

AGENDA

SPARTANBURG SANITARY SEWER DISTRICT COMMISSION

REGULAR MEETING

MEETING PLACE: 200 Commerce Street

Tuesday, June 29, 2021, 2:15 p.m.

This is a regular meeting of the Spartanburg Sanitary Sewer District Commission. Written notice of the date, time, and place for this meeting, along with the agenda, has been posted in the lobby and on the Spartanburg Water website, and copies have been forwarded to local and nearby news media (including Spartanburg Herald-Journal, The Spartan Weekly, Greenville News, The Greer Citizen, Hometown News, WSPA-TV 7, WYFF-TV 4, WLOS-TV 13, WHNS Fox Carolina, WORD News Radio, WOLT-FM Radio, Tribune Times, and the Times Examiner) at least 24 hours prior to this meeting.

- 1. PRAYER**
- 2. APPROVAL OF MINUTES OF REGULAR MEETING OF MAY 25, 2021**
- 3. MONTHLY FINANCIAL REPORT**

Cam Cole will present a financial summary of SSSD expenditures and revenues for the eleven-month period ending May 31, 2021.

- 4. COVID-19 REPORT**

Management will provide the Commission with an update.

- 5. WASTEWATER TREATMENT CHEMICALS BID**

An online reverse auction event was held on May 12, 2021, in order to obtain pricing for wastewater treatment chemicals for the Spartanburg Sanitary Sewer District wastewater treatment facilities. Eight vendors participated in the event. The pricing submitted is for the contract term July 1, 2021-June 30, 2022. The results of the event are tabulated below.

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Estimated Annual Qty	Chloride	Chloride Dry Granular	Sodium Hydroxide			Sulfur Dioxide	Soda Ash	Polymer Liquid	Lime Slurry	Hydrated Lime	Sodium Hypochlorite 12%	Sodium Bisulfite 38%
			Sodium Hydrox 20% 50 Drums	Sodium Hydrox 50% 50 Drums	Sodium Hydrox Bulk 20% 50 Drums							
Unit of Measure	100 Tons	16,000 lbs.	50 Drums	50 Drums	50 Drums	50 Tons	9,000 lbs.	200,000 lbs.	1,500,000 lbs.	1,000 lbs.	220 Drums	110 Drums
Unit of Measure	Ton	100 Pounds	Drum	Drum	Pound	Tons	50 Pounds	Pound	Pound	50 Pound	Drum	Drum
Polydyne Inc. (No Bid)												
Univar Solutions USA			\$ 107,000	\$ 166,000	\$ 0.063							\$ 137,600
Chemrite, Inc.		\$ 114,690										
JCI Jones Chemicals	\$ 750,000				\$ 0.0637	\$ 800,000						
Water Guard, Inc		\$ 114,930									\$ 64,940	\$ 137,290
Brenntag Mid-South				\$ 166,950			\$ 12,217			\$ 7,940	\$ 64,950	
Environmental Specialties								\$ 1,417				
Atlenco								\$ 1,410				
Polytec, Inc									\$ 0.050			

**Polymer requires precertification and the total cost is evaluated based on price, usage, and waste disposal. Polymer from Environmental Specialties provides the lowest total cost of usage based on the prequalification and submitted price.*

Management recommends awards to the responsive bidders for those products indicated on the bid tabulation summary.

Funding will be provided through the annual operating fund.

6. BID FOR COLLECTION AND DISTRIBUTION COMPLEX FENCE PURCHASE AND INSTALLATION

Bids were received on May 27, 2021, for the purchase and installation of 420 linear feet of fencing located at the Collection and Distribution Complex (C&D). The fence is replacing Leyland Cypress trees that were initially planted and utilized for privacy and as a sound barrier between the C&D Complex and the adjacent neighbors. The trees are being affected by natural occurring issues that have compromised the aesthetics and health of the trees. This has caused an opening exposing the residential area, power lines right-of-way, and C&D complex. The new fence will be a more permanent solution, have less maintenance, and be more visually appealing to both customers and neighbors.

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Invitations to bid were forwarded to prospective bidders and publicized in the local media. A tabulation of the responses is below.

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Newman Fence Company Roebuck, SC	\$49,560
Seegars Fence Company Spartanburg, SC	NO BID
Bagwell Fence Company Spartanburg, SC	NO BID

Based on the results of the bid evaluations, management recommends the approval of an award to Newman Fence for a total cost in the amount of \$49,560.

Funding will be split equally between SSSD and SWS capital funds.

7. BIDS FOR DRI PRIME BYPASS PUMP

Bids were received on May 6, 2021, for the purchase of a 6" dri-prime bypass pump for the Spartanburg Sanitary Sewer District. The pump is a Tier 4 auto prime model 6GXT pump with a CAT engine mounted on a DOT certified trailer. The pump can handle a wide range of liquids from water to sewage and sludge and is used by SSSD when there is a problem between manholes whereby an operator is able to pump from one manhole to the other and fix a pipe in between. Invitations to bid were forwarded to prospective bidders and publicized in the local media. The solicitation drew three responses. A tabulation of the bids is listed below:

<u>BIDDER</u>	<u>AMOUNT OF BID</u>
Mercino Dewatering, Inc. Davis, MI	\$56,575
Thompson Pump Port Orange, FL	\$68,010

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Technology International, Inc. \$74,800
Lake Mary, FL

Based on the results of the bid evaluations, management recommends the approval of an award to Mercino Dewatering, Inc. for a total cost of \$56,575.00.

Funding will be provided by SSSD depreciation funds.

8. PROCUREMENT POLICY REVISION

Supply chain disruptions continue to increase each year. Conditions that contribute to challenges in the global supply chain include the reduced number of suppliers in certain markets, weather events, cybersecurity attacks, challenges with infrastructure, and extreme shifts in the demand of goods. The assurance of goods and services is critical to the collection and treatment of wastewater.

The addition of Supply Chain Resiliency to the District’s Procurement Policy creates a framework for the District to be proactive and prepared to manage supply chain issues. A focus will be placed on factors such as critical need, risk, supplier continuity plans, geographical location(s), multi-vendor redundancy, and inventory capacity. Supply Chain Resiliency will assist in the award of purchases in order to avoid supply chain disruptions and/or react as necessary to best recover from a disruption. The Supply Chain Resiliency section would read as follows:

SECTION 27. SUPPLY CHAIN RESILIENCY

Supply Chain Resiliency

Supply chain resiliency is the ability to navigate unexpected supply chain disruptions with existing programs and capabilities. The Spartanburg Sanitary Sewer District recognizes that availability of products and services is critical to wastewater collection and treatment. The Spartanburg Sanitary Sewer District supports the effort to create a reliable and effective supply chain.

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Management recommends adding Section 27 to the Spartanburg Sanitary Sewer District's Procurement Policy in an effort to support supply chain resiliency.

9. PROFESSIONAL SERVICES REQUESTED – ARC FLASH ASSESSMENT

OSHA requires employers to protect employees from electrical hazards in the workplace. One such hazard is arc flash and this phenomenon can occur when an employee works around energized electrical equipment. NFPA 70E, Standard for Electrical Safety in the Workplace, is the standard that mandates employers to conduct an arc flash risk assessment of electrical equipment installed at its facilities and premises, and to review/repeat this assessment at five-year intervals. The assessment must include an engineering analysis of electrical systems to determine if risks exist and to provide warning signs, procedures, and protective requirements for employees. In 2015, Matrix Engineering was selected to perform the engineering analysis.

In order to meet the five-year OSHA requirement, professional engineering services will be required. Based on their past knowledge and experience of the electrical components of the Spartanburg Sanitary Sewer District (SSSD) facilities, management is recommending Matrix Engineering from Spartanburg, SC, to complete the arc flash study for the Spartanburg Sanitary Sewer District at a cost of \$89,000. The service will be funded through the operations budget.

10. REQUEST FOR ANNEXATION – MARK III PROPERTIES, LLC

Mark III Properties, LLC has requested annexation of approximately 71.49 acres of property located off of Gas Plant Road on parcels 5-39-00-007.01, 5-39-00-007.04 and 5-45-00-001.00. The property is adjacent to the District boundaries and can be annexed by Commission under authority granted in its enabling legislation.

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

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**Resolution of Annexation
Adopted by Spartanburg Sanitary Sewer District Commission
On June 29, 2021**

WHEREAS, Mark III Properties, LLC, owner(s) of a 71.49-acre tract, more or less, adjacent to the existing Sewer District boundary line, and located off of Gas Plant Road on parcels 5-39-00-007.01, 5-39-00-007.04, and 5-45-00-001.00 and more particularly shown on the site location map attached hereto as exhibit "A" has petitioned for annexation of this area comprising the aforementioned tract to the Spartanburg Sanitary Sewer District ("the District"); and

WHEREAS, the petition of the property owner has been accepted by the Commission after finding (a) that the petition was submitted by the property owner of an area in Spartanburg County on a petition form provided by the District, (b) that the petition was signed by the property owner within such area proposed to be annexed, (c) that there was attached to the petition a map made on a scale as required by the District, made by a registered licensed surveyor showing, in detail the boundary of the area proposed to be annexed and that all other requirements of the applicable law 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.

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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 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.

11. REQUEST FOR ANNEXATION – MARK III PROPERTIES, LLC

Mark III Properties, LLC has requested annexation of approximately 76 acres of property located off of John Dodd Road on parcel 6-10-00-103.01. The property is adjacent to the District boundaries and can be annexed by Commission under authority granted in its enabling legislation.

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

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**Resolution of Annexation
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WHEREAS, Mark III Properties, LLC, owner(s) of a 76-acre tract, more or less, adjacent to the existing Sewer District boundary line, and located off of John Dodd Road on parcel 6-10-00-103.01 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 has been accepted by the Commission after finding (a) that the petition was submitted by the property owner of an area in Spartanburg County on a petition form provided by the District, (b) that the petition was signed by the property owner within such area proposed to be annexed, (c) that there was attached to the petition a map made on a scale as required by the District, made by a registered licensed surveyor showing, in detail the boundary of the area proposed to be annexed and that all other requirements of the applicable law 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.

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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 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.

12. REQUEST FOR ANNEXATION – MILTON A. SMITH TRUSTEE

Milton A. Smith Trustee has requested annexation of approximately 36.76 acres of property located off of SC Highway 9 on parcels 2-29-00-036.00, 2-29-00-249.00, 2-29-00-250.00, 2-29-00-251.00, 2-29-00-252.00, 2-29-00-253.00 and 2-29-00-254.00. The property is adjacent to the District boundaries and can be annexed by Commission under authority granted in its enabling legislation.

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

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**Resolution of Annexation
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On June 29, 2021**

WHEREAS, MILTON A. SMITH TRUSTEE, owner(s) of a 36.76-acre tract, more or less, adjacent to the existing Sewer District boundary line, and located off of SC Highway 9 on parcels 2-29-00-036.00, 2-29-00-249.00, 2-29-00-250.00, 2-29-00-251.00, 2-29-00-252.00, 2-29-00-253.00 and 2-29-00-254.00 and more particularly shown on the site location map attached hereto as exhibit "A" has petitioned for annexation of this area comprising the aforementioned tract to the Spartanburg Sanitary Sewer District ("the District"); and

WHEREAS, the petition of the property owner has been accepted by the Commission after finding (a) that the petition was submitted by the property owner of an area in Spartanburg County on a petition form provided by the District, (b) that the petition was signed by the property owner within such area proposed to be annexed, (c) that there was attached to the petition a map made on a scale as required by the District, made by a registered licensed surveyor showing, in detail the boundary of the area proposed to be annexed and that all other requirements of the applicable law 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.

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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 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.

13. OWNERSHIP AGREEMENT – PLEMMONS ROAD SITE PREP FOR COMMERCIAL DEVELOPMENT

SC Duncan Plemmons, LLC proposes to construct approximately 717 linear feet of 8-inch gravity sewer line to provide service to three commercial lots in the Plemmons Road Commercial Development located at the intersection of Hwy 101 and Plemmons Road. The sewer line will connect to the existing SSSD infrastructure. The domestic waste will be treated at the South 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.

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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 SC Duncan Plemmons, 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

14. OWNERSHIP AGREEMENT – WENDOVER

Great Southern Homes, Inc., proposes to construct approximately 2,704 linear feet of 8-inch and 595 linear feet of 12-inch gravity sewer line to provide service to 98 residential lots in Wendover subdivision located off Rogers Bridge Road. 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 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 is provided as information to the Commission.

15. NEGOTIATIONS AND MISCELLANEOUS ADMINISTRATIVE MATTERS