Proposed Agenda

September 21, 2021
2715 Gaston Farm Road, Chester, SC 29706
3:00 PM

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** - **Mrs. Devon Beaty-Bagley**
- **c. Maintenance Work Report** - **Mr. Michael Hunter**
- **d. Project Updates** - **Mr. Phillip A. Thompson-King**

VI. New Business

- **a. Proposed Legal Services Engagement** - **Mr. Phillip A. Thompson-King**
- **b. Proposed Engineering Services Engagement** - **Mr. Phillip A. Thompson-King**
- **c. Proposed Staffing-Optimization Engagement** - **Mr. Phillip A. Thompson-King**
- **d. Capital Recovery Fee Policy** - **Mr. Phillip A. Thompson-King**
- **e. COVID-19 Vaccine Incentive** - **Mr. Phillip A. Thompson-King**
- **f. Public Comment**

VII. Reports

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

VIII. Executive Session

- **a.** Under Section S.C. Code 30-4-70(a)(5) related to a matter concerning a potential housing development

IX. Actions, if any, on Matters Discussed in Executive Session

X. Adjourn

Chester County Wastewater Recovery

Commission Meeting
September 21, 2021

The Chester Sewer District held its monthly Board of Commissioners Meeting on Tuesday, September 21, 2021, at 3:00 pm at the Chester County Wastewater Recovery Maintenance Building located at 2715 Gaston Farm Road, Chester, SC. Commissioners in attendance were Tony Pope, Chairman; 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; Tony Young, WWTP Operations Superintendent (Lando-Manetta, Rocky Creek, and Sandy River); Yashica Evans, CSD Executive Assistant; 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

Pledge of Allegiance

The Minutes from the August 24, 2021 meeting were approved.

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

Chairman Tony Pope called for Old Business:

WWTP Report - The WWTP report for August 2021 was presented by Tony Young. A copy of the report is attached to the minutes.

Pre-Treatment - The Pre-Treatment report for August 2021 was presented by Devon Beaty- Bagley. A copy of the report is attached to the minutes.

Maintenance Report - The Maintenance report for August 2021 was accepted as information. A copy of the report is attached to the minutes.

Project Updates- The Projects and Director's Update for August/September 2021 was presented by Mr. Phillip Thompson-King. 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:

Proposed Legal Services Engagement

The Proposed Legal Services Engagement Letter from Womble Bond Dickinson was presented by Mr. Phillip Thompson-King.

A motion to authorize the Executive Director to engage in services with Womble Bond Dickinson in an amount not to exceed $25,000.00 was made by Bill Bundy, second by Gloria Crank, and unanimously approved.

Proposed Engineering Services Engagement

The Proposed Engineering Services Engagement Letter and Scope of Services for the Mesco Pump Station Upgrade from AECOM was presented by Mr. Phillip Thompson-King.

A motion to authorize the Executive Director to engage in services with AECOM in an amount not to exceed $89,500.00 was made by Edena Sanders, second by Bill Bundy, and unanimously approved.

Proposed Staffing-Optimization Engagement

Mr. Phillip Thompson-King presented information in regards to strategies to improve the efficiency and productivity of CWR.

A motion to authorize the Executive Director to engage in services with Mr. Bill Tomes in an amount not to exceed $20,000.00 was made by Hal Stone, second by Gloria Crank, and unanimously approved.

Capital Recovery Fee Policy:

The Capital Recovery Fee Policy and Resolution was presented by Mr. Phillip Thompson-King.

A motion to adopt the policy was made by Hal Stone, second by Bill Bundy, and unanimously approved.

COVID-19 Vaccine Incentive:

Mr. Phillip Thompson-King presented an incentive program encouraging employees to be vaccinated; employees must provide proof of both COVID-19 vaccinations to Human Resources by the end of the 2021 calendar year.

A motion to authorize the Executive Director to provide a $300 gift card as an incentive was made by Edena Sanders, second by Bill Bundy, and unanimously approved.

Chairman Tony Pope called for the Reports:

Financial Statement- Mr. Joel Manning presented the report for August 2021. A copy of the report is attached to the minutes.

Executive Session

A motion to enter into Executive Session was made by Edena Sanders, second by Gloria Crank, and unanimously agreed.

A motion to leave out of Executive Session was made by Edena Sanders, second by Hal Stone, and unanimously agreed.

Please note that no action was taken in Executive Session.

Adjourn

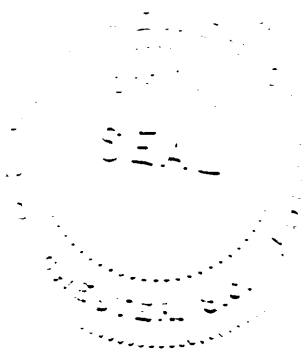
Motion to adjourn was made by Hal Stone, second by Edena Sanders and unanimously agreed.

Approved:

Date: **October 21, 2021**

Respectfully Submitted:

By: **Yashica Evans**



September 13, 2021

Memorandum

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

Sandy River plant overall is operating well.

The following is a listing of completed tasks for August:

- Performed daily and weekly sampling
- Performed routine maintenance
- Performed Lab Certification Quality Assurance test at all plants
- Carotek representative came and worked on some minor issues with the Grit Structure
- Synagro set up plant dewatering at Sandy River
- Wasted gallons sludge
- Dewatered gallons

Rocky Creek plant overall is operating well.

The following is a listing of completed tasks for August:

- Performed daily and weekly sampling
- Performed routine maintenance
- Wasted 52,000 gallons
- Synagro completed dewatering of digestor

Lando/Manetta plant overall is operating well.

The following is a listing of completed tasks for August:

- Performed daily and weekly sampling
- Performed routine maintenance
- Wasted 20,000 gallons
- Dewatered 15,000 gallons

Board of Commissioners

September 21, 2021 Update:

Industrial Pretreatment

Economic Development:

Attended several meetings with developers and consultants

Training:

n/a

Compliance:

Attended several meetings with consultants regarding Jones-Hamilton issue
Boral Stone Annual Inspection
Worked with DHEC, Aqualaw, and Pace Analytics on a complaint regarding Sunfiber
Working with AECOM on metals (limits needed)
Issued Notice of Violations to Guardian and Footprints
Worked with Nippon on draining tanks and sludge haul-off

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

n/a

Other

Held meeting with Utility Cloud regarding data management solution
Attended Residential Customer Usage Behavior Meeting
Met with Roseburg regarding treating resin water

CHESTER COUNTY WASTEWATER RECOVERY
MAINTENANCE WORK REPORT
FY 2020-2021

Month of August 2021

Line Maintenance		JULY 2021	AUG 2021	SEPT 2020	OCT 2020	NOV 2020	DEC 2020	JAN 2021	FEB 2021	MAR 2021	APR 2021	MAY 2021	JUN 2021	Total to Date	Average
Check for Problem	HOURS	68.0	46.0	47.0	50.0	18.0	32.0	67.0	84.0	108.0	93.0	48.0	50.0	711.0	59.3
	TIMES	7.0	7.0	7.0	7.0	2.0	5.0	9.0	9.0	12.0	10.0	9.0	6.0	90.0	7.5
Check Service	HOURS	9.0	6.0	43.0	29.0	14.0	11.0	2.0	14.0	9.0	0.0	27.0	5.0	169.0	14.1
	TIMES	3.0	3.0	8.0	5.0	2.0	3.0	1.0	7.0	4.0	0.0	5.0	3.0	44.0	3.7
Rod Service	HOURS	48.0	12.0	73.0	57.0	68.0	70.0	84.0	120.0	79.0	87.0	39.0	10.0	747.0	62.3
	TIMES	8.0	4.0	14.0	9.0	9.0	13.0	13.0	19.0	8.0	9.0	6.0	1.0	113.0	9.4
Replace Service	HOURS	0.0	48.0	78.0	36.0	0.0	0.0	16.0	95.0	0.0	0.0	0.0	0.0	273.0	22.8
	TIMES	0.0	1.0	3.0	1.0	0.0	0.0	1.0	2.0	0.0	0.0	0.0	0.0	8.0	0.7
Repair Service	HOURS	10.0	43.0	50.0	75.0	62.0	55.0	26.0	124.0	12.0	36.0	22.0	31.0	546.0	45.5
	TIMES	1.0	5.0	5.0	6.0	5.0	3.0	2.0	4.0	1.0	1.0	2.0	3.0	38.0	3.2
Install Clean-Out	HOURS	0.0	30.0	18.0	0.0	24.0	0.0	0.0	0.0	98.0	36.0	48.0	0.0	254.0	21.2
	TIMES	0.0	1.0	1.0	0.0	1.0	0.0	0.0	0.0	3.0	1.0	2.0	0.0	9.0	0.8
Locate Service	HOURS	12.0	0.0	0.0	28.0	6.0	0.0	5.0	4.0	5.0	0.0	24.0	0.0	84.0	7.0
	TIMES	1.0	0.0	0.0	3.0	1.0	0.0	1.0	1.0	1.0	0.0	2.0	0.0	10.0	0.8
Check Main	HOURS	18.0	11.0	0.0	9.0	0.0	32.0	0.0	0.0	0.0	48.0	0.0	0.0	118.0	9.8
	TIMES	1.0	2.0	0.0	2.0	0.0	4.0	0.0	0.0	0.0	4.0	0.0	0.0	13.0	1.1
Rod Main	HOURS	18.0	0.0	28.0	41.0	57.0	34.0	47.0	30.0	48.0	40.0	56.0	18.0	417.0	34.8
	TIMES	1.0	0.0	4.0	6.0	3.0	5.0	5.0	2.0	5.0	3.0	5.0	2.0	41.0	3.4
Repair Main	HOURS	0.0	28.0	0.0	0.0	0.0	41.0	12.0	0.0	0.0	50.0	0.0	0.0	131.0	10.9
	TIMES	0.0	2.0	0.0	0.0	0.0	2.0	1.0	0.0	0.0	3.0	0.0	0.0	8.0	0.7
Manhole Work	HOURS	16.0	18.0	35.0	59.0	56.0	18.0	29.0	0.0	10.0	36.0	14.0	12.0	303.0	25.3
	TIMES	2.0	2.0	3.0	8.0	6.0	2.0	3.0	0.0	1.0	3.0	2.0	1.0	33.0	2.8
Road Work	HOURS	41.0	46.0	15.0	20.0	4.0	10.0	5.0	20.0	11.0	0.0	12.0	12.0	196.0	16.3
	TIMES	4.0	5.0	1.0	1.0	1.0	2.0	1.0	1.0	2.0	0.0	1.0	1.0	20.0	1.7
Landscape Work Area	HOURS	0.0	0.0	0.0	6.0	3.0	5.0	10.0	0.0	28.0	26.0	22.0	4.0	104.0	8.7
	TIMES	0.0	0.0	0.0	1.0	1.0	1.0	1.0	0.0	3.0	3.0	4.0	1.0	15.0	1.3
Cut Right-of-Way	HOURS	35.0	8.0	15.0	9.0	0.0	0.0	0.0	0.0	0.0	12.0	0.0	0.0	79.0	6.6
	TIMES	2.0	1.0	1.0	1.0	0.0	0.0	0.0	0.0	0.0	1.0	0.0	0.0	6.0	0.5
Other	HOURS	26.0	46.0	12.0	16.0	7.0	4.0	4.0	13.0	0.0	21.0	12.0	5.0	166.0	13.8
	TIMES	2.0	7.0	2.0	4.0	1.0	1.0	1.0	3.0	0.0	3.0	3.0	1.0	28.0	2.3
Total Hours		301.0	342.0	414.0	435.0	319.0	312.0	307.0	504.0	408.0	485.0	324.0	147.0	4298.0	358.2
Total Times		32.0	40.0	49.0	54.0	32.0	41.0	39.0	48.0	40.0	41.0	41.0	19.0	476.0	39.7

MAINTENANCE WORK REPORT
FY 2020-2021

Month of August 2021

Pump Station Maintenance		JULY 2021	AUG 2021	SEPT 2020	OCT 2020	NOV 2020	DEC 2020	JAN 2021	FEB 2021	MAR 2021	APR 2021	*MAY 2021*	JUN 2021	*Total to Date*	*Average*
Check Chester Station	HOURS	36.0	27.0	40.0	34.0	35.0	35.0	40.0	28.0	30.0	54.0	*42.0*	40.0	441.0	36.8
	TIMES	4.0	4.0	4.0	4.0	3.0	3.0	4.0	3.0	3.0	5.0	*4.0*	4.0	45.0	3.8
Check Richburg Station	HOURS	36.0	31.0	48.0	46.0	47.0	30.0	36.0	20.0	33.0	51.0	*51.0*	50.0	479.0	39.9
	TIMES	4.0	4.0	4.0	5.0	4.0	3.0	4.0	2.0	3.0	5.0	*4.0*	4.0	46.0	3.8
Service Pumps	HOURS	0.0	12.0	9.0	12.0	42.0	0.0	5.0	39.0	0.0	0.0	*36.0*	0.0	155.0	12.9
	TIMES	0.0	2.0	1.0	1.0	3.0	0.0	1.0	2.0	0.0	0.0	*3.0*	0.0	13.0	1.1
Service Controls	HOURS	10.0	21.0	6.0	17.0	4.0	12.0	0.0	15.0	0.0	12.0	*12.0*	10.0	119.0	9.9
	TIMES	3.0	6.0	2.0	2.0	1.0	1.0	0.0	1.0	0.0	1.0	*4.0*	3.0	24.0	2.0
Other	HOURS	71.0	17.0	134.0	116.0	63.0	13.0	16.0	1.0	12.0	91.0	*104.0*	85.0	723.0	60.3
	TIMES	6.0	2.0	10.0	9.0	5.0	3.0	2.0	1.0	1.0	6.0	*5.0*	6.0	56.0	4.7
Total Hours		**153.0**	**108.0**	**237.0**	**225.0**	**199.0**	**90.0**	**97.0**	**103.0**	**75.0**	**208.0**	***245.0***	**185.0**	1925.0	160.4
Total Times		**17.0**	**18.0**	**21.0**	**21.0**	**16.0**	**10.0**	**11.0**	**9.0**	**7.0**	**17.0**	***20.0***	**17.0**	184.0	15.3
Preventive Maintenance															
Smoke Test	HOURS	10.0	0.0	13.0	12.0	0.0	0.0	24.0	0.0	0.0	0.0	*0.0*	8.0	67.0	5.6
	TIMES	1.0	0.0	2.0	1.0	0.0	0.0	1.0	0.0	0.0	0.0	*0.0*	1.0	6.0	0.5
Inspect Manholes	HOURS	0.0	0.0	0.0	17.0	0.0	0.0	0.0	0.0	0.0	0.0	*28.0*	44.0	89.0	7.4
	TIMES	0.0	0.0	0.0	3.0	0.0	0.0	0.0	0.0	0.0	0.0	*4.0*	7.0	14.0	1.2
Clean Manholes	HOURS	0.0	0.0	0.0	5.0	0.0	0.0	0.0	0.0	0.0	0.0	*3.0*	0.0	8.0	0.7
	TIMES	0.0	0.0	0.0	1.0	0.0	0.0	0.0	0.0	0.0	0.0	*1.0*	0.0	2.0	0.2
Clean Mains	HOURS	27.0	111.0	39.0	66.0	57.0	18.0	55.0	12.0	136.0	77.0	*64.0*	147.0	809.0	67.4
	TIMES	2.0	7.0	3.0	6.0	4.0	1.0	2.0	1.0	6.0	5.0	*3.0*	7.0	47.0	3.9
Check Right-of-Way	HOURS	20.0	5.0	0.0	0.0	6.0	9.0	4.0	0.0	0.0	0.0	*1.0*	0.0	45.0	3.8
	TIMES	1.0	1.0	0.0	0.0	2.0	1.0	1.0	0.0	0.0	0.0	*1.0*	0.0	7.0	0.6
TV Lines	HOURS	68.0	65.0	16.0	14.0	20.0	46.0	43.0	12.0	22.0	51.0	*26.0*	15.0	398.0	33.2
	TIMES	5.0	6.0	2.0	2.0	2.0	6.0	6.0	1.0	2.0	5.0	*2.0*	1.0	40.0	3.3
Other	HOURS	0.0	0.0	0.0	9.0	0.0	0.0	16.0	0.0	0.0	0.0	*0.0*	0.0	25.0	2.1
	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		**125.0**	**181.0**	**68.0**	**123.0**	**83.0**	**73.0**	**142.0**	**24.0**	**158.0**	**128.0**	***122.0***	**214.0**	1441.0	120.1
Total Times		**9.0**	**14.0**	**7.0**	**14.0**	**8.0**	**8.0**	**11.0**	**2.0**	**8.0**	**10.0**	***11.0***	**16.0**	118.0	9.8
New Taps															
Residential	HOURS	0.0	38.0	30.0	0.0	0.0	0.0	0.0	30.0	78.0	0.0	*0.0*	0.0	176.0	14.7
	TIMES	0.0	2.0	1.0	0.0	0.0	0.0	0.0	1.0	2.0	0.0	*0.0*	0.0	6.0	0.5
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		**0.0**	**38.0**	**30.0**	**18.0**	**0.0**	**0.0**	**0.0**	**30.0**	**78.0**	**0.0**	***0.0***	**0.0**	194.0	16.2
Total Times		**0.0**	**2.0**	**1.0**	**1.0**	**0.0**	**0.0**	**0.0**	**1.0**	**2.0**	**0.0**	***0.0***	**0.0**	7.0	0.6

CHESTER COUNTY WASTEWATER RECOVERY
MAINTENANCE WORK REPORT
FY 2020-2021

Month of August 2021

Shop Maintenance		JULY 2021	AUG 2021	SEPT 2020	OCT 2020	NOV 2020	DEC 2020	JAN 2021	FEB 2021	MAR 2021	APR 2021	MAY 2021	JUN 2021	Total to Date	Average
Clean Trucks	HOURS	3.0	11.0	**8.0**	14.0	7.0	23.0	5.0	29.0	17.0	6.0	*8.0*	17.0	**148.0**	**12.3**
	TIMES	3.0	6.0	**6.0**	7.0	2.0	4.0	5.0	8.0	6.0	6.0	*3.0*	6.0	**62.0**	**5.2**
Check Equipment	HOURS	0.0	0.0	**0.0**	0.0	0.0	0.0	0.0	0.0	30.0	0.0	*0.0*	0.0	**30.0**	**2.5**
	TIMES	0.0	0.0	**0.0**	0.0	0.0	0.0	0.0	0.0	3.0	0.0	*0.0*	0.0	**3.0**	**0.3**
Service Equipment	HOURS	28.0	1.0	**15.0**	20.0	6.0	6.0	10.0	2.0	47.0	24.0	*24.0*	18.0	**201.0**	**16.8**
	TIMES	4.0	1.0	**4.0**	4.0	1.0	6.0	1.0	2.0	5.0	2.0	*3.0*	4.0	**37.0**	**3.1**
Grounds Maintenance	HOURS	5.0	17.0	**37.0**	34.0	110.0	13.0	27.0	22.0	60.0	18.0	*43.0*	80.0	**466.0**	**38.8**
	TIMES	5.0	4.0	**2.0**	3.0	5.0	2.0	5.0	3.0	5.0	1.0	*5.0*	8.0	**48.0**	**4.0**
Stock Supplies	HOURS	2.0	11.0	**5.0**	6.0	7.0	7.0	4.0	0.0	30.0	0.0	*4.0*	0.0	**76.0**	**6.3**
	TIMES	2.0	2.0	**2.0**	1.0	2.0	3.0	1.0	0.0	1.0	0.0	*1.0*	0.0	**15.0**	**1.3**
Re-Stock Trucks	HOURS	16.0	4.0	**8.0**	9.0	6.0	11.0	19.0	14.0	13.0	7.0	*19.0*	18.0	**144.0**	**12.0**
	TIMES	8.0	4.0	**6.0**	9.0	6.0	5.0	8.0	6.0	7.0	7.0	*3.0*	7.0	**76.0**	**6.3**
Haul Spoil Dirt	HOURS	18.0	2.0	**0.0**	0.0	0.0	0.0	0.0	0.0	0.0	0.0	*0.0*	0.0	**20.0**	**1.7**
	TIMES	2.0	1.0	**0.0**	0.0	0.0	0.0	0.0	0.0	0.0	0.0	*0.0*	0.0	**3.0**	**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	6.0	4.0	**7.0**	11.0	36.0	8.0	0.0	1.0	9.0	3.0	*1.0*	1.0	**87.0**	**7.3**
	TIMES	2.0	1.0	**2.0**	4.0	1.0	1.0	0.0	1.0	2.0	3.0	*1.0*	1.0	**19.0**	**1.6**
Total Hours		**78.0**	**50.0**	**80.0**	**94.0**	**172.0**	**68.0**	**65.0**	**68.0**	**206.0**	**58.0**	***99.0***	**134.0**	**1172.0**	**97.7**
Total Times		**26.0**	**19.0**	**22.0**	**28.0**	**17.0**	**21.0**	**20.0**	**20.0**	**29.0**	**19.0**	***16.0***	**26.0**	**263.0**	**21.9**
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	0.0	**0.0**	0.0	0.0	0.0	0.0	0.0	0.0	0.0	*0.0*	28.0	**28.0**	**2.3**
	TIMES	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**
Rehab Existing	HOURS	0.0	0.0	**6.0**	0.0	0.0	0.0	0.0	0.0	0.0	0.0	*0.0*	0.0	**6.0**	**0.5**
	TIMES	0.0	0.0	**1.0**	0.0	0.0	0.0	0.0	0.0	0.0	0.0	*0.0*	0.0	**1.0**	**0.1**
Other-Grease traps	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**	**16.0**	**2.0**	**0.0**	**0.0**	**0.0**	**0.0**	**0.0**	**0.0**	***0.0***	**28.0**	**46.0**	**3.8**
Total Times		**0.0**	**0.0**	**2.0**	**1.0**	**0.0**	**0.0**	**0.0**	**0.0**	**0.0**	**0.0**	***0.0***	**10.0**	**13.0**	**1.1**

CHESTER COUNTY WASTEWATER RECOVERY
MAINTENANCE WORK REPORT
FY 2020-2021

Month of August 2021

Plant Maintenance		JULY 2021	AUG 2021	SEPT 2020	OCT 2020	NOV 2020	DEC 2020	JAN 2021	FEB 2021	MAR 2021	APR 2021	MAY 2021	JUN 2021	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	20.0	0.0	0.0	0.0	20.0	1.7
	TIMES	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.0	0.0	0.0	0.0	1.0	0.1
Other	HOURS	69.0	47.0	30.0	18.0	0.0	28.0	30.0	32.0	22.0	42.0	30.0	88.0	436.0	36.3
	TIMES	5.0	6.0	2.0	2.0	0.0	2.0	1.0	2.0	2.0	4.0	1.0	3.0	30.0	2.5
Total Hours		**69.0**	**47.0**	**30.0**	**18.0**	**0.0**	**28.0**	**30.0**	**32.0**	**42.0**	**42.0**	**30.0**	**88.0**	**456.0**	**38.0**
Total Times		**5.0**	**6.0**	**2.0**	**2.0**	**0.0**	**2.0**	**1.0**	**2.0**	**3.0**	**4.0**	**1.0**	**3.0**	**31.0**	**2.6**
Line Locations															
Locate for Utilities	HOURS	0.0	7.0	0.0	0.0	1.0	2.0	0.0	0.0	0.0	4.0	0.0	0.0	14.0	1.2
	TIMES	0.0	2.0	0.0	0.0	1.0	1.0	0.0	0.0	0.0	2.0	0.0	0.0	6.0	0.5
Locate for Contractors	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	55.0	45.0	61.0	46.0	73.0	52.0	59.0	32.0	41.0	46.0	49.0	78.0	637.0	53.1
	TIMES	10.0	10.0	12.0	8.0	20.0	9.0	13.0	8.0	7.0	9.0	11.0	16.0	133.0	11.1
Total Hours		**55.0**	**52.0**	**61.0**	**46.0**	**73.0**	**54.0**	**59.0**	**32.0**	**41.0**	**50.0**	**49.0**	**78.0**	**650.0**	**54.2**
Total Times		**10.0**	**12.0**	**12.0**	**8.0**	**20.0**	**10.0**	**13.0**	**8.0**	**7.0**	**11.0**	**11.0**	**16.0**	**138.0**	**11.5**
Non-Category-Training	**HOURS**	**4.0**	**85.0**	**18.0**	**6.0**	**24.0**	**10.0**	**0.0**	**0.0**	**0.0**	**6.0**	**28.0**	**43.0**	**224.0**	**18.7**
	TIMES	**1.0**	**9.0**	**3.0**	**1.0**	**4.0**	**3.0**	**0.0**	**0.0**	**0.0**	**2.0**	**3.0**	**4.0**	**30.0**	**2.5**
Lost Time															
Sick Days	HOURS	8.0	8.0	37.5	48.0	8.0	8.0	24.0	16.0	32.0	8.0	24.0	19.0	240.5	20.0
	TIMES	1.0	1.0	6.0	6.0	1.0	2.0	3.0	2.0	4.0	1.0	3.0	4.0	34.0	2.8
Vacations	HOURS	140.0	112.0	128.0	80.0	32.0	176.0	32.0	24.0	72.0	102.0	88.0	120.0	1106.0	92.2
	TIMES	18.0	14.0	16.0	10.0	4.0	22.0	4.0	3.0	9.0	14.0	11.0	15.0	140.0	11.7
Holidays	HOURS	56.0	0.0	56.0	0.0	168.0	144.0	96.0	48.0	0.0	56.0	56.0	0.0	680.0	56.7
	TIMES	7.0	0.0	7.0	0.0	21.0	18.0	12.0	6.0	0.0	7.0	7.0	0.0	85.0	7.1
Time Off	HOURS	0.0	0.0	0.0	0.0	16.0	24.0	40.0	64.0	24.0	0.0	0.0	64.0	232.0	19.3
	TIMES	0.0	0.0	0.0	0.0	2.0	3.0	5.0	8.0	3.0	0.0	0.0	8.0	29.0	2.4
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		**204.0**	**120.0**	**221.5**	**128.0**	**224.0**	**352.0**	**192.0**	**152.0**	**128.0**	**166.0**	**168.0**	**203.0**	**1346.5**	**112.2**
Total Times		**26.0**	**15.0**	**29.0**	**16.0**	**28.0**	**45.0**	**24.0**	**19.0**	**16.0**	**22.0**	**21.0**	**27.0**	**174.0**	**14.5**
	HOURS	**39.0**	**77.0**	**50.0**	**42.0**	**110.5**	**56.0**	**36.0**	**78.0**	**53.0**	**52.0**	**62.0**	**34.0**	**399.0**	**33.3**
Overtime Worked	**TIMES**	**30.0**	**45.0**	**29.0**	**29.0**	**49.0**	**33.0**	**26.0**	**45.0**	**36.0**	**34.0**	**36.0**	**29.0**	**912.0**	**76.0**

Board of Commissioners'

Projects & Director's Update
September 2021

Project Update Notes

- RIA conducted a virtual grant closeout meeting/document inspection for the Haddon House Pump Station replacement project. Everything was satisfactory and the RIA project has successfully been closed;
- Also, SC Emergency Management made a site visit as part of the FEMA Grant(s) closeout(s) for the Gaston Farm and Lando-Manetta Generator Installation Project as well as the Haddon House and Joe Caldwell Generator Installation Project.

Community Development Block Grant (CDBG) - Dawson Drive-Line Replacement

- We have held virtual meetings with the COG and Frazier Engineering;
- We are still working with the identified five (5) property owners who we need for the new and/or expanded temporary easements. We have also drafted additional letters for the COG to send to the impacted property owners and had calls and meetings with the following:

    - We have had dialogue with Ned Polk (2 properties impacted on Dawson Drive). Mr. Polk has requested an appraisal;
    - We held a meeting with the Pastor and Officers of the Church of God of Prophecy (1 property impacted on West Elliott Street);
    - We are awaiting a reply from Chester County (2 properties impacted on Dawson Drive);
    - We had communication from CSX Railroad concerning the proposed Encroachment Agreement and processed the payment associated with their permit process. The check (payment) has cleared our bank, we're now waiting on approval from CSX Railroad; and
    - We have reached out to a certified appraiser to engage their service concerning providing a value/price for the easements.

Miscellaneous Notes

- CWR Team members held meetings and conference calls with various potential developers;
- CWR has met with neighboring entities concerning potential partnerships for wastewater capacity and treatment; and
- Finally, we submitted an RIA Grant Application for the replacement of the Mesco Pump Station. Also, we drafted a narrative and obtained a cost estimate for an RIA Grant Application for the construction of a pump station to serve the Colonels Pointe Industrial Park.

Chester Sewer District
Year-to-Date Budget to Actual Comparison
Month Ended August 31, 2021

	Annual Budget	YTD Budget	MTD Actual	YTD Actual	Variance Over / (Under)
Operating					
REVENUE					
Wastewater treatment Services	$ 5,206,400	867,733	457,475	904,900	$ 37,167
Compliance Sampling	42,000	7,000	-	-	(7,000)
Interest Income	-	-	865	1,767	1,767
Other Income	-	-	1,948	6,128	6,128
Operating Revenue	$ 5,248,400	$ 874,733	$ 460,288	$ 912,795	$ 38,062
EXPENSE					
Administration	$ 1,473,905	245,651	97,643	158,901	$ (86,750)
Maintenance	1,079,940	179,990	61,974	202,754	22,764
Lando Plant	255,806	42,634	17,081	39,422	(3,212)
Rocky Creek	751,523	125,254	53,067	85,858	(39,396)
Sandy River	715,091	119,182	31,933	63,640	(55,542)
Pretreatment	258,600	43,100	16,179	25,068	(18,032)
Total Expense	$ 4,534,865	755,811	277,877	575,643	$ (180,168)
Operating Surplus(Deficit)	$ 713,535	$ 118,923	$182,411	$337,152	
Capital					
REVENUE					
Capital Recovery Fees	$ -	-	1,440	$ 2,880	2,880
Fund Balance	1,867,650	311,275	-	-	(311,275)
Grant Revenue	682,750	113,792	-	-	(113,792)
Construction Revenue	$2,550,400	$425,067	$1,440	$2,880	-$422,187
EXPENSE					
Cushion Fund	56,435	9,406	-	4,703	(4,703)
Debt Service	588,600	98,100	49,050	98,100	-
Capital Expenditures	2,618,900	436,483	-	78,890	(357,593)
Construction Expense	3,263,935	543,989	49,050	181,693	(357,593)
Construction Surplus (Deficit)	-$713,535	-$118,923	-$47,610	-$178,813	
Total Surplus (Deficit)	$0.00	$0.00	$134,801.00	$158,339.00	