Proposed Agenda

July 17, 2018
3261 Lancaster Hwy
Richburg, SC 29729
6:00 PM

I. Call Meeting to Order

II. Invocation

III. Pledge of Allegiance

IV. Approval of Last Meeting Minutes

V. Old Business

a.	Lando/Manetta & Rocky Creek Update	- Mr. Patrick Timms
b.	Sandy River Update	- Mr. Tony Young
c.	Pretreatment Update	- Ms. Devon Beaty
d.	Maintenance Report	- Mr. Phillip A. Thompson-King
e.	Project Updates	- Mr. Phillip A. Thompson-King

VI. New Business

a.	Capital Recovery Fee Resolution	- Mr. Phillip A. Thompson-King
b.	Public Comment	

VII. Reports

a.	Financial Statement	- Mr. Joel Manning

VIII. Executive Session

Section 30-4-70 (a) (2) to discuss two (2) Contractual Matters

IX. Adjourn

Chester County Wastewater Recovery

Commission Meeting

July 17, 2018

CERTIFIED COPY

The Chester Sewer District held its monthly Board of Commissioners Meeting on Tuesday, July 17, 2018 at 6:00 PM at the CSD office located at 3261 Lancaster Highway, Richburg, SC. Commissioners in attendance were Tony Pope, Chairman; Edena Sanders, Secretary; Gloria O. Crank, Board Member; Phillip A. Thompson-King, Director; Joel Manning, Financial Analyst; Tony Young; Devon Beaty, Pretreatment Coordinator; and Arthur Gaston, Attorney. Notification of this meeting was given in the Chester News and Reporter, posted on the CWD/CWR website, and on the bulletin board at the Administrative Office.

Invocation -- Chairman Tony Pope

Pledge of Allegiance

The minutes from the June 19, 2018 meeting were approved.

Motion to approve the minutes was made by Gloria Crank. Second by Edena Sanders, and unanimously approved.

Chairman Tony Pope called for Old Business:

Lando/Manetta and

Rocky Creek

Mr. Phillip Thompson-King presented reports for June 2018 activities.

A copy of the report is attached to the minutes.

Project Updates

Mr. Tony Young presented reports for June 2018 activities.

A copy of the report is attached to the minutes.

Industrial Pretreatment Report

Ms. Devon Beaty presented reports for June 2018 activities.

A copy of the report is attached to the minutes.

Maintenance report and Project Updates

Mr. Phillip Thompson-King presented reports for June 2018 activities.

A copy of the Project & Director's Update

Report is attached to the minutes.

Chairman Tony Pope called for New Business:

Capital Recovery Fee Resolution:

Mr. Phillip Thompson-King presented the Capital Recovery Resolution, which was duly signed, attested and sealed by Chairman Tony Pope and Attorney Arthur Gaston.

Chairman Tony Pope called for the reports:

Financial Statement Joel Manning presented the report for June 2018. A copy of the report is attached to the minutes.

Executive Session

Chairman Tony Pope asked for a motion to go in to Executive Session.

The motion to go in to Executive Session was made by Edena Sanders, seconded by Gloria Crank, and unanimously agreed.

Please note that during the Executive Session there was no action taken.

With there being no further business to discuss, Chairman Tony Pope asked for a motion to Adjourn.

Adjourn:

Motion to adjourn was made by Edena Sanders, seconded by Gloria Crank, and unanimously agreed.

Approved: Respectfully Submitted:

Date:_____ By:_____

1

17 1:4

19 1:11

2

2018 1:4, 11,16,18, 21,24 2:9

3

3261 1:5

6

6:00 1:4

A

action 2:15

activities 1:16,18, 21,24

adjourn 2:18,19,20

Administrative 1:8

agreed 2:14, 21

Allegiance 1:10

Analyst 1:6

approve 1:12

approved 1:11,12

Arthur 1:7 2:6

attached 1:16,19,22 2:1,9

attendance 1:5

attested 2:5

Attorney 1:7 2:6

B

Beaty 1:7,21

board 1:4,6, 8

bulletin 1:8

business 1:13 2:2, 17

C

called 1:13 2:2,7

Capital 2:3, 4

Chairman 1:5,9,13 2:2,6,7, 11,17

Chester 1:4, 7

Commissioners 1:4,5

Coordinator 1:7

copy 1:16, 19,22,25 2:9

Crank 1:6,12 2:14,21

Creek 1:15

CSD 1:5

CWD/CWR 1:8

D

Devon 1:7,21

Director 1:6

Director's 1:25

discuss 2:17

District 1:4

duly 2:5

E

Edena 1:5,12 2:13,20

Executive 2:10,11, 13,15

F

Fee 2:3

Financial 1:6 2:8

G

Gaston 1:7 2:6

Gloria 1:6, 12 2:14,20

H

held 1:4

Highway 1:5

I

Industrial 1:20

Invocation 1:9

J

Joel 1:6 2:8

July 1:4

June 1:11, 15,18,21, 24 2:8

L

Lancaster 1:5

Lando/manetta 1:14

located 1:5

M

made 1:12 2:13,20

Maintenance 1:23

Manning 1:6 2:8

meeting 1:4, 7,11

Member 1:6

minutes 1:11,12, 16,19,22 2:1,9

monthly 1:4

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N

News 1:8

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Notification 1:7

O

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P

Phillip 1:6, 15,24 2:4

Pledge 1:10

PM 1:4

Pope 1:5,9, 13 2:2,6, 7,11,18

posted 1:8

presented 1:15,18, 21,24 2:4, 8

Pretreatment 1:7,20

Project 1:17,23,25

R

Recovery 2:3,4

report 1:16, 19,20,22, 23 2:1,8,9

Reporter 1:8

reports 1:15,18, 21,24 2:7

Resolution 2:3,5

Richburg 1:5

Rocky 1:15

S

Sanders 1:6, 12 2:14,20

SC 1:5

sealed 2:5

seconded 2:14,20

Secretary 1:6

Session 2:10,12, 13,15

Sewer 1:4

signed 2:5

Statement 2:8

T

Thompson-king 1:6,15,24 2:4

Tony 1:5,6, 9,13,18 2:2,6,7, 11,17

Tuesday 1:4

U

unanimously 1:12 2:14, 21

Update 1:25

Updates 1:17,23

W

website 1:8

Y

Young 1:7,18

Lando/Manetta WWTP

Overall the plant is operating well and currently meeting all NPDES requirements. The monthly toxicity sampling event for took place with the results from Water Systems Inc. with is a good solid pass.

Maintenance Highlights:

- Continued project on replacing diffusers in the digester
- Hauled 11 loads (71,500 gallons)of sludge to the Rocky Creek drying beds

Administrative

- Met with A Keith Cannon of AECOM and Dave Johnson of Heyward Inc. about options for the barscreen and received price proposal

Rocky Creek WWTP

Overall the plant has been operating well and is currently meeting all NPDES requirements. The toxicity sampling event for June took place with results of 0% inhibition. The July sampling event is taking place at this time.

Maintenance Highlights:

- Routine wash down of clarifiers and cascade
- Cleaned drying beds and hauled solids to landfill

Administrative

- Attended Hwy. 9 sewer line progress meeting
- Attended Catawba District meeting
- CWR team met with Duke Energy in reference to rates and potential cost savings for plants and pump stations
- SCDHEC conducted a laboratory inspection evaluation and we awaiting the report
- Grass seeding is completed at the pumpstation excavation site and portions of the new A line
- The fencing should be re-installed soon at the plant that was removed for excavation

July 17, 2018

Memorandum

To: Phillip A. Thompson-King

From: Tony Young

Subject: Monthly Report Sandy River

Sandy River plant overall is operating well.

The following a listing of completed tasks for June 2018:

- Performed daily and weekly sampling
- Performed routine maintenance
- Wasted 78,188 gallons of sludge
- Dewatered 167,038 gallons
- K&K electric replaced surge protector at plant lift station
- Drained and cleaned both clarifiers
- Brought #3 aeration basin back online

Board of Commissioners

July 2018 Update:

Industrial Pretreatment

Economic Development

Assisted in meeting with Developer concerning sewer service

Assisted with Maintenance Department on one residential locate request

Training:

Nothing to report

Compliance:

Conference Call with Carolina Poly

Issued Permit to Footprints, LLC

Assisted in Documenting two SSOs on Tracking Sheet

Received and reviewed May DMRs, 4 NOV letters were issued

FOG (Fats, Oils, Greases)

Worked to get properly sized Grease Trap at Bypass Convenience

Worked with Roses Express on Grease Trap

Investigated problematic material at Pump Station #2 with Maintenance Department

Other

Spoke at York Middle School to Summer Schoolers

Participated in Meeting with CMD and Raftelis

Assisted with Public Hearing

Participated in Rocky Creek Progress Meeting

Board of Commissioners'

July 2018 Projects & Director's Update

Project Update Notes

Rocky Creek Wastewater Collection System/Carolina Poly/ Lancaster Highway (#9) Project

1. Schedule and Construction Update:

A. Schedule Update

i. As of 6-30-2018 by linear footage in the ground - 6,715 in / 26,954 Total = 25% complete;
ii. By Pay Request Dollars - $1,618,239 complete / $5,506,006 Total = 29% complete;
iii. By days of contract – 163 days in / 270 days total = 60% of contract time; and
iv. An updated schedule indicating the project would extend out into October. Much of this time delay was due to the time spent coring rock, as they are averaging 1-3 feet a day. Dellinger was trying to mitigate this time delay by adding a 3rd pipe crew on June 18th. The boring sub consultant was adding a second bore crew to begin on the next bore.

B. Construction Update

i. The pipe crews should be finishing up line A within a week and moving to line B, C and the 10" forcemain;
ii. Dellinger indicated that the two waterline crossings had been located by potholing, with a pipe on top of the waterline, such that the elevation could be monitored during the bores. The waterlines were located at a depth of 7 foot and 4 foot. Both lines will be clear of all of our bores;
iii. Dellinger has contacted a well driller to drill a well at the pump station. He should be on site in the coming weeks; and
iv. Dellinger had Locklear (manhole coating contractor) on site coating the manholes along Line A and should be moving to Line B in the coming weeks.

2. Pay Request

Pay Request Number 5 – was submitted for approval and AECOM verified the pay items for accuracy.

City of Chester

No activity to report.

One Cent ($0.01) Local Option Sales Tax

To date, we have submitted invoices and received $1,675,523.94 in reimbursement funds.

FEMA/ Lando-Manetta Expansion/Gaston Farm Pump Station

No activity to report.

Lower Catawba River Basin (LOWCARB) Dischargers Stakeholder Group

We participated in a conference call and we have a joint meeting scheduled with SC DHEC and the North Carolina Environmental Group.

Community Development Block Grant (CDBG)

As reported at last month's meeting, we partnered with Chester County in pursuit of a CDBG to replace the undersized Roundtree Pump Station. We received official word that we were awarded a CDBG Grant in the amount of $418,670 (Please see attached Official Grant Award Letter). To this end, we held a kick-off meeting with the COG and the County. I also signed an agreement to have an environmental review performed.

Miscellaneous Notes

- We are continuing to work with the Chester County Gas Authority concerning right-of-way sharing;
- We held a meeting with CMD and Raftelis Financial Consultants concerning the proposed new Rate Schedule and the logistics associated with this endeavor; and
- We met with a Developer concerning the location of wastewater infrastructure and capacity.

CWR
CHESTER COUNTY WASTEWATER RECOVERY

Chester Sewer District
Year-to-Date Budget to Actual Comparison
Month Ended June 30, 2018

	Annual Budget	YTD Budget	MTD Actual	YTD Actual	Variance Over / (Under)
REVENUE					
Wastewater treatement revenues	$ 3,853,295	3,853,295	338,339	3,750,763	$ (102,532)
Residual Management Fees	$ 355,300	355,300	37,827	447,154	$ 91,854
Pretreatment fees	43,500	43,500	15,472	185,125	141,625
Chester Penalities	16,500	16,500	-	-	(16,500)
Local option sales tax	-	-	64,418	155,889	155,889
Other Income	-	-	(2)	69,586	69,586
Interest Income	-	-	1,034	8,225	8,225
Capital Projects	147,213	147,213	11,685	139,395	(7,818)
Grant Revenue	-	-	13,061	306,967	306,967
Total Revenue	$ 4,415,808	4,415,808	481,834	5,063,104	$ 647,296
EXPENSE					
Administration	$ 908,500	908,500	108,903	997,295	$ 88,795
Maintenance	820,875	820,875	67,191	972,207	151,332
Lando Plant	277,500	277,500	22,822	266,638	(10,862)
Sandy River	561,480	561,480	51,284	515,680	(45,800)
Rocky Creek	703,835	703,835	34,382	559,952	(143,883)
Pretreatment	172,750	172,750	9,695	154,027	(18,723)
Depreciation	295,868	295,868	24,656	295,868	-
Debt Service	359,300	359,300	18,864	415,281	55,981
(Gain)Loss on Assets		-	-	(30,425)	(30,425)
Capital Expense **	315,700	315,700	320,155	1,646,337	1,330,637
Total Expense	$ 4,415,808	4,415,808	657,952	5,792,860	$ 1,377,052
Increase / (Decrease) of Revenue over Expenses			(176,118)	(729,756)	
Grant Revenue			-	(306,967)	
Lando Manetta & Gaston Farm Upgrades			-	402,346	
Highway #9 extension			320,155	1,054,381	
Operating Surplus(deficit)			**144,037**	**420,004**	

**** Capital Expense includes Highway 9 extension and upgrade to Lando and Gaston Farm Pump station costs for those projects are $1,054,381 and $402,346 respectively**