

MINUTES

Spartanburg Sanitary Sewer District Commission, Regular Meeting, held at 200 Commerce Street, Spartanburg, SC, November 28, 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 opened with a prayer.

2. APPROVAL OF MINUTES OF REGULAR MEETING OF OCTOBER 31, 2023, RATE AND FEE MEETING OF NOVEMBER 14, 2023, AND RETREAT OF NOVEMBER 14, 2023.

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

Mr. Montgomery presented Mr. Littlejohn with an award for 10-years of Service as a Commissioner of Public Works of the City of Spartanburg, South Carolina. Mr. Littlejohn thanked the Commission.

3. MONTHLY FINANCIAL REPORT

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

The above was provided as information to the Commission.

4. PROPOSED 2024 COMMISSION MEETING SCHEDULE

January 23	February 27
March 26	April 23
May 21	June 25
July – No Meeting	August 27
September 24	October 29
November – No Meeting	December 3

Mr. Blanton moved and Ms. Viney seconded the motion to approve the proposed 2024 Commission Meeting Schedule. The motion passed unanimously.

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5. 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 Experience Manager, provided an annual update on the program status.

Ms. Armour noted that The Red Flags Identity Theft Prevention Program was established in 2009. In Fiscal Year 2023, Customer Experience Representatives handled 122,684 customer contacts - 118,924 calls were answered and 3,760 walk-in customers assisted, with 8,730 (7%) of those contacts were to establish new service or to “move-in” to an account.

Identity was verified without additional requirements for 82% of applicants. Of the red flags detected, almost 90% were resolved with effective questioning and reviews of previous or existing accounts. The remaining 10.5% required additional documentation presented in person to clear the red flag before opening the account. Only one customer reported they had been a victim of identity theft.

Customer Experience Representatives receive annual training on the policies and procedures established for the Red Flags Identity Theft Prevention Program. The Online Utility Exchange Service is used to verify the identity of the applicant. Any red flags detected are resolved before service is established. Documents containing sensitive customer data are stored in locked areas or shredded on site for disposal or scanned and attached to the customer account. Screen filters are utilized on computer monitors to restrict customer data from public view.

Ms. Armour concluded that the policies and procedures established under the Red Flags Identity Theft Prevention Program are effective and help to ensure that customer accounts are opened with non-fraudulent information. Internal controls and electronic security measures further protect customer data from unauthorized access.

The above was provided as information to the Commission.

6. MWBE REPORT

Remsen Parrish, Procurement and Fleet Operations Manager, provided a report on the MWBE Program. Spartanburg Water spent \$801,647 with certified MWBE suppliers in 2023. This was over a 4% increase in solicitations and purchasing transactions with MWBE vendors compared to 2022, resulting in a 15.5% increase in spend with MWBE vendors. An MWBE approved vendor list is updated and distributed to the Budget Managers on a monthly basis.

The above was provided as information to the Commission.

7. WASTEWATER TREATMENT CHEMICALS BID

An online reverse auction event was held on November 9, 2023, in order to obtain pricing for wastewater treatment chemicals for the Spartanburg

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Sanitary Sewer District wastewater treatment facilities. Nine vendors participated in the event. The pricing submitted is for the contract term January 1-December 31, 2024. The results of the event are tabulated below.

	Chloride	Chloride Dry Granular	Sodium Hydrox 20%	Sodium Hydrox 50%	Sodium Hydrox Bulk 20%	Sulfur Dioxide	Soda Ash	Polymer Liquid	Lime Slurry	Hydrated Lime	Sodium Hypochlorite 12%	Sodium Bisulfite 38%	Chlorine	Sulfur Dioxide
<i>Estimated Annual Usage</i>	100 Tons	100 Bags	50 Drums	50 Drums	500,000 lbs.	50 Tons	13,000 Bags	250,000 lbs.	1,500,000 lbs.	1,000 Bags	200 Drums	130 Drums	26 Cylinders	26 Cylinders
<i>Unit of Measure</i>	Ton	100 Pounds	Drum	Drum	Pound	Tons	50 Pounds	Pound	Pound	50 Pounds	Drum	Drum	150# Cylinder	150# Cylinder
Univar Solutions USA		\$240.00	\$124.20	\$234.60	\$0.101		\$17.25			\$17.25	\$189.00	\$240.00		
Chemrite, Inc.		\$226.50												
JCI Jones Chemicals	\$2,000.00				\$0.090	\$1,500.00								
Water Guard, Inc											\$151.25	\$214.50		
Environmental Specialties								\$1.810						
Atlanco								\$1.870						
Colonial Chemical Solutions		\$227.00	\$126.49	\$227.70	\$0.091		\$21.00			\$12.95	\$163.90	\$204.00		
Brenntag Mid-South	\$2,005.00	\$263.00	\$153.70	\$252.00	\$0.111	\$1,540.00	\$16.00		\$0.20	\$13.00	\$135.97	\$183.00	\$192.00	\$156.00
Polytec, Inc									\$0.08					

Management recommended awards to the lowest responsive bidders for those products indicated on the bid tabulation summary. Funding will be provided through the annual operating fund.

Remsen Parrish provided the Commission with an overview of the Wastewater Treatment Chemicals Bid online reverse auction event, stating an overall chemical spend increase of 3%, some of that due to usage, and noted a decrease of 10.3% price per chemical.

Ms. Barnes moved and Mr. Littlejohn seconded the motion to award bids to the lowest responsive bidders for those products indicated on the bid tabulation summary. The motion passed unanimously.

8. PAL (PLAY. ADVOCATE. LIVE WELL.) GRANT PROPOSAL

In Spartanburg, healthy living comes naturally. It is fun, easy, and safe because we are connected to our community, to each other, and to the nature that surrounds us. We utilize our vast natural resources, gardens, local markets, trails, and parks routinely. We walk and bike through our neighborhoods, play outdoors and share healthy meals. We embrace our wonderful quality of life. The mission of PAL advances active living, promotes eating healthy and fosters health equity. The focus and goal of PAL is to improve health and wellness throughout Spartanburg County by creating an environment and culture that fosters physical activity and healthy eating through an equity lens. PAL identifies itself as a small nonprofit working to enact large scale change.

One of PAL’s strategic plan intentions is to advance active living by connecting trail systems. PAL requests watershed grant funding focused directly at creating trail signage and introductory videos intended to provide education and training for Spartanburg residents, trail users and other stewardship volunteers related to identification and removal of invasive plants. Their Trails Stewardship Program, hosted in partnership with the Trees Coalition, was formalized in 2020 and consists of multiple invasive species removal sessions each year. Invasive species such as kudzu, privet and English Ivy are especially problematic within watersheds where they crowd out native plant species and alter ecosystem habitats, ultimately impacting water quality and the natural environment.

Last year, Spartanburg Water awarded PAL with a grant to purchase tools and accessories for their Stewardship Program whereby they were able to host seven events with over 150 field volunteers. This year, PAL is requesting a grant to expand on this Trail Stewardship Program by creating videos and signs that will outline the “what-why-how” of invasive plants and why it is important to remove them from the natural landscape. Specifically, they will produce six videos and five different signs to be placed in two locations (10 signs total). Total Project Budget for this Educational Stewardship Program is \$13,500. They have received a Recreational Trails Program grant from the South Carolina Department of Parks, Recreation and Tourism for \$10,000 and are requesting a match from Spartanburg Water in the amount of \$3,500 to fund the planning, development and implementation phase of the project.

Management recommended the approval of targeted funding for invasive species management education offered by PAL in the amount of \$3,500, with an equal allocation of \$1,750 of the funding from SSSD and \$1,750 of the funding from SWS. Funding will be allocated from SSSD and SWS operating funds.

Ken Tuck provided the Commission with an overview of the PAL (PLAY. ADVOCATE. LIVE WELL.) Grant Proposal. Mr. Tuck informed the Commission that a committee of various employees was formed to review the applications received, provide engagement and different perspectives on the requested grants. This process went well and was used for all five grant proposals received.

Mr. Tuck noted that upon completion of these reviews, three grants were approved as shown on the agenda – PAL, TreesUpstate, and the Watershed Ecology Center.

Mr. Tuck reviewed the PAL grant proposal. One of PAL’s strategic plan intentions is to advance active living by connecting trail systems. Their Trails Stewardship Program, hosted in partnership with the Trees Coalition, was formalized in 2020 and consists of multiple invasive species removal sessions each year. Invasive species such as kudzu, privet and English Ivy are especially problematic within watersheds where they crowd out native plant species and alter ecosystem habitats, ultimately impacting water quality and the natural environment.

Ms. Viney moved and Ms. Barnes seconded the motion to approve management’s recommendation for approval of targeted funding for invasive species management education with an equal allocation of \$1,750 of the funding from SSSD. The motion passed unanimously.

9. TREESUPSTATE WATERSHED GRANT PROPOSAL

TreesUpstate is a 501c3 founded in 2005 in direct response to stormwater and air quality issues that are a result of tree canopy loss. Their mission is to plant, promote and protect trees in Spartanburg, Greenville, Anderson, Pickens and Oconee County. They strategically plant trees in parks, greenspace, schools and neighborhoods. They actively promote the benefits of trees and protect trees by providing education and technical support.

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Since their inception, they have planted and given away over 38,000 trees through a strong volunteer and partnership base.

As we lose tree canopy, more water runs off and less water reaches aquifers. Trees play a critical role in capturing, storing and evaporating water. Trees filter stormwater and reduce overall run-off volume. Planting and managing trees is a natural way to mitigate stormwater, reduce nutrient loadings into surface waters, and reduce erosion potential. Conserving or promoting forested landscapes, forests and individual trees help to protect surface water supplies - which translates into less money spent on water treatment.

TreesUpstate proposes to work with the Noble Tree Foundation and the Green Infrastructure Center in the development of a canopy map of the City of Spartanburg's land cover and the County of Spartanburg's land cover. Specific deliverables for this project include tree canopy maps, maps of plantable areas, budgeting tools, ecosystems services (e.g., stormwater infiltration benefits) and resilience tools. These maps and tools can be used for planning, education, and/or securing community investments and partnerships. The data and findings will help set goals for urban forestry work (e.g., number of trees to plant, where to plant them, and ecosystem benefits of additional trees planted). The tree canopy study can be customized to meet the needs of Spartanburg Water including an understanding of the impact/benefits of trees in the Broad River Basin watershed, particularly above Lake Bowen, the North and South Pacolet Rivers, and the riparian buffers around Lake Bowen, Lake Blalock and Municipal Reservoir #1.

Total project budget for this initiative is \$40,000 with a request that Spartanburg Water contribute \$10,000 as one of four participating partners. One Spartanburg and The City of Spartanburg have committed funds and a request from Spartanburg County is pending approval.

Management recommended that the Commission approve funding for this Watershed Grant in the amount of \$10,000, with an equal allocation of \$5,000 of the funding from SSSD and \$5,000 of the funding from SWS. Funding will be provided through SSSD and SWS operating funds.

Mr. Tuck provided the Commission with an overview of the TreesUpstate grant proposal. TreesUpstate proposes to work with the Noble Tree Foundation and the Green Infrastructure Center in the development of a canopy map of the City and County of Spartanburg's land cover. This study can be customized to meet the needs of Spartanburg Water including an understanding of the impact/benefits of trees in the Broad River Basin watershed. Trees filter stormwater and reduce overall run-off volume. Planting and managing trees is a natural way to mitigate stormwater, reduce nutrient loadings into surface waters, and reduce erosion potential.

Mr. Boyle added that Ken Tuck will participate in this project, and it will be a benefit to SSSD and SWS.

Mr. Littlejohn moved and Ms. Viney seconded the motion to approve management's recommendation to approve funding for TreesUpstate Watershed Grant with an equal allocation of \$5,000 of the funding from SSSD. The motion passed unanimously.

10. WATERSHED ECOLOGY CENTER GRANT PROPOSAL

The Watershed Ecology Center's mission is to encourage watershed awareness through education, experience, and community outreach. Special emphasis is placed on water conservation, watershed education, water quality, and the study of organisms living in the area encompassed by a watershed. All of the Watershed Ecology Center's educational programming meets state standards and incorporates hands-on learning activities. Last year, programs that focus on water served 23,000 students throughout Spartanburg County through an offering of nearly 1,200 programs.

The Watershed Ecology Center's annual goal for 2024 is to reach 23,000 K-8 students through watershed based educational programming. In addition to their traditional classroom programs, the Watershed Ecology Center will be hosting a summer camp for students aged 6-12. The camp is held at the USC Upstate (USCU) Arboretum (and other sites on the USCU campus). The curriculum will focus on hands-on watershed based activities with a high ratio of staff to child to provide individual attention and a quality learning experience.

The Watershed Ecology Center also endeavors to promote and expand other programs related to watershed awareness by expanding monitoring in the upper regions of the Pacolet River Watershed through the Adopt-A-Stream program, a credentialed citizens monitoring network. This funding will support the training of two additional teams and purchase of monitoring kits for those that monitor in Spartanburg County.

Building on the success of their Teacher Assistance Program to promote watershed learning for educators, they will continue to facilitate existing teacher success in the classroom by providing tools to incorporate both more hands-on education of science and math. The Watershed Ecology Center will further enhance their teacher education program in elementary schools by assisting with training of "pre-service" elementary teachers. This will provide new teachers with an in-depth understanding of the natural world and guide them in the use of STEM tools to support their curriculum for students. Science is a vital part of their curriculum, and the Watershed Ecology Center plans to provide valuable, real-world experiences as part of their education. The continuation of this watershed focused education initiative will expand teacher knowledge and equip them to explain it to their students.

Management recommended the approval of targeted funding for the aforementioned K-8 educational programs and watershed based program initiatives offered by the Watershed Ecology Center in the amount of \$23,000, with an equal allocation of \$11,500 of the funding from SSSD and \$11,500 of the funding from SWS. Funding will be allocated from SSSD and SWS operating funds.

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Mr. Tuck provided the Commission with an overview of the Watershed Ecology Center grant proposal. The Watershed Ecology Center’s annual goal for 2024 is to reach 23,000 K-8 students through watershed based educational programming. In addition to their traditional classroom programs, the Watershed Ecology Center will be hosting a summer camp for students aged 6-12. The curriculum will focus on hands-on watershed based activities. The Watershed Ecology Center will further enhance their teacher education program in elementary schools by assisting with training of “pre-service” elementary teachers.

Ms. Viney moved and Mr. Littlejohn seconded the motion to approve management’s recommendation for approval of targeted funding for the aforementioned K-8 educational programs and watershed based program initiatives offered by the Watershed Ecology Center with an equal allocation of \$11,500 of the funding from SSSD. The motion passed unanimously.

11. RECEIPT OF BIDS – FERNWOOD PUMP STATION REHABILITATION PROJECT

Bids were received on November 16, 2023, for the Fernwood Pump Station Rehabilitation Project. The pump station was constructed in the early 1960’s by the City of Spartanburg to serve the east side of the City. The pump station is a triplex wetwell - drywell configuration with a dual parallel 8” force main located near Lawsons Fork Creek. The District assumed ownership of the pump station in 2008. The pump station is nearing the end of its useful life and requires frequent maintenance to remain in operation. In addition to replacing the existing pumps with newer, more efficient units, this project will bring the station into compliance with the current Spartanburg Sanitary Sewer District Standard Specifications.

The bid was advertised publically in the Herald-Journal and SCBO as well as on our website. In addition, staff invited all of the 2022-2024 prequalified contractors to submit a bid.

Eight contractors were provided the bid documents for the project and four contractors submitted a bid. The bids were as follows:

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Don Moorhead Construction, Inc. Belton, SC	\$2,492,960.00
Greenstone Construction, LLC Seneca, SC	\$2,553,803.21
T. P. Howard’s Plumbing Co., Inc. Fairview, NC	\$2,988,000.00
Tom Brigman Contractors, Inc. Newberry, SC	\$3,973,500.00
Engineer’s Estimate	\$2,394,000.00

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Management recommended awarding the contract to the lowest responsive bidder, Don Moorhead Construction, Inc., of Belton, SC for the amount of \$2,492,960.00. Since this project is funded by ARPA/SCIIP grant, the award of contract will be contingent upon approval of the contract documents by the SC Rural Infrastructure Authority.

Gene Jackson provided the Commission with an overview of the Fernwood Pump Station Rehabilitation Project. The District assumed ownership of the pump station in 2008. The pump station is nearing the end of its useful life and requires frequent maintenance to remain in operation. In addition to replacing the existing pumps with newer, more efficient units, this project will bring the station into compliance with the current Spartanburg Sanitary Sewer District Standard Specifications.

Mr. Blanton moved and Mr. Littlejohn seconded the motion to approve management’s recommendation to award the contract to the lowest responsive bidder, Don Moorhead Construction, Inc. The motion passed unanimously.

12. REQUEST FOR ANNEXATION – DAO XUAN NGUYEN

Dao Xuan Nguyen has requested annexation of approximately 63.574 acres of property located off of Fort Prince Boulevard and John Dodd Road on parcel(s) 6-11-00-104.01 and 6-11-00-107.00. 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 February 26, 2024.

**Resolution of Annexation
Adopted by Spartanburg Sanitary Sewer District Commission
On November 28, 2023**

WHEREAS, Dao Xuan Nguyen owners of a 63.574-acre tract, more or less, adjacent to the existing Sewer District boundary line, and located off of Fort Prince Blvd and John Dodd Rd on parcels 6-11-00-104.01 and 6-11-00-107.00 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

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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.

Gene Jackson provided the Commission with an overview of the annexation request of approximately 63.574 acres of property located off of Fort Prince Boulevard and John Dodd Road on parcel(s) 6-11-00-104.01 and 6-11-00-107.00.

Mr. Littlejohn moved and Mr. Blanton seconded the motion to approve the annexation request of approximately 63.574 acres of property located off of Fort Prince Boulevard and John Dodd Road on parcel(s) 6-11-00-104.01 and 6-11-00-107.00. The motion passed unanimously.

13. REQUEST FOR ANNEXATION – MHP VENTURES, LLC

MHP Ventures, LLC has requested annexation of approximately 1.314 acres of property located off of Fernwood Glendale Road on parcel 7-14-00-031.01. 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 February 26, 2024.

**Resolution of Annexation
Adopted by Spartanburg Sanitary Sewer District Commission
On November 28, 2023**

WHEREAS, MHP Ventures, LLC, owner of a 1.314-acre tract, more or less, adjacent to the existing Sewer District boundary line, and located off of Fernwood Glendale Rd on parcel 7-14-00-031.01 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.

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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.

Gene Jackson provided the Commission with an overview of the annexation request of approximately 1.314 acres of property located off of Fernwood Glendale Road on parcel 7-14-00-031.01.

Mr. Blanton moved and Mr. Littlejohn seconded the motion to approve the annexation request of approximately 1.314 acres of property located off of Fernwood Glendale Road on parcel 7-14-00-031.01. The motion passed unanimously.

14. OWNERSHIP AGREEMENT – GASTON TOWNS

SHD Reidville SFA, LLC proposes to construct approximately 1,063 linear feet of 8-inch gravity sewer line to provide service to 50 residential lots in Gaston Towns located off of Chestnut Street. 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 SHD Reidville SFA, 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.

15. CHIEF EXECUTIVE OFFICER REPORT

- A.** Mr. Boyle provided the Commission with an update on the SSSD annexation request to Spartanburg County Council regarding the Meadows Creek Drainage Basin.
- B.** Mr. Boyle provided the Commission with an update on the litigation regarding PFAS with DuPont and 3M. Mr. Boyle stated the deadline to opt out date for DuPont is December 4, and December 11 for 3M. This is a water litigation, but the situation is unique in Spartanburg County, as both entities are operated under one organization. Based on calculations and the unforeseeable status of the litigation, Guy Boyle, CEO, recommended that SWS withdraw from the litigation. This recommendation will be presented to the Commission of Public Works of the City of Spartanburg, SC, at the upcoming meeting.
- C.** Mr. Boyle noted that officers will need to be elected at the January Commission meeting.
- D.** Mr. Boyle reminded the Commission that the water and sewer audit committee meetings will be held on November 29.
- E.** Mr. Boyle informed the Commission that Find Great People has completed the employee survey and is compiling the data for submission.
- F.** Mr. Boyle stated that the Arbor Day tree planting will be held on Friday, December 1 at 10:00 a.m. at the Collection & Distribution complex.
- G.** Mr. Boyle informed the Commission that the final amount of \$53,667, of the \$55,000 goal was raised for the United Way Campaign. Employees should be proud of this contribution to the community.
- H.** Mr. Boyle noted that the Veteran’s Day luncheon held on November 8, was enjoyed and had good attendance.
- I.** Mr. Boyle shared that Spartanburg Water employees and family members participated in the PAL Turkey Day 8K on November 23. Spartanburg Water had 36 participants and was the second largest team of participants.
- J.** Mr. Boyle reminded the Commission of the upcoming holiday party scheduled for December 14 and will be held at the Spartanburg Marriott.
- K.** Mr. Boyle stated that the holiday cards will be distributed soon and will showcase employees.

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Meeting adjourned at 3:17 p.m.

Camlyn M. Cole
Secretary-Treasurer

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MINUTES

Spartanburg Sanitary Sewer District Commission and The Commission of Public Works of the City of Spartanburg, SC, Joint Retreat, held at 160 E. St. John Street, Spartanburg, SC, November 14, 2023, at 10:45 a.m.

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

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

The meeting was opened with the following statement:

This is a joint retreat of the Spartanburg Sanitary Sewer District Commission and The Commissioners of Public Works of the City of Spartanburg, S.C. 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 have been forwarded to local and nearby news media (including 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) at least 24 hours prior to this meeting.

This joint retreat was held to discuss organization planning for the Spartanburg Sanitary Sewer District Commission and The Commission of Public Works of the City of Spartanburg, S.C.

Meeting adjourned at 3:33 p.m.

Camlyn M. Cole
Secretary-Treasurer

tbh

MINUTES

Spartanburg Sanitary Sewer District Commission, Rate and Fee Meeting, held at 160 E. St. John Street, Spartanburg, SC, November 14, 2023, at 9:30 a.m.

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

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

The meeting was opened with the following statement:

This is a rate and fee 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.

This meeting was held to discuss the 5 Year Rate and Fee Plan and Adopt Rates and Fees for Calendar Years 2024, 2025, 2026.

1. CALL THE MEETING TO ORDER

Mr. Montgomery called the meeting to order and asked for a motion to open the meeting for public comment to discuss rates and fees.

Ms. Viney moved and Mr. Littlejohn seconded the motion to open the meeting for public comment. The motion passed unanimously.

Hearing none, Mr. Montgomery asked for a motion to close the meeting for public comment.

Mr. Willard moved and Mayor Rice seconded the motion to close the meeting for public comment. The motion passed unanimously.

2. DISCUSS THE 5 YEAR RATE AND FEE PLAN AND ADOPT RATES AND FEES FOR CALENDAR YEARS 2024, 2025, 2026

Cam Cole presented the proposed 5 year rate and fee plan to the Commission.

Ms. Cole noted that Spartanburg County completed a reassessment in 2023, but the District will remain at 7.8 Millage.

Mr. Boyle discussed the proposed rate and fee plan and the implementation process.

The Commission and management reviewed the proposed plan and had discussion regarding the rates, fees, and implementation.

The Commission requested that the 2024 rate and fee plan be implemented February 1, 2024, instead of January 1, 2024, to allow additional time to notify customers.

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Management requested the Commission to approve the Resolution for the proposed 5 year rate and fee plan, and to adopt the rates and fees for Calendar Years 2024, 2025, and 2026.

***SPARTANBURG SANITARY SEWER DISTRICT COMMISSION
RATE RESOLUTION***

WHEREAS, the Spartanburg Sanitary Sewer District Commission is authorized by its charter to prescribe, fix, revise from time to time, and collect rates, fees, and charges for the services that it provides for the collection and maintenance of a county wide sewer system, and,

WHEREAS, pursuant to an Act of the General Assembly, the Spartanburg Sanitary Sewer District Commission is authorized and has created a sewer utility; and,

WHEREAS, South Carolina law and the Spartanburg Sanitary Sewer District Commission authorizes the Commission to classify and differentiate such rates and fees, and charges in any reasonable manner; and,

WHEREAS, in order to provide for the orderly administration and operation of the business of the Spartanburg Sanitary Sewer District on a fiscally sound basis, it is necessary for the Commission to establish its rates, fees, and charges as aforesaid; and,

WHEREAS, the Spartanburg Sanitary Sewer District Commission finds it necessary to establish certain rates for the calendar years 2024, 2025 and 2026 and to have these rates become effective the first day of January for calendar years 2024, 2025 and 2026.

NOW THEREFORE be it resolved by the Spartanburg Sanitary Sewer District Commission that its sewer rates, fees, and charges to be collected for sewer services provided on and after the first day of January of calendar year 2024, 2025 and 2026, shall be as set forth on the "Spartanburg Sanitary Sewer District Schedule of Sewer Rates, Fees, and Charges for Calendar Year 2024, 2025 and 2026" attached to this Resolution as pages (2 of 2), and said Schedule is by this reference incorporated herein and deemed a part of this Resolution of the Spartanburg Sanitary Sewer District.

Adopted this 14th day of November 2023

John D. Montgomery, Chairman

"Spartanburg Sanitary Sewer District" Schedule of Rates and Fees, and Charges for Calendar years 2024, 2025, and 2026.

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Ms. Barnes moved and Mr. Littlejohn seconded the motion to approve the proposed 5 Year Rate and Fee Plan and Adopt Rates and Fees for Calendar Years 2024, 2025, 2026, with an implementation date of February 1, 2024, for calendar year 2024, then January 1 for the remaining years of 2025 and 2026. The motion passed unanimously.

Mr. Montgomery stated that the Commission needed a motion to confirm the Millage Rate to remain at 7.8%.

Mr. Littlejohn moved and Ms. Barnes seconded the motion for the District Millage Rate to remain at 7.8%. The motion passed unanimously.

Meeting adjourned at 10:32 a.m.

Camlyn M. Cole
Secretary-Treasurer

tbh