Proposed Agenda

November 27, 2018
6:00 p.m.

I. Call Meeting to Order

II. Invocation

III. Pledge of Allegiance

IV. Approval of Last Meeting Minutes

V. Old Business

a. WWTP Update	**- Mr. Tony Young**
b. Pretreatment Update	**- Ms. Devon Beaty**
c. Maintenance Work Report	**- Mr. Michael Hunter**
d. Project Updates	**- Mr. Phillip A. Thompson-King**

VI. New Business

a. Draft Audit Presentation	**- Love, Bailey & Associates**
b. RIA Grant Acceptance Approval	**- Mr. Phillip A. Thompson-King**
c. BAN Legal (Pope Flynn) Engagement Approval	**- Mr. Phillip A. Thompson-King**
d. Policy Proposal	**- Mr. Phillip A. Thompson-King**
e. Public Comment	

VII. Reports

a. Financial Statement	**- Mr. Joel Manning**

VIII. Executive Session

a. Under Section 30-4-70(a)(2) legal advice related matters covered by the attorney-client privilege

IX. Adjourn

Chester County Wastewater Recovery

Commission Meeting
November 27, 2018

The Chester Sewer District held its monthly Board of Commissioners Meeting on Tuesday, November 27, 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 Thompson-King, Executive Director; Joel Manning, Finance Analyst; Devon Beaty, Pretreatment Coordinator; Tony Young, WWTP Operations Superintendent (Lando-Manetta, Rocky Creek, and Sandy River); Michael Hunter, Maintenance & Collections Superintendent; Yashica Evans, CSD Executive Assistant; Arthur Gaston, Attorney; Everett Stubbs, Attorney; Gary Bailey, Love, Bailey & Associates; Mr. Don Simpson, CWR Customer; and Mrs. Diane Simpson, CWR Customer. Notification of this meeting was given in the Chester News & Reporter, and on the bulletin board at the Administrative Office.

Chairman Tony Pope called to amend the agenda; Item 4-A Draft Audit Presentation and Item 4-BPublic Comment

The motion to approve the amendment was made by Gloria Crank, second by Edena Sanders, and unanimously approved.

Invocation – Chairman Tony Pope

Pledge of Allegiance

The Minutes from the October 16, 2018 meeting were approved.

A motion to approve the minutes was made by Edena Sanders, second by Gloria Crank, and unanimously approved.

Chairman Tony Pope called for Amended Item 4-A

Audit Presentation:

Mr. Gary Bailey of Love, Bailey and Associates explained accounting standards and the results of the financial audit report. A copy of the report is attached to the minutes.

Chairman Tony Pope called for Amended Item 4-B

Public Comment:

Mr. Don Simpson and Mrs. Diane Simpson, CSD customers, spoke in regards to a sewer line that needs repair. The customers stated they do not own the sewer line. The customers would like CWR to assume responsibility for the line and repairs. The customers also spoke of additional

property they own, which contains a sanitary sewer line, and manholes that were not authorized to be placed on their property.

Executive Director Phillip Thompson- King suggested all Old Business Reports be submitted as information:

WWTP Report - Mr. Tony Young prepared reports for October 2018. A copy of the report is attached to the minutes.

Pre-Treatment - Ms. Devon Beaty prepared reports for October 2018. A copy of the report is attached to the minutes.

Maintenance Report - Mr. Michael Hunter prepared reports for October 2018. A copy of the report is attached to the minutes.

Project Updates- Mr. Thompson-King presented reports for October 2018. A copy of the report is attached to the minutes.

Note: All Old Business Reports were accepted by *Unanimous Consent.*

Chairman Tony Pope called for the Reports:

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

**Mr. Phillip Thompson-King presented the SC RIA Grant Acceptance for approval of a $500,000 Grant for the Sandy River WWTP Grit Chamber.

A motion to accept a $500,000 RIA Grant was made by Gloria Crank, second by Edena Sanders, and unanimously approved.

**Mr. Phillip Thompson-King asked permission to sign an engagement letter for Pope Flynn, LLC to represent the district as bonding attorney.

A motion to engage the services of Pope Flynn on negotiating renewal of our bond anticipation note was made by Edena Sanders, second by Gloria Crank, and unanimously approved.

**Mr. Phillip Thompson-King presented an engagement agreement to allow AECOM to move forward with the structure.

A motion to approve and engage AECOM for engineering the improvements of Sandy River facility was made by Gloria Crank, second by Edena Sanders, and unanimously approved.

Note: Agenda Item 4-D, Policy Proposal will be discussed at later date, proposal is still in the development and review process.

Executive Session

Chairman Tony Pope called to go into Executive Session

A motion was made to come out of Executive Session by Edena Sanders, second by Gloria Crank, and unanimously agreed.

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

The motion for CWR to explore long term potential solutions on sewer repairs was made by Gloria Crank, second by Edena Sanders.

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

Adjourn:
Motion to adjourn was made by Edena Sanders, second by Gloria Crank, and unanimously agreed.

Approved: **Respectfully Submitted:**

Date: _____ By: Yashica Evans

Memorandum

To: Phillip A. Thompson-King

From: Tony Young

Subject: Wastewater Treatment Plants (WWTPs) Monthly Operations Report

CWR's Lando-Manetta, Rocky Creek, and Sandy River WWTPs are performing well and meeting all permit limits as reported in the most recent DMR submittal. To this end, the following is a list of completed tasks for October through the first part of November 2018:

Lando/Manetta:

- Performed daily and weekly sampling
- Performed routine maintenance
- Hauled 7 loads of sludge to Rocky Creek
- Ordered plant chemicals

Rocky Creek:

- Performed daily and weekly sampling
- Performed routine maintenance
- Wasted 150,000 gallons sludge
- Dewatered 150,000 gallons dewatered
- Contractor started cleaning drying beds
- Ordered new air compressor for plant
- Ordered replacement check valve for #2 return pump
- Started replacing sand on drying beds
- Plant personnel attended PPE and blood borne pathogens training

Sandy River:

- Performed daily and weekly sampling
- Performed routine maintenance
- Wasted 113,728 gallons sludge
- Dewatered 106,620 gallons dewatered
- Stephenson electric replaced disconnect on well
- Completed replacing sand on all drying
- Plant personnel attended PPE and blood borne pathogens training

Board of Commissioners
November 2018 Update:
Industrial Pretreatment

Economic Development:

Assisted in responding to several residential and one commercial sewer request.

Training:

WEASC Asset Management Software training

Compliance:

Boise Cascade Pretreatment Inspection

Revising upcoming Coatex Permit

Revising upcoming Boral Permit

Issued Sunfiber Notice of Violation

Reviewed Fall Biannual sampling for all industries

Working with Footprints on potential permit modification

Revised Internal Grease Trap Worksheet

FOG (Fats, Oils, Greases)

Responded to Roses Overflow Inquiry

Other

Career Day Expo

Public Education Committee Conference Call for WEASC

Staff Meetings

Meeting concerning Fort Lawn

Meeting concerning flood plain of Gaston Farm Pump Station

Construction Meeting for Rocky Creek Sewer Improvements

Participated in Junior Achievement Luncheon

CHESTER COUNTY WASTEWATER RECOVERY
MAINTENANCE WORK REPORT
FY 2018-2019

Month of October 2018

Line Maintenance		JULY 2018	AUG 2018	SEPT 2018	OCT 2018	NOV 2017	DEC 2017	JAN 2018	FEB 2018	MAR 2018	APR 2018	MAY 2018	JUN 2018	Total to Date	Average
Check for Problem	HOURS	18.0	22.0	11.0	40.0	7.0	12.0	85.0	17.0	28.0	12.0	14.0	27.0	293.0	24.4
	TIMES	4.0	3.0	3.0	5.0	2.0	4.0	24.0	5.0	7.0	2.0	7.0	7.0	73.0	6.1
Check Service	HOURS	13.0	6.0	26.0	18.0	12.0	24.0	17.0	19.0	7.0	20.0	6.0	8.0	176.0	14.7
	TIMES	5.0	2.0	4.0	2.0	3.0	5.0	4.0	12.0	3.0	2.0	1.0	2.0	45.0	3.8
Rod Service	HOURS	25.0	14.0	41.0	12.0	129.0	55.0	96.0	17.0	105.0	43.0	67.0	80.0	684.0	57.0
	TIMES	5.0	3.0	7.0	6.0	22.0	12.0	16.0	10.0	19.0	6.0	8.0	14.0	128.0	10.7
Replace Service	HOURS	27.0	0.0	0.0	0.0	0.0	8.0	8.0	130.0	0.0	0.0	0.0	0.0	173.0	14.4
	TIMES	2.0	0.0	0.0	0.0	0.0	2.0	2.0	10.0	0.0	0.0	0.0	0.0	16.0	1.3
Repair Service	HOURS	30.0	24.0	0.0	0.0	71.0	55.0	28.0	22.0	47.0	0.0	20.0	32.0	329.0	27.4
	TIMES	4.0	1.0	0.0	0.0	3.0	4.0	6.0	16.0	4.0	0.0	1.0	4.0	43.0	3.6
Install Clean-Out	HOURS	32.0	25.0	0.0	0.0	0.0	12.0	25.0	22.0	56.0	0.0	0.0	0.0	172.0	14.3
	TIMES	2.0	1.0	0.0	0.0	0.0	4.0	4.0	1.0	2.0	0.0	0.0	0.0	14.0	1.2
Locate Service	HOURS	2.0	10.0	25.0	15.0	0.0	40.0	40.0	23.0	4.0	2.0	0.0	6.0	167.0	13.9
	TIMES	1.0	2.0	1.0	1.0	0.0	12.0	28.0	7.0	1.0	1.0	0.0	1.0	55.0	4.6
Check Main	HOURS	2.0	17.0	8.0	0.0	6.0	8.0	60.0	54.0	5.0	10.0	100.0	0.0	270.0	22.5
	TIMES	1.0	3.0	2.0	0.0	1.0	12.0	20.0	12.0	1.0	1.0	1.0	0.0	54.0	4.5
Rod Main	HOURS	79.0	51.0	0.0	49.0	27.0	60.0	78.0	48.0	66.0	92.0	75.0	61.0	686.0	57.2
	TIMES	7.0	5.0	0.0	3.0	3.0	20.0	8.0	7.0	6.0	6.0	5.0	4.0	74.0	6.2
Repair Main	HOURS	27.0	0.0	0.0	0.0	15.0	40.0	40.0	58.0	52.0	0.0	32.0	0.0	264.0	22.0
	TIMES	1.0	0.0	0.0	0.0	1.0	8.0	6.0	8.0	2.0	0.0	2.0	0.0	28.0	2.3
Manhole Work	HOURS	21.0	40.0	2.0	10.0	50.0	6.0	40.0	15.0	31.0	23.0	0.0	24.0	262.0	21.8
	TIMES	3.0	2.0	1.0	1.0	5.0	2.0	3.0	8.0	4.0	2.0	0.0	5.0	36.0	3.0
Road Work	HOURS	46.0	34.0	4.0	1.0	4.0	8.0	4.0	40.0	47.0	5.0	0.0	13.0	206.0	17.2
	TIMES	3.0	2.0	1.0	1.0	1.0	1.0	16.0	1.0	3.0	1.0	0.0	5.0	35.0	2.9
Landscape Work Area	HOURS	8.0	0.0	0.0	0.0	0.0	2.0	16.0	4.0	3.0	8.0	0.0	0.0	41.0	3.4
	TIMES	2.0	0.0	0.0	0.0	0.0	2.0	3.0	1.0	1.0	1.0	0.0	0.0	10.0	0.8
Cut Right-of-Way	HOURS	0.0	124.0	0.0	0.0	123.0	40.0	10.0	1.0	0.0	0.0	54.0	12.0	364.0	30.3
	TIMES	0.0	5.0	0.0	0.0	4.0	6.0	1.0	8.0	0.0	0.0	2.0	1.0	27.0	2.3
Other	HOURS	32.0	6.0	0.0	15.0	10.0	10.0	36.0	24.0	101.0	81.0	100.0	8.0	423.0	35.3
	TIMES	5.0	1.0	0.0	1.0	1.0	1.0	4.0	6.0	5.0	4.0	10.0	2.0	40.0	3.3
Total Hours		362.0	373.0	117.0	160.0	454.0	380.0	583.0	494.0	552.0	296.0	468.0	271.0	4510.0	375.8
Total Times		45.0	30.0	19.0	20.0	46.0	95.0	145.0	112.0	58.0	26.0	37.0	45.0	678.0	56.5

MAINTENANCE WORK REPORT
FY 2018-2019

Month of October 2018

Pump Station Maintenance		JULY 2018	AUG 2018	SEPT 2018	OCT 2018	NOV 2016	DEC 2016	JAN 2018	FEB 2018	MAR 2018	APR 2018	MAY 2018	JUN 2018	Total to Date	Average
Check Chester Station	HOURS	18.0	32.0	26.0	20.0	36.0	60.0	50.0	40.0	42.0	32.0	40.0	32.0	428.0	35.7
	TIMES	2.0	4.0	3.0	2.0	4.0	4.0	4.0	5.0	3.0	2.0	4.0	4.0	41.0	3.4
Check Richburg Station	HOURS	18.0	32.0	34.0	25.0	8.0	64.0	40.0	27.0	34.0	22.0	48.0	26.0	378.0	31.5
	TIMES	2.0	5.0	3.0	2.0	1.0	5.0	4.0	5.0	3.0	2.0	4.0	3.0	39.0	3.3
Service Pumps	HOURS	24.0	0.0	5.0	15.0	0.0	0.0	42.0	110.0	0.0	0.0	177.0	26.0	399.0	33.3
	TIMES	1.0	0.0	1.0	1.0	0.0	0.0	4.0	8.0	0.0	0.0	6.0	2.0	23.0	1.9
Service Controls	HOURS	12.0	8.0	0.0	37.0	0.0	11.0	14.0	12.0	0.0	0.0	6.0	132.0	232.0	19.3
	TIMES	1.0	1.0	0.0	3.0	0.0	3.0	3.0	4.0	0.0	0.0	1.0	7.0	23.0	1.9
Other	HOURS	10.0	35.0	58.0	187.0	47.0	14.0	44.0	15.0	43.0	10.0	49.0	65.0	577.0	48.1
	TIMES	2.0	7.0	2.0	12.0	4.0	4.0	5.0	3.0	7.0	1.0	5.0	16.0	68.0	5.7
Total Hours		82.0	107.0	123.0	284.0	91.0	149.0	190.0	204.0	119.0	64.0	320.0	281.0	2014.0	167.8
Total Times		8.0	17.0	9.0	20.0	9.0	16.0	20.0	25.0	13.0	5.0	20.0	32.0	194.0	16.2
Preventive Maintenance															
Smoke Test	HOURS	0.0	4.0	0.0	0.0	0.0	0.0	25.0	17.0	0.0	15.0	0.0	0.0	61.0	5.1
	TIMES	0.0	1.0	0.0	0.0	0.0	0.0	3.0	3.0	0.0	2.0	0.0	0.0	9.0	0.8
Inspect Manholes	HOURS	0.0	0.0	52.0	54.0	16.0	12.0	54.0	0.0	0.0	0.0	9.5	0.0	197.5	16.5
	TIMES	0.0	0.0	4.0	5.0	2.0	4.0	12.0	0.0	0.0	0.0	1.0	0.0	28.0	2.3
Clean Manholes	HOURS	0.0	0.0	0.0	0.0	0.0	0.0	4.0	0.0	0.0	0.0	0.0	0.0	4.0	0.3
	TIMES	0.0	0.0	0.0	0.0	0.0	0.0	2.0	0.0	0.0	0.0	0.0	0.0	2.0	0.2
Clean Mains	HOURS	41.0	0.0	100.0	62.0	41.0	37.0	80.0	50.0	86.0	15.0	77.0	0.0	589.0	49.1
	TIMES	2.0	0.0	5.0	5.0	3.0	4.0	8.0	5.0	2.0	1.0	4.0	0.0	39.0	3.3
Check Right-of-Way	HOURS	31.0	18.0	0.0	0.0	0.0	0.0	8.0	12.0	0.0	0.0	25.5	2.0	96.5	8.0
	TIMES	4.0	4.0	0.0	0.0	0.0	0.0	2.0	2.0	0.0	0.0	2.0	1.0	15.0	1.3
TV Lines	HOURS	33.0	10.0	15.0	40.0	53.0	65.0	30.0	12.0	17.0	20.0	23.0	42.0	360.0	30.0
	TIMES	4.0	1.0	1.0	3.0	5.0	7.0	6.0	24.0	2.0	2.0	2.0	4.0	61.0	5.1
Other	HOURS	15.0	38.0	0.0	0.0	0.0	0.0	0.0	3.0	0.0	0.0	0.0	4.0	60.0	5.0
	TIMES	1.0	7.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.0	9.0	0.8
Total Hours		120.0	70.0	167.0	156.0	110.0	114.0	201.0	94.0	103.0	50.0	135.0	48.0	1368.0	114.0
Total Times		11.0	13.0	10.0	13.0	10.0	15.0	33.0	34.0	4.0	5.0	9.0	6.0	163.0	13.6
New Taps															
Residential	HOURS	0.0	72.0	0.0	0.0	0.0	0.0	15.0	0.0	0.0	36.0	0.0	0.0	123.0	10.3
	TIMES	0.0	2.0	0.0	0.0	0.0	0.0	2.0	0.0	0.0	1.0	0.0	0.0	5.0	0.4
Commercial	HOURS	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	TIMES	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Other	HOURS	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	TIMES	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Hours		0.0	72.0	0.0	0.0	0.0	0.0	15.0	0.0	0.0	36.0	0.0	0.0	123.0	10.3
Total Times		0.0	2.0	0.0	0.0	0.0	0.0	2.0	0.0	0.0	1.0	0.0	0.0	5.0	0.4

CHESTER COUNTY WASTEWATER RECOVERY
MAINTENANCE WORK REPORT
FY 2018-2019

Month of October 2018

Shop Maintenance		JULY 2018	AUG 2018	SEPT 2018	OCT 2018	NOV 2017	DEC 2017	JAN 2018	FEB 2018	MAR 2018	APR 2018	MAY 2018	JUN 2018	Total to Date	Average
Clean Trucks	HOURS	15.0	23.0	6.0	17.0	16.0	16.0	8.0	4.0	4.0	18.0	0.0	11.0	138.0	11.5
	TIMES	10.0	10.0	3.0	4.0	3.0	5.0	3.0	5.0	2.0	4.0	0.0	6.0	55.0	4.6
Check Equipment	HOURS	5.0	8.0	11.0	53.0	10.0	15.0	6.0	13.0	2.0	12.0	0.0	0.0	135.0	11.3
	TIMES	3.0	5.0	2.0	4.0	1.0	3.0	2.0	2.0	1.0	2.0	0.0	0.0	25.0	2.1
Service Equipment	HOURS	21.0	22.0	17.0	5.0	21.0	41.0	16.0	5.0	56.0	76.0	15.0	44.0	339.0	28.3
	TIMES	4.0	4.0	2.0	1.0	4.0	7.0	3.0	4.0	6.0	5.0	4.0	7.0	51.0	4.3
Grounds Maintenance	HOURS	7.0	35.0	8.0	20.0	10.0	21.0	4.0	3.0	2.0	0.0	36.0	0.0	146.0	12.2
	TIMES	2.0	4.0	1.0	1.0	3.0	4.0	1.0	1.0	1.0	0.0	3.0	0.0	21.0	1.8
Stock Supplies	HOURS	6.0	8.0	0.0	0.0	10.0	0.0	10.0	10.0	0.0	5.0	0.0	1.0	50.0	4.2
	TIMES	1.0	1.0	0.0	0.0	2.0	0.0	1.0	1.0	0.0	1.0	0.0	1.0	8.0	0.7
Re-Stock Trucks	HOURS	10.0	13.0	7.0	10.0	18.0	8.0	9.0	6.0	3.0	11.0	9.0	4.0	108.0	9.0
	TIMES	5.0	6.0	4.0	4.0	4.0	4.0	3.0	3.0	1.0	4.0	2.0	3.0	43.0	3.6
Haul Spoil Dirt	HOURS	12.0	9.0	0.0	0.0	0.0	0.0	0.0	1.0	20.0	40.0	0.0	33.0	115.0	9.6
	TIMES	2.0	1.0	0.0	0.0	0.0	0.0	0.0	8.0	1.0	1.0	0.0	3.0	16.0	1.3
Check Alarm	HOURS	4.0	0.0	0.0	0.0	0.0	2.0	6.0	3.0	4.0	0.0	0.0	10.0	29.0	2.4
	TIMES	2.0	0.0	0.0	0.0	0.0	1.0	3.0	5.0	2.0	0.0	0.0	5.0	18.0	1.5
Other	HOURS	16.0	1.0	9.0	15.0	16.0	13.0	32.0	8.0	2.0	52.0	0.0	6.0	170.0	14.2
	TIMES	6.0	1.0	9.0	15.0	1.0	5.0	2.0	1.0	1.0	5.0	0.0	3.0	49.0	4.1
Total Hours		96.0	119.0	58.0	120.0	101.0	116.0	91.0	53.0	93.0	214.0	60.0	109.0	1230.0	102.5
Total Times		35.0	32.0	21.0	29.0	18.0	29.0	18.0	30.0	15.0	22.0	9.0	28.0	286.0	23.8
Inspections															
New Services	HOURS	0.0	0.0	3.0	0.0	0.0	4.0	0.0	20.0	0.0	0.0	5.0	0.0	32.0	2.7
	TIMES	0.0	0.0	1.0	0.0	0.0	1.0	0.0	2.0	0.0	0.0	1.0	0.0	5.0	0.4
Repair Existing Service	HOURS	0.0	0.0	0.0	0.0	0.0	0.0	4.0	70.0	0.0	0.0	0.0	0.0	74.0	6.2
	TIMES	0.0	0.0	0.0	0.0	0.0	0.0	1.0	14.0	0.0	0.0	0.0	0.0	15.0	1.3
New Construction	HOURS	10.0	26.0	22.0	70.0	55.0	0.0	10.0	10.0	46.0	22.0	22.0	0.0	293.0	24.4
	TIMES	2.0	11.0	10.0	20.0	7.0	0.0	2.0	5.0	9.0	6.0	2.0	0.0	74.0	6.2
Rehab Existing	HOURS	0.0	0.0	0.0	0.0	0.0	0.0	0.0	70.0	0.0	0.0	0.0	0.0	70.0	5.8
	TIMES	0.0	0.0	0.0	0.0	0.0	0.0	0.0	10.0	0.0	0.0	0.0	0.0	10.0	0.8
Other-Grease traps	HOURS	0.0	0.0	0.0	12.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	12.0	1.0
	TIMES	0.0	0.0	0.0	1.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.0	0.1
Total Hours		10.0	26.0	25.0	82.0	55.0	4.0	14.0	170.0	46.0	22.0	27.0	0.0	481.0	40.1
Total Times		2.0	11.0	11.0	21.0	7.0	1.0	3.0	31.0	9.0	6.0	3.0	0.0	105.0	8.8

MAINTENANCE WORK REPORT
FY 2018-2019

Month of October 2018

Plant Maintenance		JULY 2018	AUG 2018	SEPT 2018	OCT 2018	NOV 2017	DEC 2017	JAN 2018	FEB 2018	MAR 2018	APR 2018	*MAY 2018*	JUN 2018	*Total to Date*	*Average*
Clean Drying Beds	HOURS	0.0	0.0	0.0	0.0	0.0	0.0	1.0	2.0	0.0	0.0	*0.0*	0.0	3.0	0.3
	TIMES	0.0	0.0	0.0	0.0	0.0	0.0	1.0	4.0	0.0	0.0	*0.0*	0.0	5.0	0.4
Load Sludge	HOURS	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	*0.0*	0.0	0.0	0.0
	TIMES	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	*0.0*	0.0	0.0	0.0
Other	HOURS	48.0	15.0	150.0	74.0	19.0	10.0	5.0	20.0	83.0	56.0	*41.0*	19.0	540.0	45.0
	TIMES	4.0	1.0	7.0	6.0	2.0	2.0	2.0	3.0	4.0	2.0	*4.0*	3.0	40.0	3.3
Total Hours		48.0	15.0	150.0	74.0	19.0	10.0	6.0	22.0	83.0	56.0	*41.0*	19.0	543.0	45.3
Total Times		4.0	1.0	7.0	6.0	2.0	2.0	3.0	7.0	4.0	2.0	*4.0*	3.0	45.0	3.8
Line Locations															
Locate for Utilities	HOURS	0.0	0.0	2.0	0.0	19.0	45.0	0.0	1.0	0.0	0.0	*1.0*	6.0	74.0	6.2
	TIMES	0.0	0.0	1.0	0.0	5.0	25.0	0.0	1.0	0.0	0.0	*1.0*	2.0	35.0	2.9
Locate for Contractors	HOURS	0.0	0.0	10.0	0.0	30.0	23.0	0.0	5.0	0.0	0.0	*0.0*	0.0	68.0	5.7
	TIMES	0.0	0.0	1.0	0.0	5.0	7.0	0.0	2.0	0.0	0.0	*0.0*	0.0	15.0	1.3
Other	HOURS	36.0	43.0	25.0	54.0	0.0	5.0	30.0	27.0	72.0	38.0	*17.0*	51.0	398.0	33.2
	TIMES	3.0	6.0	4.0	10.0	0.0	10.0	6.0	7.0	16.0	7.0	*4.0*	11.0	84.0	7.0
Total Hours		36.0	43.0	37.0	54.0	49.0	73.0	30.0	33.0	72.0	38.0	*18.0*	57.0	540.0	45.0
Total Times		3.0	6.0	6.0	10.0	10.0	42.0	6.0	10.0	16.0	7.0	*5.0*	13.0	134.0	11.2
Non-Category-training	HOURS	22.0	41.0	37.0	86.0	109.0	17.0	4.0	4.0	29.0	60.0	*30.0*	23.0	462.0	38.5
	TIMES	7.0	5.0	5.0	10.0	12.0	4.0	1.0	2.0	4.0	4.0	*3.0*	5.0	62.0	5.2
Lost Time															
Sick Days	HOURS	40.0	44.0	32.0	26.0	16.0	16.0	24.0	24.0	48.0	32.0	*16.0*	64.0	382.0	31.8
	TIMES	5.0	6.0	4.0	4.0	3.0	2.0	3.0	3.0	7.0	5.0	*2.0*	8.0	52.0	4.3
Vacations	HOURS	56.0	48.0	40.0	56.0	48.0	168.0	32.0	24.0	72.0	80.0	*104.0*	136.0	864.0	72.0
	TIMES	7.0	6.0	5.0	7.0	6.0	21.0	4.0	3.0	9.0	10.0	*13.0*	17.0	108.0	9.0
Holidays	HOURS	48.0	0.0	56.0	0.0	144.0	144.0	96.0	0.0	0.0	48.0	*48.0*	0.0	584.0	48.7
	TIMES	6.0	0.0	7.0	0.0	18.0	18.0	12.0	0.0	0.0	6.0	*6.0*	0.0	73.0	6.1
Time Off	HOURS	0.0	0.0	16.0	8.0	0.0	0.0		0.0	0.0	8.0	*0.0*	0.0	32.0	2.7
	TIMES	0.0	0.0	2.0	1.0	0.0	0.0	0.0	0.0	0.0	1.0	*0.0*	0.0	4.0	0.3
On-Job Accidents	HOURS	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	16.0	0.0	*0.0*	48.0	64.0	5.3
	TIMES	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	2.0	0.0	*0.0*	6.0	8.0	0.7
Total Hours		144.0	92.0	144.0	90.0	208.0	328.0	152.0	48.0	136.0	168.0	*168.0*	248.0	1310.0	109.2
Total Times		18.0	12.0	18.0	12.0	27.0	41.0	19.0	6.0	18.0	22.0	*21.0*	31.0	168.0	14.0
Overtime Worked	HOURS	76.0	52.5	46.5	61.0	99.0	90.0	110.0	128.0	96.0	100.0	*147.0*	67.0	349.0	29.1
	TIMES	40.0	37.0	35.0	33.0	56.0	54.0	64.0	69.0	70.0	58.0	*72.0*	27.0	616.0	51.3

CHESTER COUNTY WASTEWATER RECOVERY

Board of Commissioners'

November 2018 Projects & Director's Update

Project Update Notes

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

The following is a listing of the major activities that occurred during October and early November 2018 related to Rocky Creek Wastewater Collection System / Carolina Poly/ Lancaster Highway (#9) Project:

- To date, CWR has made six (6) separate Requests for Reimbursement for a combined sum of $ 177,114.65 from RIA;

- Dellinger Construction provided an updated schedule indicating the project would extend through February 1st 2019. To this end, we requested an extension due to delays associated with obtaining blasting permits from SCDOT and subsequent rain delays. Delays are also attributed to the time spent coring rock. As of November 16th, the contractor had drilled 104 linear feet of 180 linear feet under Lancaster Highway. Dellinger is on schedule to complete the bore by the end of December, and complete the remaining pump station and Lines C & D in January 2019.

- RIA approved the request with a new completion date of May 15, 2019. The new date will provide ample time for close-out. The actual construction should be completed late January 2019 to early February 2019;

- As reported last month, we are working with CMD concerning the replacement/rerouting of the waterline at Old Richburg Road. The construction drawings indicated that the contractor would replace 20+ feet of pipe that was crossing over the wastewater line area. The waterline is routed differently in the field than was shown on the plan. Dellinger is hoping to complete the waterline by November 30th, 2018;

- CWR and AECOM prepared a partial Permit to Operate (PTO) on the gravity line and will submit to SCDHEC the week of 11-19-2018. AECOM will notify project team once the PTO is obtained from SCDHEC;

- Pay Requests Number 9 – was submitted, reviewed, revised, and approved for payment.

Schedule Update

- As of November 16, 2018, by linear footage (lf) in the ground, 22,389 lf / 26,954 lf Total = 83% complete;

- By Pay Request Dollars - $4,480,505.74 complete / $5,599,403 Total = 80% complete;

- By days of contract – Blasting Permit delays, rain days, and rock coring have set back completion dates, but we have approximately 90% through in time depending on how much more rock has to be cored.

- CWR and AECOM prepared a partial Permit to Operate (PTO) on the gravity line and will submit to SCDHEC the week of 11-19-2018. AECOM will notify project team once the PTO is obtained from SCDHEC.

Town of Fort Lawn

In accordance with the MOU, concerning the potential acquisition of the Fort Lawn Wastewater System. We met with the Town of Fort Lawn, the City of Lancaster, Lancaster County Water & Sewer District (LCWSD), and Gulf-Ohio Rail Road. At the meeting we discussed following:

- The logistics associated with the potential acquisition;
- A stress/pressure test of the existing waterline on the rail road trestle and its viability;
- A meeting with LCWSD legal counsel; and
- We scheduled a follow-up meeting for January 17th, 2019.

City of Chester

No activity to report.

Lower Catawba River Basin (LOWCARB) Dischargers Stakeholder Group

No activity to report.

Community Development Block Grant (CDBG) Roundtree Pump Station

We received notification of the Notice of Removal of Environmental Conditions and the Release of Funds for the Roundtree Circle Pump Station Project. Therefore, we can bid this project whenever the engineering and design is ready. We received the first draft plans from AECOM for our review. We will hold a coordination meeting to complete the plan review with AECOM and endeavor to get the project bid by second quarter 2018.

Miscellaneous Notes

- We were recently awarded a RIA grant in the amount of $500,000.00 for the Sandy River WWTP Grit Chamber project;
- We are continuing to work with the Chester County Gas Authority concerning right-of-way sharing; and
- We replied to various economic development inquires.

Chester Sewer District
Year-to-Date Budget to Actual Comparison
Month Ended October 31, 2018

	Annual Budget	YTD Budget	MTD Actual	YTD Actual	Variance Over / (Under)
REVENUE					
Wastewater treatement Services	$ 4,841,968	1,613,989	420,019	1,610,000	$ (3,989)
Pretreatment Charges	31,039	10,346.33	-	16,085	5,739
Other Income	-	-	-	-	-
Interest Income	-	-	(457)	3,883	3,883
Capital Projects	143,478	47,826	13	36,710	(11,116)
Total Revenue	$ 5,016,485	1,672,162	419,575	1,666,678	$ (5,484)
EXPENSE					
Administration	$ 1,062,700	354,233	96,072	279,340	$ (74,893)
Maintenance	1,022,000	340,667	97,397	291,102	(49,565)
Lando Plant	289,700	96,567	20,933	67,503	(29,064)
Sandy River	602,900	200,967	48,333	169,895	(31,072)
Rocky Creek	732,500	244,167	39,733	186,245	(57,922)
Pretreatment	185,600	61,867	14,991	43,418	(18,449)
Debt Service	606,100	202,033	18,128	72,512	(129,521)
Capital Expenditures	395,000	131,667	-	123,412	(8,255)
Depreciation Fund	119,985	39,995	9,999	39,995	-
Total Expense	$ 5,016,485	1,672,162	345,586	1,273,422	$ (398,740)
Increase / (Decrease) of Revenue over Expenses			73,989	393,256	
Grant Revenue - RIA			59,792	156,771	
Grant Revenue - EDA			765,447	765,447	
Grant Expense - Highway #9 Extension			1,313,854	2,066,100	
Grant Expense - Roundtree pumpstation				-	
Total Surplus(deficit)			**(414,626)**	**(750,626)**	