

MINUTES

Spartanburg Sanitary Sewer District Commission, Regular Meeting, held at 301 South Avenue, Spartanburg, SC, June 23, 2020, 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, Horton, Littlejohn, Montgomery, and White. No one was absent.

The meeting was opened with the following statement:

This is a regular meeting of the Spartanburg Sanitary Sewer District Commission. Written notice of the date, time, and place for this meeting, along with the agenda, has been posted 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. Blanton called the meeting to order and Newt Pressley opened with a prayer.

Mr. Blanton recognized Bobby Walden. Bobby Walden introduced Rick Jolley, Director of Wastewater Treatment Services, and Janet Cann, Asset Engineering Manager. At the May 26, 2020, meeting the Commission was informed of awards received by SSSD and Ms. Cann. Mr. Walden has asked Mr. Jolley and Ms. Cann to attend this meeting in recognition of these awards.

Ms. Cann was recognized for receiving the W.T. Linton Service Award. On May 11, 2020, the Water Environment Association of South Carolina presented Ms. Cann with the W.T. Linton Service Award. This award is presented for recognition of outstanding service, leadership, and devotion to the State of South Carolina in preserving and protecting its valuable water resources. This award is the highest and most prestigious award presented by the Water Environment Association of South Carolina and is presented on a very selective basis. Management is very proud of Ms. Cann receiving this professional recognition for her dedication and leadership throughout the State of South Carolina and to our organization.

Mr. Jolley, on behalf of staff and SSSD, was recognized for receiving the Facility Excellence Awards by SCDHEC for all eight wastewater treatment facilities based on performance in 2019. On May 14, 2020, SCDHEC awarded Facilities Excellence Awards to the following wastewater treatment facilities:

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

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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.

The Commission congratulated Mr. Jolley, as well as staff, on receiving the Facility Excellence Awards by SCDHEC for all eight wastewater treatment facilities and Ms. Cann on receiving the prestigious W.T. Linton Service Award and her continued service.

2. APPROVAL OF MINUTES OF WORK SESSION MEETING OF MAY 26, 2020 AND REGULAR MEETING OF MAY 26, 2020

Ms. Barnes moved and Mr. Montgomery seconded the motion to approve the minutes for the Work Session meeting of May 26, 2020. The motion passed unanimously.

Mayor White moved and Mr. Montgomery seconded the motion to approve the minutes for the Regular meeting of May 26, 2020. The motion passed unanimously.

3. MONTHLY FINANCIAL REPORT

Newt Pressley presented a financial summary of SSSD expenditures and revenues for the eleven-month period ending May 31, 2020. An explanation was provided for the favorable and unfavorable budget variances.

The above was provided as information to the Commission.

4. PUBLIC HEARING FOR PROPOSED FY2020–2021 OPERATING BUDGET

A public hearing was held by the Commission to allow input regarding the proposed FY 2020–2021 Operating Budget.

Mr. Montgomery moved and Ms. Barnes seconded the motion to open the public hearing regarding the proposed FY 2020-2021 Operating Budget. The motion passed unanimously.

There were no comments from the public.

Ms. Barnes moved and Mr. Littlejohn seconded the motion to close the public hearing regarding the proposed FY 2020-2021 Operating Budget. The motion passed unanimously.

5. DISCUSSION/APPROVAL OF PROPOSED FY 2020–2021 OPERATING BUDGET

Management requested approval of the proposed FY 2020-2021 Operating Budget.

Mayor White moved and Mr. Horton seconded the motion to approve the proposed FY 2020-2021 Operating Budget. The motion passed unanimously.

6. CUSTOMER SURVEY

Newt Pressley introduced Donna Ford from Research America. In August 2018, the Commission approved the services of Research America, to conduct monthly transactional surveys and the biennial customer relationship survey.

Ms. Ford presented the results of the customer relationship survey. The survey of 400 randomly selected customers showed high overall satisfaction as 90% surveyed were very satisfied. This overall satisfaction reflects an increase compared to 87% in 2017. The survey results were then broken down by customer categories as follows: 91% of water and sewer customers were very satisfied, while 90% of water only customers were very satisfied; 92% of inside city customers were very satisfied, and 90% of outside city customers were very satisfied.

Research America asked the customers to rate the importance and satisfaction of key service attributes when considering their overall satisfaction with Spartanburg Water. The service attributes included value for the money, knowledgeable employees, friendly and courteous employees, accurate and easy to understand billing, convenient ways to pay your bill, quick response time to problems, and being easy to reach by phone. The service attributes are all at 90% satisfaction or higher, and this rating reflects very good customer service.

The survey asked our customers' opinion on water quality attributes, including clarity, color, odor and taste. The survey results were presented as follows: 9 in 10 customers are very satisfied with water clarity; 9 in 10 customers are very satisfied with water color; 3 in 4 customers are very satisfied with water odor; 2 in 3 are very satisfied with water taste. Overall, all water quality attributes exceeded 90% for very satisfied/somewhat satisfied combined.

In comparing Spartanburg Water customer service with local utility services, the customer survey results were as follows:

- 36% favored Spartanburg Water over the electric utility, while 60% responded that service was about the same.
- 76% favored Spartanburg Water over the local cable/satellite company, while 22% responded that service was about the same.

Customer communication preferences have varied since the 2017 survey. The insert in utility bills preference decreased, while preference for text, phone call, email, and a letter increased.

Ms. Ford reviewed the transaction based survey results. These surveys were conducted with residential and commercial customers that had contact with Spartanburg Water within the previous month. The first quarter of 2020 results showed a 91% very satisfied result for this survey.

The above was provided as information to the Commission.

7. CUSTOMER ASSISTANCE PROGRAM

Newt Pressley presented the Spartanburg Water Customer Assistance Program to the Commission. This comprehensive program provides a variety of services and programs to better serve our customers and address individual customer needs. The Customer Assistance Program includes the following:

Assistance with leaks/high bills

- High Bill notifications alert customers to a substantial increase in their next bill
- The Leak Adjustment policy allows for customer bill adjustments due to increased usage resulting from underground breaks, toilet or other fixture leaks

Bill Payment Services

- Customer Service provides reminder notifications of past due bills, prior to disconnect for non-payment status. These notifications are performed by phone, email, and text.
- Our Hold Policy allows a payment extension for a past due balance, and includes 2 holds per calendar year, each for 7 days.
- Our payment arrangements policy allows customers with a larger leak balance to pay over 2 to 3 monthly payments.

Financial Assistance Programs

For customers in need of financial assistance in paying their bill, options include the Spartanburg Water Good Neighbor Program and referral to other charitable agencies in the community.

Other Services and Programs

- Meter tests are performed by the Field Services group at the residential customer's service location, to help resolve a customer's concerns about a water meter accuracy.
- Pressure tests are performed by Field Services to check the pressure at the meter and report the results to the customer.
- Historically, Spartanburg Water has also provided residential on-site inspections (R&E's) to assist with leak identification. Additionally, a financing option is available for payment of residential connection fees. Also, the seasonal sewer averaging policy is in place for residential customers.

Spartanburg Water implemented the Good Neighbor Program in 1992 to assist residential customers who are experiencing financial hardship to pay their water and sewer bills. The Salvation Army administers this program to include the distribution of funds, maintains eligibility criteria, and handles casework. Funds can be used to pay water and sewer bills and fees, including non-payment service charges, and new account fees. No party can be excluded from eligibility based on race, color, nationality, origin, sex, or handicaps. Spartanburg Water solicits Good Neighbor contributions through bill messages, bill inserts, and the website. Operation Round Up is an option

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implemented in September 2018 that allows the customer to round up their water bill to the nearest dollar and donate the round up amount to the Good Neighbor Program. Customers may sign up for a one-time contribution, a fixed monthly contribution, or the Round Up program. The solicitation form is also available on the Spartanburg Water website under Customer Service options. Customer Service also refers customers in financial need to other community agencies for assistance. Three primary agencies include Piedmont Community Action, Total Ministries, and the Upstate Family Resource Center.

Customer Service will utilize multiple methods to notify customers that disconnects will resume in mid-July. We will communicate this through the following methods: electronic message (email, text, phone call) 2 weeks prior to the disconnect; electronic message 48 hours prior to the disconnect; added message on the bill; press release; and the website.

Due to the impact of COVID-19 on customer's financial hardships, we are planning added assistance through our Customer Assistance Program, including the following:

- Temporary reduced non-payment fee for one month (reduction from \$35 to \$25)
- Temporary Hold Policy (July – September) to allow one additional hold
- Temporary Payment Arrangement Policy (July – September) to allow extended payment arrangements associated with past due balances.

Additional assistance programs will be evaluated in September.

- Increased financial assistance is planned through our Good Neighbor Program and through continued referral to other charitable agencies. Spartanburg Water will work with the Salvation Army staff to achieve a targeted increase in customers assisted through the Good Neighbor Program, as funds allow.

In order to help increase available financial assistance through the Good Neighbor Program, management requests Commission approval of a \$7,500 contribution to the Good Neighbor Fund from Operating funds.

Mr. Littlejohn asked if the delinquent accounts had continued to receive bills during the non-disconnect period. Mr. Pressley stated that bills have continued to be processed as scheduled during this time.

Mayor White asked how many disconnects would there be during a normal month. Mr. Pressley stated normally there would be 1200-1500 disconnects per month.

Mr. Blanton asked how the amount of requested funds was determined. Mr. Pressley stated that a financial plan was developed based on the Salvation Army fund balance, the Good Neighbor donations to be transferred, and potential customers to be assisted over a six-month period. If we allow for an increase in customers assisted to approximately 30 per month, and an

average assistance amount of \$125, the estimated overall assistance is approximately \$22,000 – \$23,000 over six months.

Mr. Montgomery moved and Ms. Viney seconded the motion to approve management's recommendation to add \$7,500 to the Good Neighbor Fund. The motion passed unanimously.

8. COVID-19 REPORT

Ms. Schneider stated that as of today, the COVID-19 numbers for South Carolina are 25,666 positive cases, and the numbers for Spartanburg County are 1,247 positive cases, both up by 145% since the last Commission meeting. Within Spartanburg Water there have been four cases. Two employees have returned to work. Our Senior Management Team continues to meet weekly to stay apprised of recent developments, identify new issues and to report on action items. Rick Jolley, the Director of Wastewater Treatment is leading this effort for the entire company. Spartanburg County COVID-19 data is reviewed daily and shared with our staff to maintain awareness. We have a Rapid Response Team composed of a few of our Operational Directors to review any potential case of COVID-19 exposure or any illness pending a COVID-19 test result. This team reviews the facts, makes decisions on any additional need for quarantine or areas for additional cleaning. All of the cases are being documented for both future follow up and for our OSHA recordkeeping. Spartanburg Water received 27 Thermometers from FEMA that were distributed by Spartanburg County Emergency Management and from the Chamber of Commerce. These are staged for distribution. Potential uses include: Monitoring visitors and customers; and workforce assessment (monitoring tool). Currently temperature taking has not been incorporated as part of a daily protocol. Our staff has been evaluating the situations when a face shield may be used instead of a mask. Procurement maintains a supply of both and continue to make them available for our staff to use while performing their duties. Our supply chain remains strong and we have had no interruptions with critical items or chemicals. Our staff has continued at work efficiently and identify new ways to improve on our processes with the new PPE, social distancing and hygiene practices. As you can imagine with temperatures and humidity rising – adding additional PPE makes it more cumbersome. That's one of the main reasons we are considering what specific activities will a face shield be appropriate. Since last month we have continued to add more engineering controls and realign work groups. In fact, we are evaluating a range of different types of work shifts at all of our locations. Working toward adding glass partitions in our customer service cubicles, the cashier desk and the receptionist to reduce potential exposures. Lake Offices – Plexiglas® partitions, table dividers, C&D – Plexiglas® table dividers. Many of our areas also have reduced occupancy to prevent what would now be overcrowding. Other areas – floor stickers, signs, and table signs. We are continuing to meet virtually when possible and to minimize visitors to our facilities.

The above was provided as information to the Commission.

9. PURCHASE OF A NEW PORTABLE CRAWLER CAMERA SYSTEM

Responses from a Request for Proposal for a portable crawler camera system for the Spartanburg Sanitary Sewer District were received on May 13, 2020. The request specified areas of need and requested detailed specifications as well as pricing from the participating suppliers.

The proposals were evaluated using a weighted scoring matrix. The matrix rated the suppliers based on (1) system specifications and technological approach, (2) warranty, training, and service (3) cost, (4) Community Benefit Program, and (5) MWBE utilization. The evaluation and scoring of the proposals was conducted by an evaluation committee.

Six suppliers submitted responses to the RFP. A cost tabulation of the responses is listed below:

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Infrastructure Solutions Group, Inc. Mooresville, NC	\$71,900
CUES, Inc. Orlando, FL	\$73,940
Jet-Vac Equipment Co., LLC Sumter, SC	\$78,000
CUES, Inc. – Alternate System Orlando, FL	\$89,850
Rodders and Jets Supply Company Sumter, SC	\$93,866
Southern Vac Columbia, SC	\$120,500

The highest scoring proposal was submitted by Infrastructure Solutions Group, Inc. Based on the results of their response and matrix score, management recommends approval of an award to Infrastructure Solutions Group, Inc., for the crawler camera system at a cost of \$71,900. Funding is provided through the SSSD depreciation budget.

Remsen Parrish provided an overview of the new portable crawler camera system agenda item.

Ms. Barnes moved and Mr. Montgomery seconded the motion to approve management’s recommendation of an award to Infrastructure Solutions Group, Inc., for the crawler camera system at a cost of \$71,900. The motion passed unanimously.

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10. SEWER RIGHT-OF-WAY CLEARING – WEST MAIN STREET – W.O. EZELL BOULEVARD

Bids were received on June 9, 2020, for the contract clearing of approximately 470 LF of sewer right-of-way within the City Limits of Spartanburg. The scope of work calls for the contractor to remove trees and clear vegetation from the sewer right-of-way.

The final condition of the right-of-ways will be a cleared path no less than 25 feet wide (12.5 feet on either side of the sewer line). The path will be covered with tree chippings or re-vegetated with grass. Proper erosion control measures will be employed along the disturbed area.

The Request for Bids was distributed to ten interested contractors, three provided bids. A tabulation of the responses is listed below.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
C&S Nature Works Boiling Springs, SC	\$36,500
Graham County Land Company Robbinsonville, NC	\$64,000
DS Utilities Little Mountain, SC	\$82,140

Management recommended an award be granted to C&S Nature Works of Boiling Springs, SC based on their responsiveness and bid of \$36,500. Funding will be provided through the SSSD collection system rehab funds.

Bobby Walden provided an overview of the sewer right-of-way clearing for West Main Street and W.O. Ezell Boulevard agenda item.

Mr. Horton moved and Mr. Montgomery seconded the motion to approve management’s recommendation to award the bid to C&S Nature Works of Boiling Springs, SC based on their responsiveness and bid of \$36,500. The motion passed unanimously.

11. BEAVERDAM CREEK PUMP STATION IMPROVEMENTS PROJECT – PROFESSIONAL SERVICES

The Spartanburg Sanitary Sewer District Model Update and CIP Project Development Report submitted by Brown and Caldwell (B&C) Engineers in early 2018, included a recommendation that the Beaverdam Creek Pump Station be upgraded to address a shortfall in capacity for future growth in the drainage basin. The engineers at Goldie Associates were initially hired to perform an evaluation of the pump station and drainage basin to determine the proper response to the B&C report.

Following an extensive and detailed effort, Goldie Associates submitted their findings and recommendations in a final report entitled “Beaverdam Creek Pump Station Assessment” in January, 2020. The Goldie report included

several alternatives and the associated cost estimates for each. In discussions with Goldie, SSSD staff has selected those alternatives deemed to be most cost-effective and those that will improve the safety and facilitate the future operation and maintenance of the pump station as listed below:

- Rehabilitate the existing suction-lift pumps and associated piping;
- Construct a larger enclosure over the pumps and electrical equipment to improve accessibility and safety during maintenance operations;
- Install a diesel-engine driven back-up pumping system for emergency service as an alternative to the generator;
- Enlarge the vehicle turn-around area outside the fenced enclosure for improved access by the vac truck and other service vehicles.

The construction of these improvements is estimated at \$338,000, and Goldie Associates has submitted a fee of \$45,000 for Professional Services for the design, permitting, and construction administration of these selected alternatives.

Management recommended the approval of a professional services contract with Goldie Associates in the amount of \$45,000. This project will be funded through capital funds.

Gene Jackson provided an overview of the Beaverdam Creek Pump Station Improvements Project agenda item.

Mayor White moved and Mr. Littlejohn seconded the motion to approve management's recommendation for the approval of a professional services contract with Goldie Associates in the amount of \$45,000. The motion passed unanimously.

12. COWPENS WASTEWATER TREATMENT FACILITY EVALUATION AND IMPROVEMENTS PROJECT – GUARANTEED MAXIMUM PRICE (GMP)

On February 26, 2019, the Commission approved the award of the Design Phase Services Contract for the Cowpens Wastewater Treatment Facility Evaluation and Improvements Project to the Design-Build (DB) Team comprised of Crowder Construction Company and Constantine Engineering.

During the past number of months, marked by several workshops and conference calls, staff has worked with Crowder and Constantine as the project progressed through the 30% and 60% design milestones. On June 4, 2020, a 90% design-review workshop was held, attended by representatives of the DB Team and SSSD. During this workshop, the final design, equipment selection and costs were established, and shortly thereafter the DB Team provided the GMP for the construction phase of the project.

This project will include the following upgrades to the WWTF:

- Construction of a new headworks to include state of the art screenings and grit-removal equipment;

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- Conversion of one aeration basin to sludge holding and repairs to the concrete linings in both existing basins;
- Construction of two new 60-foot diameter final clarifiers to replace the existing smaller, shallower units;
- Repurposing of one of the existing final clarifiers into a chlorine contact chamber (CCC) and appropriate modifications to the existing CCC;
- Construction of a new Return Activated Sludge (RAS) / Waste Activated Sludge (WAS) building with new piping, pumps and controls;
- Upgrade of the existing facility's controls and instrumentation;
- Electrical upgrades so that the entire WWTF will operate on auxiliary power in the event of an outage;
- Miscellaneous site piping and other improvements.

These improvements and upgrades will improve the overall operational efficiency and integrity of the Cowpens WWTF and insure that the plant continues to meet effluent permit limits into the distant future. It should be noted that the majority of the equipment being replaced at the treatment facility is being supplied by Kusters Water, Inc., which is based in Spartanburg.

Management recommended the Commission authorize the Chief Executive Officer to execute Amendment #1 in the amount of \$7,742,789 to the current DB Contract of \$430,000 with Crowder Construction Company, Inc., which will revise the contract to a guaranteed maximum price (GMP) of \$8,172,789. The project is being funded by bond funds, along with a \$500,000 grant from the SC Rural Infrastructure Authority.

Gene Jackson provided an overview of the Cowpens Wastewater Treatment Facility Evaluation and Improvements Project – Guaranteed Maximum Price agenda item.

Ms. Viney asked how do you determine an amendment of nearly 8 Million dollars. Mr. Jackson noted that staff had been working on a master study and budgeted those numbers for awhile, but worked on the updates with current pricing. Mr. Jackson also noted that with the DB process there is a contingency in this process that when the project is completed any savings would be returned at 40% to the contractor and 60% to the owner, so there is a potential to receive funds back if the project comes in under cost. Mr. Blanton asked what is the timeframe for completion. Mr. Jackson said it is projected to be complete by the end of 2021.

Mayor White moved and Mr. Littlejohn seconded the motion to approve management's recommendation to authorize the Chief Executive Officer to execute Amendment #1 in the amount of \$7,742,789 to the current DB Contract of \$430,000 with Crowder Construction Company, Inc., which will revise the contract to a guaranteed maximum price (GMP) of \$8,172,789. The motion passed unanimously.

13. OWNERSHIP AGREEMENT – CLARK ROAD COMMERCIAL

LML Properties, LLC proposes to construct approximately 358 linear feet of 8-inch gravity sewer line to provide service to Clark Road Commercial Project located on Highway 9 and Clark 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 LML 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.

14. OWNERSHIP AGREEMENT – CLAYTON MANOR

Mark III Properties, Inc., proposes to construct approximately 1,235 linear feet of 8-inch gravity sewer line to provide service to 25 townhomes in Clayton Manor Subdivision located on Carolina Country Club Road. The sewer line will connect to the Windsor Forest Pump Station. 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, 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.

15. OWNERSHIP AGREEMENT – HAWTHORN GROVE

Mark III Properties, Inc., proposes to construct approximately 3,602 linear feet of 8-inch gravity sewer line to provide service to 97 residential lots in Hawthorn Grove Subdivision located on Carolina Country Club Road. The sewer line will connect to the proposed line from Clayton Manor Subdivision. 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, 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 – PADDOCK POINT SECTION II

Mark III Properties, Inc., proposes to construct approximately 10,814 linear feet of 8-inch gravity sewer line to provide service to 252 residential lots in Paddock Point Section II Subdivision located on Brice Road. The sewer line will connect to the 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, 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 – SRHS BOILING SPRINGS MEDICAL OFFICE BUILDING

Spartanburg Regional Healthcare System proposes to construct approximately 905 linear feet of 8-inch gravity sewer line to provide service to the new Medical Office Building located on Highway 9 near the intersection with Farm Lake Road in Boiling Springs, SC. 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 Spartanburg Regional Healthcare System, 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.

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The above was provided as information to the Commission.

18. OWNERSHIP AGREEMENT – TINDALL UTILITY CORPORATION

Tindall Corporation proposes to construct approximately 339 linear feet of 8-inch gravity sewer line to provide service to a proposed building located on Fairforest-Clevedale 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 December 17, 1996.

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 Tindall Corporation. 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. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS

- A.** Ms. Schneider noted that the Sewer Audit Committee would need to be selected for this upcoming year. Ms. Barnes, Mr. Littlejohn, and Mr. Blanton agreed to be on the Sewer Audit Committee.
- B.** Ms. Schneider stated that the WEFTEC Conference is scheduled for October 3-7 in New Orleans has announced that it will be a strictly virtual event. As information is received it will be provided and if anyone wants to attend virtually, please let Sue or Trish know.
- C.** Ms. Schneider informed the Commission that the quarterly United Way project is Stuff the Bus. If you would like to donate supplies, please do so by July 23.
- D.** Ms. Schneider noted that the August Commission meeting will begin at 2:00 p.m. instead of 2:15 p.m. due to the Leete Generators Protest Hearing.

Meeting adjourned at 3:46 p.m.

G. Newton Pressley
Secretary-Treasurer