

AGENDA

SPARTANBURG SANITARY SEWER DISTRICT COMMISSION

REGULAR MEETING

MEETING PLACE: 200 Commerce Street

Tuesday, February 28, 2023, 2:15 p.m.

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 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.

- 1. PRAYER**
- 2. APPROVAL OF MINUTES OF REGULAR MEETING OF JANUARY 26, 2023**
- 3. MONTHLY FINANCIAL REPORT**

Cam Cole will present a financial summary of SSSD expenditures and revenues for the seven-month period ending January 31, 2023.

- 4. BIDS FOR GENERATOR PREVENTATIVE MAINTENANCE**

Bids were received on January 17, 2023, to provide generator preventive maintenance services. The scope of this service requires the vendor to follow an Owner provided maintenance schedule. The schedule will indicate service location, inspection and maintenance checklist, emergency response information, and monthly reporting requirements for Spartanburg Sanitary Sewer District's 30 emergency generators. The generators will have major and minor preventative maintenance performed along with load bank testing. The major and minor preventative maintenance will be performed annually. The load bank testing will be completed once during a three-year period, or as required by code.

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The request for bid was advertised in the local media and forwarded to prospective suppliers, which drew responses from two bidders. A tabulation of the bid is listed below.

The contract will be for an initial 12-month term with two optional renewal terms.

| <u>BIDDER</u> | <u>AMOUNT OF BID</u> |
|----------------------------|--------------------------------|
| National Power York, SC | \$44,153 (annual service cost) |
| Cummins Spartanburg, SC | \$61,460 (annual service cost) |

Management recommends the contract be awarded to the lowest responsible bidder, National Power, at \$44,153 for the annual maintenance and load bank testing. Funding will be provided from SSSD operating funds

5. BIDS FOR FINGERVILLE WWTP CHLORINE CONTACT CHAMBER

Bids were received on February 2, 2023, for vendors to provide a turnkey project for a Chlorine Contact Chamber Replacement at the Fingerville Waste Water Treatment Plant.

This project is critical due to a leak between the clarifier and disinfection chambers. This issue results in higher consumption of chlorine. If the leak expands, greater usage of chlorine will occur along with potential compliance issues.

Invitation for Bids were forwarded to prospective bidders, publicized in the local media, and listed on the Spartanburg Water Website. A tabulation of the responses is below.

| <u>BIDDER</u> | <u>AMOUNT OF BID</u> |
|---|-----------------------------|
| Greenstone Construction Greenville, SC | \$82,000 |

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| | |
|--|--------|
| Harper Greenville, SC | NO BID |
| Phillips Industrial Services Corporation Goose Creek SC | NO BID |

Based on the results of the bid evaluations, management recommends the approval of an award to Greenstone Construction for a total cost in the amount of \$82,000. Funding will come from the SSSD depreciation account.

6. RECEIPT OF BIDS – SEWER RIGHT-OF-WAY CLEARING PROJECT PHASE XII

Bids were received on February 10, 2023, for the Sewer Right-of-Way Clearing Project Phase XII. This project consists of approximately 4,200 LF of sewer right-of-way in four locations in the City of Spartanburg.

The project scope calls for the contractor to remove trees and clear vegetation from the right-of-way leaving a cleared right-of-way no less than 25 feet wide (12.5 feet either side of the sewer line). The path will be covered with chippings or re-vegetated with grass. Proper erosion control measures will be employed along the disturbed area. This clearing project will provide access for operations and maintenance.

This project was advertised January 18, 2023. The bid package was distributed to 13 contractors and two plan rooms. Seven contractors acknowledged receipt of the request. Reminder emails were sent to contractors on February 6, 2023. One contractor submitted a bid.

| <u>BIDDER</u> | <u>AMOUNT OF BID</u> |
|----------------------|-----------------------------|
| C & S Nature Works | \$179,625 |

Management recommends awarding the contract to C & S Nature Works in the amount of \$179,625. Funding will be provided through the SSSSD collection system rehab fund.

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7. TASK ORDER FOR TECHNICAL ASSISTANCE FOR OFFSITE SOLIDS PROCESSING

In 2022, a Biosolids Masterplan was developed for the future of the biosolids operation in Wastewater Treatment. One of the short to mid-term solutions offered from the Masterplan was offsite processing of wastewater solids. Brown and Caldwell has been chosen to provide the Spartanburg Sanitary Sewer District (SSSD) with technical assistance in drafting and evaluating proposals for offsite processing of wastewater biosolids. The technical assistance will be provided by Brown and Caldwell at a cost not to exceed \$17,900. The funding for this work will come from budgeted operational costs.

The above is provided as information to the Commission.

8. MEADOWS CREEK BASIN GRAVITY SEWER EXTENSION PROJECT, PHASES 2A AND 2B – PROFESSIONAL SERVICES

Spartanburg County recently approved funding for Phases 1 and 2 of the District's Meadows Creek/Hwy 292 Basin Gravity Sewer Extension Project currently under design. Spartanburg County also approved Phases 2A and 2B of the District's Meadows Creek Basin Gravity Sewer Extension Project which was submitted for funding approval. The funding will come from Spartanburg County ARPA funds, which requires that a construction contract be executed by December 31, 2024, and completed by December 31, 2026. With such a compressed timeline for design, permitting, easement acquisition, and bidding, the Engineering Department requested Summit Engineering Group, Inc., to provide a proposal for professional services for Phases 2A and 2B since they are currently the consulting engineer of Phases 1 and 2.

Phase 2A begins midway of Phase 2 and heads in a westerly direction, crossing under I-26, for approximately 16,000 linear feet. Phase 2B continues from the end of Phase 2A for an additional 9,200 linear feet. The approximate total area that can be served by these two phases is over 2,500-acres. Summit Engineering Group, Inc., submitted a proposal for a cost of \$480,000 to design, permit, prepare easement plats, and provide construction management services for Phases 2A and 2B.

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Management recommends the approval of a professional services contract with Summit Engineering Group, Inc., in the lump sum amount of \$480,000 along with an hourly not-to-exceed amount of \$20,000 for assistance with acquisition of easements as needed based on the hourly rate sheet submitted. This project will be funded by the Spartanburg County ARPA funds as noted above.

9. OWNERSHIP AGREEMENT – ELLISON

Mark III Properties, LLC proposes to construct approximately 18,805 linear feet of 8-inch gravity sewer line; and 1,610 linear feet of 4-inch force main and pump station to provide service to 561 residential lots in Ellison located off of East Main Street. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the Clifton Converse 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 is provided as information to the Commission.

10. OWNERSHIP AGREEMENT – WESTBRIAR WOODS

Stanley Martin Homes, LLC proposes to construct approximately 9,363 linear feet of 8-inch gravity sewer line to provide service to 187 residential lots in Westbriar Woods located off of New Cut Road, west of Wingo Corporate Drive. 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.

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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 Stanley Martin Homes, 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 is provided as information to the Commission.

11. OWNERSHIP AGREEMENT – WOODHAVEN

Palmetto Trust of SC, LLC proposes to construct approximately 2,835 linear feet of 8-inch gravity sewer line to provide service to 58 residential lots in Woodhaven located off of North Blackstock 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 Palmetto Trust of SC, 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 is provided as information to the Commission.

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12. REQUEST FOR ANNEXATION – EASTGROUP PROPERTIES L.P.

EastGroup Properties, L.P., has requested annexation of approximately 33.186 acres of property located off of Howell Road on parcel 5-26-00-024.03. The property is adjacent to the District boundaries and can be annexed by Commission under authority granted in its enabling legislation.

Management recommends the Commission approve the annexation request, adopt a resolution giving 90 days' notice to sub-districts, and annex the property effective May 29, 2023.

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

WHEREAS, EastGroup Properties, L.P., owners of a 33.186-acre tract, more or less, adjacent to the existing Sewer District boundary line, and located off of Howell Road on parcel 5-26-00-024.03 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

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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.

13. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS