Agenda

December 15, 2020
2:00 PM
3261 Lancaster Highway
Richburg, SC 29729

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. Approval of Draft Audit - Mr. Phillip A. Thompson-King**
- **b. Public Comment**

VII. Reports

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

VIII. Executive Session

- **a.** Under Section 30-4-70(a)(2) legal advice covered by the attorney-client privilege related to system acquisitions
- **b.** Under Section 30-4-70(a)(2) legal advice covered by the attorney-client privilege related to consent orders

IX. Adjourn

Chester County Wastewater Recovery

Commission Meeting
December 15, 2020

The Chester Sewer District held its monthly Board of Commissioners Meeting on Tuesday, December 15, 2020 at 2:00 pm via conference call. Commissioners in attendance were Tony Pope, Chairman; Gloria Crank, Board Member; Hal Stone, Board Member; Bill Bundy, Board Member; Phillip A. Thompson-King, Executive Director; Joel Manning, Finance Analyst; Tony Young, WWTP Operations Superintendent (Lando-Manetta, Rocky Creek, and Sandy River); Yashica Evans, CSD Executive Assistant; Gary Bailey, CPA; C.D. Rhodes, Attorney and Everett Stubbs, Attorney. Notification of this meeting was given on the CWR website, and on the bulletin board at the Administrative Office.

Invocation – Chairman Tony Pope

The Minutes from the November 17, 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 asked CPA Gary Bailey to discuss key items from the draft audit. CPA Gary Bailey of Love Bailey discussed important items from the draft audit.

Chairman Tony Pope called for Old Business:

WWTP Report - The WWTP report for November/December 2020 was presented by Tony Yong. A copy of the report is attached to the minutes.

Pre-Treatment - The Industrial Pretreatment report for November 2020 was accepted as information. A copy of the report is attached to the minutes.

Maintenance Report - The Maintenance report for November 2020 was accepted as information. A copy of the report is attached to the minutes.

Project Updates- Mr. Thompson-King presented the report for November 2020. 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 New Business:

Approval of the Draft Audit:

A motion to approve the draft audit was made by Bill Bundy, second by Hal Stone and unanimously approved.

Chairman Tony Pope called for the Reports:

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

Executive Session

A motion to enter into Executive Session was made by Bill Bundy, second by Hal Stone, and unanimously agreed.

A motion to come out of Executive Session was made by Bill Bundy, second by Gloria Crank.

Please note that no action was taken in Executive Session.

Actions on Matters Discussed in Executive Session

A motion to acquire the Fort Lawn Sewer System was made by Gloria Crank, second by Bill Bundy.

Mrs. Crank, Mr. Pope, Mr. Bundy and Mr. Stone voted in favor. No one voted against.

Adjourn

Motion to adjourn was made by Hal Stone, second by Bill Bundy and unanimously agreed.

Approved:

Date: January 19, 2021

Respectfully Submitted:

By: **Yashica Evans**

December 14, 2020

Memorandum

To: Phillip A. Thompson-King
From: Tony Young
Subject: Monthly Report for Plant Operations

Sandy River WWTP overall is operating well.

The following is a listing of completed tasks for November/December:

- Performed daily and weekly sampling
- Performed routine maintenance
- Wasted gallons sludge
- Dewatered gallons
- Project is moving along first coat of paint applied to clarifiers and concrete poured for grit structure
- Installed repaired blower motor

Rocky Creek WWTP overall is operating well.

The following is a listing of completed tasks for November/December:

- Performed routine maintenance
- Wasted 38,000 gallons
- Dewatered 43,560 gallons
- We had a call on Rocky Creek Toxicity TIE report

Lando/Manetta WWTP overall is operating well.

The following is a listing of completed tasks for September/October:

- Performed daily and weekly sampling
- Performed routine maintenance
- Hauled 40,200 gallons
- Wasted 94,829 gallons
- Dewatered 21,780gallons

Board of Commissioners

December 15, 2020 Update:

Industrial Pretreatment

Economic Development:

Worked on one (1) Residential project and one (1) Industrial Prospect

Training:

Industrial Pretreatment Workshop via Zoom
WQA Zoom Meeting

Compliance:

Sunfiber Compliance Conference Call
TIE Rocky Creek Conference Call
Boral Stone Inspection
ATI Pretreatment Inspection
Boise Cascade Inspection

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

n/a

Other

Capital Recovery Fee Conference Call with Raftelis
2 meetings concerning Brainerd Place
Worked with Mr. Young to Update E permitting for DHEC

CHESTER COUNTY WASTEWATER RECOVERY
MAINTENANCE WORK REPORT
FY 2019-2020

Month of November 2020

Line Maintenance		JULY 2020	AUG 2020	SEPT 2020	OCT 2020	NOV 2020	DEC 2019	JAN 2020	FEB 2020	MAR 2020	APR 2020	MAY 2020	JUN 2020	Total to Date	Average
Check for Problem	HOURS	32.0	76.0	47.0	50.0	18.0	52.0	36.0	35.0	62.0	66.0	47.0	29.0	550.0	45.8
	TIMES	4.0	10.0	7.0	7.0	2.0	9.0	5.0	6.0	10.0	15.0	12.0	5.0	92.0	7.7
Check Service	HOURS	12.0	18.0	43.0	29.0	14.0	24.0	5.0	11.0	4.0	15.0	20.0	6.0	201.0	16.8
	TIMES	1.0	3.0	8.0	5.0	2.0	7.0	2.0	3.0	2.0	3.0	5.0	1.0	42.0	3.5
Rod Service	HOURS	79.0	82.0	73.0	57.0	68.0	71.0	49.0	42.0	57.0	51.0	22.0	36.0	687.0	57.3
	TIMES	10.0	12.0	14.0	9.0	9.0	14.0	12.0	9.0	9.0	12.0	5.0	8.0	123.0	10.3
Replace Service	HOURS	40.0	0.0	78.0	36.0	0.0	0.0	24.0	24.0	24.0	0.0	0.0	40.0	266.0	22.2
	TIMES	1.0	0.0	3.0	1.0	0.0	0.0	1.0	1.0	1.0	0.0	0.0	1.0	9.0	0.8
Repair Service	HOURS	38.0	20.0	50.0	75.0	62.0	6.0	25.0	12.0	132.0	25.0	14.0	66.0	525.0	43.8
	TIMES	2.0	2.0	5.0	6.0	5.0	1.0	3.0	2.0	8.0	4.0	2.0	5.0	45.0	3.8
Install Clean-Out	HOURS	32.0	40.0	18.0	0.0	24.0	55.0	8.0	9.0	33.0	0.0	0.0	0.0	219.0	18.3
	TIMES	1.0	1.0	1.0	0.0	1.0	2.0	1.0	1.0	2.0	0.0	0.0	0.0	10.0	0.8
Locate Service	HOURS	0.0	15.0	0.0	28.0	6.0	11.0	8.0	6.0	30.0	0.0	0.0	3.0	107.0	8.9
	TIMES	0.0	2.0	0.0	3.0	1.0	4.0	2.0	1.0	5.0	0.0	0.0	1.0	19.0	1.6
Check Main	HOURS	0.0	0.0	0.0	9.0	0.0	6.0	4.0	2.0	0.0	0.0	0.0	0.0	21.0	1.8
	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	18.0	9.0	28.0	41.0	57.0	43.0	162.0	6.0	69.0	25.0	32.0	16.0	506.0	42.2
	TIMES	2.0	2.0	4.0	6.0	3.0	6.0	11.0	1.0	10.0	5.0	5.0	3.0	58.0	4.8
Repair Main	HOURS	15.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	40.0	55.0	4.6
	TIMES	1.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.0	2.0	0.2
Manhole Work	HOURS	10.0	43.0	35.0	59.0	56.0	52.0	8.0	22.0	12.0	24.0	12.0	18.0	351.0	29.3
	TIMES	1.0	4.0	3.0	8.0	6.0	4.0	2.0	4.0	2.0	4.0	2.0	2.0	42.0	3.5
Road Work	HOURS	30.0	55.0	15.0	20.0	4.0	28.0	27.0	0.0	0.0	15.0	9.0	16.0	219.0	18.3
	TIMES	2.0	4.0	1.0	1.0	1.0	5.0	2.0	0.0	0.0	3.0	2.0	3.0	24.0	2.0
Landscape Work Area	HOURS	10.0	6.0	0.0	6.0	3.0	6.0	18.0	10.0	21.0	12.0	0.0	8.0	100.0	8.3
	TIMES	1.0	1.0	0.0	1.0	1.0	1.0	4.0	1.0	4.0	2.0	0.0	1.0	17.0	1.4
Cut Right-of-Way	HOURS	0.0	0.0	15.0	9.0	0.0	140.0	18.0	0.0	0.0	0.0	6.0	18.0	206.0	17.2
	TIMES	0.0	0.0	1.0	1.0	0.0	7.0	2.0	0.0	0.0	0.0	1.0	2.0	14.0	1.2
Other	HOURS	20.0	34.0	12.0	16.0	7.0	39.0	67.0	5.0	20.0	16.0	0.0	18.0	254.0	21.2
	TIMES	2.0	4.0	2.0	4.0	1.0	5.0	9.0	1.0	4.0	2.0	0.0	3.0	37.0	3.1
Total Hours		336.0	398.0	414.0	435.0	319.0	533.0	459.0	184.0	464.0	249.0	162.0	314.0	4267.0	355.6
Total Times		28.0	45.0	49.0	54.0	32.0	66.0	57.0	31.0	57.0	50.0	34.0	36.0	539.0	44.9

MAINTENANCE WORK REPORT
FY 2019-2020

Month of November 2020

Pump Station Maintenance		JULY 2020	AUG 2020	SEPT 2020	OCT 2020	NOV 2020	DEC 2019	JAN 2020	FEB 2020	MAR 2020	APR 2020	MAY 2020	JUN 2020	Total to Date	Average
Check Chester Station	HOURS	36.0	40.0	40.0	34.0	35.0	29.0	55.0	52.0	40.0	44.0	57.0	32.0	494.0	41.2
	TIMES	4.0	4.0	4.0	4.0	3.0	3.0	5.0	4.0	4.0	4.0	7.0	3.0	49.0	4.1
Check Richburg Station	HOURS	44.0	40.0	48.0	46.0	47.0	30.0	41.0	50.0	36.0	48.0	59.0	32.0	521.0	43.4
	TIMES	4.0	4.0	4.0	5.0	4.0	3.0	4.0	4.0	4.0	4.0	7.0	3.0	50.0	4.2
Service Pumps	HOURS	0.0	9.0	9.0	12.0	42.0	0.0	33.0	33.0	6.0	0.0	26.0	6.0	176.0	14.7
	TIMES	0.0	1.0	1.0	1.0	3.0	0.0	2.0	2.0	1.0	0.0	2.0	1.0	14.0	1.2
Service Controls	HOURS	14.0	37.0	6.0	17.0	4.0	18.0	57.0	60.5	0.0	21.0	33.0	14.0	281.5	23.5
	TIMES	3.0	5.0	2.0	2.0	1.0	2.0	4.0	7.0	0.0	4.0	6.0	3.0	39.0	3.3
Other	HOURS	102.0	120.0	134.0	116.0	63.0	64.0	130.0	72.0	88.0	39.0	21.0	150.0	1099.0	91.6
	TIMES	8.0	9.0	10.0	9.0	5.0	6.0	11.0	8.0	11.0	5.0	4.0	13.0	99.0	8.3
Total Hours		**196.0**	**246.0**	**237.0**	**225.0**	**199.0**	**141.0**	**316.0**	**267.5**	**170.0**	**152.0**	**196.0**	**234.0**	2579.5	215.0
Total Times		**19.0**	**23.0**	**21.0**	**21.0**	**16.0**	**14.0**	**26.0**	**25.0**	**20.0**	**17.0**	**26.0**	**23.0**	251.0	20.9
Preventive Maintenance															
Smoke Test	HOURS	4.0	0.0	13.0	12.0	0.0	0.0	26.0	0.0	8.0	0.0	0.0	4.0	67.0	5.6
	TIMES	1.0	0.0	2.0	1.0	0.0	0.0	2.0	0.0	1.0	0.0	0.0	1.0	8.0	0.7
Inspect Manholes	HOURS	0.0	0.0	0.0	17.0	0.0	0.0	4.0	3.0	52.0	0.0	0.0	0.0	76.0	6.3
	TIMES	0.0	0.0	0.0	3.0	0.0	0.0	1.0	1.0	10.0	0.0	0.0	0.0	15.0	1.3
Clean Manholes	HOURS	8.0	0.0	0.0	5.0	0.0	0.0	0.0	3.0	0.0	0.0	0.0	0.0	16.0	1.3
	TIMES	1.0	0.0	0.0	1.0	0.0	0.0	0.0	1.0	0.0	0.0	0.0	0.0	3.0	0.3
Clean Mains	HOURS	66.0	99.0	39.0	66.0	57.0	0.0	14.0	42.0	111.0	42.0	29.0	43.0	608.0	50.7
	TIMES	4.0	7.0	3.0	6.0	4.0	0.0	2.0	4.0	11.0	3.0	3.0	2.0	49.0	4.1
Check Right-of-Way	HOURS	0.0	3.0	0.0	0.0	6.0	9.0	0.0	0.0	12.0	0.0	0.0	9.0	39.0	3.3
	TIMES	0.0	1.0	0.0	0.0	2.0	1.0	0.0	0.0	1.0	0.0	0.0	1.0	6.0	0.5
TV Lines	HOURS	52.0	0.0	16.0	14.0	20.0	10.0	22.0	34.0	33.0	0.0	12.0	24.0	237.0	19.8
	TIMES	5.0	0.0	2.0	2.0	2.0	3.0	3.0	6.0	5.0	0.0	2.0	4.0	34.0	2.8
Other	HOURS	0.0	0.0	0.0	9.0	0.0	0.0	3.0	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	1.0	0.0	0.0	0.0	0.0	0.0	2.0	0.2
Total Hours		**130.0**	**102.0**	**68.0**	**123.0**	**83.0**	**19.0**	**69.0**	**82.0**	**216.0**	**42.0**	**41.0**	**80.0**	1055.0	87.9
Total Times		**11.0**	**8.0**	**7.0**	**14.0**	**8.0**	**4.0**	**9.0**	**12.0**	**28.0**	**3.0**	**5.0**	**8.0**	117.0	9.8
New Taps															
Residential	HOURS	90.0	40.0	30.0	0.0	0.0	0.0	115.0	40.0	0.0	65.0	0.0	0.0	380.0	31.7
	TIMES	3.0	1.0	1.0	0.0	0.0	0.0	3.0	1.0	0.0	2.0	0.0	0.0	11.0	0.9
Commercial	HOURS	0.0	0.0	0.0	18.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	18.0	1.5
	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
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		**90.0**	**40.0**	**30.0**	**18.0**	**0.0**	**0.0**	**115.0**	**40.0**	**0.0**	**65.0**	**0.0**	**0.0**	398.0	33.2
Total Times		**3.0**	**1.0**	**1.0**	**1.0**	**0.0**	**0.0**	**3.0**	**1.0**	**0.0**	**2.0**	**0.0**	**0.0**	12.0	1.0

CHESTER COUNTY WASTEWATER RECOVERY
MAINTENANCE WORK REPORT
FY 2019-2020

Month of November 2020

Shop Maintenance		JULY 2020	AUG 2020	SEPT 2020	OCT 2020	NOV 2020	DEC 2019	JAN 2020	FEB 2020	MAR 2020	APR 2020	MAY 2020	JUN 2020	Total to Date	Average
Clean Trucks	HOURS	7.0	8.0	8.0	14.0	7.0	14.0	12.0	45.0	25.0	11.0	13.0	12.0	176.0	14.7
	TIMES	6.0	4.0	6.0	7.0	2.0	5.0	4.0	6.0	8.0	4.0	2.0	3.0	57.0	4.8
Check Equipment	HOURS	0.0	0.0	0.0	0.0	0.0	24.0	6.0	6.0	0.0	0.0	0.0	0.0	36.0	3.0
	TIMES	0.0	0.0	0.0	0.0	0.0	1.0	1.0	1.0	0.0	0.0	0.0	0.0	3.0	0.3
Service Equipment	HOURS	19.0	10.0	15.0	20.0	6.0	19.0	8.0	31.0	14.0	15.0	11.0	5.0	173.0	14.4
	TIMES	3.0	4.0	4.0	4.0	1.0	6.0	2.0	4.0	4.0	3.0	3.0	2.0	40.0	3.3
Grounds Maintenance	HOURS	23.0	4.0	37.0	34.0	110.0	8.0	11.0	40.0	42.0	8.0	19.0	17.0	353.0	29.4
	TIMES	5.0	2.0	2.0	3.0	5.0	3.0	4.0	6.0	7.0	3.0	3.0	5.0	48.0	4.0
Stock Supplies	HOURS	11.0	1.0	5.0	6.0	7.0	17.0	0.0	17.0	3.0	6.0	1.0	5.0	79.0	6.6
	TIMES	2.0	1.0	2.0	1.0	2.0	3.0	0.0	4.0	1.0	1.0	1.0	2.0	20.0	1.7
Re-Stock Trucks	HOURS	7.0	11.0	8.0	9.0	6.0	6.0	5.0	10.0	8.0	3.0	10.0	12.0	95.0	7.9
	TIMES	7.0	5.0	6.0	9.0	6.0	6.0	5.0	5.0	7.0	3.0	5.0	7.0	71.0	5.9
Haul Spoil Dirt	HOURS	14.0	0.0	0.0	0.0	0.0	0.0	6.0	0.0	6.0	0.0	0.0	3.0	29.0	2.4
	TIMES	2.0	0.0	0.0	0.0	0.0	0.0	1.0	0.0	1.0	0.0	0.0	1.0	5.0	0.4
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	13.0	10.0	7.0	11.0	36.0	19.0	10.0	14.0	35.0	21.0	18.0	11.0	205.0	17.1
	TIMES	4.0	2.0	2.0	4.0	1.0	4.0	5.0	4.0	5.0	6.0	3.0	3.0	43.0	3.6
Total Hours		**94.0**	**44.0**	**80.0**	**94.0**	**172.0**	**107.0**	**58.0**	**163.0**	**133.0**	**64.0**	**72.0**	**65.0**	**1146.0**	**95.5**
Total Times		**29.0**	**18.0**	**22.0**	**28.0**	**17.0**	**28.0**	**22.0**	**30.0**	**33.0**	**20.0**	**17.0**	**23.0**	**287.0**	**23.9**
Inspections															
New Services	HOURS	0.0	0.0	10.0	2.0	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	1.0	1.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	2.0	0.2
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	0.0	3.0	0.0	0.0	0.0	0.0	0.0	0.0	6.0	0.0	0.0	0.0	9.0	0.8
	TIMES	0.0	1.0	0.0	0.0	0.0	0.0	0.0	0.0	1.0	0.0	0.0	0.0	2.0	0.2
Rehab Existing	HOURS	6.0	8.0	6.0	0.0	0.0	0.0	0.0	10.0	11.0	0.0	0.0	0.0	41.0	3.4
	TIMES	1.0	3.0	1.0	0.0	0.0	0.0	0.0	1.0	3.0	0.0	0.0	0.0	9.0	0.8
Other-Grease traps	HOURS	0.0	0.0	0.0	0.0	0.0	0.0	18.0	4.0	0.0	0.0	0.0	0.0	22.0	1.8
	TIMES	0.0	0.0	0.0	0.0	0.0	0.0	1.0	1.0	0.0	0.0	0.0	0.0	2.0	0.2
Total Hours		**6.0**	**11.0**	**16.0**	**2.0**	**0.0**	**0.0**	**18.0**	**14.0**	**17.0**	**0.0**	**0.0**	**0.0**	**84.0**	**7.0**
Total Times		**1.0**	**4.0**	**2.0**	**1.0**	**0.0**	**0.0**	**1.0**	**2.0**	**4.0**	**0.0**	**0.0**	**0.0**	**15.0**	**1.3**

CHESTER COUNTY WASTEWATER RECOVERY
MAINTENANCE WORK REPORT
FY 2019-2020

Month of November 2020

Plant Maintenance		JULY 2020	AUG 2020	SEPT 2020	OCT 2020	NOV 2020	DEC 2019	JAN 2020	FEB 2020	MAR 2020	APR 2020	MAY 2020	JUN 2020	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	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	10.0	30.0	18.0	0.0	33.0	6.0	0.0	6.0	24.0	6.0	57.0	190.0	15.8
	TIMES	0.0	1.0	2.0	2.0	0.0	3.0	1.0	0.0	1.0	3.0	1.0	6.0	20.0	1.7
Total Hours		**0.0**	**10.0**	**30.0**	**18.0**	**0.0**	**33.0**	**6.0**	**0.0**	**6.0**	**24.0**	**6.0**	**57.0**	190.0	15.8
Total Times		**0.0**	**1.0**	**2.0**	**2.0**	**0.0**	**3.0**	**1.0**	**0.0**	**1.0**	**3.0**	**1.0**	**6.0**	20.0	1.7
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	53.0	36.0	61.0	46.0	73.0	72.0	72.0	41.0	40.0	44.0	44.0	70.0	652.0	54.3
	TIMES	11.0	8.0	12.0	8.0	20.0	22.0	14.0	8.0	8.0	9.0	8.0	14.0	142.0	11.8
Total Hours		**53.0**	**36.0**	**61.0**	**46.0**	**73.0**	**72.0**	**72.0**	**47.0**	**46.0**	**44.0**	**44.0**	**70.0**	664.0	55.3
Total Times		**11.0**	**8.0**	**12.0**	**8.0**	**20.0**	**22.0**	**14.0**	**10.0**	**9.0**	**9.0**	**8.0**	**14.0**	145.0	12.1
Non-Category-Training	HOURS	**12.0**	**30.0**	**18.0**	**6.0**	**24.0**	**27.0**	**37.0**	**44.0**	**11.0**	**3.0**	**4.0**	**34.0**	250.0	20.8
	TIMES	**2.0**	**7.0**	**3.0**	**1.0**	**4.0**	**3.0**	**5.0**	**8.0**	**3.0**	**1.0**	**1.0**	**4.0**	42.0	3.5
Lost Time															
Sick Days	HOURS	58.0	36.0	37.5	48.0	8.0	33.0	47.0	28.0	20.0	8.0	16.0	30.0	369.5	30.8
	TIMES	8.0	5.0	6.0	6.0	1.0	4.0	7.0	4.0	3.0	1.0	2.0	5.0	52.0	4.3
Vacations	HOURS	144.0	112.0	128.0	80.0	32.0	88.0	16.0	40.0	72.0	16.0	0.0	176.0	904.0	75.3
	TIMES	18.0	14.0	16.0	10.0	4.0	11.0	2.0	5.0	9.0	2.0	0.0	22.0	113.0	9.4
Holidays	HOURS	56.0	0.0	56.0	0.0	168.0	168.0	112.0	56.0	0.0	56.0	56.0	0.0	728.0	60.7
	TIMES	7.0	0.0	7.0	0.0	21.0	21.0	14.0	7.0	0.0	7.0	7.0	0.0	91.0	7.6
Time Off	HOURS	40.0	0.0	0.0	0.0	16.0	0.0	0.0	0.0	0.0	432.0	480.0	0.0	968.0	80.7
	TIMES	5.0	0.0	0.0	0.0	2.0	0.0	0.0	0.0	0.0	54.0	60.0	0.0	121.0	10.1
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		**298.0**	**148.0**	**221.5**	**128.0**	**224.0**	**289.0**	**175.0**	**124.0**	**92.0**	**512.0**	**552.0**	**206.0**	1273.5	106.1
Total Times		**38.0**	**19.0**	**29.0**	**16.0**	**28.0**	**36.0**	**23.0**	**16.0**	**12.0**	**64.0**	**69.0**	**27.0**	165.0	13.8
	HOURS	**42.0**	**58.0**	**50.0**	**42.0**	**110.5**	**51.0**	**66.0**	**60.5**	**42.0**	**65.0**	**58.0**	**36.0**	369.0	30.8
Overtime Worked	TIMES	**31.0**	**32.0**	**29.0**	**29.0**	**49.0**	**30.0**	**41.0**	**39.0**	**29.0**	**45.0**	**30.0**	**28.0**	1696.0	141.3

December 2020

Board of Commissioners'

Projects & Director's Update

Project Update Notes

Community Development Block Grant (CDBG) Roundtree

Generator has been successfully modified and is in operation. Final change order and pay request should be completed by next week. CDBG grant closeout to follow.

Sandy River

- The contractor, Turner Murphy Company (TMC), completed under slab piping and electrical rough-in for the grit chamber and completed the remainder of yard piping;
- The clarifier equipment has been delivered and TMC has begun to paint clarifier 1 equipment and prepping for installation; and
- The change order (CO) was approved to extend the contract through 2/26/21.

Haddon House

- The contractor, Tri-County Utilities (TCU), is still waiting on the control panel delivery. All other work has been completed; and
- The contract expired on November 28th. Therefore, a contract extension has been requested. If granted, this extends the project until February 28, 2021. The request is necessary due to the control panel delivery delay. We are awaiting approval from RIA.

FEMA Grant Award Joe Caldwell

- We are still awaiting the delivery of the transfer switch which is scheduled to be delivered later this month; and
- The contract expired on November 8th, so, an extension was required due to the delayed delivery of the transfer switch. The current extension runs through the end of December. Therefore, it appears that it is likely that an additional extension might be required. We are awaiting approval and waiting on final confirmation of the transfer switch delivery, installation, and start-up.

Hwy 9 Sewer Easements

- The easement exhibits for Lizzie Melton/Rodman Roadside are still in progress.

Magnolia FM

- Design drawings are approximately 65% complete.

Town of Fort Lawn

- There is no activity to report.

Maintenance Building Construction Project

- This Period (to date)
  - The building material was delivered on 11/13/2020; and
  - The building assembly started 11/16/2020.

Gaston Farm PS Generator

- FEMA has approved grant modification for the relocation of the generator outside of the flood plain; and
- AECOM will prepare drawinsg for the electrical contractor's use in performing the work.

Miscellaneous Notes

- CWR Team members held meetings and conference calls with various potential developers; and
- We provided RFI - information for three (3) industrial prospects.

Chester Sewer District
Year-to-Date Budget to Actual Comparison
Month Ended November 30, 2020

	Annual Budget	YTD Budget	MTD Actual	YTD Actual	Variance Over / (Under)
Operating					
REVENUE					
Wastewater treatment Services	$ 4,803,700	2,001,542	433,871	2,210,621	$ 209,079
Compliance Sampling	40,000	16,667	3,877	19,313	2,646
Interest Income	-	-	1,400	12,443	12,443
Other Income	-	-	-	18,014	18,014
Operating Revenue	$ 4,843,700	$ 2,018,208	$ 439,148	$ 2,260,391	$ 242,183
EXPENSE					
Administration	$ 1,256,100	523,375	148,011	483,337	$ (40,038)
Maintenance	960,000	400,000	81,092	319,785	(80,215)
Lando Plant	264,000	110,000	22,651	106,335	(3,665)
Rocky Creek	706,000	294,167	40,571	179,375	(114,792)
Sandy River	685,900	285,792	39,173	194,007	(91,785)
Pretreatment	156,700	65,292	16,892	63,462	(1,830)
Total Expense	$ 4,028,700	1,678,625	348,390	1,346,301	$ (332,324)
Operating Surplus(Deficit)	$ 815,000	$ 339,583	$90,758	$914,090	
Capital					
REVENUE					
Fund Balance	2,189,987	912,495	-	-	(912,495)
Grant Revenue	1,410,613	587,755	394,704	872,027	284,272
Construction Revenue	$3,600,600	$1,500,250	$394,704	$872,027	-$628,223
EXPENSE					
Debt Service	585,000	243,750	97,500	243,750	-
Capital Expenditures	3,830,600	1,596,083	804,017	1,294,848	(301,235)
Construction Expense	4,415,600	1,839,833	901,517	1,538,598	(301,235)
Construction Surplus (Deficit)	-$815,000	-$339,583	-$506,813	-$666,571	
Total Surplus (Deficit)	$0.00	$0.00	-$416,055	$247,519	