

MINUTES

Spartanburg Sanitary Sewer District Commission, Regular Meeting, held at 200 Commerce Street, Spartanburg, SC, May 23, 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 Mr. Boyle opened with a prayer.

2. EXECUTIVE SESSION

Mr. Montgomery stated Under South Carolina code of laws title 30, section 30-4-70; I would like to make a motion that we go into Executive Session to discuss the development of security personnel or devices related to cybersecurity.

Mr. Littlejohn moved and Mr. Blanton seconded the motion to enter into executive session at 2:16 p.m. The motion passed unanimously.

Mr. Blanton moved and Ms. Barnes seconded the motion to come out of executive session at 2:51 p.m. The motion passed unanimously.

Mr. Montgomery noted that no action was taken.

3. APPROVAL OF MINUTES OF REGULAR MEETING OF APRIL 25, 2023, AND BUDGET WORK SESSION MEETING OF MAY 18, 2023

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

4. MONTHLY FINANCIAL REPORT

Cam Cole presented a financial summary of SSSD expenditures and revenues for the ten-month period ending April 30, 2023. An explanation was provided for the favorable and unfavorable budget variances.

The above was provided as information to the Commission.

5. BID FOR BIO-SOLIDS ASPHALT PROJECT

Sealed bids were received on May 10, 2023, from contractors to provide repaving at the bio-solids building at the A. Manning Lynch Waste Water

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Treatment Facility. The existing pavement at the bio-solids trailer canopy is showing signs of distress, cracking, and a large opening in the asphalt causing water to collect and further weaken the area and subterranean.

Upon completion of a field assessment by S&ME, recommendations were made to remove the existing asphalt and repave with concrete.

The Invitation for Bid was forwarded to nine prospective bidders, advertised in the Spartanburg Herald-Journal, and posted on the Spartanburg Water website. A tabulation of the responses is below:

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Bennett Paving, Inc. Spartanburg, SC	\$57,450.00
S&J Asphalt Paving Chesnee, SC	NON-RESPONSIVE

Based on the results of the bid, management recommends approval of award to Bennett Paving, Inc., in the amount of \$57,450. Funding will be provided through the SSSD depreciation budget.

Remsen Parrish provided the Commission with an overview of the Bid for the Bio-Solids Asphalt Project agenda item.

Mr. Blanton moved and Mr. Littlejohn seconded the motion to approve management’s recommendation to award the bid to Bennett Paving, Inc. The motion passed unanimously.

6. BEAVERDAM CREEK PUMP STATION UPGRADE PROJECT – SUMMARY CHANGE ORDER

The Beaverdam Creek Pump Station Upgrade Project is complete. The project consists of the following:

- Rehabilitation of the existing suction-lift pumps and associated piping;
- Construction of a larger enclosure over the pumps and electrical equipment to improve accessibility and safety during maintenance operations;
- Installation of a diesel-engine driven back-up pumping system for emergency service as an alternative to the existing portable generator;
- Expansion and grading of the vehicle turn-around area outside the fenced enclosure to provide improved access by the vac truck and other service vehicles;
- Repaving the asphalt entrance road that is in poor condition.

Change Order No. 1 was a net increase of \$4,140 for an emergency force main repair.

Change Order No. 2 was a net increase of \$9,342.86 in the contract price for the fabrication and installation of new pump control float hanger brackets and the installation of a remote junction box and associated conduits terminal strips and wiring.

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Change Order No. 3 (summary) was a net decrease of \$7,941.25 in the contract price for adjustments to the unit quantities based on the actual work done.

These change orders were executed as per current District Policy.

The Financial Summary of the project construction is as follows:

Original Contract Amount	\$ 506,640.00
Change Order No. 1	\$ 4,140.00
Change Order No. 2	\$ 9,342.86
Change Order No. 3 (Summary) - additions and deductions to unit quantities based on actual construction	\$ (7,941.25)
Final Contract Amount	\$ 512,181.61

Gene Jackson provided the Commission with a summary review of the Beaverdam Creek Pump Station Upgrade Project.

The above was provided as information to the Commission.

7. ECONOMIC DEVELOPMENT REPORT

Gene Jackson provided the Commission with an economic look back at “the calendar year-in-review 2022”, as well as provide the economic impact of development activity and projects that have been undertaken by Spartanburg Water during the current plan year through April 2023.

Mr. Jackson stated that in January 2022 there were 51 inquiries for future sewer development projects that represent 46 miles of sewer line, 1,239 new manholes, and sewer service for 5,629 lots. The future revenue impact of these project inquiries could produce \$2.94 Million annually, if they were in service. The number of projects are continuing to remain steady or increase. These projects are located all throughout the SSSD service area.

Mr. Jackson stated that in 2022 there were 64 new developer projects that represent 33.3 miles of water line, 173 new fire hydrants, 18 fire services, and water service for 4,392 lots. SWS also had nine new participation projects that represent 1.8 miles of water line, nine new fire hydrants and water service for 68 lots. The future revenue impact of these project inquiries could produce \$2.68 Million annually, if they were in service. The number of projects are continuing to remain steady or increase. These projects are located all throughout the SWS service area.

There is 1,325 miles of water lines and 1,038 miles of sewer lines within the Spartanburg Water service area. This is over 2,300 miles of infrastructure to maintain daily.

In 2022, SWS accepted for Operation and Maintenance 37 completed water projects to include 8.7 miles of water line, 37 new fire hydrants, 13 new fire services, and 1,147 lots for tap sales with a Donated Value of \$2,572,000.

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There were six completed participation projects to include 1.2 miles of water line, 14 lots for tap sales with a Project Value of \$442,000.

In 2022, SSSD accepted for Operation and Maintenance 28 completed sewer projects, 12.5 miles of sewer line, 325 new manholes, and 1,243 lots for tap sales with a Donated Value of \$5,744,000.

The above was provided as information to the Commission.

8. REQUEST FOR ANNEXATION – BILLY J. AND STACY A. HAGUEWOOD

Billy J. and Stacy A. Haguewood has requested annexation of approximately 64.64 acres of property located off of Riveroak Road on parcel 2-29-00-039.03. Since this property is not adjacent to the District boundary, it can only be annexed by authority of Spartanburg County Council.

Management recommended the Commission petition the Spartanburg County Council to undertake the process of annexing this parcel into the District's boundaries.

Gene Jackson provided the Commission with an overview of the annexation request of approximately 64.64 acres of property located off of Riveroak Road on parcel 2-29-00-039.03.

Mr. Willard asked if there is a name change on this annexation request, will that matter to Spartanburg Water or is it specific to the location. Mr. Jackson stated that a limited title search was completed, but the owners of this parcel will not be the one developing it. They are requesting the annexation. After annexation approval, if the name changes, it is okay because the annexation took place prior to the transfer of ownership.

Mr. Blanton moved and Mr. Littlejohn seconded the motion to approve management's recommendation for the Commission to petition the Spartanburg County Council to annex approximately 64.64 acres of property located off of Riveroak Road on parcel 2-29-00-039.03. Since this property is not adjacent to the District boundary, it can only be annexed by authority of Spartanburg County Council. The motion passed unanimously.

9. REQUEST FOR ANNEXATION – COVENEY-LITTLEJOHN FARM, INC.

Coveney-Littlejohn Farm, Inc., has requested annexation of approximately 73.25 acres of property located off of Battleground Road on parcel 3-04-00-029.00. 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 August 21, 2023.

**Resolution of Annexation
Adopted by Spartanburg Sanitary Sewer District Commission
On May 23, 2023**

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WHEREAS, Coveney-Littlejohn Farm, Inc., owner of a 73.25-acre tract, more or less, adjacent to the existing Sewer District boundary line, and located off of Battleground Road on parcel 3-04-00-029.00 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.

Gene Jackson provided the Commission with an overview of the annexation request of approximately 73.25 acres of property located off of Battleground Road on parcel 3-04-00-029.00.

Mr. Willard moved and Mr. Blanton seconded the motion to approve the annexation request by 341 Pearson Town Road, LLC of approximately 550.14 acres of property located off of Pearson Town Road on parcel 6-39-00-010.00. The motion passed by majority. Mayor Rice had to leave the meeting prior to the vote being taken.

10. OWNERSHIP AGREEMENT – MOSS CREEK

ECS Development, LLC proposes to construct approximately 2,780 linear feet of 8-inch gravity sewer line to provide service to 62 residential lots in Moss Creek off of Leah Drive at Parwin 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 ECS Development, LLC. Under the terms of the resolution adopted by the Commission on January, 26, 2023, this agreement has been executed on behalf of the Commission by the Chief Executive Officer.

The above was provided as information to the Commission.

11. OWNERSHIP AGREEMENT – SHERWOOD GARDENS

Mark III Properties, LLC proposes to construct approximately 6,690 linear feet of 8-inch gravity sewer line to provide service to 207 residential lots in Sherwood Gardens located off of South Shamrock Avenue in Landrum. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the Page Creek Wastewater Treatment Facility. The developer will bear all costs.

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

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

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

The above was provided as information to the Commission.

12. CHIEF EXECUTIVE OFFICER REPORT

- A. Mr. Boyle stated that he held a kick-off meeting with staff regarding ARPA funding. The Commission will receive updates as things progress.
- B. Mr. Boyle noted that the budgets will be finalized based on recent work sessions and submitted for approval at the June meeting.
- C. Mr. Boyle informed the Commission that the SSSD Audit Committee of three members will need to be selected at the June meeting. The SWS Audit Reviewer will also need to be selected at the June meeting.
- D. Mr. Boyle stated that the Edwin Griffin Nature Preserve project has been placed on hold until November. There is a lot of undergrowth, but most manholes on Beechwood Drive are serviceable and crews will camera the lines for further evaluation. This will also allow SPACE and PAL time to review needs in the area.
- E. Mr. Boyle noted that staff is looking into cleaning up the old shop property along Highway 9 and Highway 221.
- F. Mr. Boyle informed the Commission that Human Resources will be coordinating Bloodborne Pathogen training. If you are interested in participating, please let Hariette Stinson know.
- G. Mr. Boyle stated that Spartanburg Water is participating in the Palmetto Council of Boy Scouts first annual “Flags for Heroes” event to be held in Duncan Park. Spartanburg Water will dedicate eight flags for “heroes” of the Spartanburg Water Team. These flags will be displayed June 12-16.
- H. Mr. Boyle showed the Commission a water bottle created with new technology that is 98% biodegradable. It uses plant based plastic and the cost is down from previous versions. A Spartanburg Water label with an environmental friendly label will be created to use. They will be filled at the R.B. Simms Plant and distributed to use at local events in place of regular plastic water bottles, and to encourage tap water. Mr. Boyle said a lot of time and research has been put into this product and believes it is a good way to promote tap water, especially at events. Due to the cardboard part of the bottle, they aren’t able to be used in coolers with wet ice. They would need to be used in a refrigerated setting or room temperature setting.
- I. Mr. Boyle noted that a Calendar of Events was provided to the Commission. Ms. Viney thanked the Choose Tap Team for providing water at the recent Miles with the Mayor event. Mr. Montgomery also

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thanked the team for providing water at the recent SPACE event and the CRIT. Mr. Montgomery encouraged the team to look at options to create a more efficient and convenient mobile water wagon.

Meeting adjourned at 3:37 p.m.

Robert F. Walden
Interim Secretary-Treasurer

tbh