Proposed Agenda

April 21, 2020
3261 Lancaster Hwy Richburg, SC 29729
6:00 PM

I. Call Meeting to Order

II. Emergency Resolution

III. Invocation

IV. Pledge of Allegiance

V. Approval of Last Meeting Minutes

VI. Old Business

a. WWTP Update - Mr. Tony Young

b. Pretreatment Update - Mrs. Devon Beaty-Bagley

c. Maintenance Work Report - Mr. Michael Hunter

d. Project Updates - Mr. Phillip A. Thompson-King

VII. New Business

a. Haddon House PS Upgrade Project - Mr. Phillip A. Thompson-King

- Notice of Intent to Award to Tri-County Utilities, Inc. – Bid amount $437,300.00
- Notice of Award to Tri-County Utilities, Inc. – Bid amount $437,300.00

b. Draft Budget Proposal for FY 2020-2021 - Mr. Phillip A. Thompson-King

c. Public Comment

VIII. Reports

a. Financial Statement - Mr. Joel Manning

IX. Adjourn

A RESOLUTION

PERMITTING THE CHESTER SEWER DISTRICT (D/B/A CHESTER COUNTY WASTEWATER RECOVERY) TO CONDUCT ELECTRONIC MEETINGS; AND OTHER MATTERS RELATED THERETO.

WHEREAS, on March 13, 2020, Governor Henry McMaster issued Executive Order No. 2020-08 related to 2019 Novel Coronavirus ("***COVID-19***") and declared that a State of Emergency exists in South Carolina; and

WHEREAS, on March 17, 2020, Governor Henry McMaster issued Executive Order No. 2020-10 directing local governing bodies to "utilize any available technology or other reasonable procedures to conduct such meeting and accommodate public participation via virtual or other remote or alternate means"; and

WHEREAS, on March 23, 2020, Governor Henry McMaster issued Executive Order No. 2020-13 restricting gatherings of people in groups of three or more outside of private homes if, in the discretion of law enforcement, such gatherings pose, or could pose, a threat to public health: and

WHEREAS, on March 31, 2020, Governor Henry McMaster issued Executive Order No. 2020-17 directing that certain "non-essential" businesses, venues, facilities, services, and activities be closed to the public, including recreational and athletic facilities and activities; and

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WHEREAS, on April 6, 2020, Governor Henry McMaster issued Executive Order No. 2020-21 directing citizens to not leave their residences unless they are engaging in essential activities or essential businesses; and

WHEREAS, on April 12, 2020, Governor Henry McMaster issued Executive Order No. 2020-23 declaring a new, separate, and distinct State of Emergency based on a determination that COVID-19 poses an actual, ongoing and evolving public health threat that requires additional proactive steps by the State and the continuation of measures to slow the spread of COVID-19 ; and

WHEREAS, pursuant to Section 25-1-440(a)(1) of the Code of Laws of South Carolina 1976, as amended, when an emergency has been declared, proclamations and regulations issued by the Governor possess the force and effect of law as long as the emergency exists; and

WHEREAS, while it is imperative for local government to continue to operate during States of Emergency, it is equally imperative for local governments to take steps to minimize the need for large gatherings in order to protect public health and safety and the health and safety of local government officials and staff; and

WHEREAS, the South Carolina Freedom of Information Act, which is codified at Title 30, Chapter 4 of the Code of Laws of South Carolina 1976, as amended, (the "*Act*") defines a "Meeting" as "the convening of a quorum of the constituent membership of a public body, whether corporal *or by means of electronic equipment*, to discuss or act upon a matter over which the public body has supervision, control, jurisdiction or advisory power" (emphasis added); and

WHEREAS, pursuant to the above-mentioned Executive Orders, as well as, the State of Emergency related to COVID-19, it is advisable to make provisions for the holding of electronic public meetings, while ensuring any electronic meeting fully complies with the open meeting requirements of the Act; and

WHEREAS, it is hereby determined that a public emergency affecting life, health, and safety does exist, and therefore, it is appropriate and necessary to adopt this Emergency Resolution.

NOW THEREFORE, it is hereby resolved in this regular meeting of the Chester Sewer District Commission (the "***Governing Body***"), the governing body of the Chester Sewer District, South Carolina (the "***District***"), as follows:

Section 1. Standards for Electronic Meetings. The Governing Body is hereby authorized to conduct public meetings exclusively in electronic form, provided the medium for such meeting, whether telephonic, broadcast video, computer-based, or other electronic media, or any combination of these, and the conduct of the electronic meeting, allows for the following standards and practices to be met:

(a) At the beginning of any electronic meeting, the presiding officer shall poll the members of the Governing Body to confirm attendance, and any member of the Governing Body attending by way of electronic media shall be considered present for the purposes of constituting a quorum.

(b) Throughout the duration of the electronic meeting, all members of the Governing Body, as well as any officials or staff required to speak at such meeting, must have the capability to be heard at all times by any other member of the governing body and by the general public.

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(c) Any vote of the Governing Body must be conducted by individual voice vote of the members of the Governing Body, who shall verbally indicate their vote on any matter by stating "yay" or "nay" or some similar verbal cue to indicate an affirmative or negative position on the matter before the Governing Body. All individual votes shall be recorded by the clerk, secretary, or presiding officers, as appropriate.

(d) Meetings shall be recorded or minutes kept in the same manner as an in-person meeting as required by the Act.

(e) All members of the governing body, officials, staff, and presenters should identify themselves and be recognized prior to speaking. Members of the Governing Body shall comply with the rules of the Governing Body as they relate to procedural matters in order to preserve order and allow for the effectiveness of electronic meetings. However, any physical presence requirements or similar provisions in the procedural rules are hereby suspended.

(f) Electronic executive sessions shall be permitted in accordance with the provisions of the Act and the Governing Body shall properly announce its reason for going into any executive session in conformance with Section 30-4-70 of the Act. Upon the entry into any electronic executive session, meeting minutes need not be kept and the electronic meeting utilized for such executive session may be held by (i) a separate telephonic, broadcast video, computer-based, or other electronic media, or any combination of these wherein the public shall not be permitted to participate, or (ii) on the initial telephonic, broadcast video, computer-based, or other electronic media, or any combination of these, with the implementation of

necessary participation or listening restrictions, provided that in either instance all members of the Governing Body must have the capability to be heard at all times.

(g) With respect to any electronic meeting, any public comment periods provided for by local resolution, policy, or bylaws are hereby suspended. Members of the public may submit written public comments which shall be distributed to the members of the Governing Body.

(h) Additionally, the Governing Body, acting through staff, may establish separate rules and procedures for public hearings, if any, so long as the public is able to effectively participate in the public hearing with the Governing Body such that the spirit and purpose of the public hearing is fulfilled.

Section 2. Procedures for Committees. The normal operating procedures all committees of the District are temporarily suspended in order to allow the meetings thereof to be conducted using electronic means; provided that such electronic means conforms to the standards set forth in Section 1, as they may be amended by the Governing Body.

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Section 3. Suspension of Local Provisions. During the period of effectiveness of this Resolution, any resolution, policy, or bylaw of the Governing Body or the District that conflicts with the provisions hereof is suspended and shall be superseded hereby.

Section 4. Effective Date; Expiration. The provisions hereof shall be effective upon the adoption of this Resolution and shall expire on the sixty-first day following the effective date hereof.

DONE, RATIFIED AND ADOPTED BY THE COMMISSION AT ITS MEETING, this 21st day of April 2020.

CHESTER SEWER DISTRICT,
SOUTH CAROLINA

(SEAL)

_____
Chairman
Chester Sewer District Commission

ATTEST:

_____
Secretary
Chester Sewer District Commission

Chester County Wastewater Recovery

Commission Meeting
April 21, 2020

The Chester Sewer District held its monthly Board of Commissioners Meeting on Tuesday, April 21st, 2020 at 6:00 pm via conference call. Commissioners in attendance were Edena Sanders, Secretary; Gloria Crank, Board Member; Hal Stone, Board Member; Bill Bundy, Board Member; Phillip A. Thompson-King, Executive Director; Joel Manning, Finance Analyst; Devon Beaty-Bagley, Pretreatment Coordinator; Michael Hunter, Maintenance and Collections Superintendent; Tony Young, WWTP Operations Superintendent (Lando-Manetta, Rocky Creek, and Sandy River); Yashica Evans, CSD Executive Assistant; Everett Stubbs, Attorney. Notification of this meeting was given on the CWR website, and on the bulletin board at the Administrative Office.

Secretary Edena Sanders called the meeting to order and turned the meeting over to Chairman Pro-tem, Bill Bundy, in the absence of Chairman Tony Pope.

A motion to accept the Emergency Resolution in order to meet via electronic means was made by Edena Sanders, second by Gloria Crank, and unanimously approved.

Invocation – Chairman Pro-tem Bill Bundy

The Minutes from the March 10, 2020 meeting were approved.

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

Chairman Tony Pope called for Old Business:

WWTP Report - Mr. Tony Young presented reports for March 2020. A copy of the report is attached to the minutes.

Pre-Treatment - Mrs. Devon Beaty-Bagley presented reports for March 2020. A copy of the report is attached to the minutes.

Maintenance Report - Mr. Michael Hunter presented reports for March 2020. A copy of the report is attached to the minutes.

Project Updates- Mr. Thompson-King presented reports for March 2020. A copy of the report is attached to the minutes.

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

Chairman Pro-tem Bill Bundy called for New Business:

Haddon House PS Upgrade Project:

A Notice of Intent to Award Tri-County Utilities, Inc. bid in the amount of $437,300.00 was presented by Mr. Thompson-King

Motion for Mr. Thompson-King to accept the Notice of Intent to Award for Tri-County Utilities was made by Edena Sanders, second by Hal Stone, and unanimously approved.

A Notice of Award Tri-County Utilities, Inc. bid in the amount of $437,300.00 was presented by Mr. Thompson-King

Motion for Mr. Thompson-King to accept the Notice of Award for Tri-County Utilities was made by Hal Stone, second by Gloria Crank, and unanimously approved.

Draft Budget Proposal for FY 2020-2021:

The draft budget proposal for FY 2020-2021 was presented by Mr. Thompson-King to be accepted as information and presented for consideration in May 2020.

Chairman Pro-tem Bill Bundy called for the Reports:

Financial Statement- Joel Manning presented the report for March 2020. A copy of the report is attached to the minutes.

Adjourn

Motion to adjourn was made by Edena Sanders, second by Hal Stone, and unanimously agreed.

Approved:

Date: May 19, 2020

Respectfully Submitted:

By: **Yashica Evans**

April 21, 2020

Memorandum

To: Phillip A. Thompson-King

From: Tony Young

Subject: Monthly Report for Plant Operations

Sandy River

The following is a listing of completed tasks for March/April 2020:

- Performed daily and weekly sampling
- Performed routine maintenance
- Wasted 95,948 gallons sludge
- Dewatered 81,742 gallons
- Laboratory certification inspected lab for recertification
- Installed mailboxes at all facilities to promote social distancing
- Jenkins Electric inspected hoists and lifts at all facilities
- Split work staff at facilities for social distancing

Rocky Creek

The following is a listing of completed tasks for March/April 2020:

- Performed daily and weekly sampling
- Performed routine maintenance
- Wasted 60,000 gallons
- Dewatered 30,000 gallons
- Bio-Nomics setup press and started hauling to landfill
- 128.39 tons hauled to landfill

Lando/Manetta

The following is a listing of completed tasks for March/April 2020:

- Performed daily and weekly sampling
- Performed routine maintenance
- Wasted 69,651 gallons
- Hauled 118,500 gallons to Sandy River
- Sent two motors to repair shop for repair

Board of Commissioners

April 2020 Update:

Industrial Pretreatment

Economic Development:

Assisted with two prospective Industrial responses

Training:

N/A

Compliance:

Rocky Creek NPDES permitting conference calls and meeting with SC DHEC

Lower Catawba Conference Call

Roseburg Pump Station Clean Out; and subsequent sampling event

Designed a "Virtual Lunch and Learn"

Working on sampling and foam issues at Lando

Nickel related conference call with Jones Hamilton

Informed industries of how to submit DMRs during COVID-19 Pandemic

FOG (Fats, Oils, Greases) and Pollution Prevention:

Created Educational "Don't Flush Wipes" door hangers to be disseminated where wipes cause overflows

Continued work with Richburg Mexican Restaurant and Landlord

Other

Worked with Joel on 2021 budget

Budget review meeting

Preliminary Industrial Rate conference call

CHESTER COUNTY WASTEWATER RECOVERY
MAINTENANCE WORK REPORT
FY 2019-2020

Month of March 2020

Line Maintenance		JULY 2019	AUG 2019	SEPT 2019	OCT 2019	NOV 2019	DEC 2019	JAN 2020	FEB 2020	MAR 2020	APR 2019	*MAY 2019*	JUN 2019	*Total to Date*	*Average*
Check for Problem	HOURS	52.0	47.0	29.0	56.0	49.0	52.0	36.0	35.0	62.0	53.0	*88.0*	28.0	**587.0**	**48.9**
	TIMES	11.0	6.0	6.0	10.0	8.0	9.0	5.0	6.0	10.0	7.0	*11.0*	8.0	**97.0**	**8.1**
Check Service	HOURS	10.0	10.0	2.0	0.0	6.0	24.0	5.0	11.0	4.0	4.0	*19.0*	0.0	**95.0**	**7.9**
	TIMES	1.0	1.0	1.0	0.0	1.0	7.0	2.0	3.0	2.0	2.0	*5.0*	0.0	**25.0**	**2.1**
Rod Service	HOURS	0.0	20.0	29.0	24.0	56.0	71.0	49.0	42.0	57.0	13.0	*28.0*	18.0	**407.0**	**33.9**
	TIMES	0.0	3.0	7.0	3.0	10.0	14.0	12.0	9.0	9.0	4.0	*5.0*	3.0	**79.0**	**6.6**
Replace Service	HOURS	0.0	0.0	0.0	0.0	60.0	0.0	24.0	24.0	24.0	0.0	*0.0*	0.0	**132.0**	**11.0**
	TIMES	0.0	0.0	0.0	0.0	1.0	0.0	1.0	1.0	1.0	0.0	*0.0*	0.0	**4.0**	**0.3**
Repair Service	HOURS	12.0	0.0	16.0	12.0	0.0	6.0	25.0	12.0	132.0	49.0	*0.0*	0.0	**264.0**	**22.0**
	TIMES	1.0	0.0	1.0	1.0	0.0	1.0	3.0	2.0	8.0	2.0	*0.0*	0.0	**19.0**	**1.6**
Install Clean-Out	HOURS	0.0	0.0	25.0	30.0	0.0	55.0	8.0	9.0	33.0	40.0	*0.0*	78.0	**278.0**	**23.2**
	TIMES	0.0	0.0	1.0	1.0	0.0	2.0	1.0	1.0	2.0	1.0	*0.0*	2.0	**11.0**	**0.9**
Locate Service	HOURS	10.0	0.0	0.0	0.0	27.0	11.0	8.0	6.0	30.0	0.0	*15.0*	0.0	**107.0**	**8.9**
	TIMES	1.0	0.0	0.0	0.0	2.0	4.0	2.0	1.0	5.0	0.0	*2.0*	0.0	**17.0**	**1.4**
Check Main	HOURS	0.0	0.0	0.0	4.0	0.0	6.0	4.0	2.0	0.0	0.0	*0.0*	0.0	**16.0**	**1.3**
	TIMES	0.0	0.0	0.0	2.0	0.0	1.0	1.0	1.0	0.0	0.0	*0.0*	0.0	**5.0**	**0.4**
Rod Main	HOURS	2.0	10.0	20.0	60.0	71.0	43.0	162.0	6.0	69.0	23.0	*46.0*	21.0	**533.0**	**44.4**
	TIMES	1.0	1.0	4.0	5.0	6.0	6.0	11.0	1.0	10.0	2.0	*4.0*	3.0	**54.0**	**4.5**
Repair Main	HOURS	48.0	0.0	24.0	96.0	0.0	0.0	0.0	0.0	0.0	0.0	*0.0*	32.0	**200.0**	**16.7**
	TIMES	1.0	0.0	1.0	2.0	0.0	0.0	0.0	0.0	0.0	0.0	*0.0*	1.0	**5.0**	**0.4**
Manhole Work	HOURS	56.0	20.0	33.0	65.0	30.0	52.0	8.0	22.0	12.0	18.0	*17.0*	70.0	**403.0**	**33.6**
	TIMES	3.0	2.0	2.0	9.0	4.0	4.0	2.0	4.0	2.0	1.0	*2.0*	2.0	**37.0**	**3.1**
Road Work	HOURS	0.0	5.0	6.0	17.0	94.0	28.0	27.0	0.0	0.0	0.0	*18.0*	6.0	**201.0**	**16.8**
	TIMES	0.0	1.0	1.0	2.0	5.0	5.0	2.0	0.0	0.0	0.0	*1.0*	1.0	**18.0**	**1.5**
Landscape Work Area	HOURS	0.0	0.0	0.0	0.0	18.0	6.0	18.0	10.0	21.0	13.0	*0.0*	4.0	**90.0**	**7.5**
	TIMES	0.0	0.0	0.0	0.0	1.0	1.0	4.0	1.0	4.0	2.0	*0.0*	1.0	**14.0**	**1.2**
Cut Right-of-Way	HOURS	0.0	89.0	137.0	185.0	0.0	140.0	18.0	0.0	0.0	0.0	*40.0*	0.0	**609.0**	**50.8**
	TIMES	0.0	5.0	9.0	8.0	0.0	7.0	2.0	0.0	0.0	0.0	*3.0*	0.0	**34.0**	**2.8**
Other	HOURS	62.0	20.0	0.0	22.0	63.0	39.0	67.0	5.0	20.0	0.0	*11.0*	1.0	**310.0**	**25.8**
	TIMES	2.0	2.0	0.0	2.0	2.0	5.0	9.0	1.0	4.0	0.0	*2.0*	1.0	**30.0**	**2.5**
													1.0		
Total Hours		**252.0**	**221.0**	**321.0**	**571.0**	**474.0**	**533.0**	**459.0**	**184.0**	**464.0**	213.0	*282.0*	258.0	**4232.0**	**352.7**
Total Times		**21.0**	**21.0**	**33.0**	**45.0**	**40.0**	**66.0**	**57.0**	**31.0**	**57.0**	21.0	*35.0*	22.0	**449.0**	**37.4**

CHESTER COUNTY WASTEWATER RECOVERY
MAINTENANCE WORK REPORT
FY 2019-2020

Month of March 2020

Pump Station Maintenance		JULY 2019	AUG 2019	SEPT 2019	OCT 2019	NOV 2019	DEC 2019	JAN 2020	FEB 2020	MAR 2020	APR 2019	MAY 2019	JUN 2019	Total to Date	Average
Check Chester Station	HOURS	24.0	44.0	34.0	29.0	51.0	29.0	55.0	52.0	40.0	44.0	48.0	27.0	477.0	39.8
	TIMES	3.0	5.0	4.0	3.0	5.0	3.0	5.0	4.0	4.0	4.0	4.0	2.0	46.0	3.8
Check Richburg Station	HOURS	32.0	52.0	38.0	29.0	48.0	30.0	41.0	50.0	36.0	44.0	48.0	22.0	470.0	39.2
	TIMES	3.0	5.0	4.0	3.0	5.0	3.0	4.0	4.0	4.0	4.0	4.0	2.0	45.0	3.8
Service Pumps	HOURS	56.0	19.0	38.0	15.0	0.0	0.0	33.0	33.0	6.0	20.0	22.0	15.0	257.0	21.4
	TIMES	2.0	3.0	4.0	2.0	0.0	0.0	2.0	2.0	1.0	1.0	2.0	1.0	20.0	1.7
Service Controls	HOURS	26.0	13.0	0.0	12.0	18.0	18.0	57.0	60.5	0.0	8.0	26.0	8.0	246.5	20.5
	TIMES	2.0	2.0	0.0	1.0	2.0	2.0	4.0	7.0	0.0	2.0	5.0	1.0	28.0	2.3
Other	HOURS	94.0	44.0	45.0	45.0	82.0	64.0	130.0	72.0	88.0	97.0	118.0	96.0	975.0	81.3
	TIMES	6.0	4.0	6.0	3.0	8.0	6.0	11.0	8.0	11.0	4.0	11.0	7.0	85.0	7.1
Total Hours		**232.0**	**172.0**	**155.0**	**130.0**	**199.0**	**141.0**	**316.0**	**267.5**	**170.0**	**213.0**	**262.0**	**168.0**	**2425.5**	**202.1**
Total Times		**16.0**	**19.0**	**18.0**	**12.0**	**20.0**	**14.0**	**26.0**	**25.0**	**20.0**	**15.0**	**26.0**	**13.0**	**224.0**	**18.7**
Preventive Maintenance															
Smoke Test	HOURS	8.0	5.0	0.0	0.0	9.0	0.0	26.0	0.0	8.0	0.0	0.0	10.0	66.0	5.5
	TIMES	1.0	1.0	0.0	0.0	1.0	0.0	2.0	0.0	1.0	0.0	0.0	1.0	7.0	0.6
Inspect Manholes	HOURS	8.0	43.0	66.0	0.0	0.0	0.0	4.0	3.0	52.0	0.0	102.0	0.0	278.0	23.2
	TIMES	1.0	6.0	9.0	0.0	0.0	0.0	1.0	1.0	10.0	0.0	7.0	0.0	35.0	2.9
Clean Manholes	HOURS	0.0	0.0	0.0	48.0	8.0	0.0	0.0	3.0	0.0	0.0	0.0	72.0	131.0	10.9
	TIMES	0.0	0.0	0.0	3.0	1.0	0.0	0.0	1.0	0.0	0.0	0.0	6.0	11.0	0.9
Clean Mains	HOURS	90.0	150.0	42.0	0.0	0.0	0.0	14.0	42.0	111.0	87.0	102.0	0.0	638.0	53.2
	TIMES	4.0	9.0	2.0	0.0	0.0	0.0	2.0	4.0	11.0	5.0	7.0	0.0	44.0	3.7
Check Right-of-Way	HOURS	0.0	0.0	0.0	25.0	12.0	9.0	0.0	0.0	12.0	0.0	0.0	0.0	58.0	4.8
	TIMES	0.0	0.0	0.0	2.0	1.0	1.0	0.0	0.0	1.0	0.0	0.0	0.0	5.0	0.4
TV Lines	HOURS	109.0	40.0	4.0	0.0	0.0	10.0	22.0	34.0	33.0	28.0	51.0	35.0	366.0	30.5
	TIMES	5.0	1.0	1.0	0.0	0.0	3.0	3.0	6.0	5.0	2.0	4.0	4.0	34.0	2.8
Other	HOURS	0.0	0.0	0.0	0.0	0.0	0.0	3.0	0.0	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	0.0	0.0	0.0	0.0	0.0	1.0	0.1
Total Hours		**215.0**	**238.0**	**112.0**	**73.0**	**29.0**	**19.0**	**69.0**	**82.0**	**216.0**	**115.0**	**255.0**	**117.0**	**1540.0**	**128.3**
Total Times		**11.0**	**17.0**	**12.0**	**5.0**	**3.0**	**4.0**	**9.0**	**12.0**	**28.0**	**7.0**	**18.0**	**11.0**	**137.0**	**11.4**
New Taps															
Residential	HOURS	0.0	0.0	0.0	24.0	0.0	0.0	115.0	40.0	0.0	0.0	48.0	0.0	227.0	18.9
	TIMES	0.0	0.0	0.0	1.0	0.0	0.0	3.0	1.0	0.0	0.0	1.0	0.0	6.0	0.5
Commercial	HOURS	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	40.0	40.0	3.3
	TIMES	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.0	1.0	0.1
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**	**0.0**	**0.0**	**24.0**	**0.0**	**0.0**	**115.0**	**40.0**	**0.0**	**0.0**	**48.0**	**40.0**	**267.0**	**22.3**
Total Times		**0.0**	**0.0**	**0.0**	**1.0**	**0.0**	**0.0**	**3.0**	**1.0**	**0.0**	**0.0**	**1.0**	**1.0**	**7.0**	**0.6**

CHESTER COUNTY WASTEWATER RECOVERY
MAINTENANCE WORK REPORT
FY 2019-2020

Month of March 2020

Shop Maintenance		JULY 2019	AUG 2019	SEPT 2019	OCT 2019	NOV 2019	DEC 2019	JAN 2020	FEB 2020	MAR 2020	APR 2019	MAY 2019	JUN 2019	Total to Date	Average
Clean Trucks	HOURS	5.0	20.0	2.0	37.0	6.0	14.0	12.0	45.0	25.0	9.0	5.0	10.0	190.0	15.8
	TIMES	5.0	7.0	2.0	3.0	6.0	5.0	4.0	6.0	8.0	2.0	2.0	5.0	55.0	4.6
Check Equipment	HOURS	0.0	0.0	20.0	12.0	10.0	24.0	6.0	6.0	0.0	16.0	4.0	6.0	104.0	8.7
	TIMES	0.0	0.0	1.0	1.0	1.0	1.0	1.0	1.0	0.0	2.0	1.0	1.0	10.0	0.8
Service Equipment	HOURS	6.0	25.0	4.0	24.0	6.0	19.0	8.0	31.0	14.0	39.0	34.0	21.0	231.0	19.3
	TIMES	2.0	6.0	4.0	5.0	5.0	6.0	2.0	4.0	4.0	4.0	6.0	4.0	52.0	4.3
Grounds Maintenance	HOURS	8.0	5.0	1.0	17.0	73.0	8.0	11.0	40.0	42.0	8.0	3.0	11.0	227.0	18.9
	TIMES	1.0	1.0	1.0	3.0	3.0	3.0	4.0	6.0	7.0	3.0	3.0	2.0	37.0	3.1
Stock Supplies	HOURS	0.0	0.0	1.0	18.0	0.0	17.0	0.0	17.0	3.0	0.0	6.0	0.0	62.0	5.2
	TIMES	0.0	0.0	1.0	3.0	0.0	3.0	0.0	4.0	1.0	0.0	1.0	0.0	13.0	1.1
Re-Stock Trucks	HOURS	3.0	6.0	2.0	19.0	0.0	6.0	5.0	10.0	8.0	19.0	6.0	8.0	92.0	7.7
	TIMES	1.0	2.0	2.0	7.0	0.0	6.0	5.0	5.0	7.0	3.0	3.0	3.0	44.0	3.7
Haul Spoil Dirt	HOURS	0.0	0.0	0.0	16.0	10.0	0.0	6.0	0.0	6.0	0.0	0.0	0.0	38.0	3.2
	TIMES	0.0	0.0	0.0	1.0	1.0	0.0	1.0	0.0	1.0	0.0	0.0	0.0	4.0	0.3
Check Alarm	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	15.0	5.0	3.0	1.0	18.0	19.0	10.0	14.0	35.0	21.0	9.0	7.0	157.0	13.1
	TIMES	7.0	5.0	3.0	1.0	2.0	4.0	5.0	4.0	5.0	12.0	4.0	7.0	59.0	4.9
Total Hours		**37.0**	**61.0**	**33.0**	**144.0**	**123.0**	**107.0**	**58.0**	**163.0**	**133.0**	**112.0**	**67.0**	**63.0**	**1101.0**	**91.8**
Total Times		**16.0**	**21.0**	**14.0**	**24.0**	**18.0**	**28.0**	**22.0**	**30.0**	**33.0**	**26.0**	**20.0**	**22.0**	**274.0**	**22.8**
Inspections															
New Services	HOURS	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	9.0	0.0	0.0	9.0	0.8
	TIMES	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	5.0	0.0	0.0	5.0	0.4
Repair Existing Service	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
New Construction	HOURS	30.0	24.0	16.0	16.0	15.0	0.0	0.0	0.0	6.0	36.0	39.0	0.0	182.0	15.2
	TIMES	6.0	7.0	4.0	4.0	8.0	0.0	0.0	0.0	1.0	9.0	7.0	0.0	46.0	3.8
Rehab Existing	HOURS	0.0	0.0	0.0	0.0	0.0	0.0	0.0	10.0	11.0	0.0	0.0	0.0	21.0	1.8
	TIMES	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.0	3.0	0.0	0.0	0.0	4.0	0.3
Other-Grease traps	HOURS	16.0	20.0	0.0	1.0	0.0	0.0	18.0	4.0	0.0	0.0	0.0	0.0	59.0	4.9
	TIMES	2.0	3.0	0.0	1.0	0.0	0.0	1.0	1.0	0.0	0.0	0.0	0.0	8.0	0.7
Total Hours		**46.0**	**44.0**	**16.0**	**17.0**	**15.0**	**0.0**	**18.0**	**14.0**	**17.0**	**45.0**	**39.0**	**0.0**	**271.0**	**22.6**
Total Times		**8.0**	**10.0**	**4.0**	**5.0**	**8.0**	**0.0**	**1.0**	**2.0**	**4.0**	**14.0**	**7.0**	**0.0**	**63.0**	**5.3**

CHESTER COUNTY WASTEWATER RECOVERY
MAINTENANCE WORK REPORT
FY 2019-2020

Month of March 2020

Plant Maintenance		JULY 2019	AUG 2019	SEPT 2019	OCT 2019	NOV 2019	DEC 2019	JAN 2020	FEB 2020	MAR 2020	APR 2019	MAY 2019	JUN 2019	Total to Date	Average
Clean Drying Beds	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
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	10.0	10.0	0.8
	TIMES	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.0	1.0	0.1
Other	HOURS	85.0	88.0	20.0	49.0	0.0	33.0	6.0	0.0	6.0	30.0	56.0	18.0	391.0	32.6
	TIMES	3.0	5.0	2.0	3.0	0.0	3.0	1.0	0.0	1.0	1.0	3.0	3.0	25.0	2.1
Total Hours		**85.0**	**88.0**	**20.0**	**49.0**	**0.0**	**33.0**	**6.0**	**0.0**	**6.0**	**30.0**	**56.0**	**28.0**	401.0	33.4
Total Times		**3.0**	**5.0**	**2.0**	**3.0**	**0.0**	**3.0**	**1.0**	**0.0**	**1.0**	**1.0**	**3.0**	**4.0**	26.0	2.2
Line Locations															
Locate for Utilities	HOURS	0.0	0.0	0.0	0.0	1.0	0.0	0.0	3.0	6.0	0.0	0.0	0.0	10.0	0.8
	TIMES	0.0	0.0	0.0	0.0	1.0	0.0	0.0	1.0	1.0	0.0	0.0	0.0	3.0	0.3
Locate for Contractors	HOURS	0.0	0.0	0.0	0.0	0.0	0.0	0.0	3.0	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	0.0	1.0	0.0	0.0	0.0	0.0	1.0	0.1
Other	HOURS	13.0	27.0	41.0	55.0	73.0	72.0	72.0	41.0	40.0	61.0	14.0	30.0	539.0	44.9
	TIMES	3.0	11.0	13.0	17.0	20.0	22.0	14.0	8.0	8.0	13.0	4.0	6.0	139.0	11.6
Total Hours		**13.0**	**27.0**	**41.0**	**55.0**	**73.0**	**72.0**	**72.0**	**47.0**	**46.0**	**61.0**	**14.0**	**30.0**	551.0	45.9
Total Times		**3.0**	**11.0**	**13.0**	**17.0**	**20.0**	**22.0**	**14.0**	**10.0**	**9.0**	**13.0**	**4.0**	**6.0**	142.0	11.8
Non-Category-Training	**HOURS**	**9.0**	**43.0**	**78.0**	**69.0**	**24.0**	**27.0**	**37.0**	**44.0**	**11.0**	**82.0**	**56.0**	**25.0**	505.0	42.1
	TIMES	**1.0**	**6.0**	**8.0**	**5.0**	**4.0**	**3.0**	**5.0**	**8.0**	**3.0**	**11.0**	**3.0**	**2.0**	59.0	4.9
Lost Time															
Sick Days	HOURS	88.0	28.0	16.0	16.0	8.0	33.0	47.0	28.0	20.0	12.0	40.0	42.0	378.0	31.5
	TIMES	12.0	4.0	2.0	2.0	1.0	4.0	7.0	4.0	3.0	2.0	5.0	7.0	53.0	4.4
Vacations	HOURS	152.0	40.0	72.0	48.0	32.0	88.0	16.0	40.0	72.0	51.0	16.0	120.0	747.0	62.3
	TIMES	19.0	5.0	9.0	6.0	4.0	11.0	2.0	5.0	9.0	7.0	2.0	16.0	95.0	7.9
Holidays	HOURS	48.0	0.0	48.0	0.0	168.0	168.0	112.0	56.0	0.0	48.0	56.0	0.0	704.0	58.7
	TIMES	7.0	0.0	6.0	0.0	21.0	21.0	14.0	7.0	0.0	6.0	7.0	0.0	89.0	7.4
Time Off	HOURS	0.0	0.0	24.0	0.0	16.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	40.0	3.3
	TIMES	0.0	0.0	3.0	0.0	2.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	5.0	0.4
On-Job Accidents	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		**288.0**	**68.0**	**160.0**	**64.0**	**224.0**	**289.0**	**175.0**	**124.0**	**92.0**	**111.0**	**112.0**	**162.0**	1125.0	93.8
Total Times		**38.0**	**9.0**	**20.0**	**8.0**	**28.0**	**36.0**	**23.0**	**16.0**	**12.0**	**15.0**	**14.0**	**23.0**	148.0	12.3
	HOURS	**29.0**	**31.0**	**45.0**	**49.0**	**110.5**	**51.0**	**66.0**	**60.5**	**42.0**	**45.0**	**41.0**	**39.0**	332.0	27.7
Overtime Worked	**TIMES**	**22.0**	**27.0**	**26.0**	**34.0**	**49.0**	**30.0**	**41.0**	**39.0**	**29.0**	**32.0**	**31.0**	**28.0**	744.0	62.0

April 2020

Board of Commissioners'

Projects & Director's Update

Project Update Notes

COVID-19

Out of an abundance of caution and an effort to protect our team and community, CWR has instituted the following protocol:

- Restricted access to each of our facilities;
- Team rotation to reduce contact and the opportunity for a potential COVID-19 spread; and
- Allowing certain team members to work remotely.

Community Development Block Grant (CDBG) Roundtree Pump Station

As reported at the March meeting, a construction progress meeting was held on February 4th with SM Grading (SMG), AECOM, and Duke Energy Representatives to untangle the power supply conundrum. At the meeting, Duke Energy indicated that it would require months to provide three-phase power to the location due to logistics associated with internal scheduling as well as complex coordination with CSX Railroad to gain an additional encroachment permit. Associated costs for these efforts were not provided.

For the stated reason, AECOM was tasked with providing a cost estimate to change the electrical components (control panel, pumps, and auxiliary power) that conforms with the existing single-phase power at the site. The costs associated with this endeavor is $42,000.00.

Since the project was originally under budget, it is the hope of everyone that this can be accomplished with existing available CDBG Funds. We are awaiting the approval of the change order.

We did hear from Duke Energy on March 26th who provided a cost estimate of $157,551.25 for the second-phase supply coupled with an additional invoice of $12,900.00 for engineering and permitting. We declined Duke Energy's proposal and Duke Energy agreed to withdraw costs for engineering and permitting since it had not been discussed with CWR nor approved.

Sandy River WWTP Grit Chamber Project

Turner Murphy has begun work at the Sandy River WWTP. Turner Murphy are coordinating with CWR members and the Engineers with staging and mobilizing equipment on site to minimize disruption to day-to-day operations. The construction phase has an estimated final completion date of October 28, 2020.

Haddon House Pump Station Replacement Effort

As previously reported, we were awarded a $500,000 Economic Opportunity Grant by RIA. To this end, we held the project's Bid Opening on March 26, 2020 at 2:00 PM. The following Bids were received:

- Tri-County Utilities, Inc. Gaffney, South Carolina - $437,300.00;
- Site Concepts, Inc. Oakborough, North Carolina - $500,000.00;
- Republic Contracting Corporation, Columbia, South Carolina - $543,543.00; and
- AAA Utility and Construction, LLC, Columbia, South Carolina - $548,101.38.

Town of Fort Lawn

No activity to report

FEMA Grant Award

Design and engineering are continuing.

Community Development Block Grant (CDBG) - Dawson Drive Efforts

The LMI Surveys have been completed as well as a draft of the grant narrative. We are continuing to work with Frazier Engineering and the Catawba COG on this endeavor. The submission deadline has been moved to June 15th in response to the COVID-19 pandemic.

One Cent Sales Tax

As reported at the March meeting, we applied for One Cent ($0.01) Sales Tax funding for a wastewater line extension project. To this end, we participated in a related conference call on April 16th to discuss and make the case for the funding of the project.

Miscellaneous Notes

- CWR Team members held meetings and conference calls with various potential developers,
- We provided RFI - information for two industrial prospects; and
- We are working on a connection fee policy proposal for future Board consideration; and
- Finally, we are also working on an Industrial Incentive Tiered-Rate structure change.

Chester Sewer District
Year-to-Date Budget to Actual Comparison
Month Ended March 31, 2020

	Annual Budget	YTD Budget	MTD Actual	YTD Actual	Variance Over / (Under)
Operating					
REVENUE					
Wastewater treatment Services	$ 5,079,100	3,809,325	416,480	4,080,052	$ 270,727
Compliance Sampling	40,000	30,000	5,583	49,787	19,787
Interest Income	-	-	12,989	84,186	84,186
Other Income	-	-	347	6,399	6,399
Operating Revenue	$ 5,119,100	$ 3,839,325	$ 435,399	$ 4,220,424	$ 381,099
EXPENSE					
Administration	$ 1,174,500	880,875	92,668	1,080,933	$ 200,058
Maintenance	953,500	715,125	79,813	597,677	(117,448)
Lando Plant	243,500	182,625	21,861	196,799	14,174
Rocky Creek	730,500	547,875	38,562	344,171	(203,704)
Sandy River	720,000	540,000	45,279	361,164	(178,836)
Pretreatment	172,000	129,000	17,849	106,478	(22,522)
Cushion Fund	18,825	14,119	1,569	14,119	0
Total Expense	$ 4,012,825	3,009,619	297,602	2,701,342	$ (308,277)
Operating Surplus(Deficit)	$ 1,106,275	$ 829,706	$137,797	$1,519,082	
Construction Related					
REVENUE					
Long Term Financing	3,000,000	2,250,000	-	11,563,113	9,313,113
Fund Balance	3,512,000	2,634,000	-	4,023,140	1,389,140
Grant Revenue	993,500	745,125	30,150	118,395	(626,730)
Construction Revenue	$7,505,500	$5,629,125	$30,150	$15,704,648	$10,075,523
EXPENSE					
Debt Service	6,758,275	5,068,706	33,377	8,113,086	3,044,380
Capital Expenditures	1,853,500	1,390,125	46,061	254,070	(1,136,055)
Construction Expense	8,611,775	6,458,831	79,438	8,367,156	1,908,325
Construction Surplus (Deficit)	-$1,106,275	-$829,706	-$49,288	$7,337,492	
Total Surplus (Deficit)	$0.00	$0.00	$88,509	$8,856,574	