

## **MINUTES**

Spartanburg Sanitary Sewer District Commission, Regular Meeting, held at 200 Commerce Street, Spartanburg, SC, January 27, 2015, 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 Bilanchone and Messrs. Blanton, Littlejohn, Lynch, 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 on the bulletin board, and copies mailed to local and nearby news media, at least 24 hours prior to this meeting.

All motions were unanimously approved unless otherwise indicated.

### **1. PRAYER**

Mr. Lynch called the meeting to order and Gene Jackson opened with a prayer.

### **2. ELECTION OF OFFICERS**

Mr. Blanton moved and Mayor White seconded the motion to nominate Mr. Lynch as Chair.

Ms. Bilanchone moved and Mayor White seconded the motion to nominate Ms. Barnes as Vice Chair.

### **3. APPROVAL OF MINUTES OF REGULAR MEETING OF DECEMBER 9, 2014**

Mayor White moved and Mr. Littlejohn seconded the motion to approve the minutes as written.

### **4. MONTHLY FINANCIAL REPORT**

Newt Pressley presented a financial summary of SSSD expenditures and revenues for the five-month period ending November 30, 2014, and the six-

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month period ending December 31, 2014. An explanation was provided for the favorable and unfavorable budget variances.

The above was provided as information to the Commission.

**5. PROPOSED 2015 COMMISSION MEETING SCHEDULE**

January 27	February 24
March 31	April 28
May 26	June 23
July – No meeting	August 25
September 22	October 27
November – No meeting	December 1

The Commission reviewed the schedule and requested to change the September meeting date to September 29.

Ms. Bilanchone moved and Mr. Littlejohn seconded the motion to approve the schedule with the September meeting to be held on September 29, 2015.

**6. RECLAIMED WATER TREATMENT CHEMICALS BID**

An online reverse auction event was held on January 10, 2015, in order to obtain pricing for reclaimed water treatment chemicals for the SSSD wastewater treatment facilities. Eleven vendors participated in the event. The pricing submitted is for the contract term February 1, 2015 – January 31, 2016. The results of the event are tabulated below.

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	#1	#2	#3			#4	#5	#6	#7	#8	#9	#10	#11	#12	#13
	Chlorine/ Ton	Chlorine-Dry/ 100 lbs	Sodium Hydrox			Sodium Hydrox Beads/ per 50 lbs	Chlorine Tabs/ per 55 lbs	Dechlor Tab/ per 48 lbs	Sulfur Dioxide/ per Ton	Soda Ash/ per 50 lbs	Polymer/ per lb	Lime Slurry/ per lb	Hydrated Lime/ per 50 lbs	Sodium Hypochlorite (12%) per 55gal drum	Sodium Bisulfite (38%) per 55gal drum
			55/20% Per Drum	55/50% Per Drum	Bulk/20% Per Pound										
2015 Qtys	125	300	12	8	738000	100	100	110	90	3,000	200,000	1.2M	2,000	75	20
BASF Corp											\$1.05				
Brenntag			\$85.00	\$135.00	\$0.0690	\$26.00	\$107.00	\$109.00	\$692.00	\$11.75			\$7.25	\$72.05	
CFS Enterprises			\$74.80	\$124.00	\$0.0718	\$22.00								\$96.25	
Chemrite		\$114.30			\$0.0629			\$104.99							
DPC Enterprise									\$725.00						
JCI Jones	\$369.00				\$0.0630				\$687.00						
Polydyne, inc											\$1.09				
Polytec, Inc												\$0.0360			
Water Solutions (State)		\$114.59													
Burnett Lime Company, Inc												\$0.0361			
Colonial Chemical Solution			\$78.50	\$123.50	\$0.0702	\$21.90				\$12.36					\$124.00
Environmental Specialties											*\$1.30				
Allanco											\$1.20				

\*Item 9-Polymer requires precertification and the total cost is evaluated based on price, usage, and waste disposal. Polymer ES1891 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 by the operating budget.

Ms. Barnes moved and Mr. Littlejohn seconded the motion to accept management’s recommendation.

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**7. REQUEST FOR ANNEXATION – BASS PRO SHOP**

Bass Pro Shop has requested annexation of 77.23 acres of property located in the northern quadrant of the intersection of Interstate 85 and Highway 101 in Spartanburg County. The property is adjacent to the District boundaries and can be annexed by the Commission under authority granted in its enabling legislation.

Mr. Montgomery recused himself from the meeting, while the Commission and management discussed this request.

Management recommended the Commission approve the annexation request from Bass Pro Shop.

Ms. Bilanchone moved and Mayor White seconded the motion to accept management's recommendation. Mr. Montgomery was not present for the discussion and he was not present to vote.

**8. BASS PRO SHOP SEWER LINE EXTENSION PROJECT**

Bass Pro Shop has announced its plans to construct a new store in Spartanburg County in the northeast corner of the intersection of Highway 101 and Interstate 85. The new store is proposed to open in 2016.

Bass Pro Shop requested the District to provide sewer service to the office park. Providing sewer service would involve the construction of approximately 6,900 LF of gravity sewer from the existing collection system in Oakbrook Subdivision, along an unnamed creek, to and under I-85 to the proposed site.

- A. An agreement has been reached with Spartanburg County to reimburse the District for the costs associated with the design and installation of the gravity sewer. Management recommended authorizing the Chief Executive Officer to enter into an agreement with Spartanburg County to design and construct a gravity sewer line.

Ms. Schneider reviewed the location of the line with the Commission. Mayor White noted that the line would be approximately 1.25 miles.

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Mr. Lynch stated that Spartanburg County would reimburse SSSD. Ms. Schneider confirmed that and stated it would take approximately 6-7 years to complete the reimbursement.

Ms. Bilanchone moved and Ms. Barnes seconded the motion to accept management’s recommendation. Mr. Montgomery was not present for the discussion and he was not present to vote.

B. Given the aggressive construction schedule of the Bass Pro Shop and the Engineering Department’s recent request and evaluation of engineering services proposals for a similar project, URS, one of the firms previously submitting a proposal was asked to provide a quote for the design, permitting, construction inspection, and construction contract management services for the sewer line extension to serve the Bass Pro Shop site. URS has experience in sewer extension projects such as this and a successful history of projects with the District. Their services for this sewer line extension will include:

- route surveying
- route design and project specifications
- right-of-way plat preparation
- wetland delineation
- geotechnical exploration
- permit application preparation for all jurisdictional agencies
- bidding assistance to include advertisement preparation, bid tabulation, due diligence review, and recommendation of award
- limited construction inspection
- construction contract administration to include bond and insurance review, shop drawing review, RFI’s, change order and pay request processing

URS provided the following quote for their services:

Design, permitting, construction management	\$136,700
Right-of-Way Plats	<u>8,000</u>
Total	\$144,700

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Management recommended that the Commission authorize a professional services agreement with URS for the Bass Pro Shop Sewer Line Extension Project for the not-to-exceed amount of \$144,700. The project will be funded by bond funds.

Ms. Bilanchone moved and Mr. Littlejohn seconded the motion to accept management's recommendation. Mr. Montgomery was not present for the discussion and he was not present to vote.

Mayor White asked if other industries could tap on to this line. Ms. Schneider confirmed that other sewer taps could be made on to this line.

Mr. Montgomery returned to the meeting.

**9. OWNERSHIP AGREEMENT – SEWER LINE EXTENSION TO SERVE 2101 BOILING SPRINGS ROAD**

Ryan Phillips proposes to construct approximately 680 linear feet of 8-inch gravity sewer line to provide sewer service to the Creative Touch Hair Salon and the First Piedmont Savings and Loan in Boiling Springs. The 905 gallons per day of domestic waste will be treated at the Fairforest Reclaimed Water Treatment Facility.

The project meets the established criteria for the District to financially reimburse the developer 50% of the construction cost of the sewer line extension to reach the project site. The District's reimbursement to the developer will be \$9,290.

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 Ryan Phillips. Under the terms of the resolution adopted by the Commission on May 29, 1990, this agreement has been executed on behalf of the Commission by the Chief Executive Officer.

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The above was provided as information to the Commission.

**10. OWNERSHIP AGREEMENT – HIGHWAY 101 AND PLEMMONS ROAD SANITARY SEWER LINE EXTENSION PROJECT**

Tara R. Destefan proposes to construct approximately 717 linear feet of 8-inch gravity sewer line to provide sewer service to three commercial tracts near the intersection of Highway 101 and Plemmons Road in Greer. The new sewer line will connect to a collection system currently under construction to serve a new QuikTrip facility. The wastewater (330 GPD) will be treated at the South Tyger River Reclaimed Water Treatment Facility. The developer will bear all costs.

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

The form of the agreement transferring ownership of the gravity sewer to the District has been reviewed by the District's attorney and executed by Tara R. Destefan. Under the terms of the resolution adopted by the Commission on May 29, 1990, this agreement has been executed on behalf of the Commission by the Chief Executive Officer.

The above was provided as information to the Commission.

**11. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS**

**A.** Ms. Schneider discussed the Good Neighbor Program with the Commission. Mr. Pressley provided a hand-out showing the average of funds distributed. Customers contribute to this fund that is administered for Spartanburg Water through the Salvation Army. This program benefits an average of 55 customers per year for an approximate amount of \$90, which has averaged about \$5,000 annually paid on water and sewer bills for the last 5-years. A new brochure requesting participation will be included in customer's bills during the February and March billing cycle. Mr. Lynch asked how often the brochure sent out. Ms. Schneider said about every 18-24 months. Mayor White asked what kind of response is normally

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received. Mr. Pressley stated customers have the option of making a one-time contribution or to add a certain amount to their bill on each billing cycle. The contributions added to their bill on each billing cycle usually average around \$400-\$500 in monthly contributions, and then one-time contributions are received as well. Ms. Barnes asked if the Salvation Army distributes only what is collected or are there other entities contributing to the account. Ms. Schneider stated this account is funded by Spartanburg Water customers, to be used by Spartanburg Water customers. Mr. Montgomery asked if the funds are split evenly between water and sewer. Ms. Schneider stated that the funds are used for water and/or sewer, depending on the services provided to the customer being assisted. Mayor White asked if all of the money is used up each time. Ms. Schneider and Mr. Pressley explained that the account is monitored monthly so that funds are budgeted and do not get depleted and are spent wisely. Mr. Blanton asked how long Spartanburg Water has been providing this program. Mr. Pressley stated it was implemented in 1992 and has been very successful.

- B.** Ms. Schneider provided a summary of the 2014 Economic Development investments that SSSD had been a part of. SSSD is an economic engine drawing national and international technology and manufacturing businesses to the Upstate. For every dollar SSSD spent there was a return of \$20 dollars of direct economic investment. Ms. Schneider provided information on commitments that are part of the District for 2014. There were 10 projects, which included eight new companies and two company expansions. This created 1,201 new jobs with a total investment in the District of \$1.29 Billion.
- C.** Ms. Schneider shared with the Commission that Spartanburg Water was a Justice for All sponsor for the Martin Luther King, Jr. Celebration and showed them the recognition received for this sponsorship.
- D.** Ms. Schneider stated that the Employee Recognition Breakfast will be held on February 24 and February 26 at the Cleveland Park Event Center. Please let Trish know if you would like to speak at this event.

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- E.** Ms. Schneider noted that Spartanburg Water will participate in the Bags of Love event sponsored by the United Way. The bags are distributed by Mobile Meals.
- F.** Ms. Schneider mentioned that the Pipeline Brochure was included in the Commissioners' mail. This is a semi-annual publication for Spartanburg Water Employees.
- G.** Ms. Schneider stated that the Economic Forecast Breakfast will be held on Friday, January 30, 2015, at USC Upstate.
- H.** Ms. Schneider noted that the Annual Chamber of Commerce meeting would be February 26, 2015, and information will be forth coming.
- I.** Ms. Schneider asked the SSSD Chair, Mr. Lynch, to consider when a Health Insurance Work Session could be held. The Commission decided that the work session would be held on Tuesday, February 24 at 1:00 p.m. prior to the Commission meeting. A lunch menu will be provided.

Mayor White thanked Sue Schneider, staff, and the Commissioners for sponsoring the Martin Luther King, Jr. Celebration. Mayor White appreciated everyone's support.

Meeting adjourned at 2:41 p.m.

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G. Newton Pressley  
Secretary-Treasurer