

MINUTES

Spartanburg Sanitary Sewer District Commission, Regular Meeting, held at 200 Commerce Street, Spartanburg, SC, April 25, 2023, at 2:15 p.m.

Copies of the agenda were forwarded to the following news media: Spartanburg Herald-Journal, The Spartan Weekly, Greenville News, The Greer Citizen, Hometown News, WSPA-TV 7, WYFF-TV 4, WLOS-TV 13, WHNS Fox Carolina, WORD News Radio, WOLT-FM Radio, Tribune Times, and the Times Examiner.

Commissioners present were Mses. Barnes and Viney and Messrs. Blanton, Littlejohn, Montgomery, Rice, and Willard. No one was absent.

The meeting was opened with the following statement:

This is a regular meeting of the Spartanburg Sanitary Sewer District Commission. Written notice of the date, time, and place for this meeting, along with the agenda, has been posted in the lobby and on the Spartanburg Water website, and copies mailed to local and nearby news media, at least 24 hours prior to this meeting.

1. PRAYER

Mr. Montgomery called the meeting to order and Ms. Viney opened with a prayer.

2. APPROVAL OF MINUTES OF REGULAR MEETING OF MARCH 21, 2023

Mr. Blanton moved and Mr. Littlejohn seconded the motion to approve the minutes as written. The motion passed unanimously.

OLD BUSINESS

3. APPROVAL OF RESOLUTION HONORING G. NEWTON PRESSLEY

Management requested formal approval of the Joint Resolution honoring G. Newton Pressley that was presented at the March 21, 2023, meeting.

Ms. Viney moved and Mayor Rice seconded the motion to approve the Joint Resolution honoring G. Newton Pressley. The motion passed unanimously.

NEW BUSINESS

4. FACILITY EXCELLENCE AWARDS

SSSD received SCDHEC Facility Excellence Awards for eight of its Wastewater Treatment Facilities at the S.C. Environmental Conference sponsored by WEASC and AWWA's South Carolina Section. On March 13, 2023, SCDHEC presented their 2022 Facilities Excellence Awards for the following Wastewater Treatment Facilities:

- A. Manning Lynch
- Clifton- Converse
- Cowpens
- Fingerville
- Lower North Tyger River
- Pacolet Mills
- Page Creek
- South Tyger River

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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.

Rick Jolley provided the Commission with an overview of the SCDHEC Facility Excellence Awards that SSSD received for eight Wastewater Treatment Facilities, and introduced Lance Johnson, Wastewater Superintendent, and thanked him and staff for the hard work and dedication it takes to achieve these awards.

The Commission congratulated management and staff on this accomplishment.

The above was provided as information to the Commission.

5. SPARTANBURG SAFETY TRAINING AND INCIDENT REPORT

“Protection” is Spartanburg Water’s East Point on our Compass and a pledge to be accountable for “assuring the safety of our water, our employees, our customers and our resources”.

There is a lot of effort by staff that goes into observing, training and educating employees regarding safety and best practices. Guy Boyle presented the Safety Training and Incident Data Report for the first three quarters of the current fiscal year, July 1, 2022 – March 31, 2023.

Mr. Boyle provided the Commission with a companywide report on safety training and incident reporting. Mr. Boyle stated that the safety management program has been realigned and provided the quarterly report for 2023. There have been a total of 1,507 safety observations, 281 employees have received safety training and there has been 19 incidents with only four recordable incidents. Mr. Boyle is pleased with the safety environment Spartanburg Water has created.

Ms. Barnes asked what makes an incident recordable. Mr. Walden stated if offsite medical attention is required, it becomes a recordable incident.

Ms. Viney asked for clarification of what a safety observation consists of. Mr. Walden stated that it is when a member of management actually observes employees at their work site for safety.

The above was provided as information to the Commission.

6. MONTHLY FINANCIAL REPORT

Cam Cole presented a financial summary of SSSD expenditures and revenues for the nine-month period ending March 31, 2023. An explanation was provided for the favorable and unfavorable budget variances.

The above was provided as information to the Commission.

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7. LAWSON’S FORK CREEK AND FAIRFOREST CREEK BASINS CONDITION ASSESSMENT – AWARD OF ENGINEERING CONTRACT

In 2012, the District began a multi-phased large diameter pipeline cleaning and CCTV inspection project. Ten phases have been completed while the most recent phase is scheduled to begin in May 2023. Approximately 54,400 LF of 27" to 48" diameter pipeline in the Lawson’s Fork Creek Basin has been cleaned and inspected. Approximately 44,200 LF of 15 to 36" diameter pipeline in the Fairforest Creek Basin has been cleaned and inspected while approximately 8,550 LF of 36 to 42" diameter pipeline will be cleaned and inspected in the current phase under contract. With each of these phases, an inspection report was delivered by the contractor that identified defects in the large diameter collection system.

SSSD solicited proposals from qualified firms to provide CCTV video data review, and a comprehensive Condition Assessment report for the large diameter collection system. The invited firms were requested to provide proposals to include similar previous experience, schedule, references, project team information and a not-to-exceed quote. The proposals were evaluated by a selection committee using a weighted scoring matrix on the above listed criteria. The Request for Proposal (RFP) was advertised in the Herald-Journal, on the Spartanburg Water website and solicited from 55 firms who provide the type of services requested.

The selected firm will review the CCTV video and condition assessment data collected during all eleven phases of the Large Diameter Cleaning and CCTV Inspection project, and provide a comprehensive Condition Assessment report with recommendations on the appropriate rehabilitation method(s) for the system defects. The Condition Assessment report will allow Spartanburg Sanitary Sewer District to develop a strategic plan of action to abate inflow and infiltration freeing up interceptor and treatment plant capacity.

Four proposals were submitted and evaluated from the following firms:

- Duke’s Root Control, Inc., Cayce, SC
- Gavel & Dorn Engineering, PLLC, Charlotte, NC
- Weston & Sampson, Inc., Greenville, SC
- WK Dickson & Co. Inc., Charlotte, NC

The highest scoring proposal and lowest quote for services was submitted by Gavel & Dorn Engineering, PLLC. Based on the weighted matrix score, management recommended the award of the condition assessment services for the Lawson’s Fork Creek and Fairforest Creek Basins Condition Assessment Project to Gavel & Dorn Engineering, PLLC, in the not to exceed amount of \$68,388. The project will be funded with collection system rehabilitation funds.

Janet Cann, Asset Engineering Manager, provided the Commission with an overview of the Lawson’s Fork Creek and Fairforest Creek Basins Condition Assessment agenda item. Ms. Cann stated that data has been collected from the ten cleaning phases to provide condition reports. The next step would be to utilize the services of a consultant to analyze this data and help create a strategic plan to address defects in the system.

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Ms. Cann noted that over 430 reports or sections of pipe have been analyzed with over 360 defects that are a category four or five.

Mr. Willard asked if these large line cleaning projects have been done before. Ms. Cann stated they have not.

Ms. Viney noted this large line cleaning project began 11 years ago.

Ms. Barnes moved and Mr. Littlejohn seconded the motion to approve management's recommendation to award the condition assessment services for the Lawson's Fork Creek and Fairforest Creek Basins Condition Assessment Project to Gavel & Dorn Engineering, PLLC. The motion passed unanimously.

8. REQUEST FOR ANNEXATION – 341 PEARSON TOWN ROAD, LLC

341 Pearson Town Road, LLC has requested annexation of approximately 550.14 acres of property located off of Pearson Town Road on parcel 6-39-00-010.00. The property is adjacent to the District boundaries and can be annexed by Commission under authority granted in its enabling legislation.

Management recommended the Commission approve the annexation request, adopt a resolution giving 90 days' notice to sub-districts, and annex the property effective July 24, 2023.

**Resolution of Annexation
Adopted by Spartanburg Sanitary Sewer District Commission
On April 25, 2023**

WHEREAS, 341 Pearson Town Road, LLC, owners of a 550.14-acre tract, more or less, adjacent to the existing Sewer District boundary line, and located off of Pearson Town Road on parcel 6-39-00-010.00 and more particularly shown on the site location map attached hereto as exhibit "A" has petitioned for annexation of this area comprising the aforementioned tract to the Spartanburg Sanitary Sewer District ("the District"); and

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

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

WHEREAS, in reaching its decision to annex such area, the Commission has taken into consideration the additional waste contributed to the system by such area and present and future expansion of interceptor lines and disposal facilities needed to accommodate and service such area, and it has determined that such consideration does not indicate a probable need for expansion to take care of the sewage needs of such area, and,

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

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

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

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

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

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

Joel Watson, Engineering Operations Manager, provided the Commission with an overview of the annexation request of approximately 550.14 acres of property located off of Pearson Town Road on parcel 6-39-00-010.00.

Mr. Littlejohn moved and Mr. Blanton seconded the motion to approve the annexation request by 341 Pearson Town Road, LLC of approximately 550.14 acres of property located off of Pearson Town Road on parcel 6-39-00-010.00. The motion passed unanimously.

9. OWNERSHIP AGREEMENT – BEDFORD CREEK

Upward Lease, LLC proposes to construct approximately 2,278 linear feet of 8-inch gravity sewer line to provide service to 88 residential duplex units in Bedford Creek located off of Fairview Church Road. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the A. Manning Lynch Wastewater Treatment Facility. SSSD will

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participate in the off-site sewer construction cost in accordance with the Sewer Extension Policy adopted January 26, 2023.

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

The form of the agreement transferring ownership of the gravity sewer to the District has been reviewed by the District's attorney and executed by Upward Lease, LLC. Under the terms of the resolution adopted by the Commission on January 26, 2023, this agreement has been executed on behalf of the Commission by the Chief Executive Officer.

The above was provided as information to the Commission.

10. OWNERSHIP AGREEMENT – EVERLY PUMP STATIONS

Mark III Properties, LLC proposes to construct two pump stations; approximately 520 linear feet of 6-inch force main; 250 linear feet of 8" force main; and modifications to the existing Carolina Country Club Pump Station to provide service to 1,206 residential lots in the Everly Subdivision located off of Carolina Country Club Road. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the A. Manning Lynch Wastewater Treatment Facility. The developer will bear all costs.

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

The form of the agreement transferring ownership of the gravity sewer to the District has been reviewed by the District's attorney and executed by Mark III Properties, LLC. Under the terms of the resolution adopted by the Commission on January, 26, 2023, this agreement has been executed on behalf of the Commission by the Chief Executive Officer.

The above was provided as information to the Commission.

11. OWNERSHIP AGREEMENT – EVERLY SECTION 1 PHASE 1

Mark III Properties, LLC proposes to construct approximately 10,770 linear feet of 8-inch gravity sewer line to provide service to 252 residential lots in Everly Section 1 Phase 1 located off of Carolina Country Club Road. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the A. Manning Lynch Wastewater Treatment Facility. The developer will bear all costs.

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

The form of the agreement transferring ownership of the gravity sewer to the District has been reviewed by the District's attorney and executed by

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Mark III Properties, LLC. Under the terms of the resolution adopted by the Commission on January, 26, 2023, this agreement has been executed on behalf of the Commission by the Chief Executive Officer.

The above was provided as information to the Commission.

12. OWNERSHIP AGREEMENT – HADDEN HEIGHTS TOWNHOMES

McCormick Enterprise 1, LLC proposes to construct approximately 1,300 linear feet of 8-inch gravity sewer line to provide service to 24 residential lots in Hadden Heights Townhomes located at Hadden Heights Road and Willis Road. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the Lower North Tyger River Wastewater Treatment Facility. SSSD will participate in the off-site sewer construction cost in accordance with the Sewer Extension Policy adopted January 26, 2023.

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

The form of the agreement transferring ownership of the gravity sewer to the District has been reviewed by the District's attorney and executed by McCormick Enterprise 1, LLC. Under the terms of the resolution adopted by the Commission on January 26, 2023, this agreement has been executed on behalf of the Commission by the Chief Executive Officer.

The above was provided as information to the Commission.

13. CHIEF EXECUTIVE OFFICER REPORT

- A.** Mr. Boyle noted that SSSD will receive \$10 Million in ARPA funding for sewer rehabilitation and upgrades. Spartanburg Water System will receive \$6 Million in ARPA funding for Union Street Water Rehabilitation.
- B.** Mr. Boyle provided an update to the Commission regarding SSSD's next steps to annex the 2A and 2B drainage basins west and northwest of I-26 within Spartanburg County. Mr. Boyle has been in discussion with Cole Alverson and Chip Bentley to continue a path forward with the Water and Sewer Advisory Committee and the Council of Governments.
- C.** Mr. Boyle informed the Commission that the sewer easement clearing near the Edwin M. Griffin Nature Preserve has been placed on hold pending further discussions with SPACE and to camera the sewer lines and review further root control options.
- D.** Mr. Boyle noted that the upcoming budget work sessions have been schedule. SWS work session will be held on Tuesday, May 16 at 11:45 a.m. and the SSSD work session will be held on Thursday, May 18 at 11:45 a.m.

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- E.** Mr. Boyle informed the Commission that he attended the Spartanburg City Council meeting on April 10 to update the Council on all projects, active and planned.
- F.** Mr. Boyle stated the road paving project in Landrum due to the recent pipe damage, has begun. Mr. Boyle has kept the Town Administrator, Rich Caplin, informed of the project's progress.
- G.** Mr. Boyle noted that the Administrative Complex will close at 3:30 p.m. on Friday, April 28, due to road closures for the CRIT and Spring Fling.
- H.** Mr. Boyle stated that the upcoming events calendar is included in the Commissioner's mail, along with a 2023 Health Benefits Plan Highlights Brochure.
- I.** Mr. Boyle shared a thank you note of appreciation from Newt Pressley for the Resolution and well wishes in his retirement.

Meeting adjourned at 2:47 p.m.

Robert F. Walden
Interim Secretary-Treasurer

tbh