABOR

DEPARTMENT LABOR TOTAL \$ 272,398

The FY23 budget requests no additional positions.

SUPPLIES AND MAINTENANCE

Item 22 – OFFICE/COMPUTER SYSTEM MAINTENANCE \$ 69,471

This item budgets for the District’s share of maintenance fees for the Customer Information System, Financial System and Field Services software.

Item 25 – SYSTEM OPERATION & MAINTENANCE \$ 19,680

This item budgets for the District’s share of Field Services supplies.

Item 26 – BUILDING & GROUNDS MAINTENANCE \$ 31,500

This item includes the District’s share of costs for the Admin complex.

OUTSIDE SERVICES

Item 30 – UTILITIES \$ 20,160

This item includes the District’s share of costs for the Admin complex.

Item 31 – TELEPHONE \$12,600

This item includes the District’s share of costs for the Admin complex.

Item 33 – LEGAL \$80,000

This item budgets for miscellaneous legal services.

Item 34 – CONSULTING SERVICES \$ 75,000

This item requests funds for the following:

- 1) Arbitrage rebate calculation (\$10,000)
- 2) Financial reporting services (\$10,000)
- 3) Rate consulting (\$15,000)
- 4) Other consulting services as required (\$40,000)

Item 35 – AUDIT \$18,750

This item provides for the annual audit services.

Item 36 – FEES AND SUPPORT SERVICES \$ 2,417,281

This item includes:

- 1) Administrative fee (\$1,350,381) paid to Spartanburg Water System for various administrative and financial services.
- 2) Billing and collection fees paid to Spartanburg Water System (\$1,054,000), WRWD (\$12,000) and DMWD (\$900)

Item 37 – POSTAGE AND DELIVERY \$ 94,112

Funds are budgeted for the District’s share of postage cost for customer billing.

<u>Item 39 – OTHER OUTSIDE SERVICES</u>	\$ 286,860
<p>The line item provides for the Sewer District’s share of various customer support services, including Merchant fees, Online Utility Exchange for customer identity verification and credit check service for utility deposit determination, bill print/mail services, after hour’s answering service, language translation services, and deposit pick-up services. This line item also includes the third party ethics hotline for employees, DAC bond services, security guard services, and regulatory compliance issues.</p>	
<u>EDUCATION & OTHER BUSINESS EXPENSES</u>	
<u>Item 40- EDUCATION & TRAINING</u>	\$25,000
<p>Funds are provided for continuing education and conferences for the Administration staff and Commission.</p>	
<u>Item 41 – MEALS AND LODGING</u>	\$1,000
<p>Funds are requested for business meetings, etc., not included in conferences.</p>	
<u>Item 42 – TRANSPORTATION</u>	\$500
<p>This item provides for travel not included in conferences.</p>	
<u>Item 43 – MEMBERSHIPS & SPONSORSHIPS</u>	\$ 115,000
<p>Memberships include Chamber of Commerce, S.C. Wildlife Federation, Water Environment Federation, Water Environment and Research Foundation, Upstate SC Alliance, SC Water Quality Association, National Assurance of Clean Water Agencies. Sponsorships include One Spartanburg, Ten at the Top, and Watershed Ecology Center.</p>	
<u>COMPANY EXPENSES</u>	
<u>Item 60 – DEBT SERVICE PRINC. & INTEREST</u>	\$ 10,430,365
<p>This item provides for General Obligation Bonds, Revenue Bonds, and Trust Department Fees.</p>	
<u>Item 61 – PROPERTY & LIABILITY INSURANCE</u>	\$ 301,000
<p>Funds are requested for tort & auto liability coverage, employee bonds & coverage for facilities, buildings and equipment.</p>	
<u>Item 62 – DEPRECIATION FUND</u>	\$2,500,000
<p>This item provides for the transfer of funds to the Depreciation fund for renovation and replacement of operational equipment and system facilities.</p>	
<u>Item 63 – SYSTEM IMPROVEMENT FUND</u>	\$ 4,600,000
<p>This item provides an amount to be transferred to the Capital Account for future projects.</p>	
<u>Item 64 – CUSTOMER RELATIONS & INFO</u>	\$ 33,000
<p>Funds are requested for the annual report, customer education, bill inserts, etc.</p>	
<u>Item 67 – BAD DEBT EXPENSE</u>	\$ 120,000
<p>This item includes uncollectible sewer user charge billings.</p>	
<u>Item 68 – COLLECTION SYSTEM REHAB FUND</u>	\$ 1,200,000
<p>This line item provides for the transfer to the Collection System Rehab Fund, to be utilized for the evaluation, maintenance, and replacement of the collection system.</p>	
<u>Item 69 – RATE STABILATION FUND</u>	\$ 187,240
<p>This line item may be utilized for transfers from the Rate Stabilization Fund.</p>	

Item 6950 – CONTINGENCY..... **\$75,000**
This line item may be utilized for unplanned supplemental budget requests.

Spartanburg Sanitary Sewer District
Expenditure Budget

Dept: 12 - Group Insurance & Other Emp Ben

Account #	Account Name	FY22 Budget	FY22 Estimated Expenditures	FY23 Request
Labor				
51500	Group Insurance	950,000	1,102,200	950,000
51600	Worker's Compensation	29,281	27,398	29,568
51700	Employment Security Commission	5,000	1,000	5,000
51800	Other Post Employment Benefits	504,511	504,511	393,381
51900	Other Benefits-S/LTD Insurance	16,000	17,613	17,600
		1,504,792	1,652,723	1,395,549
Grand Total		\$ 1,504,792	\$ 1,652,723	\$ 1,395,549

SPARTANBURG SANITARY SEWER DISTRICT
BUDGET HIGHLIGHTS – FISCAL YEAR 2022-2023
GROUP INSURANCE & OTHER EMPLOYEE BENEFITS

LABOR

Item 15 - GROUP INSURANCE \$950,000

This item includes the following:

Estimated Claims, BCBS/Admin Fees, HCC/Reinsurance, Stop Loss Reimbursement,
Prescription Rebates, Employee Contributions.

Item 16 – WORKER’S COMPENSATION \$ 29,568

This line item covers medical expenses and a portion of lost wages for employees who become injured or ill on the job.

Item 17 – EMPLOYMENT SECURITY COMMISSION \$5,000

This line item provides funds to cover the company in the event a terminated employee files for unemployment compensation.

Item 18 – OTHER POST EMPLOYMENT BENEFITS \$ 393,381

This line item provides funding of health insurance benefits for retirees. Funding is based on actuarial based contributions to the SC Other Retirement Benefits Employer Trust (SC ORBET), which was established by the Municipal Association of South Carolina for political subdivisions. This program provides a method for mitigating liabilities under GASB45, which requires financial reporting for post-employment benefits.

Item 19 – OTHER BENEFITS - SHORT TERM/LONG TERM DISABILITY INSURANCE \$ 17,600

This line item funds the payment of Long Term Disability by the company.

**Spartanburg Sanitary Sewer District
Expenditure Budget**

Dept: 15 - Human Resources

Account #	Account Name	FY22 Budget	FY22 Estimated Expenditures	FY23 Request
Supplies & Maintenance				
52100	Safety Equipment and Supplies	2,805	1,200	1,992
52200	Office/Computer System Maint.	6,248	1,200	6,535
		<u>9,053</u>	<u>2,400</u>	<u>8,527</u>
Outside Services				
53400	Consulting Services	9,718	4,500	12,334
53900	Other Outside Services	5,569	2,600	7,069
		<u>15,287</u>	<u>7,100</u>	<u>19,403</u>
Education & Other Business Expenses				
54000	Education, Training	-	50	-
54300	Memberships & Sponsorships	1,372	1,300	1,553
54400	Employment Expenses	11,229	9,000	15,378
54500	Employee Programs	29,817	16,500	36,585
54600	Company Training Programs	11,271	2,500	14,471
		<u>53,689</u>	<u>29,350</u>	<u>67,987</u>
Grand Total		<u>\$ 78,029</u>	<u>\$ 38,850</u>	<u>\$ 95,917</u>

SPARTANBURG SANITARY SEWER DISTRICT
BUDGET HIGHLIGHTS – FISCAL YEAR 2022-2023
HUMAN RESOURCES DEPARTMENT

SUPPLIES AND MAINTENANCE

Item 21- SAFETY EQUIPMENT AND SUPPLIES \$ 1,992

This item budgets for the District’s share of safety equipment and supplies.

Item 22 – OFFICE/COMPUTER SYSTEM MAINTENANCE \$ 6,535

This item budgets for the District’s share of maintenance fees for the Human Resources software.

OUTSIDE SERVICES

Item 34 – CONSULTING SERVICES \$ 12,334

Funds are requested for health insurance consulting/reporting, and other HR support services.

Item 39 – OTHER OUTSIDE SERVICES \$ 7,069

Funds are requested for the on-line performance appraisal system, 125 Plan support, Cobra Administration and salary services.

EDUCATION & OTHER BUSINESS EXPENSES

Item 43 – MEMBERSHIPS & SPONSORSHIPS \$ 1,553

Includes agency membership fees for: Upstate Employers Network, Human Resources Management, Spartanburg Human Resources Association, BIO Lunches, Leadership Spartanburg, and other miscellaneous dues.

Item 44 – EMPLOYMENT EXPENSES \$ 15,378

Funds are requested for company recruitment cost, physicals, DOT drug testing, audiograms, reference checks, and spirometry testing.

Item 45 – EMPLOYEE PROGRAMS \$ 36,585

Funds are requested for the following:
 Employee Programs (misc.), flowers/cards/memorials, Chaplaincy Program, Service Awards/certificates, Day of Service, United Way, Publications (Hope Health Newsletter, Pipeline), Driver’s license checks, Suggestions program awards (Safety/non-safety), Health Screenings-gym memberships (net out), computer purchase program, Gift/Gift cards for Employee Recognition Week, Spartanburg Water Week, Veterans Day, and Outstanding Customer Service Recognition.

Item 46 – COMPANY TRAINING PROGRAMS \$ 14,471

Funds are requested for company management training and various employee development training.

Spartanburg Sanitary Sewer District
Expenditure Budget

Dept: 16 - Information Technologies

Account #	Account Name	FY22 Budget	FY22 Estimated Expenditures	FY23 Request
Supplies & Maintenance				
52200	Office/Computer System Maint.	32,084	32,084	38,643
52500	System Operation & Maintenance	18,000	15,000	18,000
		<u>50,084</u>	<u>47,084</u>	<u>56,643</u>
Outside Services				
53100	Telephone	82,307	82,307	86,800
53400	Consulting Services	20,000	10,000	20,000
53900	Other Outside Services	29,107	29,107	38,796
		<u>131,414</u>	<u>121,414</u>	<u>145,597</u>
Capital Outlay				
55200	Small Equipment Replacement	4,000	4,000	8,000
		<u>4,000</u>	<u>4,000</u>	<u>8,000</u>
Grand Total		<u>\$ 185,498</u>	<u>\$ 172,498</u>	<u>\$ 210,240</u>

SPARTANBURG SANITARY SEWER DISTRICT
BUDGET HIGHLIGHTS – FISCAL YEAR 2022-2023
INFORMATION TECHNOLOGY DEPARTMENT

SUPPLIES AND MAINTENANCE

Item 22 – OFFICE/COMPUTER SYSTEM MAINTENANCE \$ 38,643
This item provides for the District’s share of company-wide computer maintenance, including servers, networking devices, and antivirus protection.

Item 25 – SYSTEM OPERATION & MAINTENANCE \$18,000
This item provides for purchase and repair of electrical components, and other supplies for SCADA.

OUTSIDE SERVICES

Item 31 – TELEPHONE \$ 86,800
Funds are requested for data line services for the company-wide computer network, cellular services, and maintenance for the VoIP phone system.

Item 34 – CONSULTING SERVICES \$20,000
This item provides for assistance with Information Technology, Communications, and SCADA items.

Item 39 – OTHER OUTSIDE SERVICES \$ 38,796
Funds are requested for internet services, smart phone management, security camera maintenance, access control maintenance and software services.

CAPITAL OUTLAY

Item 52 – SMALL EQUIPMENT REPLACEMENT \$ 8,000
Funds are requested for replacement of various specialized tools and equipment. These items are not included in the depreciation fund.

Spartanburg Sanitary Sewer District
Expenditure Budget

Dept: 22 - Purchasing

Account #	Account Name	FY22 Budget	FY22 Estimated Expenditures	FY23 Request
Supplies & Maintenance				
52600	Building & Grounds Maintenance	116,200	116,200	115,896
		<u>116,200</u>	<u>116,200</u>	<u>115,896</u>
Outside Services				
53200	Uniforms	50,335	45,000	50,400
53900	Other Outside Services	2,500	2,500	2,500
		<u>52,835</u>	<u>47,500</u>	<u>52,900</u>
Grand Total		<u>\$ 169,035</u>	<u>\$ 163,700</u>	<u>\$ 168,796</u>

SPARTANBURG SANITARY SEWER DISTRICT
BUDGET HIGHLIGHTS – FISCAL YEAR 2022-2023
PURCHASING DEPARTMENT

SUPPLIES AND MAINTENANCE

Item 26 – BUILDING & GROUNDS MAINTENANCE \$ 115,896

Funds are requested for the following:

- | | |
|------------------------------------------------------------------|----------|
| 1) Company-wide facility grass cutting | \$61,296 |
| 2) Company-wide janitorial services | \$51,600 |
| 3) Contingency (stripping floors, one off carpet cleaning, etc.) | \$3,000 |

OUTSIDE SERVICES

Item 32 – UNIFORMS \$ 50,400

This item provides for the company-wide cost of uniforms.

Item 39 – OTHER OUTSIDE SERVICES \$2,500

Funding requested to advertise requests for bids and other public notices.

Spartanburg Sanitary Sewer District
Expenditure Budget

Dept: 30 - Engineering

Account #	Account Name	FY22 Budget	FY22 Estimated Expenditures	FY23 Request
Supplies & Maintenance				
52200	Office/Computer System Maint.	39,177	39,177	41,214
52500	System Operation & Maintenance	4,250	4,250	4,250
		<u>43,427</u>	<u>43,427</u>	<u>45,464</u>
Outside Services				
53400	Consulting Services	14,000	14,000	14,000
53600	Fees and Support Services	910,566	915,759	910,542
		<u>924,566</u>	<u>929,759</u>	<u>924,542</u>
Grand Total		<u>\$ 967,993</u>	<u>\$ 973,186</u>	<u>\$ 970,006</u>

SPARTANBURG SANITARY SEWER DISTRICT
BUDGET HIGHLIGHTS – FISCAL YEAR 2022-2023
ENGINEERING DEPARTMENT

SUPPLIES AND MAINTENANCE

Item 22 – OFFICE/COMPUTER SYSTEM MAINTENANCE \$ 41,214

This item includes the District’s portion of funds for ESRI, InfoWater/Info Works, Auto Cad and Terrasync software

Item 25 – SYSTEM OPERATION & MAINTENANCE \$4,250

This item includes the District’s portion of miscellaneous field supplies.

OUTSIDE SERVICES

Item 34 – CONSULTING SERVICES \$14,000

Funds are provided for miscellaneous engineering services.

Item 36 – FEES AND SUPPORT SERVICES \$ 910,542

This item provides for the inter-company Engineering fee paid to Spartanburg Water System. The budget amount includes the District’s share of designated line items within the SWS Engineering Department budget, including labor and office supplies.

**Spartanburg Sanitary Sewer District
Expenditure Budget**

Dept: 41 - Wastewater Treatment - Lynch

Account #	Account Name	FY22 Budget	FY22 Estimated Expenditures	FY23 Request
Labor				
51000	Salaries and Wages	1,085,417	1,085,417	1,122,965
51100	Overtime	60,000	70,000	60,000
51200	Retirement	189,681	191,337	207,729
51300	FICA	87,624	88,389	90,497
		<u>1,422,722</u>	<u>1,435,143</u>	<u>1,481,190</u>
Supplies & Maintenance				
52000	Printing and Office Supplies	10,000	8,000	10,000
52100	Safety Equipment and Supplies	9,000	3,000	3,000
52200	Office/Computer System Maint.	4,000	1,000	3,000
52500	System Operation & Maintenance	279,400	280,000	300,000
52600	Building & Grounds Maintenance	60,000	60,000	60,000
52700	Treatment and Filter Supplies	389,300	389,000	464,213
52800	Lab Supplies	2,000	1,000	1,000
		<u>753,700</u>	<u>742,000</u>	<u>841,213</u>
Outside Services				
53000	Utilities	1,121,000	1,006,056	1,018,962
53100	Telephone	12,000	15,000	15,000
53400	Consulting Services	129,000	100,000	129,000
53600	Fees and Support Services	20,000	20,000	20,000
53700	Postage & Delivery	250	250	250
53900	Other Outside Services	20,000	24,000	25,000
		<u>1,302,250</u>	<u>1,165,306</u>	<u>1,208,212</u>
Education & Other Business Expenses				
54000	Education, Training	12,000	10,000	12,000
54100	Meals and Lodging	5,000	1,200	5,000
54200	Transportation	2,000	1,000	2,000
54300	Memberships & Sponsorships	3,000	3,000	3,000
		<u>22,000</u>	<u>15,200</u>	<u>22,000</u>
Capital Outlay				
55000	Equipment/Other Capital Items	18,400	20,191	-
		<u>18,400</u>	<u>20,191</u>	<u>-</u>
Company Expenses				
56400	Customer Relations & Info.	5,000	5,000	5,000
		<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
Grand Total		<u>\$ 3,524,072</u>	<u>\$ 3,382,840</u>	<u>\$ 3,557,615</u>

SPARTANBURG SANITARY SEWER DISTRICT
BUDGET HIGHLIGHTS – FISCAL YEAR 2022-2023
WASTEWATER TREATMENT DEPARTMENT – LYNCH PLANT

Note: This budget reflects cost for the Lynch and Lawson’s Fork facilities.

LABOR

DEPARTMENT LABOR TOTAL..... \$ 1,560,949
 The FY23 budget requests no additional positions.

SUPPLIES AND MAINTENANCE

Item 20 – PRINTING AND OFFICE SUPPLIES..... \$10,000
 Funds requested for office supplies and printing needs.

Item 21 – SAFETY EQUIPMENT AND SUPPLIES..... \$ 3,000
 Funds are requested to pay for safety supplies and personal protection equipment (hard hats, gloves, safety glasses, etc.) for the Operations group.

Item 22 – OFFICE/COMPUTER SYSTEM MAINTENANCE..... \$ 3,000
 Funds are for computer system maintenance.

Item 25 – SYSTEM OPERATION & MAINTENANCE..... \$ 300,000
 This item budgets for Lynch Wastewater treatment processes:
 Materials, Supplies & Repairs \$245,100
 Maintenance by Outside Contractor \$35,500
 System Operation and Maintenance \$18,000
 SCADA Instrument & Electronic repair \$1,400

Item 26 – BUILDING & GROUNDS MAINTENANCE..... \$60,000
 This item budgets for the general upkeep of the building and grounds of the various facilities.

Item 27 – TREATMENT & FILTER SUPPLIES..... \$ 668,399
 This line item reflects projected chemical prices and usage for Lynch and Lawson’s Fork facilities.

Item 28 – LAB SUPPLIES..... \$ 1,000
 This line item includes cost for lab supplies for the lab at the wastewater treatment plant.

OUTSIDE SERVICES

Item 30 – UTILITIES..... \$ 1,018,962
 This item provides for electrical and water service.

Item 31 – TELEPHONE..... \$ 15,000
 This item budgets for data lines for SCADA and phone service at Lynch and Lawson’s Fork facilities.

Item 34 – CONSULTING SERVICES..... \$129,000
 This item budgets for process enhancements and NPDES permit applications.

Item 36 – FEES AND SUPPORT SERVICES..... \$20,000
 Fund are used for DHEC permit fee requirements.

Item 37 – POSTAGE AND DELIVERY..... \$250
 Funds are requested for special priority mailings and shipping.

Item 39 – OTHER OUTSIDE SERVICES \$ 25,000

This item budgets for security services.

EDUCATION & OTHER BUSINESS EXPENSES

Item 40 – EDUCATION AND TRAINING \$12,000

Funds requested for license preparation, 5S training, and staff development.

Item 41 – MEALS AND LODGING \$5,000

Funds requested for official SSSD business.

Item 42 – TRANSPORTATION \$2,000

This item includes funds for employee reimbursement of mileage for SSSD travel in personal vehicles while on company business.

Item 43 – MEMBERSHIPS & SPONSORSHIPS \$3,000

Funds are requested for association memberships/dues.

COMPANY EXPENSE

Item 64 – CUSTOMER RELATIONS & INFO \$5,000

Funds are budgeted for RxCycle program and Lynch plant tours.

Spartanburg Sanitary Sewer District
Expenditure Budget

Dept: 43 - Wastewater Treatment-Biosolids

Account #	Account Name	FY22 Budget	FY22 Estimated Expenditures	FY23 Request
Supplies & Maintenance				
52500	System Operation & Maintenance	1,308,506	1,130,820	1,448,306
52700	Treatment and Filter Supplies	255,000	255,000	298,350
52800	Lab Supplies	1,000	-	1,000
		<u>1,564,506</u>	<u>1,385,820</u>	<u>1,747,656</u>
Grand Total		<u>\$ 1,564,506</u>	<u>\$ 1,385,820</u>	<u>\$ 1,747,656</u>

SPARTANBURG SANITARY SEWER DISTRICT
BUDGET HIGHLIGHTS – FISCAL YEAR 2022-2023
WASTEWATER TREATMENT DEPARTMENT – BIOSOLIDS

SUPPLIES AND MAINTENANCE

Item 25 – SYSTEM OPERATION & MAINTENANCE..... \$ 1,355,072

This item budgets for Biosolids Wastewater processes:

Dewatering and Landfilling operations	\$1,215,000
Solids Management parts and supplies	\$50,000
Solids Management (pump and haul services)	\$90,072

Item 27 – TREATMENT & FILTER SUPPLIES..... \$ 365,600

The FY23 budget reflects projected chemical prices and usage for the respective facilities.

Item 28 – LAB SUPPLIES..... \$1,000

This line item includes cost for lab supplies for the lab at the wastewater treatment plant.

**Spartanburg Sanitary Sewer District
Expenditure Budget**

Dept: 44 - Wastewater Treatment-Other

Account #	Account Name	FY22 Budget	FY22 Estimated Expenditures	FY23 Request
Supplies & Maintenance				
52500	System Operation & Maintenance	192,800	130,000	220,000
52600	Building & Grounds Maintenance		13,000	13,000
52700	Treatment and Filter Supplies	220,000	190,000	281,393
52800	Lab Supplies	1,000	-	-
		<u>413,800</u>	<u>333,000</u>	<u>514,393</u>
Outside Services				
53000	Utilities	514,890	510,000	538,234
53100	Telephone	12,000	5,000	3,700
		<u>526,890</u>	<u>515,000</u>	<u>541,934</u>
Capital Outlay				
55000	Equipment/Other Capital Items		-	25,000
		<u>-</u>	<u>-</u>	<u>25,000</u>
Grand Total		<u>\$ 940,690</u>	<u>\$ 848,000</u>	<u>\$ 1,081,327</u>

SPARTANBURG SANITARY SEWER DISTRICT
BUDGET HIGHLIGHTS – FISCAL YEAR 2022-2023
WASTEWATER TREATMENT DEPARTMENT - OTHER

Note: This budget reflects the following facilities:

Lower North Tyger River WWTF, South Tyger River WWTF, Page Creek WWTF,
 Fingerville WWTF, Cowpens WWTF, Clifton WWTF, Pacolet WWTF, Chesnee

SUPPLIES AND MAINTENANCE

Item 25 – SYSTEM OPERATION & MAINTENANCE..... \$ 220,000

This item budgets for other Wastewater Treatment Facilities processes:

Materials, Supplies & Repairs	\$146,300
Maintenance by Outside Contractor	\$68,700
SCADA Instr. & Electronic Repair	\$5,000

Item 26 – BUILDING & GROUNDS MAINTENANCE..... \$ 13,000

This item budgets for the general upkeep of the building and grounds of the various facilities.

Item 27 – TREATMENT & FILTER SUPPLIES..... \$ 312,293

The FY23 budget reflects projected chemical prices and usage for the respective facilities.

OUTSIDE SERVICES

Item 30 – UTILITIES..... \$ 538,234

This item provides for electrical and water service.

Item 31 – TELEPHONE..... \$ 3,700

This item budgets for data lines for SCADA and phone service at the respective treatment facilities.

CAPITAL OUTLAY

Item 50 – EQUIPMENT/OTHER CAPITAL ITEMS..... \$ 25,000

(1) Hoist for UV (\$25,000)

Need to replace the current “davit crane” at the South Tyger WWT Facility. This upgrade to a hoist system will be safer and easier to use and to protect the UV bulbs while being lifted for preventive maintenance by being more stable and controllable.

**Spartanburg Sanitary Sewer District
Expenditure Budget**

Dept: 45 - Compliance

Account #	Account Name	FY22 Budget	FY22 Estimated Expenditures	FY23 Request
Labor				
51000	Salaries and Wages	263,533	266,000	182,882
51200	Retirement	43,641	44,050	32,114
51300	FICA	20,160	20,349	13,990
		<u>327,334</u>	<u>330,399</u>	<u>228,986</u>
Supplies & Maintenance				
52000	Printing and Office Supplies	2,000	400	1,200
52100	Safety Equipment and Supplies	750	750	750
52200	Office/Computer System Maint.	9,000	500	1,000
		<u>11,750</u>	<u>1,650</u>	<u>2,950</u>
Outside Services				
53400	Consulting Services	11,500	12,000	12,000
53700	Postage & Delivery	2,500	1,000	2,000
53900	Other Outside Services	450	2,000	2,000
		<u>14,450</u>	<u>15,000</u>	<u>16,000</u>
Education & Other Business Expenses				
54000	Education, Training	10,000	2,000	5,000
54100	Meals and Lodging	1,500	1,000	2,000
54300	Memberships & Sponsorships	1,000	1,000	1,000
		<u>12,500</u>	<u>4,000</u>	<u>8,000</u>
Capital Outlay				
55200	Small Equipment Replacement	550	-	-
		<u>550</u>	<u>-</u>	<u>-</u>
Company Expenses				
56400	Customer Relations & Info.	10,000	1,000	10,000
		<u>10,000</u>	<u>1,000</u>	<u>10,000</u>
Grand Total		<u>\$ 376,584</u>	<u>\$ 352,049</u>	<u>\$ 265,936</u>

SPARTANBURG SANITARY SEWER DISTRICT
BUDGET HIGHLIGHTS – FISCAL YEAR 2022-2023
COMPLIANCE DEPARTMENT

LABOR

DEPARTMENT LABOR TOTAL..... \$ 228,986

The FY23 budget requests no additional positions.

SUPPLIES AND MAINTENANCE

Item 20 – PRINTING AND OFFICE SUPPLIES..... \$ 1,200

Includes general office supplies and printing needs for the Compliance Department.

Item 21 – SAFETY EQUIPMENT AND SUPPLIES \$750

This item budgets for personal protection equipment and miscellaneous safety needs.

Item 22 – OFFICE/COMPUTER SYSTEM MAINTENANCE \$ 1,000

This item budgets for Captain’s database fee and support for office systems.

OUTSIDE SERVICES

Item 34 – CONSULTING SERVICES..... \$ 12,000

Funds are included for the headworks analysis required by regulation and other consulting service as required.

Item 37 – POSTAGE AND DELIVERY..... \$ 2,000

This item budgets for mailing/delivery costs of regulatory correspondence.

Item 39 – OTHER OUTSIDE SERVICES \$ 2,000

This item includes public notices regarding industrial user compliance records.

EDUCATION & OTHER BUSINESS EXPENSES

Item 40 – EDUCATION AND TRAINING \$ 5,000

This item budgets for pretreatment meeting, operator certification, renewal fees, and other technical training.

Item 41 – MEALS AND LODGING \$ 2,000

Funds requested for official SSSD business.

Item 43 – MEMBERSHIPS & SPONSORSHIPS..... \$1,000

Funds are provided for WEASC dues.

COMPANY EXPENSES

Item 64 – CUSTOMER RELATIONS & INFO..... \$10,000

Funds are provided for a recognition event for industrial users and the grease outreach program.

**Spartanburg Sanitary Sewer District
Expenditure Budget**

Dept: 55 - Laboratory Services

Account #	Account Name	FY22 Budget	FY22 Estimated Expenditures	FY23 Request
Labor				
51000	Salaries and Wages	755,551	550,000	722,147
51100	Overtime	12,000	14,000	14,000
51200	Retirement	127,106	93,398	129,267
51300	FICA	58,718	43,146	56,315
		<u>953,375</u>	<u>700,544</u>	<u>921,730</u>
Supplies & Maintenance				
52000	Printing and Office Supplies	7,200	12,000	12,000
52100	Safety Equipment and Supplies	3,900	1,500	3,000
52600	Building & Grounds Maintenance	16,040	16,040	16,040
52800	Lab Supplies	184,050	134,000	150,000
		<u>211,190</u>	<u>163,540</u>	<u>181,040</u>
Outside Services				
53000	Utilities	37,200	32,000	33,920
53100	Telephone	600	600	600
53400	Consulting Services	10,000	5,000	10,000
53600	Fees and Support Services	2,330	1,000	1,500
53900	Other Outside Services	400,324	380,000	400,000
		<u>450,454</u>	<u>418,600</u>	<u>446,020</u>
Education & Other Business Expenses				
54000	Education, Training	10,100	5,000	10,000
54100	Meals and Lodging	1,050	750	1,500
54200	Transportation	1,624	500	1,500
54300	Memberships & Sponsorships	1,340	500	1,000
		<u>14,114</u>	<u>6,750</u>	<u>14,000</u>
Capital Outlay				
55200	Small Equipment Replacement	2,000	-	-
		<u>2,000</u>	<u>-</u>	<u>-</u>
Grand Total		<u>\$ 1,631,133</u>	<u>\$ 1,289,434</u>	<u>\$ 1,562,790</u>

SPARTANBURG SANITARY SEWER DISTRICT
BUDGET HIGHLIGHTS – FISCAL YEAR 2022-2023
LABORATORY SERVICES DEPARTMENT

LABOR

DEPARTMENT LABOR TOTAL..... \$ 921,730

The FY23 budget requests no additional positions.

SUPPLIES AND MAINTENANCE

Item 20 – PRINTING AND OFFICE SUPPLIES..... \$ 12,000

Funds requested for office supplies and printing needs.

Item 21 – SAFETY EQUIPMENT AND SUPPLIES..... \$ 3,000

This item budgets for personal protection equipment and miscellaneous safety needs.

Item 26 – BUILDING & GROUNDS MAINTENANCE..... \$ 16,040

The joint lab facility requires funding for supplies and maintenance/repair of the Lab Services building.

Item 28 – LAB SUPPLIES..... \$ 150,000

This item includes cost for laboratory expendables such as chemicals, supplies, gases, and QC ampoules required to maintain state certification. This item includes cost of preventive maintenance agreements for all major instrumentation, and third party calibrations required to maintain state certification.

OUTSIDE SERVICES

Item 30 – UTILITIES..... \$ 33,920

This item budgets for power and natural gas for the joint lab facility.

Item 31 – TELEPHONE..... \$ 600

This item provides for monthly and long distance telephone service for the joint lab facility.

Item 34 – CONSULTING SERVICES..... \$ 10,000

Funds are requested for consulting assistance as required.

Item 36 – FEES AND SUPPORT SERVICES..... \$ 1,500

This item provides for SCDHEC lab certification fees.

Item 39 – OTHER OUTSIDE SERVICES..... \$ 301,912

Funds are requested for services of commercial laboratories for analysis of samples that are not tested within the District’s lab. The requirements for the services include NPDEDS permits, biosolids monitoring, pretreatment regulations, PCB monitoring, etc.

EDUCATION & OTHER BUSINESS EXPENSES

Item 40 – EDUCATION AND TRAINING..... \$ 10,000

This item budgets for pretreatment meeting, operator certification, renewal fees, and other technical training.

Item 41 – MEALS AND LODGING..... \$ 1,500

Funds requested for official SSSD business.

Item 42 – TRANSPORTATION..... \$ 1,500

This item provides for business use of personal vehicles.

Item 43 – MEMBERSHIPS & SPONSORSHIPS..... **\$ 1,000**
Funds are provided for WEASC dues.

**Spartanburg Sanitary Sewer District
Expenditure Budget**

Dept: 61 - Collection & Distribution

Account #	Account Name	FY22 Budget	FY22 Estimated Expenditures	FY23 Request
Labor				
51000	Salaries and Wages	1,532,330	1,532,330	1,517,166
51100	Overtime	96,000	96,000	96,000
51200	Retirement	269,652	269,651	283,272
51300	FICA	124,567	124,567	123,407
		<u>2,022,549</u>	<u>2,022,549</u>	<u>2,019,846</u>
Supplies & Maintenance				
52100	Safety Equipment and Supplies	40,000	40,000	40,000
52500	System Operation & Maintenance	250,000	200,000	200,000
52600	Building & Grounds Maintenance	15,000	30,000	21,210
52900	Right of Way Maintenance	110,000	110,000	110,000
		<u>415,000</u>	<u>380,000</u>	<u>371,210</u>
Outside Services				
53000	Utilities	11,000	11,000	16,027
53100	Telephone	2,200	2,100	3,263
53400	Consulting Services	10,000	10,000	10,000
53600	Fees and Support Services	398,866	398,866	389,758
53700	Postage & Delivery	1,000	1,000	1,000
53900	Other Outside Services	35,000	35,000	43,000
		<u>458,066</u>	<u>457,966</u>	<u>463,048</u>
Education & Other Business Expenses				
54000	Education, Training	16,800	16,800	16,800
54100	Meals and Lodging	3,400	3,400	3,400
54200	Transportation	1,000	1,000	1,000
54300	Memberships & Sponsorships	1,680	1,680	1,680
		<u>22,880</u>	<u>22,880</u>	<u>22,880</u>
Capital Outlay				
55000	Equipment/Other Capital Items	47,600	47,000	-
55200	Small Equipment Replacement	20,000	20,000	20,000
		<u>67,600</u>	<u>67,000</u>	<u>20,000</u>
Company Expenses				
56400	Customer Relations & Info.	10,000	5,000	10,000
		<u>10,000</u>	<u>5,000</u>	<u>10,000</u>
Grand Total		<u>\$ 2,996,095</u>	<u>\$ 2,955,395</u>	<u>\$ 2,906,984</u>

SPARTANBURG SANITARY SEWER DISTRICT
BUDGET HIGHLIGHTS – FISCAL YEAR 2022-2023
COLLECTION & DISTRIBUTION DEPARTMENT

LABOR

DEPARTMENT LABOR TOTAL..... \$ 2,019,846

The FY23 budget requests no additional positions.

SUPPLIES AND MAINTENANCE

Item 21 – SAFETY EQUIPMENT AND SUPPLIES \$ 40,000

Funds requested include personal protection equipment for all departmental employees and first aid kits and supplies for all department vehicles and buildings.

Item 25 – SYSTEM OPERATION & MAINTENANCE \$ 200,000

Funds requested are for distribution maintenance and repair; construction hand tools, road patching supplies, meter shop supplies; construction supplies, and system maintenance required by independent contractors; construction/demolition debris disposal.

Item 26 – BUILDING & GROUNDS MAINTENANCE \$ 21,210

Funds requested include building and grounds maintenance for the joint maintenance facility (roof repairs, contractor maintenance, janitorial supplies, painting, fence and gate repairs, floor mat cleaning service).

Item 29 – RIGHT OF WAY MAINTENANCE \$ 110,000

This item also includes funds for system Right-of-Way maintenance and mowing.

OUTSIDE SERVICES

Item 30 – UTILITIES..... \$ 16,027

Funds are requested for electrical power and natural gas service for the joint maintenance facility.

Item 31 – TELEPHONE \$ 3,263

Request includes monthly telephone service, long distance charges, and telephone system maintenance for the joint maintenance facility.

Item 34 – CONSULTING SERVICES..... \$ 10,000

Funding requested for Collection system initiatives and infrastructure evaluation.

Item 36 – FEES AND SUPPORT SERVICES \$ 389,758

This item provides for the inter-company fee paid to Spartanburg Water System for managerial labor cost associated with the Maintenance group and the labor reimbursement fee for SWS working on SSSD operations.

Item 37 – POSTAGE AND DELIVERY..... \$ 1,000

Fees associated with postage for certified mailing of compliance information.

Item 39 – OTHER OUTSIDE SERVICES \$ 43,000

This line item provides funding for Palmetto Utility Protection Services (PUPS).

EDUCATION & OTHER BUSINESS EXPENSES

Item 40 – EDUCATION, TRAINING..... \$ 16,800

Funds are requested for collection system certification training, employee development training, instrumentation training, grease control program, equipment symposiums, backflow prevention and electrical certification, and CDL license and renewal fees.

Item 41 – MEALS AND LODGING \$ 3,400

Funds are requested for meals associated with after hours and weekend work.

Item 42 – TRANSPORTATION..... \$ 1,000

This item provides for business use of personal vehicles.

Item 43 – MEMBERSHIPS & SPONSORSHIPS..... \$ 1,680

This item provides for SC Environmental certification/license renewal and WEASC dues.

Item 52 – SMALL EQUIPMENT REPLACEMENT..... \$ 20,000

Funds are requested for replacements of various specialized tools and equipment on an as needed basis. Each piece of equipment has a value of less than \$5,000 and is not included in the Depreciation Fund. Examples: chain saws, pipe cutters, locating equipment, boring machines, tapping machines, tamps, air pumps, gas powered pumps, generators, emergency lighting, pressure gauges, lawn care equipment, pneumatic punches, etc.

COMPANY EXPENSE

Item 64 – CUSTOMER RELATIONS & INFO..... \$ 10,000

Funds are requested for Disposable Wipes Campaign Funding.

Spartanburg Sanitary Sewer District
Expenditure Budget

Dept: 62 - Fleet Services

Account #	Account Name	FY22 Budget	FY22 Estimated Expenditures	FY23 Request
Supplies & Maintenance				
52200	Office/Computer System Maint.	7,500	7,500	7,500
52300	Vehicle & Equipment Maint.	133,000	133,000	145,000
52400	Vehicle & Equipment Fuel	155,000	180,000	200,000
52500	System Operation & Maintenance	15,000	15,000	15,000
		310,500	335,500	367,500
Outside Services				
53600	Fees and Support Services	155,000	155,000	130,000
53900	Other Outside Services	25,000	25,000	25,000
		180,000	180,000	155,000
	Grand Total	\$ 490,500	\$ 515,500	\$ 522,500

SPARTANBURG SANITARY SEWER DISTRICT
BUDGET HIGHLIGHTS – FISCAL YEAR 2022-2023
FLEET SERVICES DEPARTMENT

SUPPLIES AND MAINTENANCE

Item 22 – OFFICE/COMPUTER SYSTEM MAINTENANCE..... \$ 7,500
This item includes funds for the Fleet maintenance software.

Item 23 – VEHICLE & EQUIPMENT MAINTENANCE \$ 145,000
Funds requested are to maintain vehicles, heavy trucks and equipment. Costs reflect all parts and supplies associated with Fleet Services expenditures.

Item 24 – VEHICLE & EQUIPMENT FUEL \$ 243,653
Funds requested are to provide fuel (gas and diesel) for vehicles, heavy trucks and equipment.

Item 25 – SYSTEM OPERATION & MAINTENANCE..... \$ 15,000
Funds requested are for the repair and replacement of existing tools and equipment; waste oil disposal, and shop supplies.

OUTSIDE SERVICES

Item 36 – FEES AND SUPPORT SERVICES \$ 130,000
This item budgets the inter-company cost paid to Spartanburg Water System for maintenance of the District fleet.

Item 39 – OTHER OUTSIDE SERVICES..... \$ 25,000
Funds provided for GPS fleet monitoring system.

**Spartanburg Sanitary Sewer District
Expenditure Budget**

Dept: 65 - Above Ground Maintenance

Account #	Account Name	FY22 Budget	FY22 Estimated Expenditures	FY23 Request
Labor				
51000	Salaries and Wages	548,675	528,596	593,611
51100	Overtime	20,000	16,000	20,000
51200	Retirement	94,173	90,185	107,750
51300	FICA	43,504	41,662	46,941
		706,352	676,443	768,302
Supplies & Maintenance				
52000	Printing and Office Supplies		500	500
52100	Safety Equipment and Supplies	6,000	6,000	5,000
52500	System Operation & Maintenance	90,000	68,000	85,000
		96,000	74,500	90,500
Education & Other Business Expenses				
54000	Education, Training	20,000	5,500	20,000
54100	Meals and Lodging	800	400	800
54200	Transportation	250	250	250
54300	Memberships & Sponsorships	1,200	1,200	1,200
		22,250	7,350	22,250
Capital Outlay				
55000	Equipment/Other Capital Items	17,560	17,560	15,893
55200	Small Equipment Replacement	3,000	2,500	3,000
		20,560	20,060	18,893
Grand Total		\$ 845,162	\$ 778,353	\$ 899,945

SPARTANBURG SANITARY SEWER DISTRICT SYSTEM
BUDGET HIGHLIGHTS – FISCAL YEAR 2022-2023
ABOVE GROUND MAINTENANCE DEPARTMENT

LABOR

DEPARTMENT LABOR TOTAL..... \$ 768,302
 The FY23 budget requests no additional positions.

SUPPLIES AND MAINTENANCE

Item 20 – PRINTING AND OFFICE SUPPLIES..... \$ 500
 Funds requested for office supplies and printing needs.

Item 21 – SAFETY EQUIPMENT AND SUPPLIES..... \$ 5,000

This item includes Safety Supplies & Equipment; Electrical Glove Testing and Replacement; Fall Protection devices and supplies, ARC Flash gear purchase and replacement, Confined Space Monitor, repairs, calibration and testing gas, Confined Space entry equipment. Other personnel safety items as required.

Item 25 – SYSTEM OPERATION & MAINTENANCE..... \$ 85,000

This item provides for generator maintenance contract and repairs, oil and grease supplies for all WWT Facility Equipment, parts washer maintenance, welding supplies, miscellaneous tools, maintenance consumable items, other day-to-day maintenance operational costs, and oil analysis.

EDUCATION & OTHER BUSINESS EXPENSES

Item 40 – EDUCATION, TRAINING..... \$ 20,000

Funds are requested for various training needs: Crane certification and training for new AGM Employees, South Carolina Backflow Training and Certification, ARC flash, meter controls, Allen Bradley drives and other training opportunities, safety and specialized training,

Item 41 – MEALS AND LODGING..... \$ 800

This item provides for afterhours emergency and weekend work.

Item 42 – TRANSPORTATION..... \$ 250

Funds are budgeted for use of personal vehicle.

Item 43 – MEMBERSHIPS & SPONSORSHIPS..... \$ 1,200

Funds requested for licensing and memberships for AGM personnel.

CAPITAL OUTLAY

Item 50 – EQUIPMENT/OTHER CAPITAL ITEMS..... \$ 15,893

- (1) Press Tool Kit (\$3,666)
 WWT Maintenance often completes installations and repairs to copper pipe. This tool allows for installations and repairs of copper pipe without the need for soldering pipe and fittings.
- (1) Rotary Hammer Drill Kit (\$2,199)
 The maintenance department often has the need to drill through concrete floors and walls to run electrical conduit, water piping, as well as, set studs and anchors.
- (1) Air compressor (\$3,750)
 Air compressor to serve the weld shop, maintenance shop and building area.

- (1) Shaft alignment tool (\$6,278)

Our WWT Facilities have numerous motors and equipment that require alignment when they come back from repair. The RWT Maintenance aligns this equipment to remove vibration and prolong the life of our equipment.

Item 52 – SMALL EQUIPMENT REPLACEMENT.....\$ 3,000

Funds are requested for replacements of various specialized tools and equipment. These items are not included in the Depreciation Fund.

**Spartanburg Sanitary Sewer District
Expenditure Budget**

Dept: 66 - Lift Stations

Account #	Account Name	FY22 Budget	FY22 Estimated Expenditures	FY23 Request
Supplies & Maintenance				
52100	Safety Equipment and Supplies	1,500	1,000	1,500
52500	System Operation & Maintenance	100,000	50,000	100,000
52600	Building & Grounds Maintenance	10,000	2,000	10,000
52700	Treatment and Filter Supplies	55,000	52,000	55,000
		166,500	105,000	166,500
Outside Services				
53000	Utilities	298,300	298,300	325,000
53100	Telephone	40,000	42,500	43,000
53900	Other Outside Services	25,000	15,000	20,000
		363,300	355,800	388,000
Capital Outlay				
55200	Small Equipment Replacement	-	500	500
		-	500	500
Grand Total		\$ 529,800	\$ 461,300	\$ 555,000

SPARTANBURG SANITARY SEWER DISTRICT
BUDGET HIGHLIGHTS – FISCAL YEAR 2022-2023
LIFT STATIONS DEPARTMENT

SUPPLIES AND MAINTENANCE

Item 21 – SAFETY EQUIPMENT AND SUPPLIES \$ 1,500

Funds requested include personal protection equipment for the department.

Item 25 – SYSTEM OPERATION & MAINTENANCE \$ 100,000

Funds are requested for materials, spare parts, supplies, repair parts, and maintenance for pump stations and odor control facilities. Also includes hand tools, construction supplies, equipment rental and maintenance by outside contractors.

Item 26 – BUILDING & GROUNDS MAINTENANCE \$ 10,000

Funds requested are for access road maintenance and gate/fence repairs.

Item 27 – TREATMENT & FILTER SUPPLIES \$ 55,000

Funds are requested for odor control chemicals, (Love Springs, South Tyger River, Camp Croft, Whitney, Thickety Creek, Middle Tyger #1, Idlewood, Bradford Crossing, and Glendale) and for odor control filters.

OUTSIDE SERVICES

Item 30 – UTILITIES \$ 325,000

Funds requested for electrical power and water service for the District’s pump stations and odor control stations.

Item 31 – TELEPHONE \$ 43,000

Funds requested for service associated with pump station auto dialers and wireless monitoring for remote sites.

Item 39 – OTHER OUTSIDE SERVICES \$ 20,000

Funds requested for pump and haul services during hazardous weather/excessive rainfall events to assist in the prevention of SSO’s.

CAPITAL OUTLAY

Item 52 – SMALL EQUIPMENT REPLACEMENT \$ 500

Funds are requested for replacements of various specialized tools and equipment on an as needed basis.

**SPARTANBURG SANITARY SEWER DISTRICT
EMPLOYEE SUMMARY**

Department	Position Title	Number of Positions	
		FY 21-22 Approved	FY 22-23 Proposed
Wastewater Treatment (41)	WWT Plant Lead Operator	2	2
	WWT Plant Operator	11	11
	WWT Admin Assist	1	1
	Deputy Chief Operating Officer	1	1
	Biosolids/Residuals Operator	1	1
	WWT Sep/Grease Rec. Station Tech I	1	1
	WWT Superintendent	0	1
		<u>17</u>	<u>18</u>
Compliance Services (45)	Compliance Supervisor	1	1
	Compliance Specialist	4	4
		<u>5</u>	<u>5</u>
Laboratory Services (55)	Field Technician I	3	3
	Quality Assurance Officer	1	1
	Laboratory Analyst	1	1
	Lab Services Coordinator	1	1
	Laboratory Technician I	1	2
	Laboratory Technician II	1	0
	Laboratory Technician III	4	4
	Compliance Department Manager	1	1
	Field Services Coordinator	1	1
	Lab Services Section Manager	1	1
	<u>15</u>	<u>15</u>	
Collection & Distribution (61)	Collection / Distribution Programs Manager	1	1
	Collection / Distribution Line Locator	1	1
	Field Coordinator	3	3
	Field Operations Manager	1	1
	Collection / Distribution Team Leader I	10	8
	Collection / Distribution Team Leader II	1	1
	Collection / Distribution Team Member I	6	9
	Collection / Distribution Team Member II	5	6
	Collection / Distribution Team Member III	4	2
	<u>32</u>	<u>32</u>	
Above Ground Maintenance (65)	Maintenance Coordinator	1	1
	Maintenance Technician I	4	4
	Maintenance Technician II	3	2
	Maintenance Technician III	2	3
	Facility Maintenance Manager	1	1
	<u>11</u>	<u>11</u>	
	Company Total	<u>80</u>	<u>81</u>

Spartanburg Sanitary Sewer District
Rates and Fees

I. Sewer User Charges

A. Sewer Volume Charge – per 100 gallons

District Volume Charge \$.675

For customers within the Sewer District boundaries, the District provides collection line services as well as treatment and transportation services. The rate to recover these costs is referred to as the District Volume Charge.

Subdistrict Volume Charge \$.483

Metro Subdistrict B is a political subdivision within the Spartanburg Sanitary Sewer District. The District provides only the treatment and transportation service, and the user rate is referred to as the Subdistrict Volume Charge.

Seasonal Sewer Averaging

Sewer charges are normally based on water usage. The Sewer District uses seasonal averaging to adjust sewer charges for summer residential water use that is not returned to the sewer, such as lawn and garden watering, car washing, filling pools, etc. From April 1 – October 31, the District uses the customer’s average winter billed water consumption to adjust the sewer charges. The winter average sewer usage calculation for each account is based on bills processed between December 1 and March 31 of each year.

B. Sewer Base Charge (based on meter size)

The base charge recovers costs associated with meter reading and maintenance, billing, customer service and a portion of capital costs.

Sewer Base Charge Schedule

<u>Meter size</u>	<u>Monthly</u>	<u>Bi-monthly</u>
5/8”.....	\$5.70	\$11.40
1”	\$11.94.....	\$23.87
1-1½”.....	\$22.33	\$44.65
2”	\$34.80	\$69.60
3”	\$63.90	\$127.80
4”.....	\$105.47	\$210.94
6”	\$209.40	\$418.80
8”	\$334.11	\$668.22
10”	\$479.61	\$959.22

II. Customer Service Fees and Collection Charges

- A. Late Payment Charge \$1.50, plus 1.5% of the account balance.
If the District does not receive payment within five (5) days after the due date, a late fee will be added to the account and a notice of delinquency will be mailed to the customer.
- B. Collection Fee \$15 At the time of final notice
If the District does not receive payment within ten (10) days after the date of the notice of delinquency, a collection fee will be added to the account and a final notice will be hand-delivered to the user.
- C. Nonpayment Service Charge \$65
Once the District dispatches personnel to discontinue sewer service, a nonpayment service charge will be added to the balance due the District. If the user makes payment prior to disconnection, the nonpayment service charge will still apply.

III. Capacity Fees

Capacity Fees are a method of partially financing infrastructure that is essential in providing sewer service to new development. Capacity Fees are applicable to all new service connections to the existing system and its additions.

Residential
Single-Family and Multi-Family

REU	Gallons/Day	Fee
Single-Family REU	300	\$1,200
Multi-Family 3-bedroom REU	300	\$1,200
Multi-Family 2-bedroom	225	\$900
Multi-Family 1-bedroom	150	\$600

Non-Residential

Meter size	Non-Residential Fee by Meter Size
5/8"	\$1,200
1"	\$3,000
1 1/2"	\$6,000
2"	\$9,600
3"	\$21,600
4"	\$34,800
6"	\$129,600
8"	\$158,400

IV. Industrial Wastewater Charges

A. Industrial Service Charges

This charge includes fixed costs and variable costs for each industrial user. Fixed costs include annual priority pollutant monitoring at District facilities, reports to DHEC, permit processing, routine industrial inspections, and review of monitoring data, which are tasks necessary for District compliance with pretreatment regulations. Fixed costs are divided by the number of industrial users to determine the fixed cost portion of the charge. Variable costs include expenses for compliance monitoring, and the variable portion of the charge is determined for each industrial user based on the number and type of samples that the District plans to obtain for that user during the year.

- 1. Administrative Charge, per month \$417.41
- 2. Wastewater Meter Special billing charge, per month \$17.00

B. Industrial Surcharges for the treatment of high strength wastewater

Surcharge provides a means of cost recovery proportionate to the level of service provided. The surcharge regulations also aid the District in complying with state and federal regulations, guidance and policy that provides that industrial users pay their proportionate share of costs for treating industrial wastewater. The surcharge rate includes the District's cost of local capital treatment improvements, debt service charges, and O&M, which are recovered from industry on a proportionate basis. Surcharge is generally assessed on any industrial discharge identified through District monitoring as having biological oxygen demand (BOD) greater than 250 mg/l, chemical oxygen demand (COD) greater than 750 mg/l, or total suspended solids (TSS) greater than 300 mg/l. There is a minimum surcharge based on the industrial user's discharge permit limits for these parameters. The District reserves the right to surcharge for other pollutants of concern if it deems it necessary.

- 1. BOD (above 250 mg/l) \$29.70
Per 100 lbs.
- 2. TSS (above 300 mg/l) \$22.25
Per 100 lbs.

Minimum Surcharge, per month \$72.00

C. Fees for SSSD Lab Analyses

The industrial wastewater monitoring charge recovers the cost of monitoring performed by the District in addition to any monitoring covered by the Service Charge. Any industrial user may have its wastewater discharge monitored by the District either through a wastewater discharge permit, general permit, administrative order or other directive. All users are billed by the District for the amount of monitoring.

Fees for Analysis Performed By SSSD Laboratory

<u>Test</u>	<u>Cost/Sample</u>
1. pH	\$7.76
2. BOD, TSS	\$68.97
3. COD	\$26.23
4. Iron	\$26.41
5. Cadmium	\$26.41
6. Chromium	\$26.41
7. Copper	\$26.41
8. Lead	\$25.95
9. Nickel	\$26.41
10. Silver	\$26.41
11. Zinc	\$26.41
12. Dissolved Oxygen	\$1.75
13. Cyanide	\$38.79
14. Oil & Grease	\$50.75

D. Civil Penalties

The District is authorized under SC State Law to assess civil penalties for violations of its Rules and Regulations. These penalties are limited to a maximum of \$2,000 per day for each violation. For purposes of penalty assessment, each day on which a given violation occurs or continues shall be deemed a separate and distinct offense. In the case of discharge limits with required monitoring less frequent than daily, the civil penalty may be assessed for each day during the period of violation.

V. Ad Valorem Tax Millage

	2022
	<u>Millage</u>
General Fund	7.7
Bond	<u>.9</u>
	<u>8.6</u>

VI. Holding Tank Waste

Holding tank waste shall be accepted for discharge from licensed operator for the following:

- (1) septic tanks used to treat wastewater of domestic origin from human sources (those generated from normal human activities); and
- (2) grease traps containing oil or grease of animal and vegetable origin from restaurants, hotels, or any other source that prepares food for retail sales for direct human consumption on the premises. Only grease in a liquid form such that it can pass through a one-inch mesh screen shall be accepted. All grease trap loads must have complete and proper documentation available upon request in order to receive approval to discharge at a District owned facility.

A. Septage Disposal Fee per 2,500 Gallon Truckload
(or any portion thereof)

Septage Fee	\$100
After Hours Surcharge	\$35
Septic Tank Rebate	\$55
- For septic tank waste originating within District boundaries only.	
- Only one rebate per address per year will be issued.	

The District shall provide the rebate to property owners living within the District's boundaries if the property owner's septic tank contents are disposed by a licensed operator at a wastewater treatment plant approved by the District. The licensed operator shall provide written documentation identifying to the District the owner and location of all waste originating from septic tanks located within the District's boundaries. The District shall then notify those owners of their rebate eligibility and provide a certification form to be completed and returned. Upon receipt and validation of the certification form, the District shall issue the rebate. Only one (1) rebate per address or location will be issued in any calendar year.

B. Grease Disposal Fee per 2,500 Gallon Truckload
(or any portion thereof)

Grease Fee	\$175
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C. Truck wash out

Use of District truck wash out facilities	\$50 per use
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**SPARTANBURG SANITARY SEWER DISTRICT
DEPRECIATION FUNDING SCHEDULE**

	Replacement Cost	# of Years	Annual Amount
Vehicles, Heavy Trucks & Equipment	6,965,414	10	696,541
Waste Water Treatment	25,324,112	Various	1,688,274
Maintenance (Lift Stations)	9,512,000	15	634,133
Office Equipment	15,100	8	1,888
Lab Equipment	704,981	10	70,498
Computer Equipment	367,078	5	73,416
SCADA Equipment	1,789,300	11	162,664
Total			<u><u>3,327,414</u></u>
FY 23 Funding Request			<u><u>2,500,000</u></u>

**SPARTANBURG SANITARY SEWER DISTRICT
DEPRECIATION FUND
FIVE-YEAR FUNDING AND EXPENDITURE SCHEDULE**

<u>FY 2022 Ending Balance</u>	<u><u>3,600,000</u></u>
 <u>FY 2023</u>	
Annual Funding	2,500,000
Expenditure Schedule	
1. Vehicle/Equipment Replacement	(690,000)
2. Waste Water Treatment	(1,000,000)
Lynch	
Biosolids	
Special Facilities	
Lawson's Fork	
Lower North/South Tyger River	
3. Lab Equipment & Services	(82,010)
4. Lift Stations/Odor Control Stations	(1,124,000)
5. Computer Equipment	(104,841)
6. SCADA Equipment	(55,000)
7. Collection System Equipment	(67,500)
Subtotal FY 2023 Expenditures	<u><u>(3,123,351)</u></u>
Ending Balance	<u><u>2,976,649</u></u>

FY 2024

Annual Funding 2,600,000

Expenditure Schedule

1. Vehicle/Equipment Replacement	(410,000)
2. Waste Water Treatment	(1,000,000)
Lynch	
Biosolids	
Special Facilities	
Lawson's Fork	
Lower North/South Tyger River	
3. Lab Equipment & Services	(57,120)
4. Lift Stations/Odor Control Stations	(638,000)
5. Computer Equipment	(76,395)
6. SCADA Equipment	(71,700)
7. Collection System Equipment	(222,500)
Subtotal FY 2024 Expenditures	<u>(2,475,715)</u>

Ending Balance **3,100,934**

FY 2025

Annual Funding 2,700,000

Expenditure Schedule

1. Vehicle/Equipment Replacement	(757,000)
2. Waste Water Treatment	(1,000,000)
Lynch	
Biosolids	
Special Facilities	
Lawson's Fork	
Lower North/South Tyger River	
3. Lab Equipment & Services	(165,134)
4. Lift Stations/Odor Control Stations	(775,000)
5. Computer Equipment	(47,025)
6. SCADA Equipment	(72,900)
7. Collection System Equipment	(225,000)
Subtotal FY 2025 Expenditures	<u>(3,042,059)</u>

Ending Balance **2,758,875**

FY 2026

Annual Funding 2,700,000

Expenditure Schedule

1. Vehicle/Equipment Replacement	(680,000)
2. Waste Water Treatment	(1,000,000)
Lynch	
Biosolids	
Special Facilities	
Lawson's Fork	
Lower North/South Tyger River	
3. Lab Equipment & Services	(272,624)
4. Lift Stations/Odor Control Stations	(791,000)
5. Computer Equipment	(68,310)
6. SCADA Equipment	(96,500)
7. Collection System Equipment	(105,000)
Subtotal FY 2026 Expenditures	(3,013,434)
Ending Balance	2,445,441

FY 2027

Annual Funding	2,700,000
Expenditure Schedule	
1. Vehicle/Equipment Replacement	(947,000)
2. Waste Water Treatment	(1,000,000)
Lynch	
Biosolids	
Special Facilities	
Lawson's Fork	
Lower North/South Tyger River	
3. Lab Equipment & Services	(154,173)
4. Lift Stations/Odor Control Stations	(746,000)
5. Computer Equipment	(127,149)
6. SCADA Equipment	(170,000)
7. Collection System Equipment	(185,000)
Subtotal FY 2027 Expenditures	(3,329,322)
Ending Balance	1,816,119

Spartanburg Sanitary Sewer District
Debt Service Schedule

<u>FY</u>	<u>2013 GO</u>	<u>2014 GO</u>	<u>2014AB</u>	<u>2016 GO</u>	<u>2019</u>	<u>2019 GO</u>	<u>2020</u>	<u>2021</u>	<u>2021 GO</u>	<u>Total</u>
2023	172,750	833,498	2,085,017	788,913	352,750	3,142,750	1,662,261	472,316	895,112	10,405,365
2024	172,750	833,690	2,084,250	784,663	352,750	3,142,000	1,661,625	472,316	898,100	10,402,142
2025	172,750	833,508	2,080,317	788,663	1,149,417	3,139,500	1,658,475	840,649	905,067	11,568,344
2026	172,750	833,952	2,083,067	786,863	2,661,250	-	1,659,788	1,657,932		9,855,602
2027	172,750		2,084,150	784,463	2,505,500		2,068,844	1,407,457		9,023,163
2028	172,750		2,086,900	785,963	1,680,000		3,923,213	769,878		9,418,704
2029	172,750		2,236,150	781,663			5,852,020	1,142,023		10,184,606
2030	172,750		2,541,150	786,675			5,542,734	1,141,413		10,184,723
2031	172,750		2,540,317	785,763			5,542,191	1,143,153		10,184,174
2032	172,750		2,543,067	784,625			5,538,731	1,150,471		10,189,643
2033	172,750		2,547,400	787,000			5,544,281	1,144,859		10,196,290
2034	172,750		2,544,733	786,400			5,543,180	1,143,206		10,190,269
2035	172,750		2,542,133	785,350			4,751,785	1,933,700		10,185,719
2036	172,750		2,541,800	788,850			3,162,412	3,525,660		10,191,471
2037	1,324,417		2,538,933	786,750			2,093,398	3,565,121		10,308,619
2038	2,418,500		4,808,533	789,200				2,686,248		10,702,482
2039			9,342,933	786,050				868,692		10,997,675
2040			6,226,133	787,450				579,670		7,593,253
2041				788,250						788,250
2042				788,450						788,450
2043				788,050						788,050
2044				792,050						792,050
2045				790,300						790,300
2046				787,950						787,950
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	6,334,167	4,167,580	57,538,717	19,677,513	9,054,417	12,204,000	57,864,882	26,127,574	3,535,287	196,504,136
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