# *Agenda*

**June 25, 2024**

**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/ Reports**

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

**VI. New Business**

- **a.** Budget Approval for FY 2024-2025 - Mr. Phillip A. Thompson-King
- **b.** Capital Recovery Fee Approval - Mr. Phillip A. Thompson-King
- **c.** RFQ For Project Management Services - Mr. Phillip A. Thompson-King
- **d.** Public Comment

**VII. Executive Session**

- **a.** Under S.C. Code Section 30-4-70(a)(2) to receive legal advice covered by the attorney-client privilege related to a proposed lease agreement and the position of the CWR.
- **b.** Under S.C. Code Section 30-4-70(a)(2) to receive legal advice covered by the attorney-client privilege related to a possible legal action by condemnation.
- **c.** Under S.C. Code Section 30-4-70(a)(2) to receive legal advice covered by the attorney-client privilege related to a SCDOT Agreement and the position of the CWR.

**VIII. Actions, if any, on Matters Discussed in Executive Session**

**IX. Adjourn**

# Chester County Wastewater Recovery

*Commission Meeting*
*June 25, 2024*

The Chester Sewer District held its Board of Commissioners Meeting on Tuesday, June 25, 2024 and was called to order at 3:03 PM EST at the Chester County Wastewater Recovery Maintenance Building located at 2715 Gaston Farm Road, Chester, SC. Those in attendance were Tony Pope, Chairman; Hal Stone, Secretary; Edena Sanders, Board Member; Gloria Crank, Board Member; Bill Bundy, Board Member; Phillip A. Thompson-King, Executive Director; Joel Manning, Financial Analyst; Tony Young, WWTP Operations Superintendent (Lando-Manetta, Rocky Creek, and Sandy River); Devon Beaty-Bagley, Pretreatment Coordinator; Yashica Evans, CWR Executive Assistant; Everett Stubbs, Attorney; Lawrence Flynn, Attorney; Alexis Lindsay, Pope Flynn; David Hunt, AECOM; Porter Rivers, AECOM; and John Gaffney, Utility Land Service. 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 May 21, 2024 meeting were approved.**

*A motion to approve the minutes was made by Bill Bundy, second by Gloria Crank and unanimously approved.*

***Chairman Tony Pope called for Old Business:***

**WWTP Report -** Mr. Tony Young presented the report for May 2024. A copy of the report is attached to the minutes.

**Pre-Treatment -** (Report not submitted for May 2024.)

**Maintenance Report -** The Maintenance report for May 2024 was accepted as information. A copy of the report is attached to the minutes.

**Project Updates-** Mr. Thompson-King presented Project Updates for May/June 2024. A copy of the report is attached to the minutes.

**Financial Statement-** Mr. Joel Manning presented the report for May 2024. 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:***

***Budget Approval for FY 2024-2025:***

Mr. Thompson-King, Executive Director presented the FY 2024-2025 Budget for approval.

*A motion to adopt the budget was made by Hal Stone, and second by Bill Bundy, and unanimously agreed.*

***Capital Recovery Fee Approval:***

Mr. Thompson-King, Executive Director, presented the Capital Recovery Fee schedule/policy for approval.

*A motion to amend the Capital Recovery Fee schedule and restate the policy as presented using the most recent fee assessment numbers provided by Raftelis Financial Consultants was made by Hal Stone, and second by Gloria Crank, and unanimously agreed.*

***RFQ for Property Managaement Services:***

Mr. Thompson-King, Executive Director, presented the RFQ for Project Management services.

*A motion to proceed and continue to interview potential partners was made by Gloria Crank, and second by Edena Sanders, and unanimously agreed.*

***Please note that no one was present for public comment.***

**Executive Session**

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

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

Please note that no action was taken during Executive Session.

***Adjourn***

*A motion to adjourn was made by Hal Stone, second by Gloria Crank, and unanimously agreed.*

**Approved:**

**Date: July 16, 2024**

**Respectfully Submitted:**

**By: *Yashica Evans***

June 24, 2024

**Memorandum**

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

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Sandy River plant overall is operating well.

The following is a listing of completed tasks for May:

- Performed daily and weekly sampling.
- Performed routine maintenance.
- Dewatered 67,526 gallons.
- Wasted 113,728 gallons.
- Pulled bed 3
- Synagro came to plant to sample for sludge dewatering

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Rocky Creek plant overall is operating well.

The following is a listing of completed tasks for May:

- Performed daily and weekly sampling.
- Performed routine maintenance.
- Wasted 40,000 gallons.
- Dewatered 30,000 gallons.

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Lando/Manetta plant overall is operating well.

The following is a listing of completed tasks for May:

- Performed daily and weekly sampling.
- Performed routine maintenance.
- Hauled 13,400 loads to Rocky Creek.
- Wasted 44,928 gallons.
- Dewatered 177,798 gallons.

## CHESTER COUNTY WASTEWATER RECOVERY
## MAINTENANCE WORK REPORT
## FY 2023-2024

**Month of May 2024**

| Line Maintenance | | JULY 2023 | AUG 2023 | SEPT 2023 | OCT 2023 | NOV 2023 | DEC 2023 | JAN 2024 | FEB 2024 | MAR 2024 | APR 2024 | MAY 2024 | JUN 2023 | Total to Date | Average |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Check for Problem | HOURS | 22.0 | 32.0 | 0.0 | 23.0 | 54.0 | 57.0 | 47.0 | 44.0 | 16.0 | 69.0 | 51.0 | 44.0 | 459.0 | 38.3 |
| | TIMES | 3.0 | 3.0 | 0.0 | 3.0 | 8.0 | 10.0 | 8.0 | 8.0 | 3.0 | 9.0 | 10.0 | 7.0 | 72.0 | 6.0 |
| Check Service | HOURS | 44.0 | 4.0 | 30.0 | 28.0 | 62.0 | 4.0 | 26.0 | 63.0 | 37.0 | 28.0 | 52.0 | 9.0 | 387.0 | 32.3 |
| | TIMES | 4.0 | 2.0 | 4.0 | 5.0 | 7.0 | 1.0 | 4.0 | 9.0 | 6.0 | 7.0 | 7.0 | 2.0 | 58.0 | 4.8 |
| Rod Service | HOURS | 3.0 | 71.0 | 88.0 | 114.0 | 96.0 | 90.0 | 89.0 | 122.0 | 63.0 | 52.0 | 52.0 | 20.0 | 860.0 | 71.7 |
| | TIMES | 1.0 | 8.0 | 10.0 | 16.0 | 11.0 | 13.0 | 21.0 | 18.0 | 12.0 | 7.0 | 8.0 | 4.0 | 129.0 | 10.8 |
| Replace Service | HOURS | 0.0 | 0.0 | 40.0 | 0.0 | 36.0 | 0.0 | 0.0 | 0.0 | 88.0 | 0.0 | 70.0 | 0.0 | 234.0 | 19.5 |
| | TIMES | 0.0 | 0.0 | 1.0 | 0.0 | 1.0 | 0.0 | 0.0 | 0.0 | 2.0 | 0.0 | 2.0 | 0.0 | 6.0 | 0.5 |
| Repair Service | HOURS | 12.0 | 76.0 | 22.0 | 20.0 | 53.0 | 49.0 | 62.0 | 93.0 | 44.0 | 78.0 | 35.0 | 74.0 | 618.0 | 51.5 |
| | TIMES | 1.0 | 5.0 | 2.0 | 1.0 | 3.0 | 2.0 | 4.0 | 4.0 | 2.0 | 5.0 | 4.0 | 3.0 | 36.0 | 3.0 |
| Install Clean-Out | HOURS | 0.0 | 0.0 | 0.0 | 0.0 | 48.0 | 71.0 | 0.0 | 24.0 | 30.0 | 20.0 | 0.0 | 0.0 | 193.0 | 16.1 |
| | TIMES | 0.0 | 0.0 | 0.0 | 0.0 | 1.0 | 2.0 | 0.0 | 1.0 | 1.0 | 1.0 | 0.0 | 0.0 | 6.0 | 0.5 |
| Locate Service | HOURS | 0.0 | 0.0 | 6.0 | 6.0 | 12.0 | 6.0 | 20.0 | 12.0 | 0.0 | 22.0 | 23.0 | 15.0 | 122.0 | 10.2 |
| | TIMES | 0.0 | 0.0 | 1.0 | 1.0 | 1.0 | 1.0 | 3.0 | 1.0 | 0.0 | 4.0 | 2.0 | 2.0 | 16.0 | 1.3 |
| Check Main | HOURS | 26.0 | 10.0 | 36.0 | 12.0 | 0.0 | 0.0 | 30.0 | 16.0 | 4.0 | 10.0 | 26.0 | 20.0 | 190.0 | 15.8 |
| | TIMES | 4.0 | 2.0 | 7.0 | 2.0 | 0.0 | 0.0 | 2.0 | 2.0 | 2.0 | 1.0 | 3.0 | 1.0 | 26.0 | 2.2 |
| Rod Main | HOURS | 48.0 | 53.0 | 20.0 | 43.0 | 17.0 | 43.0 | 85.0 | 23.0 | 53.0 | 57.0 | 34.0 | 28.0 | 504.0 | 42.0 |
| | TIMES | 4.0 | 3.0 | 1.0 | 4.0 | 3.0 | 4.0 | 7.0 | 2.0 | 6.0 | 3.0 | 3.0 | 2.0 | 42.0 | 3.5 |
| Repair Main | HOURS | 0.0 | 15.0 | 12.0 | 0.0 | 0.0 | 25.0 | 5.0 | 0.0 | 10.0 | 0.0 | 0.0 | 40.0 | 107.0 | 8.9 |
| | TIMES | 0.0 | 1.0 | 1.0 | 0.0 | 0.0 | 1.0 | 1.0 | 0.0 | 1.0 | 0.0 | 0.0 | 1.0 | 6.0 | 0.5 |
| Manhole Work | HOURS | 36.0 | 49.0 | 20.0 | 98.0 | 2.0 | 14.0 | 31.0 | 6.0 | 45.0 | 10.0 | 36.0 | 64.0 | 411.0 | 34.3 |
| | TIMES | 3.0 | 4.0 | 3.0 | 6.0 | 2.0 | 2.0 | 4.0 | 1.0 | 3.0 | 1.0 | 3.0 | 8.0 | 40.0 | 3.3 |
| Road Work | HOURS | 73.0 | 18.0 | 10.0 | 66.0 | 24.0 | 15.0 | 34.0 | 6.0 | 52.0 | 0.0 | 6.0 | 28.0 | 332.0 | 27.7 |
| | TIMES | 6.0 | 2.0 | 2.0 | 4.0 | 2.0 | 2.0 | 4.0 | 1.0 | 3.0 | 0.0 | 1.0 | 3.0 | 30.0 | 2.5 |
| Landscape Work Area | HOURS | 0.0 | 6.0 | 0.0 | 0.0 | 0.0 | 6.0 | 13.0 | 12.0 | 25.0 | 0.0 | 0.0 | 0.0 | 62.0 | 5.2 |
| | TIMES | 0.0 | 1.0 | 0.0 | 0.0 | 0.0 | 1.0 | 2.0 | 1.0 | 5.0 | 0.0 | 0.0 | 0.0 | 10.0 | 0.8 |
| Cut Right-of-Way | HOURS | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 6.0 | 0.0 | 6.0 | 0.5 |
| | TIMES | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 1.0 | 0.0 | 1.0 | 0.1 |
| Other | HOURS | 25.0 | 6.0 | 13.0 | 24.0 | 21.0 | 13.0 | 0.0 | 10.0 | 33.0 | 35.0 | 38.0 | 12.0 | 230.0 | 19.2 |
| | TIMES | 3.0 | 1.0 | 3.0 | 5.0 | 1.0 | 3.0 | 0.0 | 2.0 | 5.0 | 2.0 | 3.0 | 3.0 | 31.0 | 2.6 |
| | | | | | | | | | | | | | | | |
| Total Hours | | 289.0 | 340.0 | 297.0 | 434.0 | 425.0 | 393.0 | 442.0 | 431.0 | 500.0 | 381.0 | 429.0 | 354.0 | 4715.0 | 392.9 |
| Total Times | | 29.0 | 32.0 | 35.0 | 47.0 | 40.0 | 42.0 | 60.0 | 50.0 | 51.0 | 40.0 | 47.0 | 36.0 | 509.0 | 42.4 |

## CHESTER COUNTY WASTEWATER RECOVERY
## MAINTENANCE WORK REPORT
## FY 2023-2024

**Month of May 2024**

| Pump Station Maintenance | | JULY 2023 | AUG 2023 | SEPT 2023 | OCT 2023 | NOV 2023 | DEC 2023 | JAN 2024 | FEB 2024 | MAR 2024 | APR 2024 | MAY 2024 | JUN 2023 | Total to Date | Average |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Check Chester Station | HOURS | 43.0 | 37.0 | 42.0 | 40.0 | 46.0 | 36.0 | 33.0 | 59.0 | 37.0 | 40.0 | 56.0 | 37.0 | 506.0 | 42.2 |
| | TIMES | 4.0 | 4.0 | 4.0 | 3.0 | 4.0 | 4.0 | 3.0 | 4.0 | 3.0 | 4.0 | 5.0 | 5.0 | 47.0 | 3.9 |
| Check Richburg Station | HOURS | 39.0 | 37.0 | 37.0 | 38.0 | 45.0 | 28.0 | 28.0 | 47.0 | 43.0 | 40.0 | 55.0 | 35.0 | 472.0 | 39.3 |
| | TIMES | 3.0 | 4.0 | 4.0 | 3.0 | 4.0 | 3.0 | 3.0 | 4.0 | 3.0 | 4.0 | 5.0 | 4.0 | 44.0 | 3.7 |
| Service Pumps | HOURS | 18.0 | 43.0 | 0.0 | 30.0 | 84.0 | 0.0 | 0.0 | 12.0 | 0.0 | 21.0 | 0.0 | 0.0 | 208.0 | 17.3 |
| | TIMES | 2.0 | 3.0 | 0.0 | 4.0 | 4.0 | 0.0 | 0.0 | 1.0 | 0.0 | 2.0 | 0.0 | 0.0 | 16.0 | 1.3 |
| Service Controls | HOURS | 49.0 | 44.0 | 10.0 | 1.0 | 24.0 | 9.0 | 13.0 | 22.0 | 0.0 | 14.0 | 5.0 | 38.0 | 229.0 | 19.1 |
| | TIMES | 6.0 | 7.0 | 4.0 | 1.0 | 4.0 | 1.0 | 4.0 | 2.0 | 0.0 | 2.0 | 2.0 | 4.0 | 37.0 | 3.1 |
| Other | HOURS | 86.0 | 79.0 | 75.0 | 54.0 | 25.0 | 28.0 | 15.0 | 44.0 | 16.0 | 45.0 | 27.0 | 57.0 | 551.0 | 45.9 |
| | TIMES | 6.0 | 9.0 | 11.0 | 3.0 | 2.0 | 2.0 | 3.0 | 2.0 | 2.0 | 4.0 | 3.0 | 5.0 | 52.0 | 4.3 |
| **Total Hours** | | **235.0** | **240.0** | **164.0** | **163.0** | **224.0** | **101.0** | **89.0** | **184.0** | **96.0** | **160.0** | **143.0** | **167.0** | 1966.0 | 163.8 |
| **Total Times** | | **21.0** | **27.0** | **23.0** | **14.0** | **18.0** | **10.0** | **13.0** | **13.0** | **8.0** | **16.0** | **15.0** | **18.0** | 196.0 | 16.3 |
| **Preventive Maintenance** | | | | | | | | | | | | | | | |
| Smoke Test | HOURS | 10.0 | 0.0 | 21.0 | 15.0 | 0.0 | 6.0 | 0.0 | 0.0 | 0.0 | 12.0 | 0.0 | 2.0 | 66.0 | 5.5 |
| | TIMES | 1.0 | 0.0 | 2.0 | 1.0 | 0.0 | 1.0 | 0.0 | 0.0 | 0.0 | 1.0 | 0.0 | 1.0 | 7.0 | 0.6 |
| Inspect Manholes | HOURS | 0.0 | 1.0 | 0.0 | 5.0 | 12.0 | 0.0 | 18.0 | 0.0 | 0.0 | 10.0 | 0.0 | 84.0 | 130.0 | 10.8 |
| | TIMES | 0.0 | 1.0 | 0.0 | 1.0 | 1.0 | 0.0 | 2.0 | 0.0 | 0.0 | 1.0 | 0.0 | 3.0 | 9.0 | 0.8 |
| Clean Manholes | HOURS | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 18.0 | 0.0 | 0.0 | 18.0 | 1.5 |
| | TIMES | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 2.0 | 0.0 | 0.0 | 2.0 | 0.2 |
| Clean Mains | HOURS | 73.0 | 126.0 | 40.0 | 122.0 | 76.0 | 83.0 | 20.0 | 25.0 | 87.0 | 47.0 | 75.0 | 0.0 | 774.0 | 64.5 |
| | TIMES | 3.0 | 4.0 | 2.0 | 6.0 | 6.0 | 7.0 | 2.0 | 2.0 | 6.0 | 6.0 | 5.0 | 0.0 | 49.0 | 4.1 |
| Check Right-of-Way | HOURS | 4.0 | 36.0 | 30.0 | 10.0 | 0.0 | 0.0 | 11.0 | 0.0 | 0.0 | 0.0 | 0.0 | 4.0 | 95.0 | 7.9 |
| | TIMES | 1.0 | 4.0 | 6.0 | 1.0 | 0.0 | 0.0 | 2.0 | 0.0 | 0.0 | 0.0 | 0.0 | 1.0 | 15.0 | 1.3 |
| TV Lines | HOURS | 16.0 | 25.0 | 12.0 | 58.0 | 85.0 | 80.0 | 134.0 | 104.0 | 127.0 | 92.0 | 116.0 | 59.0 | 908.0 | 75.7 |
| | TIMES | 2.0 | 3.0 | 1.0 | 9.0 | 9.0 | 10.0 | 15.0 | 11.0 | 13.0 | 11.0 | 10.0 | 6.0 | 100.0 | 8.3 |
| 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** | | **103.0** | **188.0** | **103.0** | **210.0** | **173.0** | **169.0** | **183.0** | **129.0** | **214.0** | **179.0** | **191.0** | **149.0** | 1991.0 | 165.9 |
| **Total Times** | | **7.0** | **12.0** | **11.0** | **18.0** | **16.0** | **18.0** | **21.0** | **13.0** | **19.0** | **21.0** | **15.0** | **11.0** | 182.0 | 15.2 |
| **New Taps** | | | | | | | | | | | | | | | |
| Residential | HOURS | 60.0 | 0.0 | 30.0 | 40.0 | 0.0 | 0.0 | 30.0 | 42.0 | 0.0 | 0.0 | 0.0 | 0.0 | 202.0 | 16.8 |
| | TIMES | 2.0 | 0.0 | 1.0 | 1.0 | 0.0 | 0.0 | 1.0 | 1.0 | 0.0 | 0.0 | 0.0 | 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 | 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** | | **60.0** | **0.0** | **30.0** | **40.0** | **0.0** | **0.0** | **30.0** | **42.0** | **0.0** | **0.0** | **0.0** | **0.0** | 202.0 | 16.8 |
| **Total Times** | | **2.0** | **0.0** | **1.0** | **1.0** | **0.0** | **0.0** | **1.0** | **1.0** | **0.0** | **0.0** | **0.0** | **0.0** | 6.0 | 0.5 |

## CHESTER COUNTY WASTEWATER RECOVERY
## MAINTENANCE WORK REPORT
## FY 2023-2024

**Month of May 2024**

| Shop Maintenance | | JULY 2023 | AUG 2023 | SEPT 2023 | OCT 2023 | NOV 2023 | DEC 2023 | JAN 2024 | FEB 2024 | MAR 2024 | APR 2024 | MAY 2024 | JUN 2023 | Total to Date | Average |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Clean Trucks | HOURS | 7.0 | 6.0 | 10.0 | 6.0 | 11.0 | 2.0 | 3.0 | 1.0 | 4.0 | 3.0 | 12.0 | 14.0 | 79.0 | 6.6 |
| | TIMES | 7.0 | 6.0 | 6.0 | 1.0 | 7.0 | 2.0 | 3.0 | 1.0 | 4.0 | 3.0 | 5.0 | 6.0 | 51.0 | 4.3 |
| Check Equipment | HOURS | 0.0 | 0.0 | 5.0 | 0.0 | 0.0 | 1.0 | 6.0 | 10.0 | 10.0 | 15.0 | 5.0 | 4.0 | 56.0 | 4.7 |
| | TIMES | 0.0 | 0.0 | 1.0 | 0.0 | 0.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 8.0 | 0.7 |
| Service Equipment | HOURS | 1.0 | 9.0 | 9.0 | 0.0 | 26.0 | 8.0 | 11.0 | 20.0 | 8.0 | 13.0 | 1.0 | 22.0 | 128.0 | 10.7 |
| | TIMES | 1.0 | 4.0 | 3.0 | 0.0 | 2.0 | 1.0 | 3.0 | 1.0 | 1.0 | 2.0 | 1.0 | 3.0 | 22.0 | 1.8 |
| Grounds Maintenance | HOURS | 52.0 | 38.0 | 11.0 | 12.0 | 8.0 | 1.0 | 1.0 | 4.0 | 12.0 | 4.0 | 3.0 | 24.0 | 170.0 | 14.2 |
| | TIMES | 8.0 | 6.0 | 6.0 | 5.0 | 3.0 | 1.0 | 1.0 | 4.0 | 3.0 | 4.0 | 3.0 | 5.0 | 49.0 | 4.1 |
| Stock Supplies | HOURS | 0.0 | 3.0 | 4.0 | 0.0 | 0.0 | 4.0 | 8.0 | 0.0 | 0.0 | 1.0 | 0.0 | 7.0 | 27.0 | 2.3 |
| | TIMES | 0.0 | 2.0 | 2.0 | 0.0 | 0.0 | 1.0 | 1.0 | 0.0 | 0.0 | 1.0 | 0.0 | 2.0 | 9.0 | 0.8 |
| Re-Stock Trucks | HOURS | 4.0 | 7.0 | 10.0 | 7.0 | 4.0 | 7.0 | 5.0 | 6.0 | 17.0 | 8.0 | 11.0 | 9.0 | 95.0 | 7.9 |
| | TIMES | 4.0 | 3.0 | 5.0 | 7.0 | 4.0 | 7.0 | 5.0 | 6.0 | 8.0 | 8.0 | 11.0 | 6.0 | 74.0 | 6.2 |
| Haul Spoil Dirt | HOURS | 25.0 | 0.0 | 10.0 | 0.0 | 16.0 | 20.0 | 0.0 | 0.0 | 8.0 | 0.0 | 0.0 | 6.0 | 85.0 | 7.1 |
| | TIMES | 3.0 | 0.0 | 1.0 | 0.0 | 2.0 | 2.0 | 0.0 | 0.0 | 1.0 | 0.0 | 0.0 | 1.0 | 10.0 | 0.8 |
| 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 | 10.0 | 33.0 | 0.0 | 1.0 | 4.0 | 88.0 | 11.0 | 1.0 | 0.0 | 0.0 | 0.0 | 1.0 | 149.0 | 12.4 |
| | TIMES | 1.0 | 6.0 | 0.0 | 1.0 | 1.0 | 5.0 | 2.0 | 1.0 | 0.0 | 0.0 | 0.0 | 1.0 | 18.0 | 1.5 |
| **Total Hours** | | **99.0** | **96.0** | **59.0** | **26.0** | **69.0** | **131.0** | **45.0** | **42.0** | **59.0** | **44.0** | **32.0** | **87.0** | **789.0** | **65.8** |
| **Total Times** | | **24.0** | **27.0** | **24.0** | **14.0** | **19.0** | **20.0** | **16.0** | **14.0** | **18.0** | **19.0** | **21.0** | **25.0** | **241.0** | **20.1** |
| Inspections | | | | | | | | | | | | | | | |
| New Services | HOURS | 0.0 | 0.0 | 0.0 | 0.0 | 8.0 | 4.0 | 1.0 | 0.0 | 0.0 | 0.0 | 0.0 | 6.0 | 19.0 | 1.6 |
| | TIMES | 0.0 | 0.0 | 0.0 | 0.0 | 1.0 | 1.0 | 1.0 | 0.0 | 0.0 | 0.0 | 0.0 | 1.0 | 4.0 | 0.3 |
| Repair Existing Service | HOURS | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 2.0 | 0.0 | 0.0 | 0.0 | 0.0 | 2.0 | 0.2 |
| | 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 |
| New Construction | HOURS | 46.0 | 0.0 | 2.0 | 0.0 | 1.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 40.0 | 0.0 | 89.0 | 7.4 |
| | TIMES | 6.0 | 0.0 | 1.0 | 0.0 | 1.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 6.0 | 0.0 | 14.0 | 1.2 |
| 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 | 0.0 | 52.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 52.0 | 4.3 |
| | TIMES | 0.0 | 0.0 | 0.0 | 4.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 4.0 | 0.3 |
| **Total Hours** | | **46.0** | **0.0** | **2.0** | **52.0** | **9.0** | **14.0** | **1.0** | **2.0** | **0.0** | **0.0** | **40.0** | **6.0** | **162.0** | **13.5** |
| **Total Times** | | **6.0** | **0.0** | **1.0** | **4.0** | **2.0** | **2.0** | **1.0** | **1.0** | **0.0** | **0.0** | **6.0** | **1.0** | **23.0** | **1.9** |

## CHESTER COUNTY WASTEWATER RECOVERY
## MAINTENANCE WORK REPORT
## FY 2023-2024

**Month of May 2024**

| Plant Maintenance | | JULY 2023 | AUG 2023 | SEPT 2023 | OCT 2023 | NOV 2023 | DEC 2023 | JAN 2024 | FEB 2024 | MAR 2024 | APR 2024 | MAY 2024 | JUN 2023 | 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 | 51.0 | 71.0 | 33.0 | 0.0 | 2.0 | 0.0 | 92.0 | 18.0 | 9.0 | 0.0 | 8.0 | 284.0 | 23.7 |
| | TIMES | 0.0 | 4.0 | 4.0 | 3.0 | 0.0 | 1.0 | 0.0 | 5.0 | 1.0 | 2.0 | 0.0 | 1.0 | 21.0 | 1.8 |
| **Total Hours** | | **0.0** | **51.0** | **71.0** | **33.0** | **0.0** | **2.0** | **0.0** | **92.0** | **18.0** | **9.0** | **0.0** | **8.0** | **284.0** | **23.7** |
| **Total Times** | | **0.0** | **4.0** | **4.0** | **3.0** | **0.0** | **1.0** | **0.0** | **5.0** | **1.0** | **2.0** | **0.0** | **1.0** | **21.0** | **1.8** |
| **Line Locations** | | | | | | | | | | | | | | | |
| Locate for Utilities | HOURS | 2.0 | 12.0 | 0.0 | 16.0 | 0.0 | 4.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 34.0 | 2.8 |
| | TIMES | 1.0 | 1.0 | 0.0 | 3.0 | 0.0 | 1.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 6.0 | 0.5 |
| Locate for Contractors | HOURS | 0.0 | 10.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 10.0 | 0.8 |
| | TIMES | 0.0 | 1.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 1.0 | 0.1 |
| Other | HOURS | 38.0 | 25.0 | 28.0 | 23.0 | 22.0 | 17.0 | 12.0 | 10.0 | 15.0 | 24.0 | 24.0 | 13.0 | 251.0 | 20.9 |
| | TIMES | 9.0 | 7.0 | 5.0 | 5.0 | 6.0 | 5.0 | 5.0 | 4.0 | 4.0 | 6.0 | 6.0 | 3.0 | 65.0 | 5.4 |
| **Total Hours** | | **40.0** | **47.0** | **28.0** | **39.0** | **22.0** | **21.0** | **12.0** | **10.0** | **15.0** | **24.0** | **24.0** | **13.0** | **295.0** | **24.6** |
| **Total Times** | | **10.0** | **9.0** | **5.0** | **8.0** | **6.0** | **6.0** | **5.0** | **4.0** | **4.0** | **6.0** | **6.0** | **3.0** | **72.0** | **6.0** |
| | | | | | | | | | | | | | | | |
| **Non-Category-Training** | **HOURS** | **14.0** | **67.0** | **197.5** | **44.0** | **12.0** | **14.0** | **6.0** | **5.0** | **5.0** | **0.0** | **24.0** | **30.0** | **418.5** | **34.9** |
| | **TIMES** | **2.0** | **8.0** | **22.0** | **4.0** | **3.0** | **2.0** | **2.0** | **1.0** | **1.0** | **0.0** | **3.0** | **3.0** | **51.0** | **4.3** |
| **Lost Time** | | | | | | | | | | | | | | | |
| Sick Days | HOURS | 62.0 | 8.0 | 24.0 | 35.0 | 24.0 | 128.0 | 196.0 | 80.0 | 32.0 | 32.0 | 24.0 | 16.0 | 661.0 | 55.1 |
| | TIMES | 9.0 | 1.0 | 3.0 | 5.0 | 3.0 | 16.0 | 25.0 | 10.0 | 4.0 | 4.0 | 3.0 | 2.0 | 85.0 | 7.1 |
| Vacations | HOURS | 56.0 | 88.0 | 56.0 | 72.0 | 40.0 | 56.0 | 40.0 | 24.0 | 40.0 | 56.0 | 16.0 | 216.0 | 760.0 | 63.3 |
| | TIMES | 7.0 | 11.0 | 7.0 | 9.0 | 5.0 | 7.0 | 5.0 | 3.0 | 5.0 | 7.0 | 2.0 | 27.0 | 95.0 | 7.9 |
| Holidays | HOURS | 56.0 | 0.0 | 56.0 | 0.0 | 168.0 | 112.0 | 168.0 | 56.0 | 48.0 | 0.0 | 48.0 | 56.0 | 768.0 | 64.0 |
| | TIMES | 7.0 | 0.0 | 7.0 | 0.0 | 21.0 | 14.0 | 21.0 | 7.0 | 6.0 | 0.0 | 6.0 | 7.0 | 96.0 | 8.0 |
| Time Off | HOURS | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 24.0 | 0.0 | 0.0 | 24.0 | 2.0 |
| | TIMES | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 3.0 | 0.0 | 0.0 | 3.0 | 0.3 |
| 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** | | **174.0** | **96.0** | **136.0** | **107.0** | **232.0** | **296.0** | **404.0** | **160.0** | **120.0** | **112.0** | **88.0** | **288.0** | **1421.0** | **118.4** |
| **Total Times** | | **23.0** | **12.0** | **17.0** | **14.0** | **29.0** | **37.0** | **51.0** | **20.0** | **15.0** | **14.0** | **11.0** | **36.0** | **180.0** | **15.0** |
| | | | | | | | | | | | | | | | |
| | **HOURS** | **46.0** | **63.0** | **69.0** | **55.0** | **79.0** | **61.0** | **79.0** | **83.0** | **58.0** | **51.0** | **62.0** | **43.0** | **371.0** | **30.9** |
| **Overtime Worked** | **TIMES** | **31.0** | **39.0** | **45.0** | **36.0** | **32.0** | **42.0** | **47.0** | **61.0** | **36.0** | **32.0** | **43.0** | **33.0** | **792.0** | **66.0** |

CWR

CHESTER COUNTY WASTEWATER RECOVERY

# *Board of Commissioners' Projects & Director's Update June 2024*

# *Update Notes*

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

- Parking Lot Paving: Completed
- Paving on Dawson Drive: Completed
- Paving on W. Elliott Street: Completed
- Final walk-thru inspection was conducted on Monday, June 10th. A punch list was established to address outstanding items.
- Close-out paperwork is still outstanding.

## Federal Special Appropriations

- The EPA Community Grants Program secured a direct federal appropriation of $10 million, thanks to U.S. Senator Lindsey Graham.
- Training webinars organized for community grants recipients:
  - Programmatic Training
  - Administrative Training
- We are also engaging professional consultants to discuss EPA Grants administration.

## South Carolina Rural Infrastructure Authority (RIA)

- Construction phase of the CWR MESCO Pump Station Replacement Project completed.
- Official approval received from SCDHEC.
- Awaiting a project close-out meeting schedule with SC RIA.

## United States Department of Agriculture (USDA)-Rural Development (Live Oak) Project

No updates at this time.

## S.C. Infrastructure Investment Program (SCIIP) Grant

- SC RIA requested modifications to the grant application to reflect changes related to the second pump station and forcemain upsizing in York County.
- Collaborating with Rock Hill and engineers to finalize easement routes and certify public ownership.

## EDA Grant Effort

No activity to report.

**Miscellaneous Notes**

- CWR team members held meetings and conference calls with potential developers.
- CWR and technical consultants met with IKO.

*Chester Sewer District*
*Year-to-Date Budget to Actual Comparison*
*Month Ended Mayl 31, 2024*

| | Annual Budget | YTD Budget | MTD Actual | YTD Actual | Variance Over / (Under) |
|---|---|---|---|---|---|
| **Operating** | | | | | |
| **REVENUE** | | | | | |
| Wastewater treatment Services | $5,691,300 | $5,217,025 | $505,375 | $5,252,227 | $ 35,202 |
| Compliance Sampling | $45,000 | $41,250 | $1,066 | $37,402 | $ (3,848) |
| Interest Income | - | $0 | $99,720 | $1,033,244 | $ 1,033,244 |
| Other Income | - | $0 | $20,031 | $80,629 | $ 80,629 |
| **Operating Revenue** | $ 5,736,300 | $ 5,258,275 | $ 626,192 | $ 6,403,502 | $ 1,145,227 |
| **EXPENSE** | | | | | |
| Administration | $1,949,280 | $1,786,840 | $99,550 | $1,648,893 | $ (137,947) |
| Maintenance | $981,900 | $900,075 | $159,035 | $958,295 | 58,220 |
| Lando Plant | $383,800 | $351,817 | $25,792 | $315,598 | (36,219) |
| Rocky Creek | $665,350 | $609,904 | $41,313 | $450,375 | (159,529) |
| Sandy River | $622,050 | $570,213 | $19,780 | $396,904 | (173,309) |
| Pretreatment | $229,450 | $210,329 | $31,621 | $217,846 | 7,517 |
| **Total Expense** | $ 4,831,830 | $4,429,178 | 377,091 | $3,987,911 | $ (441,267) |
| **Operating Surplus(Deficit)** | $ 904,470 | $ 829,098 | $249,101 | $2,415,591 | |
| **Capital** | | | | | |
| **REVENUE** | | | | | |
| Debt Issuance | $378,000 | $346,500 | $0 | $0 | (346,500) |
| Fund Balance | $1,641,775 | $1,504,960 | $0 | $0 | (1,504,960) |
| Capital Recovery fees | $0 | $0 | $0 | $398,930 | 398,930 |
| Grant Revenue | $1,004,000 | $920,333 | $0 | $566,641 | (353,692) |
| **Construction Revenue** | $3,023,775 | $2,771,794 | $0 | $965,571 | -$1,806,223 |
| **EXPENSE** | | | | | |
| Cushion Fund | $473,670 | $434,198 | $16,164 | $177,803 | (256,395) |
| Debt Service | $688,800 | $631,400 | $49,000 | $539,000 | (92,400) |
| Capital Expenditures | $2,765,775 | $2,535,294 | $55,433 | $925,751 | (1,609,543) |
| **Construction Expense** | 3,928,245 | 3,600,891 | 120,597 | 1,642,554 | (1,701,943) |
| **Construction Surplus (Deficit)** | -$904,470 | -$829,098 | -$120,597 | -$676,983 | |
| **Total Surplus (Deficit)** | $0 | $0 | $128,504 | $1,738,608 | |