

MINUTES

Spartanburg Sanitary Sewer District Commission, Regular Meeting, held at 301 South Avenue, Spartanburg, SC, September 28, 2021, at 2:15 p.m.

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

Commissioners present were Mses. Barnes and Viney and Messrs. Blanton, Horton, Littlejohn, and Montgomery. Mayor White was absent. Mr. Montgomery participated via teleconference.

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.

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

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

3. NACWA FACILITY PEAK PERFORMANCE AWARDS

In July 2021, Spartanburg Sanitary Sewer District received eight Peak Performance Awards from the National Association of Clean Water Agencies (NACWA) based on 2020 performance. NACWA'S Peak Performance Awards recognize member agency facilities for outstanding compliance of their National Pollutant Discharge Elimination System (NPDES) permit limits.

This recognition program consists of three categories – Platinum, Gold, and Silver. All facilities were 100% compliant in 2020.

Platinum Awards: Fingerville WWTF (Platinum-9), Clifton-Converse WWTF (Platinum-8), Page Creek WWTF (Platinum-8), Cowpens WWTF (Platinum-7), and Pacolet Mills (Platinum-5). The Platinum-5, Platinum-6, Platinum-7, Platinum-8, and Platinum-9 Awards recognize 100% compliance with NPDES permits for five, six, seven, eight, and nine years respectively.

Gold Awards: A. Manning Lynch WWTF, Lower North Tyger River WWTF, and South Tyger River WWTF. Gold Awards recognize facilities that have achieved 100% compliance with their NPDES permit for an entire calendar year.

Rick Jolley provided the Commission with an overview of the NACWA Facility Peak Performance Awards. Mr. Jolley stated compliance is a difficult task and these awards reflect the hard work and dedication of the employees of Spartanburg Water. This award is received on their behalf.

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The Commission congratulated staff on the accomplishment of these various awards.

The above was provided as information to the Commission.

4. WEF FELLOW – JANET CANN

Janet Cann was named as a recipient of the prestigious 2021 Water Environment Federation (WEF) Fellows designation, which recognizes the professional achievement, stature, and contributions of WEF members to the preservation and enhancement of the global water environment in the practice areas served by WEF.

The WEF Fellows Recognition Program underscores WEF's role as a leading water quality resource, which is due in large part to the expertise of its diverse membership. WEF Fellows are recognized in various areas of expertise including design, education, operations, regulation, research, utility management, and leadership.

"This year's WEF Fellows join a growing group of water-sector innovators that help to ensure our industry remains fresh, dynamic, and able to adapt to any challenge for public health and the environment that emerge," said WEF President Lynn Broaddus.

Management is very proud of Janet receiving this professional national recognition for her dedication, leadership, and contributions to the preservation and enhancement of the water environment.

Ms. Cann will be recognized during WEFTEC 2021, taking place October 16-20 in Chicago.

Bobby Walden provided the Commission with an overview of the WEF Fellows recognition honoring Janet Cann. Ms. Cann was recommended by her peers to be selected as a WEF Fellow. This program recognizes the professional achievement, stature, and contributions of WEF members to the preservation and enhancement of the global water environment in the practice areas served by WEF. WEF Fellows are recognized in various areas of expertise including design, education, operations, regulation, research, utility management, and leadership. This is a very elite group of only 15 members globally.

The Commission congratulated Ms. Cann for receiving this prestigious award from the WEF Fellows Recognition Program.

Ms. Cann stated that she was honored to receive this award, and thanked the Commission for the opportunity to be a part of various organizations that contributed to the receipt of this award.

The above was provided as information to the Commission.

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5. MONTHLY FINANCIAL REPORT

Newt Pressley presented a financial summary of SSSD expenditures and revenues for the two-month period ending August 31, 2021. An explanation was provided for the favorable and unfavorable budget variances.

Mr. Pressley reported on the refunding of the Series 2011 G.O. Bonds, which was approved at the September 2nd meeting. First Tryon Advisors, the Sewer District’s financial advisor, coordinated the process to receive bank proposals to refund the outstanding maturities of the Series 2011 G.O. Bonds. On Wednesday, September 8th the District received interest rate proposals from 11 banks, with the Bank of South Carolina providing the lowest interest rate of 0.34%. The refunding transaction will generate savings of \$185,405 over the next four years, exceeding the anticipated savings by more than \$50,000.

The above was provided as information to the Commission.

6. 2022 RETIREE MEDICARE SUPPLEMENT INSURANCE

Spartanburg Water retirees who are 65 and over are currently covered by a Medicare Supplement Insurance Plan provided by United American that includes prescription drug plan coverage. Based upon competitive proposals obtained by Steinberg and Associates, United American was approved for the 2021 plan year. The plan renews in January 2022 and management recommends staying with United American as the provider of the over 65 retiree Medicare Supplement Insurance.

Management recommended a plan modification from Plan D to Plan G. This plan change will cover Medicare Part B excess charges – i.e., Plan G pays excess physician charges above Medicare approved amounts for the medical services (Otherwise, Plan D and Plan G provide the same plan benefits). United American’s premium increase for this plan change will be \$2 per month per participant.

With this change, the 2022 monthly cost per retiree from United American will be as follows:

Medicare Supplement Health Plan	\$204.00
Prescription drug coverage	\$180.55
Monthly Premium	<u>\$384.55</u>
<u>Cost allocation per retiree -</u>	
Spartanburg Water (85%)	\$326.87
Retiree (15%)	\$ 57.68
	<u>\$384.55</u>

The annual net cost is budgeted in the SSSD and SWS operating budgets, based on the number of retirees. The estimated net cost is \$86,294 for SSSD and \$145,130 for SWS.

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Management requested approval to renew over 65 retiree supplemental insurance coverage with United American and to include a plan modification to Plan G.

Ms. Viney moved and Mr. Littlejohn seconded the motion to approve management's recommendation to stay with United American as the provider of the over 65 retiree Medicare Supplement Insurance, and also to approve management's recommendation to include a plan modification from Plan D to Plan G. The motion passed unanimously.

7. REPLACEMENT OF VEHICLES AND EQUIPMENT FOR FY 2022

Staff has evaluated the SSSD vehicle and equipment fleet for replacement needs for FY 2022. Of the items considered, eight items have been selected for replacement. All vehicles and equipment selected meet the established depreciation replacement criteria, having in excess of 125,000 miles, being in service for 10 years, or are experiencing excessive repair needs and down time. Performance history is also factored into the recommendation.

Staff proposed the following replacements for FY 2022:

- 2013 Ford F150 Extended Cab, 4WD (# 508)
- 2014 Ford F150 Extended Cab, 4WD (# 517)
- 2014 Ford F150 Extended Cab, 4WD (# 520)
- 2012 Ford F350 Open Service Body, W/Crane, 4WD (# 549)
- 2011 Ford F350 Open Service Body, 4WD (# 766)
- 2006 Kubota R520S Loader (BHL # 22)
- 2015 John Deere 410L backhoe (BHL # 35)
- 2014 John Deere Gator, 4WD (JDG # 02)

Total Budget: \$525,000

Where possible, vehicle and equipment replacement purchases will be completed through the South Carolina Materials Management Office Contracts. Applicable local dealers will be given an opportunity to meet the State Contract pricing.

Alternative fuel vehicle replacements will be evaluated based on application and the availability of electric/gasoline hybrids.

Management recommended approval of the vehicle and equipment replacement schedule to be funded from the depreciation fund.

Bobby Walden provided the Commission with an overview of the Replacement of Vehicles and Equipment for FY 2022 agenda item.

Ms. Viney moved and Mr. Littlejohn seconded the motion to approve management's recommendation to approve the vehicle and equipment replacement schedule for FY 2022. The motion passed unanimously.

8. PROPOSALS FOR EMPLOYEE UNIFORM RENTAL PROGRAM

Proposals were received on August 10, 2021, from suppliers who furnish and maintain employee uniforms for the Spartanburg Water System (SWS) and Spartanburg Sanitary Sewer District (SSSD). The solicitation requested proposals from suppliers who provide expertise in employee uniform programs including design, implementation, delivery and pickup, uniform tracking, laundry services, and replacement for all SWS uniform wearing employees. In addition, suppliers were to furnish and maintain building floor mats for SWS and SSSD facilities and to have a service center within 75 miles of the city limits of Spartanburg, SC.

An evaluation team made up of staff from various departments was formed to receive input from the employees about the uniforms provided. Members of this team provided input and evaluated the proposals from participating suppliers. The evaluation criteria consisted of six areas and required the supplier to demonstrate their ability to provide cost; approach and strategy; schedule; technical competency; MWBE utilization; and Community Benefit Program. Each proposal was evaluated using a weighted score matrix, with the successful supplier being selected for the highest proposal.

Invitations were placed in the local media and forwarded to prospective suppliers. A cost tabulation of the responses is listed below. The costs are represented in annual totals, based on the structure of the current uniform program and an initial 12-month term with two optional renewal terms.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Cintas Spartanburg, SC	\$76,844.04
Unifirst Simpsonville, SC	\$56,998.24

Management recommended an award to Cintas at an annual cost of \$76,844.04 based on their highest scoring proposal. Funding will be provided from operating funds and allocated between SSSD (\$19,979.15) and SWS (\$56,864.59).

Remsen Parrish provided the Commission with an overview of the Proposals for Employee Uniform Rental Program agenda item. Mr. Parrish noted the recommended vendor has a higher bid price. The recommended vendor has the highest scoring proposal. Cintas is capable of scanning and tracking uniforms, and providing electronic summary invoicing. Another difference is the Unifirst proposal does not include uniform replacement and repair, while the Cintas proposal does. Management encourages employees to use the cleaning service rather than launder them in their residential washing machine.

Mr. Horton moved and Mr. Littlejohn seconded the motion to approve management’s recommendation and award the bid to Cintas. The motion passed unanimously.

9. UNARMED SECURITY GUARD SERVICES

On August 10, 2021, one proposal for unarmed security guard services was received. The scope of services includes providing limited security services at various locations through a combination of stationary guards and mobile patrols. The vendor is required to furnish uniformed guards and logoed vehicles with the applicable technology to electronically document the completion of each site visit as well as address and respond to any special needs as they occur.

Proposals were solicited from various vendors requesting submittals based on requirements outlined in the scope of services. These requirements were scored as part of the evaluation criteria by a three person evaluation team. Requirements included the firm’s technical approach; warranty and risk mitigation; organization and experience; MWBE utilization; Community Benefit Program; and cost.

Invitations were forwarded to prospective vendors and advertised in the local media. A tabulation of the annual costs are listed below.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Allied Universal Security Services, LLC Greenville, SC	\$96,921.76
Chief Security Services Greenville, SC	NO RESPONSE
AGTAC/ATS Facility Services Hartsville, SC	NO RESPONSE
DSI Security Services Charlotte, NC	NO RESPONSE

Management recommended an award to Allied Universal Security Services, LLC with a cost of \$96,921.76 based on the committee scoring. Funding will be provided from operating funds and allocated between SSSD (\$19,384.35) and SWS (\$77,537.41).

Mr. Littlejohn asked why are the security guards unarmed. Kevin Brown stated these guards monitor Spartanburg Water locations and are instructed to call law enforcement if needed for an emergency. Ms. Schneider stated a multilayer effect is used. This service provides tasks such as opening and closing gates at parks, confirming doors are locked and check different points, parking lots and grounds, etc. If there is a situation that requires an armed person, Lake Wardens are typically used. City or County Police services are requested if necessary. The security service provides awareness that Spartanburg Water is attentive and provides services to secure facilities and grounds, as well as employees.

Ms. Barnes asked if management knows why there was only one responsive bidder. Mr. Parrish noted that some providers have staffing shortages, and one vendor did not feel they could offer a competitive bid.

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Mr. Littlejohn asked if Spartanburg Water has had theft of property. Ms. Schneider stated that occasionally theft of water services occur by straight piping the water service. There have been past theft of manhole covers, catalytic converters, copper, Gator ATV, etc.

Ms. Barnes moved and Mr. Littlejohn seconded the motion to approve management’s recommendation to award the bid to Allied Universal Security Services, LLC. The motion passed unanimously.

10. AUTOMATIC TITRATION SYSTEM FOR THE LAB

Bids were received on September 9, 2021, for the purchase of an automatic titration system and installation for lab services. The purpose of the auto titrator is to perform fast, reliable, and reproducible automated titrations for alkalinity conforming to Standard Methods 2320B.

The request for bid was advertised in the local media and forwarded to prospective vendors. The solicitation drew responses from two bidders. A cost tabulation of the responses is listed below:

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
MANTECH, Inc. Orlando, FL	\$30,000
Brinkmann Instruments, Inc. Riverview, FL	\$58,645
Mettler Toledo Columbus, OH	NO RESPONSE
Thermo Fisher Madison, WI	NO RESPONSE

Management recommended an award be granted to the lowest, responsive bidder, MANTECH, Inc., at a total cost of \$30,000. Funding will be provided by depreciation funds.

Mr. Littlejohn moved and Mr. Horton seconded the motion to accept management’s recommendation to award the bid to MANTECH, Inc. The motion passed unanimously.

11. PREVENTATIVE MAINTENANCE AGREEMENT FOR LABORATORY SERVICES – LABWORKS LIMS

Laboratory Services maintains Preventative Maintenance Agreements (PMA’s) for select laboratory instruments and software programs. The proposed contract is an annual agreement and includes service for routine preventative maintenance, troubleshooting, repairs (parts and labor), software support, certain upgrades, and priority emergency repair service. The PMA is provided by the owner, who is the sole source of the laboratory service.

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LABWORKS (Laboratory Information Management System) LIMS

This database system is used to assign identification codes and store/retrieve data for samples. In addition, this system generates both regulatory and process control reports for samples associated with the Safe Drinking Water Act (SDWA) and the Clean Water Act (CWA) programs. LABWORKS has quoted an annual PMA for services described above for a total cost of \$23,664.00.

The total cost for the renewal of this annual Preventative Maintenance Agreement is \$23,664. Funding will be provided through the Laboratory Services operating budget, with costs shared 50% between SSSD and SWS.

Management recommended the approval of the renewal of the LABWORKS LIMS Preventative Maintenance Agreement for an amount not to exceed \$11,832.

Bobby Walden provided the Commission with an overview of the Preventative Maintenance Agreement for Laboratory Services – LABWORKS LIMS.

Ms. Barnes moved and Mr. Littlejohn seconded the motion to approve management’s recommendation to renew the LABWORKS LIMS Preventative Maintenance Agreement. The motion passed unanimously.

12. REVISIONS TO THE SSSD SEWER USE RULES AND REGULATIONS

In May of this year, staff provided to the Commission proposed changes to the SSSD Sewer Use Rules and Regulations as information. Management did not request action at that time as the changes pertaining to the Industrial Pretreatment Program were subject to review and approval by SCDHEC. On August 24, 2021, SSSD received approval from SCDHEC for the proposed revisions/changes as written with no recommended changes.

Staff also requested and received a legal review of the documents from Greg English with the Wyche Law Firm attesting that the documents conform to applicable statutes and regulations.

The revisions/changes listed below to the SSSD Sewer Use Rules and Regulation are being presented to the Commission for final review and adoption:

Current Language	Proposed Language	Explanation of Change
<p>9.84 Enforcement Related Charge</p> <p>Any industrial user, whether classified as a SIU or not, shall be billed by the District for all costs associated with an enforcement action or actions in which the District identifies the user as being in violation of</p>	<p>9.84 Enforcement Related Charge</p> <p>Any industrial user, whether classified as a SIU or not, may be billed by the District for all costs associated with an enforcement action or actions in which the District identifies the user as being in violation of any permit</p>	<p>The change from “shall” to may give the District an option to bill for costs associated for enforcement related actions.</p>

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<p>any permit or discharge authorization, order, directive, or any requirement of the Rules and Regulations....</p>	<p>or discharge authorization, order, directive, or any requirement of the Rules and Regulations...</p>	
<p>Current Language</p>	<p>Proposed Language</p>	<p>Explanation of Change</p>
<p>New Section - 10.4</p>	<p>10.4 Recreational Vehicle (RV) and Camper Storage Facilities – Restricted Dump Sites</p> <p>Recreational Vehicle (RV) and camper storage facility dump stations shall only be used by the clientele of the storage facility. The following requirements are in force:</p> <ol style="list-style-type: none"> 1. The dump station is required to be within the confines of a secured facility. 2. The individual dump station is required to be secured. 3. The District must approve all dump stations prior to installation and collecting into the system. 4. A log entry of each discharge is required. 5. Periodic dump station and testing (i.e. chemical screening, metals, etc.) is required. 6. Annual and for cause PCB testing is required. 7. All testing will be completed at the owner’s expense. 	<p>The purpose of this change is to allow Recreational Vehicle (RV) and camper storage facilities to construct and connect dump stations for their clientele.</p>
<p>11.7 Rebate of Charges for Treatment of Waste Originating from Septic Tanks</p> <p>The District shall provide the Commission approved rebate to property owners living within the District's boundaries if the property owner's septic tank contents are disposed by a licensed operator at a wastewater treatment plant approved by the District, whether that</p>	<p>11.7 Rebate of Charges for Treatment of Waste Originating from Septic Tanks</p> <p>The District shall provide the Commission approved rebate to property owners living within the District's boundaries if the property owner's septic tank contents are disposed by a licensed operator at a wastewater treatment plant approved by the District, whether that wastewater</p>	<p>The change involved changing the rebate per address or location to parcel.</p>

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<p>wastewater treatment plant is located inside or outside the District. The licensed operator shall provide written documentation identifying to the District the owner and location of all waste originating from septic tanks located within the District's boundaries and disposed of at wastewater treatment plants approved by the District. The District shall then notify those owners of their rebate eligibility and provide a certification form to be completed and returned. Upon receipt and validation of the certification form, the District shall issue the rebate. Only one (1) rebate per address or location will be issued in any calendar year.</p>	<p>treatment plant is located inside or outside the District. The licensed operator shall provide written documentation identifying to the District the owner and location of all waste originating from septic tanks located within the District's boundaries and disposed of at wastewater treatment plants approved by the District. . The District shall then notify those owners of their rebate eligibility and provide a certification form to be completed and returned. Upon receipt and validation of the certification form, the District shall issue the rebate. Only one (1) rebate per parcel will be issued in any calendar year.</p>	
<p>11.8 Industrial/Commercial Site Septic Tanks</p> <p>All Industrial/Commercial site septic tanks that require pumping must receive approval from the District prior to pumping the site if the wastewater is to be delivered to a District reclaimed water treatment facility. The District may require testing of the wastewater prior to issuing this approval.</p>	<p>11.8 Industrial/Commercial Site Septic Tanks</p> <p>All Industrial/Commercial site septic tanks under the following categories that require pumping must receive approval from the District prior to pumping the site if the wastewater is to be delivered to a District wastewater treatment facility.</p> <p>Those categories of Industrial/Commercial sites that must have prior approval as follows:</p> <ol style="list-style-type: none"> 1. Vehicle related businesses 2. Mortuaries 3. Dog groomers 4. Kennels 5. Vehicle washes/Detailers 6. Industries with processes covered in the IPP program 7. Tattoo Parlors 8. Campgrounds/RV Parks (section 11.9) <p>The District may require testing of the wastewater prior to issuing this approval for any</p>	<p>This change simplifies the categories of industrial/commercial sites required for inspections.</p>

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	wastewater to be delivered to a District wastewater treatment facility that it may deem necessary.	
New Section	<p>11.9 RV Parks and Campground Site Septic Tanks</p> <p>In order for the District to accept discharges from recreational vehicle (RV) park and campground site septic tanks, the following rules apply:</p> <ol style="list-style-type: none"> 1. Periodic septic tank inspection and testing (i.e. chemical screening, metals, etc.) 2. PCB Testing prior to discharge <p>The owner of the site septic tank is responsible for the cost of all testing.</p>	This section adds requirements for hauled wastes pumped from septic tanks serving campgrounds and RV parks.

Management recommended that the Commission adopt the revisions/changes to the SSSD Sewer Use Rules and Regulations as presented.

Rick Jolley noted that these recommended changes were presented to the Commission at the May 25, 2021, meeting prior to providing them to DHEC for review and approval. Management received approval from DHEC on August 24, 2021, with no recommended changes to the proposal. Management had also requested and received a legal review of the documents from Gregory J. English, with the WYCHE Law Firm that the document conforms to applicable laws and regulations.

Mr. Jolley reviewed the four changes noted above with the Commission.

Mr. Horton moved and Mr. Littlejohn seconded the motion to approve management’s recommendation to adopt the revisions/changes to the SSSD Sewer Use Rules and Regulations as presented. The motion passed unanimously.

13. REQUEST FOR ANNEXATION – MARK III PROPERTIES, LLC

Mark III Properties, LLC has requested annexation of approximately 33.03 acres of property located off of Carolina Country Club Road on parcel 7-21-00-058.00. The property is adjacent to the District boundaries and can be annexed by Commission under authority granted in its enabling legislation.

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Management recommended the Commission approve the annexation request, adopt a resolution giving 90 days' notice to sub-districts, and annex the property effective December 27, 2021.

**Resolution of Annexation
Adopted by Spartanburg Sanitary Sewer District Commission
On September 28, 2021**

WHEREAS, Mark III Properties, LLC, owner(s) of a 33.03-acre tract, more or less, adjacent to the existing Sewer District boundary line, and located off of Carolina Country Club Road on parcel 7-21-00-058.00 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(s) has been accepted by the Commission after finding (a) that the petition was submitted by the property owner(s) of an area in Spartanburg County on a petition form provided by the District, (b) that the petition was signed by the property owner(s) 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 had been met, and

WHEREAS, the Commission, after having given due consideration to all matters pertaining to the proposed annexation of such area including but not limited to health hazards, the feasibility of installation and maintenance of a sewer system and cost factors, 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 District 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

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BE IT FURTHER RESOLVED that the area owned by the aforesaid property owner(s) 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 Spartanburg Sanitary Sewer 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 County Treasurer, The County Auditor and the County Health Officer.

Mr. Horton moved and Ms. Viney seconded the motion to approve management's recommendation to approve the annexation request by Mark III Properties, LLC of approximately 33.03 acres of property located off of Carolina Country Club Road on parcel 7-21-00-058.00. Ms. Viney opposed. The motion was approved.

14. OWNERSHIP AGREEMENT – BERKELEY PHASE 2

Mark III Properties, Inc., proposes to construct approximately 2,925 linear feet of 8-inch gravity sewer line to provide service to 140 residential lots in Berkeley Phase 2 town home project located off of Cannons Campground Road. The new sewer line will connect to lines currently under construction as part of the Berkeley Phase 1 project. 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 – CREEKSIDE VILLAGE

Northside Development Corporation proposes to construct approximately 962 linear feet of 8-inch gravity sewer line to provide service to 31 residential lots in Creekside Village located off of Manning Street. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the A. Manning Lynch Wastewater Treatment Facility. SSSD will participate in the off-site sewer construction cost by providing materials for the relocation of aging infrastructure that crosses the site.

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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 Northside Development 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.

16. OWNERSHIP AGREEMENT – HAZELWOOD

Great Southern Homes, Inc., proposes to construct approximately 3,783 linear feet of 8-inch gravity sewer line to provide service to 128 residential lots in Hazelwood Subdivision located at Sunnycreek Drive and Robin Helton Drive in Boiling Springs. 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 Great Southern Homes, 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 – LINDEN PARK

Mark III Properties, LLC proposes to construct approximately 5,746 linear feet of 8-inch and 1,379 linear feet of 10-inch gravity sewer line to provide service to 167 residential lots and an amenity center in Linden Park located off of Old Bethel Road in Moore. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the South 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 Mark III Properties, LLC. Under the terms of the resolution adopted by the Commission on May 29, 1990, this agreement has been executed on behalf of the Commission by the Chief Executive Officer.

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The above was provided as information to the Commission.

18. OWNERSHIP AGREEMENT – PROJECT BLUE

Flatwood Industrial Partners III, LLC proposes to construct approximately 5,983 linear feet of 8-inch gravity sewer line to provide service to 1 industrial lot for Project Blue located off of Bryant 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. 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 Flatwood Industrial Partners III, LLC. Under the terms of the resolution adopted by the Commission on May 29, 1990, this agreement has been executed on behalf of the Commission by the Chief Executive Officer.

The above was provided as information to the Commission.

19. OWNERSHIP AGREEMENT – STANDING ROCK

ECS Development, LLC proposes to construct approximately 3,745 linear feet of 8-inch gravity sewer line to provide service to 119 residential lots in Standing Rock Subdivision located off of Upper Valley Falls 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 May 29, 1990, this agreement has been executed on behalf of the Commission by the Chief Executive Officer.

The above was provided as information to the Commission.

20. OWNERSHIP AGREEMENT – TOWNES AT SQUIRES POINTE

Squires Pointe Venture, LLC proposes to construct approximately 705 linear feet of 8-inch gravity sewer line to provide service to 26 residential lots in Townes at Squires Pointe located off of East Main Street in Duncan. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the Lower North Tyger Wastewater Treatment Facility. The developer will bear all costs.

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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 Squires Pointe Venture, LLC. Under the terms of the resolution adopted by the Commission on May 29, 1990, this agreement has been executed on behalf of the Commission by the Chief Executive Officer.

The above was provided as information to the Commission.

21. OWNERSHIP AGREEMENT – TYGER RIVER INDUSTRIAL PARK-TRIP NORTH PHASE 3

Pacolet-Milliken, LLC proposes to construct approximately 3,433 linear feet of 12-inch, and 200 linear feet of 8-inch gravity sewer line to provide service to future commercial development in Phase 3 of the Tyger River Industrial Park North located off of Moore Duncan Highway near Anderson Mill Road. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the Lower North Tyger River Wastewater Treatment Facility. The developer will bear all costs.

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

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 Pacolet-Milliken, 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.

22. OWNERSHIP AGREEMENT – WATERS EDGE APARTMENTS

Weeksbury, LLC proposes to construct approximately 242 linear feet of 8-inch gravity sewer line to provide service to the proposed 288-unit Waters Edge Apartments located off of Reidville Road. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the Lower North Tyger River Wastewater Treatment Facility. The developer will bear all costs.

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

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 Weeksbury, 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.

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Gene Jackson provided an overview of the delegated review process with the Commission. There was discussion of the annexation documentation as well as the ownership agreement.

The above was provided as information to the Commission.

23. EXECUTIVE SESSION

Ms. Viney moved and Mr. Horton seconded the motion to enter into executive session to discuss contractual matters concerning the acquisition of the assets of a municipal wastewater collection and sewage disposal system at 3:06 p.m. The motion passed unanimously.

The Commission came out of executive session at 3:41 p.m. and Mr. Blanton stated no action was taken.

24. CITY OF CHESNEE ASSET PURCHASE AND SEWER SYSTEM TRANSFER AGREEMENT

The City of Chesnee requested Spartanburg Sanitary Sewer District to evaluate the acquisition and annexation of the Chesnee Wastewater Treatment Plant and Collection System. An evaluation of the Chesnee Sewer System was conducted and an agreement between the City and the District has been prepared.

Management requested approval of the asset purchase and sewer system transfer agreement with the City of Chesnee as shared with the Commission and authorization to negotiate with the City of Chesnee any additional details needed for execution. Management also requested authorization to initiate the process for annexation with Spartanburg County of the proposed sewer service area.

Mr. Littlejohn moved and Mr. Horton seconded the motion for approval of the asset purchase and sewer system transfer agreement with the City of Chesnee as shared with the Commission and authorization to negotiate with the City of Chesnee any additional details needed for execution and authorization to initiate the process for annexation with Spartanburg County of the proposed sewer service area. The motion passed unanimously.

25. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS

A. Ms. Schneider noted that South Carolina received 8.8 Billion, Spartanburg County received 63 Million, and the City of Spartanburg received 19 Million from the American Rescue Plan Act (ARPA). Legislators are expected to distribute an additional 2.49 Billion.

SSSD has submitted several projects that are on the Capital Improvement Plan, totaling approximately 35 Million to Spartanburg County Council requesting possible funding.

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Management has retained The Tallon Group as lobbyist to work directly with the legislature in Columbia and to assist with reaching out to other delegations. SSSD has submitted two projects totaling 6.5 Million directly to legislature in efforts to obtain funding directly from the legislature.

- B.** Ms. Schneider provided a COVID-19 update to the Commission. Currently, Spartanburg highest number of hospitalizations in the country. Since mid-July, Spartanburg Water confirmed 15 positive cases among staff and 17 exposures that required staff to be away from work to quarantine. 122 employees are fully vaccinated, this is approximately 44%. Spartanburg County’s vaccination rate is 36%, and 54% for the United States. The President has issued a mandate requiring the unvaccinated to get vaccinated. There was conflicting information, and it was not clear on the application of the mandate. Spartanburg Water has advised employees that were concerned about the mandate, that it does not have a direct application at this time, but likely when the rules come out any employer with 100 employees and over may be included. Currently, it addressed private employers. Management has a plan in place if Spartanburg Water falls under that requirement. Management continues to provide testing and vaccination information to employees. Currently, if staff gets ill or has to quarantine, staff uses their own sick or vacation time. Sometimes it can be a strain on work force, but especially the supply chain.
- C.** Ms. Schneider noted that the Commission was provided a list of upcoming events with their mail.
- D.** Ms. Schneider reminded the Commission of the Health Screening being held September 28 and 30.

Meeting adjourned at 3:53 p.m.

G. Newton Pressley
Secretary-Treasurer

tbh

MINUTES

Spartanburg Sanitary Sewer District Commission, Regular Meeting, held at 301 South Avenue, Spartanburg, SC, September 2, 2021, at 11:15 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 Ms. Viney and Messrs. Blanton, Horton, Littlejohn, Montgomery, and White. Ms. Barnes and Mayor White were absent.

The meeting was opened with the following statement:

This is a regular meeting of the Spartanburg Sanitary Sewer District Commission. Written notice of the date, time, and place for this meeting, along with the agenda, has been posted in the lobby and on the Spartanburg Water website, and copies mailed to local and nearby news media, at least 24 hours prior to this meeting.

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

1. PRAYER

Mr. Blanton called the meeting to order and Bobby Walden opened with a prayer.

2. APPROVAL OF MINUTES OF REGULAR MEETING OF JUNE 29, 2021

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

3. MONTHLY FINANCIAL REPORT

Mr. Blanton recognized Newt Pressley for his years of service to Spartanburg Water. Mr. Pressley, Chief Financial Officer, joined Spartanburg Water on January 6, 1986. Mr. Pressley has overseen a number of initiatives including the Customer Assistance Program, pay-as-you-go project funding, debt service savings from bond refunding, higher bond ratings, enhanced bond coverage and reserves, stable customer rates, automated meter reading, and monthly billing. Mr. Pressley was presented with a Certificate of Recognition and the Commission thanked Mr. Pressley for his commitment and service to Spartanburg Water.

Newt Pressley presented a financial summary of SSSD expenditures and revenues for the twelve-month period ending June 30, 2021, and one-month period ending July 31, 2021. An explanation was provided for the favorable and unfavorable budget variances.

Mr. Pressley noted that in late 2019 the Commission authorized the acquisition of Moore Sewer, which was comprised of the Linville Hills and Madera Village collection systems. A system improvement fee was added to the customer bills as a means of cost recovery. That cost recovery ended in June 2021, and the generated revenue was about \$206,000. A message was placed on customer bills to make them aware of when this fee would go away. Mr. Pressley stated that SSSD has completed rehab on this system.

Ms. Viney asked how much the fee was. Mr. Pressley stated that the fee was \$24, and reflected a reduction in what the Moore Sewer customers had been paying. The recent change reflects a further decrease in their sewer charge.

The above was provided as information to the Commission.

4. APPROVAL OF SERIES 2021 GENERAL OBLIGATION BOND REFUNDING

Newt Pressley introduced Brad Love of Haynesworth Sinkler Boyd, SSSD bond counsel, to present the resolution authorizing the Series 2021 bond refunding of the outstanding Series 2011 General Obligation Bonds, as follows:

TO PROVIDE FOR THE ISSUANCE AND SALE OF A NOT EXCEEDING THREE MILLION FIVE HUNDRED TWENTY-FIVE THOUSAND DOLLARS (\$3,525,000) GENERAL OBLIGATION REFUNDING BOND, SERIES 2021, OF SPARTANBURG SANITARY SEWER DISTRICT, SOUTH CAROLINA, TO PRESCRIBE THE PURPOSES FOR WHICH THE PROCEEDS SHALL BE EXPENDED, TO PROVIDE FOR THE PAYMENT THEREOF, AND OTHER MATTERS RELATING THERETO.

Management requested Commission approval of the Series 2021 resolution.

Mr. Love stated the resolution authorizing the Series 2021 bond refunding of the outstanding Series 2011 General Obligation Bonds due to interest rate savings. With current market conditions, this would provide a net present savings of \$530,000 over the life of the bonds. These are short-term bonds that extend out into 2025.

Mr. Horton moved and Mr. Littlejohn seconded the motion to approve management's recommendation for approval of the Series 2021 General Obligation Bond Refunding. The motion passed unanimously.

5. FIELD SAFETY TASK TEAM REPORT

Ms. Schneider provided an update to the Commission noting that the Commission has not met since the July 1, 2021, shooting incident in which the Field Safety Task Team was formed.

In the hours following the shooting incident on July 1, 2021, senior staff met to ensure that everyone had an update on the situation. This random act of violence had shaken Spartanburg Water employees and the community. The next morning, management met with co-workers throughout the company to share updates, answer questions, and listen to concerns. Chaplains were also onsite at different locations to support co-workers.

While a random act of violence is an unpreventable and uncontrollable situation, it was clear that Spartanburg Water employees needed to take the "control" back that they felt they had lost with the shooting. Many co-workers have jobs working alone or in small groups. Night duty staff

are often called out at night to remote areas to ensure that the community has essential services. From these conversations, a task force consisting of representatives from field groups was formed to identify safety or system improvements that could be addressed.

During the past six weeks, the task force team has identified suggested improvements in procedures, processes, and equipment. Some of the changes could be done quickly, "Quick Wins", and some will take longer to implement.

An example of an implemented "Quick Win" is a Stop the Bleed Kit. One of the Landrum Water Plant Operators shared a tool that is used in his community volunteer activities as a fireman and auxiliary policeman. This kit consists of a tourniquet and other compression bandages. A kit can be placed in the door panel for quick response before Emergency Services arrive. Spartanburg Water staff receives First Aid Training and use of this kit would be added to that training to ensure that whatever the type of first aid needs to be administered, the equipment is right there.

There are other suggestions that will require some work to ensure it is the best practice. One suggestion raised by the committee was for Panic Button devices. Duke Energy has panic buttons in many of their vehicles in the event of an emergency. Management is looking at that application to determine the device and the response needed in the event the driver cannot respond.

Some of the improvements identified were department or job specific, so internal procedures will be reviewed.

The next steps will include some restructuring and resources so the Task Force and co-workers can continue to ensure that they are taking a role in ensuring a safe workplace. The Field Safety Task Force is being renamed to Spartanburg Water Safety Task Force and additional members will be added to include employees from other areas, not just field groups. Champions will be assigned to assist on some key issues to ensure priority and to assist with any barriers or resources needed.

The above was provided as information to the Commission.

6. DEWATERED SLUDGE CONTAINER AND TRANSPORTATION BID

Proposals were received on June 22, 2021, for dewatered sludge container and transportation services for the A. Manning Lynch Wastewater Treatment Facility. This service is for the hauling of dewatered sewage sludge from the A. Manning Lynch facility to the Anderson Regional Landfill in Anderson, SC and the Republic Landfill in Union, SC. Hauling requires the use of end dump trailers and typically utilizes a tipper at the landfill.

The request for proposal was advertised in the local media and forwarded to prospective vendors. The solicitation drew responses from three vendors. The costs are tabulated below. The costs shown represent a per haul cost.

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Vendor	Anderson Regional Landfill (Waste Connections)	Union County Regional Landfill (Republic Services)
Sparks Industrial Service Piedmont, SC	\$425	\$250
Republic Services Louisville, KY	No Bid	\$275
Waste Connections Duncan, SC	\$475	No Bid
Waste Management Atlanta, GA	No Bid	No Bid

Based on the proposals submitted and the scoring of the evaluation committee, management recommended the Container and Transportation Services contract be granted to Sparks Industrial at an annual cost of \$242,100. This total cost represents the split of hauls between the Anderson Regional Landfill and the Union County Regional Landfill. Funding will be provided by SSSD operating funds.

Remsen Parrish provided the Commission with an overview of the Dewatered Sludge Container and Transportation Bid.

Mr. Horton moved and Mr. Littlejohn seconded the motion to approve management’s recommendation to award the bid to Sparks Industrial. The motion passed unanimously.

7. LANDFILL DISPOSAL SERVICES

Bids were received on June 24, 2021, for landfill disposal services. The service includes landfill disposal of grit and screenings removed from various wastewater collection system facilities as well as dewatered sludge disposal from the A. Manning Lynch Wastewater Treatment Facility. Approximately 14,500 tons of dewatered sludge and approximately 3,500 tons of grit and screenings is removed annually from various collection and treatment facilities and disposed at subtitle D Landfills.

The request for sealed bid was advertised in the local media and forwarded to prospective vendors. The solicitation drew responses from two bidders. An annual cost tabulation is listed below:

Vendor	Grit and Screenings Disposal	Dewatered Sludge Disposal
Waste Connections (Anderson Regional Landfill) Belton, SC	\$230,070	\$725,000
Republic Services (Union County Regional Landfill) Enoree, SC	\$222,850	\$913,500
Waste Management Atlanta, GA	No Bid	No Bid

Based on the results of the bid responses, management recommends the approval of an award to Republic Services for grit and screenings disposal at an annual cost of \$222,850.

Due to cost and logistics of hauling to the Anderson Landfill as well as the need to have a secondary landfill secured in case there is an issue with providing the service, management recommended the approval of an award to both Republic Services and Waste Connections for the disposal of dewatered sludge at an annual cost of \$863,880. Funding will be provided by SSSD operating funds.

Remsen Parrish provided the Commission with an overview of the Landfill Disposal Services Bid.

Mr. Horton moved and Mr. Montgomery seconded the motion to approve management's recommendation to approve the bid award to both Republic Services and Waste Connections for the disposal of dewatered sludge. The motion passed unanimously.

8. WINDSOR FOREST PUMP STATION FORCE MAIN UPGRADE AWARD OF ENGINEERING CONTRACT

The Windsor Forest Pump Station and Force Main was constructed in the late 1960's. The pump station was upgraded in 2016. However, the force main was left intact. The existing 4-inch force main manifolds into the 20-inch force main coming from the Camp Croft pump station. The Windsor Forest pump station operates adequately during dry weather but struggles to overcome the pressure in the 20-inch force main when there are rainfall events and the Camp Croft pump station is in operation. There are currently two new subdivisions under construction that will drain into the Windsor Forest pump station and while the pumps are adequately sized to accommodate this additional flow there is concern that the flow cannot be delivered into the Camp Croft force main during rain and high flow events.

The situation was evaluated and the more cost effective approach is to upsize and extend the force main to gravity sewer that was installed in the area in 2014. The proposed force main will parallel the existing Windsor Forest and Camp Croft force mains to the gravity sewer line. The new force main project will not only accommodate the future flow but also eliminate the current manifold situation.

Staff requested proposals from four engineering firms, all of which declined submitting citing current workload. Staff reached out to WK Dickson with whom Spartanburg Sanitary Sewer District has a Master Services Agreement for professional services on an "on call" or "task order" basis. WK Dickson provided a "not to exceed" task order quote of \$90,500 for engineering design, permitting assistance, bidding support, construction contract administration and limited construction observation.

Management recommended that the Commission authorize the Chief Executive Officer to execute the proposed Task Order # 6 with WK Dickson of Greenville, SC for the Windsor Forest Pump Station Force Main project for the not to exceed amount of \$90,500. The engineering services will be funded with capital funds.

Bobby Walden provided the Commission with an overview of the Windsor Forest Pump Station Force Main Upgrade Award of Engineering Contract. Mr. Walden noted that request for proposals were provided to four engineering firms, but all declined citing current workload. Staff reached out to WK Dickson with whom Spartanburg Sanitary Sewer District has a Master Services Agreement for professional services on an on call or task order basis. WK Dickson provided a not to exceed quote of \$90,500 for engineering design, permitting assistance, bidding support, construction contract administration and limited construction observation.

Ms. Viney confirmed this request is to provide engineering services for the project, not actual construction. Mr. Walden stated this agreement is for engineering services only.

Ms. Viney asked if there would be any contribution from the two recently approved subdivisions for construction of the Windsor Forest Pump Station and Force Main Upgrade project. Mr. Walden explained this upgrade is not due to the increased volume from the subdivisions, management would have requested this upgrade regardless of the new subdivisions.

Mr. Montgomery moved and Mr. Littlejohn seconded the motion to approve management's recommendation to authorize the Chief Executive Officer to execute the proposed Task Order # 6 with WK Dickson of Greenville, SC for the Windsor Forest Pump Station Force Main project for the not to exceed amount of \$90,500. The motion passed unanimously.

9. REQUEST FOR ANNEXATION – HARVEY ZANE AND FRANCES WHITE WOODFIN

Harvey Zane and Frances White Woodfin have requested annexation of approximately 4.0 acres of property located off of Lake Bowen Dam Road on parcel 2-28-00-044.00. 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 December 1, 2021.

**Resolution of Annexation
Adopted by Spartanburg Sanitary Sewer District Commission
On September 2, 2021**

WHEREAS, Harvey Zane and Frances White Woodfin, owner(s) of a 4.0-acre tract, more or less, adjacent to the existing Sewer District boundary line, and located off of Lake Bowen Dam Road on parcel 2-28-00-044.00 and more particularly shown on the site location map attached hereto as

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exhibit "A" have 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(s) have been accepted by the Commission after finding (a) that the petition was submitted by the property owner(s) of an area in Spartanburg County on a petition form provided by the District, (b) that the petition was signed by the property owner(s) 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 had been met, and

WHEREAS, the Commission, after having given due consideration to all matters pertaining to the proposed annexation of such area including but not limited to health hazards, the feasibility of installation and maintenance of a sewer system and cost factors, 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 District 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(s) 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 Spartanburg Sanitary Sewer 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 County Treasurer, The County Auditor and the County Health Officer.

Kevin Smith, Project Engineer, provided the Commission with an overview of the Harvey Zane and Frances White Woodfin request for annexation of approximately 4.0 acres of property located off of Lake Bowen Dam Road on parcel 2-28-00-044.00.

Mr. Horton moved and Mr. Littlejohn seconded the motion to approve management's recommendation to approve the annexation request. The motion passed unanimously.

10. REQUEST FOR ANNEXATION – NEWMAN & SIMS DEVELOPMENT, INC.

Newman & Sims Development, Inc., has requested annexation of approximately 37.97 acres of property located off of Lake Bowen Dam Road on parcel 2-29-00-029.01. 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 December 1, 2021.

**Resolution of Annexation
Adopted by Spartanburg Sanitary Sewer District Commission
On September 2, 2021**

WHEREAS, Newman & Sims Development, Inc., owner(s) of a 37.97-acre tract, more or less, adjacent to the existing Sewer District boundary line, and located off of Lake Bowen Dam Road on parcel 2-29-00-029.01 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(s) has been accepted by the Commission after finding (a) that the petition was submitted by the property owner(s) of an area in Spartanburg County on a petition form provided by the District, (b) that the petition was signed by the property owner(s) 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 had been met, and

WHEREAS, the Commission, after having given due consideration to all matters pertaining to the proposed annexation of such area including but not limited to health hazards, the feasibility of installation and maintenance of a sewer system and cost factors, 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,

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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 District 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(s) 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 Spartanburg Sanitary Sewer 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 County Treasurer, The County Auditor and the County Health Officer.

Kevin Smith, Project Engineer, provided the Commission with an overview of the Newman & Sims Development, Inc., request for annexation of approximately 37.97 acres of property located off of Lake Bowen Dam Road on parcel 2-29-00-029.01.

Ms. Viney asked if this annexation would become part of Woodfin Ridge. Mr. Smith stated it was being developed for a subdivision.

Mr. Littlejohn moved and Mr. Horton seconded the motion to approve management's recommendation to approve the annexation request. The motion passed unanimously.

11. REQUEST FOR ANNEXATION – JUMP START SOUTH CAROLINA

Jump Start South Carolina has requested annexation of approximately 26.94 acres of property located off of Wingo Road on parcel 5-21-00-24.00. 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 December 1, 2021.

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**Resolution of Annexation
Adopted by Spartanburg Sanitary Sewer District Commission
On September 2, 2021**

WHEREAS, Jump Start South Carolina, owner(s) of a 26.94-acre tract, more or less, adjacent to the existing Sewer District boundary line, and located off of Wingo Road on parcel 5-21-00-024.00 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(s) has been accepted by the Commission after finding (a) that the petition was submitted by the property owner(s) of an area in Spartanburg County on a petition form provided by the District, (b) that the petition was signed by the property owner(s) 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 had been met, and

WHEREAS, the Commission, after having given due consideration to all matters pertaining to the proposed annexation of such area including but not limited to health hazards, the feasibility of installation and maintenance of a sewer system and cost factors, 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 District 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(s) 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 Spartanburg Sanitary Sewer 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

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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 County Treasurer, The County Auditor and the County Health Officer.

Kevin Smith, Project Engineer, provided the Commission with an overview of the Jump Start South Carolina request for annexation of approximately 26.94 acres of property located off of Wingo Road on parcel 5-21-00-24.00.

Mr. Montgomery moved and Mr. Horton seconded the motion to approve management's recommendation to approve the annexation request. The motion passed unanimously.

12. EXECUTIVE SESSION

Mr. Montgomery moved and Mr. Horton seconded the motion to enter into executive session to discuss personnel matters at 11:51 a.m. The motion passed unanimously.

Mr. Horton moved and Mr. Montgomery seconded the motion to come out of executive session at 12:19 p.m. The motion passed unanimously.

Mr. Montgomery moved and Ms. Viney seconded the motion to increase the Chief Executive Officer's salary by 15% along with an additional two weeks of vacation days added to vacation accrual. The motion passed unanimously.

13. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS

A. Ms. Schneider noted that a list of Upcoming Events and the COVID-19 report was previously provided to the Commission.

B. Ms. Schneider stated that the United Way Campaign kick-off has begun and the Goal for this Campaign is \$58,000.

14. RESOLUTION TO HONOR LAW ENFORCEMENT RESPONSE ON JULY 1, 2021

Mr. Blanton asked Mr. Montgomery to call the Commission of Public Works meeting into session with the Spartanburg Sanitary Sewer District Commission.

Mr. Montgomery called the Commission of Public Works meeting into joint session with Spartanburg Sanitary Sewer District at 12:23 p.m.

Mr. Blanton noted that the SSSD Agenda Item #14 is a joint Resolution to Honor Law Enforcement Response on July 1, 2021.

Mr. Montgomery noted that the SWS Agenda Item #1 is a joint Resolution to Honor Law Enforcement Response on July 1, 2021.

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Mr. Blanton stated this item consists of two Joint Resolutions to honor law enforcement response on July 1, 2021, when Spartanburg Water team members were injured while performing their normal duties.

Mr. Montgomery stated that the first Resolution presented here today honors Spartanburg City Police Department and their dedicated officers for their quick action in protecting Spartanburg Water personnel.

Mr. Blanton stated the second Resolution presented here today honors the Spartanburg County Sheriff's Office and their dedicated officers for their quick action in protecting Spartanburg Water personnel.

On July 1, 2021, team members of Spartanburg Water were injured while performing their normal duties. Both Spartanburg City Police Department and the Spartanburg County Sheriff's Department responded to the scene in aid of our workers and the community.

Management recommended adoption of the following resolutions:

JOINT RESOLUTION OF THE COMMISSIONERS OF PUBLIC WORKS OF THE CITY OF SPARTANBURG, SC AND THE SPARTANBURG SANITARY SEWER DISTRICT

The Commissioners of Public Works of the City of Spartanburg, SC and The Spartanburg Sanitary Sewer District, jointly assembled for the purposes of the passage of the following resolution, do hereby honor the service of the Spartanburg City Police Department and their dedicated officers for their quick action in protecting Spartanburg Water personnel.

WHEREAS, each day the men and women of Spartanburg Water work to provide quality water and sewer service to nearly two hundred thousand customers in the greater Spartanburg community; and

WHEREAS, on Thursday, July 1, 2021, while out performing their normal duties in the Cleveland Park area, Spartanburg Water personnel were placed in danger, and two team members were ultimately shot and wounded without provocation; and

WHEREAS, in response to this life threatening situation and the emergency calls for assistance, both Spartanburg City Police Department and Spartanburg County Sheriff's Department personnel rushed to the scene in aid of our workers; and

WHEREAS, through the quick and heroic efforts of these responding officers, who put themselves at great personal risk, the scene was quickly secured and the threat contained; and

WHEREAS, in a commendable display of cooperation, the responding officers of the Spartanburg City Police and Sheriff's Departments worked seamlessly and in direct coordination with each other to aid our threatened employees, to protect the citizens of this community and to bring this tragic incident to a swift conclusion.

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NOW, THEREFORE, BE IT RESOLVED, that The Commissioners of Public Works of the City of Spartanburg, SC and The Spartanburg Sanitary Sewer District do hereby jointly honor and commend the Spartanburg City Police Department and Chief Alonzo Thompson for their brave and courageous action coming to the aid of Spartanburg Water personnel in the performance of their work. Through the quick action of these responding officers, lives were saved and further injury avoided, and while we realize that these first responders do this work every day, these collective bodies take this opportunity to commend each of them for their selfless action in the faithful performance of their dangerous jobs, and to express our deepest gratitude for stepping into harm's way to protect both Spartanburg Water personnel and the citizens of this community who were threatened during this senseless act of violence.

Let the record of these resolutions be spread upon the minutes of these bodies as of this 2nd day of September 2021.

JOINT RESOLUTION OF THE COMMISSIONERS OF PUBLIC WORKS OF THE CITY OF SPARTANBURG, SC AND THE SPARTANBURG SANITARY SEWER DISTRICT

The Commissioners of Public Works of the City of Spartanburg, SC and The Spartanburg Sanitary Sewer District, jointly assembled for the purposes of the passage of the following resolution, do hereby honor the service of the Spartanburg County Sheriff's Department and their dedicated officers for their quick action in protecting Spartanburg Water personnel.

WHEREAS, each day the men and women of Spartanburg Water work to provide quality water and sewer service to nearly two hundred thousand customers in the greater Spartanburg community; and

WHEREAS, on Thursday, July 1, 2021, while out performing their normal duties in the Cleveland Park area, Spartanburg Water personnel were placed in danger, and two team members were ultimately shot and wounded without provocation; and

WHEREAS, in response to this life threatening situation and the emergency calls for assistance, both Spartanburg County Sheriff's Department and Spartanburg City Police Department personnel rushed to the scene in aid of our workers; and

WHEREAS, through the quick and heroic efforts of these responding officers, who put themselves at great personal risk, the scene was quickly secured and the threat contained; and

WHEREAS, in a commendable display of cooperation, the responding officers of the Sheriff's Department and Spartanburg City Police officers worked seamlessly and in direct coordination with each other to aid our threatened employees, to protect the citizens of this community and to bring this tragic incident to a swift conclusion.

Spartanburg Sanitary Sewer District Commission – Regular Meeting, September 2, 2021

NOW, THEREFORE, BE IT RESOLVED, that The Commissioners of Public Works of the City of Spartanburg, SC and The Spartanburg Sanitary Sewer District do hereby jointly honor and commend the Spartanburg County Sheriff's Department and Sheriff Chuck Wright for their brave and courageous action coming to the aid of Spartanburg Water personnel in the performance of their work. Through the quick action of these responding officers, lives were saved and further injury avoided, and while we realize that these first responders do this work every day, these collective bodies take this opportunity to commend each of them for their selfless action in the faithful performance of their dangerous jobs, and to express our deepest gratitude for stepping into harm's way to protect both Spartanburg Water personnel and the citizens of this community who were threatened during this senseless act of violence.

Mr. Littlejohn moved and Mr. Horton seconded the motion to approve both Joint Resolutions to Honor Law Enforcement Response on July 1, 2021. The motion passed unanimously.

The record of these resolutions will be spread upon the minutes of these bodies as of this 2nd day of September 2021.

Meeting adjourned at 12:25 p.m.

G. Newton Pressley
Secretary-Treasurer

tbh