Agenda

November 16, 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. Draft Audit Presentation	**- Love, Bailey & Associates**
b. On Call Amendment	**- Mr. Phillip A. Thompson-King**
c. Mutual Aid	**- Mr. Phillip A. Thompson-King**
d. 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
b. Under Section S.C. Code 30-4-70 (1) related to a discussion of employment, appointment, compensation, promotion, demotion, discipline, or release of an employee

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

X. Adjourn

Chester County Wastewater Recovery

Commission Meeting
November 16, 2021

The Chester Sewer District held its monthly Board of Commissioners Meeting on Tuesday, November 16, 2021, at 3:01 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; Matt Crawford, Keck & Wood; Gary Bailey, Love Bailey, CPA; 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 October 21, 2021 meeting were approved.

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

Chairman Tony Pope called for Old Business:

WWTP Report -	The WWTP report for October 2021 was presented by Tony Young. A copy of the report is attached to the minutes.
Pre-Treatment -	The Pre-Treatment report for October 2021 was presented by Devon Beaty-Bagley. A copy of the report is attached to the minutes.
Maintenance Report -	The Maintenance report for October 2021 was accepted as information. A copy of the report is attached to the minutes.
Project Updates-	The Projects and Director's Update for October 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:

Draft Audit Presentation

The Draft Audit was presented by CPA Gary Bailey of Love, Bailey & Associates and was accepted as information.

On-Call Amendment

The general on-call cervices agreement for engineering services with AECOM was presented by Mr. Phillip Thompson-King.

A motion to authorize Mr. Thompson-King to enter into agreement with AECOM in an amount not to exceed $25,000.00 was made by Hal Stone, second by Gloria Crank, and unanimously approved.

Mutual Aid

The Mutual Aid Agreement was noted as being under revision due to a rate change as well as the need for a meeting to be scheduled, this information was presented by Mr. Phillip Thompson-King.

Please note that no action was taken.

Chairman Tony Pope called for the Reports:

Financial Statement- Mr. Joel Manning presented the report for October 2021. 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 Edena Sanders, and unanimously agreed.

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

Please note that no action was taken in Executive Session.

Adjourn

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

Approved: **Respectfully Submitted:**

Date: December 17, 2021 By: **Yashica Evans**

November 10, 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 October:

- Performed daily and weekly sampling
- Performed routine maintenance
- Changed sulfur dioxide flexible feed lines for removal of excess chlorine
- Generator Services Inc. performed semi-annual maintenance on backup generators at all facilities
- Stephenson Electric repaired some electrical problems at plant pump station
- Wasted 120,836 gallons sludge
- Dewatered 129,721 gallons

Rocky Creek plant overall is operating well.

The following is a listing of completed tasks for October:

- Performed daily and weekly sampling
- Performed routine maintenance
- Wasted 94,000 gallons
- Dewatered 65,000 gallons
- Sent Laboratory Certification Response Letter off for Rocky Creek and Lando

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Lando/Manetta plant overall is operating well.

The following is a listing of completed tasks for October:

- Performed daily and weekly sampling
- Performed routine maintenance
- Replaced aerator motor
- Wasted 35,675 gallons
- Dewatered 22,310 gallons

Board of Commissioners

November 16, 2021 Update:

Industrial Pretreatment

Economic Development:

Participated in several calls with developers

Training:

Attended the Engineering Management Workshop

Compliance:

Call with Boral
Worked on Omnova's new permit
Reviewed DMRs and Fall Sampling results

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

All inspections have been conducted and are being entered into Excel
(Some follow-up inspections are needed for sites that needed cleaning)

Other

Asset Management Solution Meeting
Staff Optimization Meeting with Rebecca West

CHESTER COUNTY WASTEWATER RECOVERY
MAINTENANCE WORK REPORT
FY 2020-2021

Month of October 2021

Line Maintenance		JULY 2021	AUG 2021	SEPT 2021	OCT 2021	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	104.0	18.0	32.0	67.0	84.0	108.0	93.0	*48.0*	50.0	765.0	63.8
	TIMES	7.0	7.0	8.0	10.0	2.0	5.0	9.0	9.0	12.0	10.0	*9.0*	6.0	94.0	7.8
Check Service	HOURS	9.0	6.0	8.0	20.0	14.0	11.0	2.0	14.0	9.0	0.0	*27.0*	5.0	125.0	10.4
	TIMES	3.0	3.0	4.0	2.0	2.0	3.0	1.0	7.0	4.0	0.0	*5.0*	3.0	37.0	3.1
Rod Service	HOURS	48.0	12.0	16.0	58.0	68.0	70.0	84.0	120.0	79.0	87.0	*39.0*	10.0	691.0	57.6
	TIMES	8.0	4.0	4.0	6.0	9.0	13.0	13.0	19.0	8.0	9.0	*6.0*	1.0	100.0	8.3
Replace Service	HOURS	0.0	48.0	30.0	0.0	0.0	0.0	16.0	95.0	0.0	0.0	*0.0*	0.0	189.0	15.8
	TIMES	0.0	1.0	1.0	0.0	0.0	0.0	1.0	2.0	0.0	0.0	*0.0*	0.0	5.0	0.4
Repair Service	HOURS	10.0	43.0	15.0	38.0	62.0	55.0	26.0	124.0	12.0	36.0	*22.0*	31.0	474.0	39.5
	TIMES	1.0	5.0	1.0	3.0	5.0	3.0	2.0	4.0	1.0	1.0	*2.0*	3.0	31.0	2.6
Install Clean-Out	HOURS	0.0	30.0	0.0	0.0	24.0	0.0	0.0	0.0	98.0	36.0	*48.0*	0.0	236.0	19.7
	TIMES	0.0	1.0	0.0	0.0	1.0	0.0	0.0	0.0	3.0	1.0	*2.0*	0.0	8.0	0.7
Locate Service	HOURS	12.0	0.0	6.0	12.0	6.0	0.0	5.0	4.0	5.0	0.0	*24.0*	0.0	74.0	6.2
	TIMES	1.0	0.0	1.0	1.0	1.0	0.0	1.0	1.0	1.0	0.0	*2.0*	0.0	9.0	0.8
Check Main	HOURS	18.0	11.0	0.0	2.0	0.0	32.0	0.0	0.0	0.0	48.0	*0.0*	0.0	111.0	9.3
	TIMES	1.0	2.0	0.0	1.0	0.0	4.0	0.0	0.0	0.0	4.0	*0.0*	0.0	12.0	1.0
Rod Main	HOURS	18.0	0.0	0.0	12.0	57.0	34.0	47.0	30.0	48.0	40.0	*56.0*	18.0	360.0	30.0
	TIMES	1.0	0.0	0.0	1.0	3.0	5.0	5.0	2.0	5.0	3.0	*5.0*	2.0	32.0	2.7
Repair Main	HOURS	0.0	28.0	0.0	42.0	0.0	41.0	12.0	0.0	0.0	50.0	*0.0*	0.0	173.0	14.4
	TIMES	0.0	2.0	0.0	2.0	0.0	2.0	1.0	0.0	0.0	3.0	*0.0*	0.0	10.0	0.8
Manhole Work	HOURS	16.0	18.0	37.0	42.0	56.0	18.0	29.0	0.0	10.0	36.0	*14.0*	12.0	288.0	24.0
	TIMES	2.0	2.0	3.0	3.0	6.0	2.0	3.0	0.0	1.0	3.0	*2.0*	1.0	28.0	2.3
Road Work	HOURS	41.0	46.0	56.0	10.0	4.0	10.0	5.0	20.0	11.0	0.0	*12.0*	12.0	227.0	18.9
	TIMES	4.0	5.0	3.0	1.0	1.0	2.0	1.0	1.0	2.0	0.0	*1.0*	1.0	22.0	1.8
Landscape Work Area	HOURS	0.0	0.0	0.0	0.0	3.0	5.0	10.0	0.0	28.0	26.0	*22.0*	4.0	98.0	8.2
	TIMES	0.0	0.0	0.0	0.0	1.0	1.0	1.0	0.0	3.0	3.0	*4.0*	1.0	14.0	1.2
Cut Right-of-Way	HOURS	35.0	8.0	42.0	0.0	0.0	0.0	0.0	0.0	0.0	12.0	*0.0*	0.0	97.0	8.1
	TIMES	2.0	1.0	2.0	0.0	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	46.0	30.0	7.0	4.0	4.0	13.0	0.0	21.0	*12.0*	5.0	214.0	17.8
	TIMES	2.0	7.0	6.0	3.0	1.0	1.0	1.0	3.0	0.0	3.0	*3.0*	1.0	31.0	2.6
Total Hours		**301.0**	**342.0**	**303.0**	**370.0**	**319.0**	**312.0**	**307.0**	**504.0**	**408.0**	**485.0**	***324.0***	**147.0**	**4122.0**	**343.5**
Total Times		**32.0**	**40.0**	**33.0**	**33.0**	**32.0**	**41.0**	**39.0**	**48.0**	**40.0**	**41.0**	***41.0***	**19.0**	**439.0**	**36.6**

MAINTENANCE WORK REPORT
FY 2020-2021

Month of October 2021

Pump Station Maintenance		JULY 2021	AUG 2021	SEPT 2021	OCT 2021	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	46.0	28.0	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	5.0	3.0	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	49.0	32.0	47.0	30.0	36.0	20.0	33.0	51.0	51.0	50.0	466.0	38.8
	TIMES	4.0	4.0	5.0	3.0	4.0	3.0	4.0	2.0	3.0	5.0	4.0	4.0	45.0	3.8
Service Pumps	HOURS	0.0	12.0	0.0	0.0	42.0	0.0	5.0	39.0	0.0	0.0	36.0	0.0	134.0	11.2
	TIMES	0.0	2.0	0.0	0.0	3.0	0.0	1.0	2.0	0.0	0.0	3.0	0.0	11.0	0.9
Service Controls	HOURS	10.0	21.0	14.0	0.0	4.0	12.0	0.0	15.0	0.0	12.0	12.0	10.0	110.0	9.2
	TIMES	3.0	6.0	2.0	0.0	1.0	1.0	0.0	1.0	0.0	1.0	4.0	3.0	22.0	1.8
Other	HOURS	71.0	17.0	76.0	20.0	63.0	13.0	16.0	1.0	12.0	91.0	104.0	85.0	569.0	47.4
	TIMES	6.0	2.0	4.0	1.0	5.0	3.0	2.0	1.0	1.0	6.0	5.0	6.0	42.0	3.5
Total Hours		**153.0**	**108.0**	**185.0**	**80.0**	**199.0**	**90.0**	**97.0**	**103.0**	**75.0**	**208.0**	**245.0**	**185.0**	1728.0	144.0
Total Times		**17.0**	**18.0**	**16.0**	**7.0**	**16.0**	**10.0**	**11.0**	**9.0**	**7.0**	**17.0**	**20.0**	**17.0**	165.0	13.8
Preventive Maintenance															
Smoke Test	HOURS	10.0	0.0	2.0	20.0	0.0	0.0	24.0	0.0	0.0	0.0	0.0	8.0	64.0	5.3
	TIMES	1.0	0.0	1.0	2.0	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	0.0	0.0	0.0	0.0	0.0	0.0	0.0	28.0	44.0	72.0	6.0
	TIMES	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	4.0	7.0	11.0	0.9
Clean Manholes	HOURS	0.0	0.0	0.0	6.0	0.0	0.0	0.0	0.0	0.0	0.0	3.0	0.0	9.0	0.8
	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	60.0	61.0	57.0	18.0	55.0	12.0	136.0	77.0	64.0	147.0	825.0	68.8
	TIMES	2.0	7.0	2.0	7.0	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	81.0	33.0	20.0	46.0	43.0	12.0	22.0	51.0	26.0	15.0	482.0	40.2
	TIMES	5.0	6.0	8.0	5.0	2.0	6.0	6.0	1.0	2.0	5.0	2.0	1.0	49.0	4.1
Other	HOURS	0.0	0.0	0.0	0.0	0.0	0.0	16.0	0.0	0.0	0.0	0.0	0.0	16.0	1.3
	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		**125.0**	**181.0**	**143.0**	**120.0**	**83.0**	**73.0**	**142.0**	**24.0**	**158.0**	**128.0**	**122.0**	**214.0**	1513.0	126.1
Total Times		**9.0**	**14.0**	**11.0**	**15.0**	**8.0**	**8.0**	**11.0**	**2.0**	**8.0**	**10.0**	**11.0**	**16.0**	123.0	10.3
New Taps															
Residential	HOURS	0.0	38.0	0.0	114.0	0.0	0.0	0.0	30.0	78.0	0.0	0.0	0.0	260.0	21.7
	TIMES	0.0	2.0	0.0	3.0	0.0	0.0	0.0	1.0	2.0	0.0	0.0	0.0	8.0	0.7
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**	**38.0**	**0.0**	**114.0**	**0.0**	**0.0**	**0.0**	**30.0**	**78.0**	**0.0**	**0.0**	**0.0**	260.0	21.7
Total Times		**0.0**	**2.0**	**0.0**	**3.0**	**0.0**	**0.0**	**0.0**	**1.0**	**2.0**	**0.0**	**0.0**	**0.0**	8.0	0.7

CHESTER COUNTY WASTEWATER RECOVERY
MAINTENANCE WORK REPORT
FY 2020-2021

Month of October 2021

Shop Maintenance		JULY 2021	AUG 2021	SEPT 2021	OCT 2021	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	21.0	7.0	7.0	23.0	5.0	29.0	17.0	6.0	8.0	17.0	154.0	12.8
	TIMES	3.0	6.0	7.0	6.0	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	12.0	11.0	0.0	0.0	0.0	0.0	30.0	0.0	0.0	0.0	53.0	4.4
	TIMES	0.0	0.0	2.0	2.0	0.0	0.0	0.0	0.0	3.0	0.0	0.0	0.0	7.0	0.6
Service Equipment	HOURS	28.0	1.0	10.0	32.0	6.0	6.0	10.0	2.0	47.0	24.0	24.0	18.0	208.0	17.3
	TIMES	4.0	1.0	1.0	4.0	1.0	6.0	1.0	2.0	5.0	2.0	3.0	4.0	34.0	2.8
Grounds Maintenance	HOURS	5.0	17.0	3.0	11.0	110.0	13.0	27.0	22.0	60.0	18.0	43.0	80.0	409.0	34.1
	TIMES	5.0	4.0	3.0	2.0	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	7.0	1.0	7.0	7.0	4.0	0.0	30.0	0.0	4.0	0.0	73.0	6.1
	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	21.0	15.0	6.0	11.0	19.0	14.0	13.0	7.0	19.0	18.0	163.0	13.6
	TIMES	8.0	4.0	9.0	5.0	6.0	5.0	8.0	6.0	7.0	7.0	3.0	7.0	75.0	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	6.0	12.0	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	6.0	2.0	1.0	1.0	0.0	1.0	2.0	3.0	1.0	1.0	21.0	1.8
Total Hours		**78.0**	**50.0**	**80.0**	**89.0**	**172.0**	**68.0**	**65.0**	**68.0**	**206.0**	**58.0**	**99.0**	**134.0**	**1167.0**	**97.3**
Total Times		**26.0**	**19.0**	**30.0**	**22.0**	**17.0**	**21.0**	**20.0**	**20.0**	**29.0**	**19.0**	**16.0**	**26.0**	**265.0**	**22.1**
Inspections															
New Services	HOURS	0.0	0.0	8.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	8.0	0.7
	TIMES	0.0	0.0	2.0	0.0	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	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-Grease traps	HOURS	0.0	0.0	64.0	6.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	70.0	5.8
	TIMES	0.0	0.0	3.0	1.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	4.0	0.3
Total Hours		**0.0**	**0.0**	**72.0**	**6.0**	**0.0**	**0.0**	**0.0**	**0.0**	**0.0**	**0.0**	**0.0**	**28.0**	**106.0**	**8.8**
Total Times		**0.0**	**0.0**	**5.0**	**1.0**	**0.0**	**0.0**	**0.0**	**0.0**	**0.0**	**0.0**	**0.0**	**10.0**	**16.0**	**1.3**

CHESTER COUNTY WASTEWATER RECOVERY
MAINTENANCE WORK REPORT
FY 2020-2021

Month of October 2021

Plant Maintenance		JULY 2021	AUG 2021	SEPT 2021	OCT 2021	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	12.0	28.0	0.0	28.0	30.0	32.0	22.0	42.0	30.0	88.0	428.0	35.7
	TIMES	5.0	6.0	2.0	3.0	0.0	2.0	1.0	2.0	2.0	4.0	1.0	3.0	31.0	2.6
Total Hours		**69.0**	**47.0**	**12.0**	**28.0**	**0.0**	**28.0**	**30.0**	**32.0**	**42.0**	**42.0**	**30.0**	**88.0**	448.0	37.3
Total Times		**5.0**	**6.0**	**2.0**	**3.0**	**0.0**	**2.0**	**1.0**	**2.0**	**3.0**	**4.0**	**1.0**	**3.0**	32.0	2.7
Line Locations															
Locate for Utilities	HOURS	0.0	7.0	3.0	1.0	1.0	2.0	0.0	0.0	0.0	4.0	0.0	0.0	18.0	1.5
	TIMES	0.0	2.0	2.0	1.0	1.0	1.0	0.0	0.0	0.0	2.0	0.0	0.0	9.0	0.8
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	65.0	46.0	73.0	52.0	59.0	32.0	41.0	46.0	49.0	78.0	641.0	53.4
	TIMES	10.0	10.0	15.0	8.0	20.0	9.0	13.0	8.0	7.0	9.0	11.0	16.0	136.0	11.3
Total Hours		**55.0**	**52.0**	**68.0**	**47.0**	**73.0**	**54.0**	**59.0**	**32.0**	**41.0**	**50.0**	**49.0**	**78.0**	658.0	54.8
Total Times		**10.0**	**12.0**	**17.0**	**9.0**	**20.0**	**10.0**	**13.0**	**8.0**	**7.0**	**11.0**	**11.0**	**16.0**	144.0	12.0
Non-Category-Training	**HOURS**	**4.0**	**85.0**	**54.0**	**22.0**	**24.0**	**10.0**	**0.0**	**0.0**	**0.0**	**6.0**	**28.0**	**43.0**	276.0	23.0
	TIMES	**1.0**	**9.0**	**3.0**	**2.0**	**4.0**	**3.0**	**0.0**	**0.0**	**0.0**	**2.0**	**3.0**	**4.0**	31.0	2.6
Lost Time															
Sick Days	HOURS	8.0	8.0	32.0	8.0	8.0	8.0	24.0	16.0	32.0	8.0	24.0	19.0	195.0	16.3
	TIMES	1.0	1.0	4.0	1.0	1.0	2.0	3.0	2.0	4.0	1.0	3.0	4.0	27.0	2.3
Vacations	HOURS	140.0	112.0	80.0	112.0	32.0	176.0	32.0	24.0	72.0	102.0	88.0	120.0	1090.0	90.8
	TIMES	18.0	14.0	11.0	15.0	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**	**168.0**	**120.0**	**224.0**	**352.0**	**192.0**	**152.0**	**128.0**	**166.0**	**168.0**	**203.0**	1285.0	107.1
Total Times		**26.0**	**15.0**	**22.0**	**16.0**	**28.0**	**45.0**	**24.0**	**19.0**	**16.0**	**22.0**	**21.0**	**27.0**	167.0	13.9
	HOURS	**39.0**	**77.0**	**39.0**	**33.0**	**110.5**	**56.0**	**36.0**	**78.0**	**53.0**	**52.0**	**62.0**	**34.0**	392.0	32.7
Overtime Worked	**TIMES**	**30.0**	**45.0**	**31.0**	**25.0**	**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
November 2021

Project Update Notes

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 are still awaiting a reply from the Pastor and Officers of the Church of God of Prophecy. There has not been a reply since our meeting in August and subsequent call during early October;
    - CWR has contracted with Tedford & Associates to perform appraisal services of Mr. Ned Polk's two (2) impacted properties on Dawson Drive as well as the Church of God of Prophecy impacted property on West Elliott Street); and
    - We have all of the necessary information and requirements from Chester County with regards to its two (2) impacted properties on Dawson Drive.
    - A member of the COG held a call with Attorney Marion and CWR concerning all required information for the easements. The COG will provide all required information.

Finally, CWR and the COG has established a schedule in an effort to remain on our aspirational schedule. The events and dates are as follows:

- Frazier Engineering submit bid documents to the COG by December 1st for review and approval;
- Have all necessary easements by the end of December;
- Advertise for bids January 14th, 2022;
- Open bids on February 16th, 2022;
- Select and award contract on or after March 15th, 2022 Board meeting;
- Begin Construction by April 18th, 2022;
- Complete construction by August 31st, 2022; and
- Close the project by October 31st, 2022.

Again, the schedule is aspirational.

Miscellaneous Notes

- CWR Team members held meetings and conference calls with various potential developers;
- CWR Team members met with two (2) industrial prospects; and
- CWR has continued to meet with neighboring entities, engineers, and attorneys concerning potential partnerships for wastewater capacity and treatment.

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

	Annual Budget	YTD Budget	MTD Actual	YTD Actual	Variance Over / (Under)
Operating					
REVENUE					
Wastewater treatment Services	$ 5,206,400	1,735,467	464,439	1,847,195	$ 111,728
Compliance Sampling	42,000	14,000	8,071	15,988	1,988
Interest Income	-	-	895	3,491	3,491
Other Income	-	-	-	23,478	23,478
Operating Revenue	$ 5,248,400	$ 1,749,467	$ 473,405	$ 1,890,152	$ 140,685
EXPENSE					
Administration	$ 1,473,905	491,302	92,361	337,435	$ (153,867)
Maintenance	1,079,940	359,980	57,754	333,782	(26,198)
Lando Plant	255,806	85,269	17,817	75,997	(9,272)
Rocky Creek	751,523	250,508	31,710	170,554	(79,954)
Sandy River	715,091	238,364	50,779	182,199	(56,165)
Pretreatment	258,600	86,200	10,594	48,300	(37,900)
Total Expense	$ 4,534,865	1,511,622	261,015	1,148,267	$ (363,355)
Operating Surplus(Deficit)	$ 713,535	$ 237,845	$212,390	$741,885	
Capital					
REVENUE					
Capital Recovery Fees	$ -	-	1,440	$ 596,160	596,160
Fund Balance	1,867,650	622,550	-	-	(622,550)
Grant Revenue	682,750	227,583	118,568	118,568	(109,015)
Construction Revenue	$2,550,400	$850,133	$120,008	$714,728	-$135,405
EXPENSE					
Cushion Fund	56,435	18,812	4,703	18,812	0
Debt Service	588,600	196,200	49,050	196,200	-
Capital Expenditures	2,618,900	872,967	-	78,890	(794,077)
Construction Expense	3,263,935	1,087,978	53,753	293,902	(794,077)
Construction Surplus (Deficit)	-$713,535	-$237,845	$66,255	$420,826	
Total Surplus (Deficit)	$0.00	$0.00	$278,645	$1,162,711	