

## MINUTES

Spartanburg Sanitary Sewer District Commission, Regular Meeting, held at 200 Commerce Street, Spartanburg, SC, January 28, 2020, at 2:15 p.m.

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

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

The meeting was opened with the following statement:

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

### 1. PRAYER

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

### 2. ELECTION OF OFFICERS

Ms. Barnes moved and Mr. Horton seconded the motion to nominate Mr. Blanton as Chair. The motion passed unanimously.

Mr. Littlejohn moved and Mr. Horton seconded the motion to nominate Ms. Barnes as Vice Chair. The motion passed unanimously.

### 3. APPROVAL OF MINUTES OF REGULAR MEETING OF DECEMBER 3, 2019

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

### 4. PRETREATMENT PROGRAM EXCELLENCE AWARD

Spartanburg Water's Pretreatment Program was selected to receive the Pretreatment Program Excellence Award for 2019 by the Water Environment Association of South Carolina (WEASC). The award was presented at the Industrial Wastewater and Pretreatment Workshop on December 11, 2019.

Many pretreatment programs in the state of South Carolina have demonstrated their commitment to protecting and improving the quality of the State's waters through exceptional implementation and enforcement. Additionally, these programs have pursued exemplary service to their customers while protecting the health and well-being of the State's citizens. The Pretreatment Program Excellence Award is intended to bring public awareness and support to the control of pollution in order to maintain the quality of the State's waters, the protection of the public health, the protection of wastewater infrastructure, the beneficial use of effluents and biosolids, the protection of the health and safety of wastewater treatment facility workers, and quality of service to the customers of wastewater treatment facilities.

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SCDHEC-approved Pretreatment Programs chosen by the members of the WEASC Industrial Committee are eligible for this award. An Awards Review Committee, comprised of an equal number of pretreatment experts from the SCDHEC Bureau of Water and the WEASC Industrial Committee evaluates program submittals to select an award winner.

John Westcott, Regulatory Compliance Manager, provided an overview of the Pretreatment Program Excellence Award, recognizing David Crosby and staff on this achievement. The Commission congratulated management and staff for achieving this award.

The above was provided as information to the Commission.

## **5. CHAMBER OF COMMERCE – ONESPARTANBURG UPDATE**

Allen Smith, President and CEO, and Matt Roos, Vice President, Investor Relations, with the Spartanburg Area Chamber of Commerce, provided a short presentation covering the community-wide success and future path for OneSpartanburg. Begun a short three years ago, this community and economic development strategy has focused on four key areas – talent, place, image and economy – and has brought both national notoriety through successful social media initiatives, as well as continued economic interest and growth in the community as a whole.

Mr. Smith stated that \$360 million was invested in our community from 27 economic development projects leading to the creation of 751 jobs. Spartanburg is still leading the way in the Upstate and South Carolina.

Spartanburg was recently named the #9 “Coolest Town in America” by The Matador Network, a national destination media company. Mr. Littlejohn asked what contributed to this recognition. Mr. Smith stated the uniqueness of downtown, for example the mural, crosswalks, uniqueness of the restaurants – only one Kennedy restaurant, seven colleges, street performers, etc., contributed to this recognitions.

Mr. Smith noted the unprecedented surge in population growth propelled Spartanburg to 19th-fastest growing metropolitan area in the U.S. Tourism economic impact crossed \$300 million, which was a record and surpassed Charleston, Myrtle Beach, Hilton Head, Columbia, and Greenville in the tourism metric last year. That was a 23% hotel product development growth. There were seven new hotels added last year that increased the hotel room stock by 23%, number one in South Carolina. Mr. Blanton asked how many hotel rooms are in Spartanburg. Mr. Smith stated that there are 4,500 to 5,000 in Spartanburg County. Spartanburg is still recruiting sports tournaments that the Spartanburg hotel stock can’t accommodate, so there is bleed over into Greenville County. Spartanburg has worked with Greenville to receive \$10 per room per night for the business that Spartanburg brings to them.

More than seven million square feet of industrial space was absorbed, which was sixth in the country, surpassing Phoenix and Philadelphia. This speaks to Spartanburg’s manufacturing, distribution, and logistics.

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\$50 million in development came to Downtown Spartanburg over the last year, and there are now 25,255 jobs within 1.5 miles of Morgan Square. A task force was created for Spartanburg County to focus on recruiting and retaining white-collar jobs. Again, Spartanburg is, has been, and will continue to win in manufacturing, distribution, and logistics, but must diversify its economic development approach. This was a direct recommendation from OneSpartanburg. Per capita income in Spartanburg County is \$26,000, the national per capita income is \$32,769. Spartanburg needs to do a better job at recruiting higher wage jobs. This in no way means abandon manufacturing, distribution, or logistics, it means that Spartanburg has to diversify the scope. There are some major opportunities on the horizon for Spartanburg, but if this was not a recommendation in the OneSpartanburg plan, we probably would not be focused on it right now. OneSpartanburg has hired a corporate incentives attorney to help better understand what incentives are available at the state level and to see what Spartanburg can do to change state policy to make it more competitive in this regard. Georgia has 16 Fortune 500 companies, North Carolina has 12, South Carolina has none. Spartanburg is not alone in this area, but will begin to focus on diversifying the scope of recruitment.

Mr. Blanton asked if OneSpartanburg gets a lot of questions or requested information about water and sewer infrastructure. Mr. Smith stated that Spartanburg couldn't do what they have done in the manufacturing space without sufficient infrastructure, it has been a key part in this success.

Mr. Smith thanked the Commission for the opportunity to share an update on OneSpartanburg.

The above was provided as information to the Commission.

**6. MONTHLY FINANCIAL REPORT**

Newt Pressley presented a financial summary of SSSD expenditures and revenues for the five-month period ending November 30, 2019, and the six-month period ending December 31, 2019. An explanation was provided for the favorable and unfavorable budget variances.

The above was provided as information to the Commission.

**7. PROPOSED 2020 COMMISSION MEETING SCHEDULE**

January 28	February 25 *UMC Feb 25-28
March 24	April 28
May 26	June 23
July – No Meeting	August 25
September 22	October 27
November – No Meeting	December 1

Mr. Littlejohn moved and Ms. Barnes seconded the motion to change the April meeting date to Thursday, April 23, 2020. The motion passed unanimously.

**8. RIGHT-OF-WAY MOWING AND MAINTENANCE BID**

Bids were received on November 21, 2019, for contractor services to furnish labor and equipment to mow and maintain Spartanburg Sanitary Sewer District collection right-of-ways and Spartanburg Water System distribution right-of-ways. The contract requires the successful contractor to mow and maintain 200 miles of SSSD right-of-way once annually and 30 miles of SWS right-of-way twice annually. The contract will be for a 12-month term with the option to renew for two additional 12-month terms.

Invitations were forwarded to prospective bidders and notice of the solicitation was published in the local media. Eleven vendors attended the pre-bid meeting and guided site tours were provided to further familiarize potential bidders with right of ways and scope of work.

A tabulation of the responses is listed below. The cost listed in the tabulation represents the annual cost for both SSSD and SWS.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Landscape Accents LLC Laurens, SC	\$138,840
Greg Henson Landscaping Forest City, NC	\$150,800
TC Barron LLC Woodruff, SC	\$180,000
D&A Tree Surgeons Spartanburg, SC	\$220,000
Green and Clean Services Cowpens, SC	NON-RESPONSIVE
Southeast Mowing Blountville, TN	NON-RESPONSIVE
Phillips Lawn Care Gaffney, SC	NON-RESPONSIVE

Management recommended an award to Landscape Accents, LLC, based on their bid of \$534 per mile with the annual contract amount of \$138,840.

This service will be funded from the operating budget as follows:  
SSSD-\$106,800 and SWS-\$32,040.

Ms. Barnes moved and Mr. Horton seconded the motion to approve management’s recommendation and award the bid to Landscape Accents, LLC. The motion passed unanimously.

**9. LITTLE THICKETTY CREEK PUMP STATION REHABILITATION PROJECT – AWARD OF ENGINEERING CONTRACT**

The Little Thicketty Creek Pump Station was constructed in 1979 by the Town of Cowpens to eliminate the Little Thicketty Creek wastewater treatment lagoon. The pump station is a wet pit – dry pit configuration and the original pumps are still in service. The pump station has reached the end of its useful life. Staff desires to replace the station with a submersible pump station adjacent to the existing station and incorporate the existing screen and equalization basin into the design.

Six engineering firms were invited to submit qualifications and proposal packages for the engineering design and construction management services for a new submersible pump station. The firms were asked to provide information on company experience, project team, schedule, and fee.

The proposals were reviewed by four staff members, who used a weighted scoring system in their evaluation of (1) Similar Project Experience (2) Design Team Experience and Background (3) Ability to meet an aggressive schedule, and (4) Profession Services Fee to include design, permitting services, bidding support, construction contract administration and limited construction observation services.

The firms invited to submit were:

Brown & Caldwell, Columbia, SC  
Hazen and Sawyer, Greenville, SC  
Hulsey, McCormick & Wallace, Inc., Spartanburg, SC  
Rogers and Callcott Environmental, Greenville, SC  
Weston & Sampson, Columbia, SC  
WK Dickson & Company, Greenville, SC

Qualifications and Proposal packages were received January 17, 2020, from six firms. Using the scoring matrix mentioned above, staff selected Hulsey, McCormick & Wallace, Inc., as the best firm to provide professional engineering services for the Little Thicketty Creek Pump Station project.

Management recommended that the Commission authorize the CEO to enter into a professional services agreement with Hulsey, McCormick & Wallace, Inc., for the Little Thicketty Creek Pump Station Project for the not-to-exceed amount of \$105,500. The engineering services will be funded with depreciation funds.

Janet Cann provided the Commission with an overview of the Little Thicketty Creek Pump Station Rehabilitation Project.

Mr. Horton moved and Ms. Barnes seconded the motion to approve management's recommendation to authorize the CEO to enter into a professional services agreement with Hulsey, McCormick & Wallace, Inc., for the Little Thicketty Creek Pump Station Project for the not-to-exceed amount of \$105,500. The motion passed unanimously.

**10. COLLECTION SYSTEM OPERATION AND MAINTENANCE COMPLIANCE PROGRAMS UPDATE**

Bobby Walden introduced David Ledbetter, Programs Manager, who provided an overview of various compliance programs associated with the operation and maintenance of the sanitary sewer collection system.

Mr. Ledbetter stated that the Capacity Management Operation Maintenance Program (CMOM) is an internal program established to help monitor SSSD systems. Per the CMOM program, the goal is to evaluate lines up to 18" in diameter over an eight year period. SSSD has approximately 900 miles of sewer lines and just over 22,000 manholes.

Staff has progressed 42% into the schedule and are approximately 16% ahead of schedule. There are two sewer line rapid assessment (SL-RAT) crews and three line cleaning crews. The SL-RAT technology device uses an acoustic base that sends a signal from one manhole to the next and then measures the capacity of the line and identifies blockages with a scoring of 0-10. 10 meaning perfect pipe and 0 meaning total blockage. Lines that measure 0-5 are scheduled immediately for cleaning and further evaluation. It is a great device that has also helped to reduce sanitary sewer overflow's in the system. In 2019, over 3,700 lines were evaluated. Line cleaning progress is tracked through the GIS system. Mr. Ledbetter noted some things that block the system are roots, debris, and grease. Periodically when situations arise at apartment complexes, pretreatment is involved with customer contact to provide additional information and education on grease handling.

Ms. Schneider stated that SSSD does not require a grease pit for apartment complexes, but has asked management to look into this and see what more aggressive utilities are doing with large users.

Mr. Littlejohn mentioned Greer distributed grease containers. Ms. Schneider stated SSSD has issued grease scrapers. David Crosby, Regulatory Compliance Supervisor, stated that when SSSD experiences a grease incident in a neighborhood or apartment complex, pretreatment reaches out with letters in English and Spanish, to educate residents in that area about how to dispose of grease.

Ms. Viney asked that with all of the education SSSD has done over the years, has there been any improvement. Mr. Ledbetter stated that the grease in the system in relation to sanitary sewer overflows and blockages have actually been reduced since 2015 by around 60-65%. Ms. Schneider stated it takes a strong relationship and education program with the restaurants and residents, as well as keeping the lines clean to achieve this reduction.

Mr. Ledbetter stated that the crews have done an excellent job and worked hard to evaluate and clean these lines and accomplish the established goals.

The above was provided as information to the Commission.

**11. EDGEFIELD PUMP STATION REHABILITATION PROJECT – SUMMARY CHANGE ORDER**

The Edgefield Pump Station Rehabilitation Project is complete. This pump station was initially placed in service in January 2000, as part of a project to eliminate a wastewater lagoon serving a small mobile home park in Cowpens. This project included the installation of a receiving manhole and associated gravity sewer, the replacement of the submersible pumps, related hardware and piping, control panels and other electrical components, and the installation of several safety-related improvements, that brought the station into compliance with current Sewer District standards.

*Change Order No. 1 (Summary)* was a net zero change in the contract price with AAA Utility and Construction, LLC based on adjustments to bid unit quantities.

This change order was executed as per current District policy.

The Financial summary of the project construction is as follows:

Original Contract Price	\$152,505.00
Change Order No.1 (Summary) - additions and deletions to quantities based on actual construction	\$ <u>0.00</u>
Revised Contract Price	\$152,505.00

The above was provided as information to the Commission.

**12. OWNERSHIP AGREEMENT – APPLE VALLEY PLANTATION**

Levi Grantham, LLC proposes to construct approximately 4,429 linear feet of 8-inch gravity sewer line to provide service to 99 lots in Apple Valley Plantation located on Apple Valley Road. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the South Tyger 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 Levi Grantham, 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.

**13. OWNERSHIP AGREEMENT – DURHAM FARMS**

Mark III Properties, Inc., proposes to construct approximately 7,548 linear feet of 8-inch gravity sewer line to provide service to 239 lots in Durham Farms located on Zimmerman 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 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.

**14. OWNERSHIP AGREEMENT – N. BLACKSTOCK SUBDIVISION**

N. Blackstock Subdivision, LLC proposes to construct approximately 4,046 linear feet of 8-inch gravity sewer line to provide service to 89 lots in N. Blackstock Subdivision located on North Blackstock Road. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the South Tyger 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 N. Blackstock Subdivision, 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 is provided as information to the Commission.

**15. OWNERSHIP AGREEMENT – PADDOCK POINT**

Mark III Properties, Inc., proposes to construct approximately 1,678 linear feet of 8-inch gravity sewer line to provide service to 53 single family homes located on Brice 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.



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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 Mark III Properties, Inc. Under the terms of the resolution adopted by the Commission on May 29, 1990, this agreement has been executed on behalf of the Commission by the Chief Executive Officer.

The above was provided as information to the Commission.

**16. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS**

- A.** Mr. Blanton recognized Mayor White for his 10-years of service as a Spartanburg Sanitary Sewer District Commissioner. Mr. Blanton and the Commission thanked Mayor White for his service to the community and to the SSSD Commission.
- B.** Ms. Schneider noted that if the Commission was interested in attending the Brothers Restoring Urban Hope Inc., SneakerBall Gala to please let Trish know as this event will be held tonight at the Chapman Cultural Center at 6:00 p.m.
- C.** Ms. Schneider stated that the Bags of Love will be collected through February 6 for Mobile Meals delivery the week of Valentine's Day. This is Spartanburg Water's quarterly project through United Way.
- D.** Ms. Schneider reminded the Commission that the Upstate Forever – ForeverGreen Annual Awards Luncheon will be held on Monday, February 24 at Embassy Suites in Greenville from 11:00-1:00 p.m.
- E.** Ms. Schneider noted that the 2020 Upstate SC Alliance Annual Meeting will be held at the Greenville Convention Center on Tuesday, February 25. This is the same day as Commission meetings.
- F.** Ms. Schneider stated that the Spartanburg Chamber of Commerce will provide a Year 3 update on OneSpartanburg at the Magnolia Grand Event Center on Tuesday, February 25 from 5:30-7:00 p.m.
- G.** Ms. Schneider reminded the Commission that the Utility Management Conference will be held February 25-28 in Anaheim, California.
- H.** Ms. Schneider noted that the Employee Recognition Breakfast will be held at the Cleveland Park Event Center from 8:00-9:00 a.m. on March 3 and 4. If you would like to speak on either day, please let Trish know.
- I.** Ms. Schneider informed the Commission that the SCC Economic Visionaries Event will be held on March 12 at the Spartanburg Marriott from 5:15-9:00 p.m.

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- J.** Ms. Schneider stated that the South Carolina Environmental Conference will be held March 15-18 at Myrtle Beach, SC.
- K.** Ms. Schneider noted that the United Way moved their Annual Celebration from to March instead of June. It will be on March 26 and more details will be forthcoming.
- L.** Ms. Schneider stated that the deadline for ethics filing to the SC State Ethics Commission is March 30. A memo and information will be provided to you.

Meeting adjourned at 2:57 p.m.

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G. Newton Pressley  
Secretary-Treasurer

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