

MINUTES

Spartanburg Sanitary Sewer District Commission, Regular Meeting, held at 301 South Avenue, Spartanburg, SC, October 26, 2021, 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, and Montgomery. Mayor White and Commissioner Horton were 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.

Mr. Blanton noted that the meeting would be held as a quorum in Commissioner Horton and Mayor White's absence.

1. PRAYER

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

2. APPROVAL OF MINUTES OF REGULAR MEETING OF SEPTEMBER 28, 2021

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

3. MONTHLY FINANCIAL REPORT

Newt Pressley presented a financial summary of SSSD expenditures and revenues for the three-month period ending September 30, 2021. An explanation was provided for the favorable and unfavorable budget variances.

The above was provided as information to the Commission.

4. WEF BOARD OF TRUSTEES – JANET CANN

Janet Cann was recently selected to serve on the Water Environment Federation (WEF) Board of Trustees. She is one of six global WEF members appointed by the WEF Nominating Committee and confirmed by the House of Delegates to serve on the Board of Trustees

The Board of Trustees serves as the governing body of the WEF and holds legal authority and fiduciary responsibilities on behalf of the federation and its membership. The Board of Trustees also provide guidance and direction to implement the WEF Strategic Plan. Ms. Cann will serve a three-year term.

Bobby Walden stated that Janet Cann was recently selected to serve on the Water Environment Federation (WEF) Board of Trustees. Ms. Cann is one of six global WEF members appointed to serve as a Trustee. The Board of

Trustees serve as the governing body of the WEF and holds legal authority and fiduciary responsibilities, as well as provide guidance and direction to implement the WEF Strategic Plan.

The Commission congratulated Ms. Cann on this achievement.

5. COLLECTION SYSTEM REHABILITATION UPDATE

Spartanburg Sanitary Sewer District has made a commitment to address the needs of its aging collection system infrastructure. In FY 21, approximately \$801,041 was invested in the rehabilitation of the collection system.

Janet Cann, Asset Engineering Manager, provided an overview of the progress made by the Collection and Distribution Department to address infrastructure needs over this past fiscal year. Ms. Cann noted that SSSD is fortunate that leadership understands the importance of reinvesting in infrastructure of SSSD. There were twelve sewer projects funded during the last fiscal year. This included line cleaning, right-of-way clearing, repairs to facility property, port repairs, line replacements, and the sewer line extension completed to eliminate the pump station that previously serviced the Countryside Mobile Home Park. These projects are an investment to the community.

Ms. Cann noted that management uses a systematic and strategic approach in the planning process. This allows the District to be proactive, not reactive.

Ms. Schneider noted that one of the key things on bond ratings is related to maintaining these assets. Newt Pressley stated that one thing that has stood out for SSSD in recent years for bond rates is bond coverage or debt service coverage in the reserve funds. Rating agencies find it very favorable that money is set aside for these projects.

The above was provided as information to the Commission.

6. RED FLAGS

Spartanburg Water adopted the Red Flags Program in 2009 in response to federal legislation aimed at protecting consumers against identity theft. C.J. Armour, Customer Service Manager, provided an annual update on the program status.

Ms. Armour reviewed internal controls used to protect consumer data. Customer Service uses screen filters on computer monitors so that data can't be seen by the public. The customer information system allows Customer Service to scan and attach the Online Utility Exchange Report to the customers account. This eliminates the need to shred or store any of those documents. Customer Service Representatives are trained annually on Red Flags policy and procedures.

Ms. Armour reported on the red flags that are relevant to Customer Service as they are trying to establish service. In Fiscal Year 2020-2021, applicants were verified without any additional requirements 75% of the time, 25%

were able to be resolved by effective questioning or by looking at previous accounts and less than 1% were flagged as deceased or had non-issued social security numbers. Customer Service requires those customers to come in and provide additional documentation to clear the red flag. The majority of new service requests are received as inbound calls. The goal of Customer Service is to establish service as promptly and conveniently as possible. In the last fiscal year, customer service representatives received 115,983 calls, 386 walk-in customers, totaling 116,369 customer contacts. There were 9,291 contacts to establish new service. No customers reported being victims of identity theft. If a customer reports being a victim of identity theft, they are given an Identity Theft Affidavit form provided by the Federal Trade Commission. The customer account is then flagged to alert Customer Service Representatives when handling the account. No changes were recommended to the program at this time.

The above was provided as information to the Commission.

7. CYBER SECURITY UPDATE

Kevin Brown, Director of Administrative Services, reviewed strategic measures to protect electronic data and enhance cyber security.

Mr. Brown stated that Spartanburg Water has been both proactive and strategic in addressing potential cyber risks. Cyber security is addressed with tactics from the following categories: Data and Network Security, Virus and Malware Protection, Secure Configuration, Managing User Privileges, Website Filtering and Protection, Risk Management, and user training.

Mr. Brown noted cyber security is a layered approach to reduce risk. This year, the Commission report will focus primarily on user training. All tactics are important, but currently user training is the highest priority due to the number of cyber-attacks initiated through email.

User training methods include:

- Electronic training software is used to train employees on how to identify malicious email
- Simulated phishing emails are distributed on a routine schedule to test user knowledge
- Classroom style training is conducted with high-risk users that are more prone to malware/ransomware
- An email banner exist on email originating from outside the internal network instructing users not to click links or open attachments unless they recognize the sender

Mr. Brown mentioned two positive notes of feedback on the Spartanburg Water cyber security program. Information Technology participates in the Critical Infrastructure Cyber Security Program coordinated by the South Carolina Law Enforcement Division. Part of this program includes scanning the external interfaces and providing a vulnerability report. The scan was recently completed and the security analyst provided positive comments on the clean vulnerability report. AECOM, the contractor completing the American Water Infrastructure Act Risk and Resiliency assessment, also complimented the comprehensive Cyber Program being maintained.

Spartanburg Sanitary Sewer District Commission – Regular Meeting, October 26, 2021

Mr. Littlejohn asked about the vulnerability of the Spartanburg Water operations network. Mr. Brown stated the business and operation networks are separated and the operations network cannot access the internet, therefore reducing the risk.

The above was provided as information to the Commission.

8. COVID-19 REPORT

Ms. Schneider provided the Commission with an update on COVID-19. Spartanburg Water is in Phase 2 of re-entry. The cases have continued to drop since the last reporting on September 24, 2021. The numbers are down by 48% in the US, 75% in the State, and 81% in the County. Spartanburg water has experienced some cases, but is now holding at one case.

A total of 126 employees have been fully vaccinated as of this report. This number equates to 44%. This percentage has decreased slightly due to attrition and new hiring. These numbers can be compared to the US (58%), South Carolina (49%), and Spartanburg County (41%). Vaccination importance and locations are still communicated to employees.

Management will look at current conditions and determine what Phase Spartanburg Water will continue to operate in. Supply chains continue to present a challenge, and management continues to monitor and adjust the supply vs. demand.

The above was provided as information to the Commission.

9. RENEWAL OF HEALTH INSURANCE CONSULTING SERVICES

Steinberg and Associates has represented Spartanburg Water as its consultant/broker of record for health, dental, disability, and voluntary life plans since October, 2009. (This includes vision, prescription drug cards, and reinsurance as applicable). Steinberg and Associates provides oversight and guidance needed in connection with the complex medical insurance industry.

Their services include:

- design assistance with benefit plans
- identify cost savings and cost recoveries
- claim problem resolution
- negotiate the annual renewal
- assist with compliance and benefit laws
- coordinate RFP processes
- implementation of plan renewal
- semi-annual review and analysis of plan performance
- assist with benefit summaries for employee communication

Steinberg and Associates has submitted a renewal proposal for their services in the amount of \$30,000, which represents no increase in cost from the previous year. Management requested Commission approval of the consulting service agreement with Steinberg and Associates for 2022.

The service agreement cost will be allocated as follows: SSSD (\$7,800) and SWS (\$22,200).

Newt Pressley provided the Commission with an overview of the Renewal of Health Insurance Consulting Services agenda item.

Ms. Barnes moved and Mr. Littlejohn seconded the motion to approve management’s recommendation for approval of the consulting service agreement with Steinberg and Associates. The motion passed unanimously.

10. FAIRFOREST BASIN LARGE LINE CLEANING AND CCTV PROJECT – PHASE V

Proposals were received October 1, 2021, for the contract cleaning and CCTV/Sonar inspection of approximately 10,520 LF of large diameter sewer pipelines of varying materials along Fairforest Creek from the terminus of the Phase IV cleaning project near S. Liberty Street to SC 295 at the A. Manning Lynch Wastewater Treatment Plant. The contractor will provide cleaning (removal of 100% of loose debris and 95% of hardened debris), transportation of debris for disposal and pipeline inspection services.

There are no known issues with sanitary sewer overflows (SSO’s) along this section of pipe; however, the most recent sewer system hydraulic model update and system evaluation indicated the opportunity for surcharging in this area during heavy rainfall events.

Interested contractors were requested to provide proposals that included information on company history, project team, project approach, previous experience, current workload, financial and insurance information, MWBE Utilization and community benefit program. The proposals were reviewed by three staff members, who used a weighted scoring system in their evaluation of (1) Approach and Strategy; (2) Technical Competency and Experience; (3) Schedule; (4) Cost; (5) MWBE Utilization; and (6) Community Benefit Program.

The Request for Proposal (RFP) was forwarded to 36 prospective contractors, advertised in the Spartanburg Herald-Journal and posted on the Spartanburg Water website Current Opportunities page. Proposals received, with their proposed cost, are as follows:

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Hydrostructures, Inc. Cayce, SC	\$230,920
Bio-Nomic Services, Inc. Belmont, NC	\$362,680

Hydrostructures received the highest score among the proposal review team and had the lowest price. Management recommended the award of the contract for Phase V of the Fairforest Basin Large Line Cleaning and CCTV project to Hydrostructures Inc., of Cayce, SC in the amount of \$230,920.

Spartanburg Sanitary Sewer District Commission – Regular Meeting, October 26, 2021

The project will be funded by the collection system rehabilitation fund. SSSD will be responsible for the landfill disposal fees.

Janet Cann provided the Commission with an overview of the Fairforest Basin Large Line Cleaning and CCTV Project – Phase V agenda item.

Mr. Montgomery moved and Ms. Barnes seconded the motion to approve management's recommendation to award the contract for Phase V of the Fairforest Basin Large Line Cleaning and CCTV project to Hydrostructures Inc., of Cayce, SC. The motion passed unanimously.

11. MASTER SERVICES AGREEMENT FOR PROFESSIONAL CIVIL ENGINEERING, ENVIRONMENTAL AND REGULATORY CONSULTING SERVICES

Spartanburg Sanitary Sewer District (SSSD) recently requested a proposal from Black and Veatch to provide a Master Services Agreement for professional engineering services on an as needed basis. Black and Veatch specializes in a wide variety of disciplines related to the wastewater industry and Spartanburg Sanitary Sewer District has had a long-standing relationship with Black and Veatch.

Due to their qualifications, experience, and familiarity with regulations applicable to SSSD's facilities and systems, SSSD is interested in establishing a Master Services Agreement for engineering services as needed.

The proposed Master Services Agreement for professional services is based on a time and expense basis in accordance with an established schedule of fees.

Management recommended the Commission authorize the Chief Executive Officer enter into a Master Services Agreement with Black and Veatch for professional engineering services.

Janet Cann provided the Commission with an overview of the Master Services Agreement for Professional Civil Engineering, Environmental and Regulatory Consulting Services agenda item.

Ms. Barnes moved and Mr. Littlejohn seconded the motion to approve management's recommendation to authorize the Chief Executive Officer to enter into a Master Services Agreement with Black and Veatch for professional engineering services. The motion passed unanimously.

12. CHESNEE SEWER SYSTEM UPDATE

Ms. Schneider provided an update to the Commission on the acquisition and the annexation process of the Chesnee Sewer System. Chesnee City Council voted to sell the sewer system. The first meeting with Spartanburg County Council regarding annexation has taken place. Annexation and Public Hearing information has been mailed. Calls received have been for clarification and information. The Asset Purchase Agreement was originally scheduled to be signed October 27, and the system would be transferred after annexation in January or February. There may be a delay in signing,

The Asset Purchase Agreement as legal counsel for Chesnee has not completed some exhibits as required.

The above was provided as information to the Commission.

13. REQUEST FOR ANNEXATION – DUKE ENERGY CAROLINAS, LLC

Duke Energy Carolinas, LLC has requested annexation of approximately 27.10 acres of property located off of Mount Pleasant Road near Gossett Road on parcel 3-05-00-036.00. 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 January 24, 2022.

**Resolution of Annexation
Adopted by Spartanburg Sanitary Sewer District Commission
On October 26, 2021**

WHEREAS, Duke Energy Carolinas, LLC, owners of a 27.1-acre tract, more or less, adjacent to the existing Sewer District boundary line, and located off of Mount Pleasant Road on parcel 3-05-00-036.00 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.

Mr. Montgomery moved and Mr. Littlejohn seconded the motion to approve management's recommendation to approve the annexation request by Duke Energy Carolinas, LLC of approximately 27.10 acres of property located off of Mount Pleasant Road near Gossett Road on parcel 3-05-00-036.00. The motion passed unanimously.

14. REQUEST FOR ANNEXATION – OS HOPE ROAD, LLC

OS Hope Road, LLC has requested annexation of approximately 50.61 acres of property located off of Hope Road on parcel 6-11-00-001.00. 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 January 24, 2022.

**Resolution of Annexation
Adopted by Spartanburg Sanitary Sewer District Commission
On October 26, 2021**

WHEREAS, OS Hope Road, LLC, owners of a 50.61-acre tract, more or less, adjacent to the existing Sewer District boundary line, and located off of Hope Road on parcel 6-11-00-001.00 and more particularly shown on the site location map attached hereto as exhibit "A" has petitioned for

Spartanburg Sanitary Sewer District Commission – Regular Meeting, October 26, 2021

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.

Ms. Barnes moved and Mr. Littlejohn seconded the motion to approve management’s recommendation to approve the annexation request by OS Hope Road, LLC of approximately 50.61 acres of property located off of Hope Road on parcel 6-11-00-001.00. The motion passed unanimously.

15. OWNERSHIP AGREEMENT – CIRCLE K ASHEVILLE HIGHWAY

Circle K Stores Inc., proposes to construct approximately 296 linear feet of 8-inch gravity sewer line to provide service to one commercial lot for Circle K Asheville Highway located off of Asheville Highway at Springfield 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 Circle K Stores, Inc. 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.

16. OWNERSHIP AGREEMENT – COLLIER RIDGE

Meritage Homes of South Carolina, Inc., proposes to construct approximately 9,823 linear feet of 8-inch gravity sewer line to provide service to 284 residential lots in Collier Ridge Subdivision located on Bethany Church Road off of Moore-Duncan Highway. 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. 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 Meritage Homes of South Carolina, Inc. 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.

17. OWNERSHIP AGREEMENT – HAMPSHIRE HEIGHTS

Mark III Properties, LLC proposes to construct approximately 7,418 linear feet of 8-inch gravity sewer line to provide service to 193 residential lots in Hampshire Heights Subdivision located off of East Blackstock 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 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.

18. OWNERSHIP AGREEMENT – STARBUCKS AND POPEYES AT JOHN B WHITE SR BOULEVARD

CGW Holdings, LLC proposes to construct approximately 524 linear feet of 8-inch gravity sewer line to provide service to two commercial lots in the Starbucks and Popeyes commercial development located off of John B. White, Sr. Boulevard. 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 CGW Holdings, LLC. 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.

19. OWNERSHIP AGREEMENT – WADSWORTH MANOR

Mark III Properties, LLC proposes to construct approximately 1,850 linear feet of 8-inch gravity sewer line to provide service to 67 residential lots in Wadsworth Manor located off of 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. 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.

Spartanburg Sanitary Sewer District Commission – Regular Meeting, October 26, 2021

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 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.

20. OWNERSHIP AGREEMENT – WENDY'S AT HIGHWAY 101

Fort Hill Land Holdings, LLC proposes to construct approximately 210 linear feet of 8-inch gravity sewer line to provide service to two commercial lots for the new Wendy's at Highway 101 located off of Highway 101 near I-85. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the South Tyger River Wastewater Treatment Facility. The developer will bear all costs.

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

The form of the agreement transferring ownership of the gravity sewer to the District has been reviewed by the District's attorney and executed by Fort Hill Land Holdings, LLC. 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.

21. OWNERSHIP AGREEMENT – WINGATE

Holly Drive Properties, Inc., proposes to construct approximately 2,654 linear feet of 8-inch gravity sewer line to provide service to 90 residential lots in Wingate Subdivision located off of Seay 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 Holly Drive Properties, Inc. 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.

22. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS

- A.** Ms. Schneider reviewed recent events that the Choose Tap program participated in. The new Choose Tap jockey box, that was created by employees, was used to provide water at The Drafts at Drayton on September 25. Water bottles and Choose Tap items were also distributed. Choose Tap coolers and cups were used at the Hot Spot Skate Park Day on October 9, and the PAL Jump Jam at Vic Bailey Subaru Bike Park on October 10.
- B.** Ms. Schneider updated the Commission on the Employee United Way Campaign. Spartanburg Water employees raised a total of \$59,943.26, surpassing the campaign goal of \$58,000.
- C.** Ms. Schneider noted that the Joint Resolution Presentation on October 14 by the Commissioners to officially honor Sheriff Chuck Wright and Spartanburg City Police Chief, Alonzo Thompson, for their officers' quick action in protecting Spartanburg Water personnel on July 1, 2021, was very welcomed by them on behalf of their officers.
- D.** Ms. Schneider reminded the Commission that the Momentum 2021 Annual Celebration for OneSpartanburg, Inc., will be held tonight, at the Chapman Cultural Center from 5:30-8:00 p.m. There will be a brief program and awards ceremony followed by a celebration.
- E.** Ms. Schneider informed the Commission that SPACE is sponsoring "A Weekend with Teddy Roosevelt". This year SPACE will be bringing the "Conservationist President," Teddy Roosevelt, to Spartanburg. Joe Wiegand, an actor and historian who is considered to be the world's premiere Theodore Roosevelt reenactor, will be on hand at several events November 11–13.
- November 11 – "An Evening with Teddy Roosevelt," 6 p.m.
Spartanburg Community College, Evan Center
 - November 12 – "Shucking Good Time," 6 p.m.
The annual SPACE fundraiser at Glendale Shoals will feature a visit from Teddy Roosevelt.
 - November 13 – "Storytime with Teddy," 10 a.m. – 2 p.m.
This special family-friendly event at Glendale Shoals will feature storytime with Teddy Roosevelt along with other fun activities and refreshments.
- F.** Ms. Schneider reminded the Commission that the Strategic Planning Meeting will be held at the Rainbow Lake Pavilion #1 from 10:00 a.m. until 1:00 p.m. More information to follow.

Meeting adjourned at 3:19 p.m.

G. Newton Pressley
Secretary-Treasurer