Agenda

December 3, 2025
2715 Gaston Farm Road, Chester, SC 29706
3:00 PM

I. Call Meeting to Order

II. Invocation

III. Pledge of Allegiance

IV. Approval of the Last Meeting Minutes

V. Old Business/ Reports

- **a.** WWTP Update & Maintenance Work Report - Mr. Tony Young
- **b.** Engineering Report - Mr. Duane Wingo, P.E.
- **c.** Financial Statement - Mr. Joel Manning
- **d.** Project Updates - Mr. Phillip A. Thompson-King

VI. New Business

- **a.** Draft Audit Presentation - Love Bailey & Associates CPAs
- **b.** 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 possible legal action by condemnation.
- **b.** Under S.C. Code Section 30-4-70(a)(2) to receive legal advice covered by the attorney-client privilege related to a potential claim.

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

IX. Adjourn

Chester County Wastewater Recovery

Commission Meeting
December 3, 2025

The Chester Sewer District held its Board of Commissioners Meeting on Wednesday, December 3, 2025. The meeting was called to order at 3:03 pm EST at 2715 Gaston Farm Road, Chester, SC. Those in attendance were: 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); Duane Wingo, District Engineer; Grayson Skidmore, Pretreatment Coordinator; Beth Taylerson, Human Resources; Cindy Klimpel, Human Resources; Yashica Evans, Executive Assistant; Gary Bailey, Certified Public Accountant; Lawrence Flynn, Attorney and Alexis Lindsay, Attorney. Notification of this meeting was given on the CWR website, and on the bulletin board at the Administrative Office.

*** Secretary Hal Stone called the meeting to order and assumed the role of presiding officer in the absence of Chairman Tony Pope.**

Invocation – Mr. Bill Bundy, Board Member

The Minutes from the October 21, 2025 meeting were approved.

A motion to approve the minutes was made by Edena Sanders, seconded by Gloria Crank and unanimously approved.

Presiding Officer Hal Stone called for Old Business:

WWTP Update & Maintenance Report - Mr. Tony Young provided a summary as no report was submitted for the WWTP Update for October 2025. The Maintenance Report for October 2025 was presented by Mr. Tony Young. A copy of the report is attached to the minutes.

District Engineer Report - Mr. Duane Wingo, P.E. presented the District Engineer Report for October 2025. A copy of the report is attached to the minutes.

Financial Statement- Mr. Joel Manning presented the Financial Statement for October 2025. A copy of the report is attached to the minutes.

Project Updates- Mr. Phillip A. Thompson-King presented the Project Updates for October/November 2025. A copy of the report is attached to the minutes.

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

Presiding Officer Hal Stone called for New Business:

Draft Audit Presentation
The draft audit was presented by Mr. Gary Bailey of Love Bailey & Associates and was accepted as information.

Public Comment
Although no members of the public were present to offer comments, the Executive Director provided an update for awareness regarding potential project submissions for Chester County's upcoming One-Cent Sales Tax referendum. He noted three prospective sewer extension projects that could support future economic development. Mr. Thompson-King informed the Board that preliminary discussions have begun with regional partners and that external engineering assistance would be required to prepare the necessary materials for Chester County's December 18, 2025 submission deadline. He requested any objections or additional directions from the Board before moving forward.

No objections were raised.

Executive Session
A motion to enter Executive Session was made by Bill Bundy, seconded by Gloria Crank, and unanimously agreed.

Return to Regular Session
A motion to return to the regular session was made by Bill Bundy, seconded by Edena Sanders, and unanimously agreed.

Please note that no action was taken during the Executive Session.

Adjourn
A motion to adjourn was made by Gloria Crank, seconded by Bill Bundy and unanimously agreed.

Approved:

Date: **December 15, 2025**

Respectfully Submitted:

By: ***Yashica Evans***

November 26, 2025

Memorandum

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

The **Sandy River** plant overall is operating well.

The following is a list of completed tasks for October 2025:

- Performed daily and weekly sampling.
- Performed routine maintenance.
- Wasted 63,972 gallons.
- Dewatered 52,5223 gallons.

The **Rocky Creek** plant overall is operating well.

The following is a list of completed tasks for October 2025:

- Performed daily and weekly sampling.
- Performed routine maintenance.
- Dewatered 84,241.
- Wasted 80,000 gallons.

The **Lando/Manetta** plant overall is operating well.

The following is a list of completed tasks for October 2025:

- Performed daily and weekly sampling.
- Performed routine maintenance.
- Wasted 120,288 gallons.
- Hauled 120,600 gallons.

CHESTER COUNTY WASTEWATER RECOVERY

MAINTENANCE WORK REPORT

FY 2024-2025

Month of October 2025

Line Maintenance		JULY 2025	AUG 2025	SEPT 2025	OCT 2025	NOV 2024	DEC 2024	JAN 2025	FEB 2025	MAR 2025	APR 2025	*MAY 2025*	JUN 2025	*Total to Date*	*Average*
Check for Problem	HOURS	93.0	118.0	34.0	79.0	10.0	22.0	34.0	82.0	57.0	138.0	*64.0*	35.0	**766.0**	**63.8**
	TIMES	10.0	15.0	4.0	12.0	1.0	5.0	6.0	11.0	10.0	10.0	*8.0*	5.0	**97.0**	**8.1**
Check Service	HOURS	8.0	7.0	18.0	0.0	5.0	36.0	30.0	19.0	12.0	20.0	*12.0*	36.0	**203.0**	**16.9**
	TIMES	2.0	3.0	4.0	0.0	1.0	8.0	7.0	4.0	4.0	5.0	*3.0*	6.0	**47.0**	**3.9**
Rod Service	HOURS	57.0	30.0	28.0	54.0	67.0	94.0	147.0	182.0	58.0	42.0	*59.0*	38.0	**856.0**	**71.3**
	TIMES	7.0	6.0	3.0	5.0	10.0	14.0	21.0	25.0	10.0	6.0	*12.0*	9.0	**128.0**	**10.7**
Replace Service	HOURS	0.0	0.0	0.0	0.0	15.0	0.0	67.0	0.0	0.0	0.0	*0.0*	30.0	**112.0**	**9.3**
	TIMES	0.0	0.0	0.0	0.0	1.0	0.0	2.0	0.0	0.0	0.0	*0.0*	1.0	**4.0**	**0.3**
Repair Service	HOURS	93.0	106.0	54.0	74.0	31.0	10.0	40.0	10.0	5.0	72.0	*44.0*	60.0	**599.0**	**49.9**
	TIMES	5.0	7.0	5.0	6.0	4.0	1.0	3.0	1.0	1.0	4.0	*3.0*	5.0	**45.0**	**3.8**
Install Clean-Out	HOURS	30.0	16.0	0.0	29.0	15.0	108.0	36.0	40.0	0.0	0.0	*0.0*	104.0	**378.0**	**31.5**
	TIMES	1.0	1.0	0.0	1.0	1.0	3.0	1.0	2.0	0.0	0.0	*0.0*	4.0	**14.0**	**1.2**
Locate Service	HOURS	13.0	11.0	0.0	5.0	0.0	2.0	0.0	0.0	0.0	26.0	*10.0*	2.0	**69.0**	**5.8**
	TIMES	2.0	2.0	0.0	1.0	0.0	1.0	0.0	0.0	0.0	4.0	*2.0*	1.0	**13.0**	**1.1**
Check Main	HOURS	0.0	50.0	21.0	0.0	7.0	45.0	0.0	2.0	2.0	10.0	*0.0*	17.0	**154.0**	**12.8**
	TIMES	0.0	5.0	4.0	0.0	2.0	9.0	0.0	1.0	1.0	1.0	*0.0*	2.0	**25.0**	**2.1**
Rod Main	HOURS	124.0	39.0	45.0	16.0	15.0	53.0	39.0	28.0	45.0	0.0	*44.0*	27.0	**475.0**	**39.6**
	TIMES	7.0	3.0	5.0	1.0	2.0	6.0	4.0	3.0	5.0	0.0	*4.0*	2.0	**42.0**	**3.5**
Repair Main	HOURS	48.0	37.0	0.0	0.0	0.0	0.0	15.0	80.0	168.0	0.0	*0.0*	18.0	**366.0**	**30.5**
	TIMES	1.0	2.0	0.0	0.0	0.0	0.0	1.0	2.0	5.0	0.0	*0.0*	1.0	**12.0**	**1.0**
Manhole Work	HOURS	12.0	10.0	40.0	109.0	54.0	20.0	26.0	29.0	84.0	51.0	*8.0*	39.0	**482.0**	**40.2**
	TIMES	1.0	1.0	4.0	6.0	5.0	2.0	4.0	3.0	5.0	4.0	*1.0*	5.0	**41.0**	**3.4**
Road Work	HOURS	0.0	9.0	0.0	8.0	8.0	0.0	6.0	0.0	0.0	30.0	*0.0*	0.0	**61.0**	**5.1**
	TIMES	0.0	2.0	0.0	1.0	1.0	0.0	1.0	0.0	0.0	1.0	*0.0*	0.0	**6.0**	**0.5**
Landscape Work Area	HOURS	0.0	10.0	9.0	0.0	0.0	2.0	10.0	0.0	12.0	0.0	*0.0*	24.0	**67.0**	**5.6**
	TIMES	0.0	1.0	1.0	0.0	0.0	1.0	1.0	0.0	2.0	0.0	*0.0*	3.0	**9.0**	**0.8**
Cut Right-of-Way	HOURS	0.0	0.0	16.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	*0.0*	0.0	**16.0**	**1.3**
	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	HOURS	21.0	31.0	1.0	31.0	4.0	18.0	0.0	4.0	6.0	18.0	*8.0*	14.0	**156.0**	**13.0**
	TIMES	5.0	5.0	1.0	5.0	1.0	3.0	0.0	1.0	2.0	3.0	*1.0*	2.0	**29.0**	**2.4**
Total Hours		**499.0**	**474.0**	**266.0**	**405.0**	**231.0**	**410.0**	**450.0**	**476.0**	**449.0**	**407.0**	***249.0***	**444.0**	**4760.0**	**396.7**
Total Times		**41.0**	**53.0**	**32.0**	**38.0**	**29.0**	**53.0**	**51.0**	**53.0**	**45.0**	**38.0**	***34.0***	**46.0**	**513.0**	**42.8**

CHESTER COUNTY WASTEWATER RECOVERY

MAINTENANCE WORK REPORT

FY 2024-2025

Month of October 2025

Pump Station Maintenance		JULY 2025	AUG 2025	SEPT 2025	OCT 2025	NOV 2024	DEC 2024	JAN 2025	FEB 2025	MAR 2025	APR 2025	*MAY 2025*	JUN 2025	*Total to Date*	*Average*
Check Chester Station	HOURS	51.0	59.0	44.0	57.0	46.0	32.0	46.0	18.0	35.0	23.0	*53.0*	46.0	**510.0**	**42.5**
	TIMES	3.0	5.0	4.0	5.0	4.0	4.0	4.0	2.0	3.0	3.0	*5.0*	4.0	**46.0**	**3.8**
Check Richburg Station	HOURS	51.0	69.0	39.0	53.0	56.0	48.0	48.0	23.0	35.0	23.0	*51.0*	42.0	**538.0**	**44.8**
	TIMES	3.0	5.0	4.0	5.0	5.0	4.0	4.0	2.0	3.0	3.0	*5.0*	4.0	**47.0**	**3.9**
Service Pumps	HOURS	8.0	24.0	0.0	0.0	0.0	34.0	36.0	47.0	0.0	12.0	*0.0*	15.0	**176.0**	**14.7**
	TIMES	1.0	1.0	0.0	0.0	0.0	2.0	2.0	2.0	0.0	1.0	*0.0*	1.0	**10.0**	**0.8**
Service Controls	HOURS	30.0	4.0	2.0	26.0	34.0	26.0	3.0	4.0	23.0	2.0	*34.0*	49.0	**237.0**	**19.8**
	TIMES	8.0	2.0	1.0	4.0	6.0	6.0	2.0	2.0	2.0	1.0	*6.0*	9.0	**49.0**	**4.1**
Other	HOURS	42.0	104.0	48.0	0.0	19.0	34.0	49.0	3.5	0.0	144.0	*21.0*	44.0	**508.5**	**42.4**
	TIMES	5.0	12.0	2.0	0.0	3.0	3.0	10.0	3.0	0.0	6.0	*2.0*	5.0	**51.0**	**4.3**
Total Hours		**182.0**	**260.0**	**133.0**	**136.0**	**155.0**	**174.0**	**182.0**	**95.5**	**93.0**	**204.0**	***159.0***	**196.0**	**1969.5**	**164.1**
Total Times		**20.0**	**25.0**	**11.0**	**14.0**	**18.0**	**19.0**	**22.0**	**11.0**	**8.0**	**14.0**	***18.0***	**23.0**	**203.0**	**16.9**
Preventive Maintenance															
Smoke Test	HOURS	8.0	0.0	0.0	0.0	0.0	0.0	0.0	15.0	15.0	10.0	*2.0*	0.0	**50.0**	**4.2**
	TIMES	1.0	0.0	0.0	0.0	0.0	0.0	0.0	1.0	1.0	1.0	*1.0*	0.0	**5.0**	**0.4**
Inspect Manholes	HOURS	0.0	0.0	10.0	0.0	0.0	0.0	4.0	0.0	0.0	0.0	*0.0*	0.0	**14.0**	**1.2**
	TIMES	0.0	0.0	1.0	0.0	0.0	0.0	2.0	0.0	0.0	0.0	*0.0*	0.0	**3.0**	**0.3**
Clean Manholes	HOURS	0.0	0.0	10.0	0.0	0.0	0.0	14.0	0.0	0.0	0.0	*20.0*	0.0	**44.0**	**3.7**
	TIMES	0.0	0.0	1.0	0.0	0.0	0.0	1.0	0.0	0.0	0.0	*1.0*	0.0	**3.0**	**0.3**
Clean Mains	HOURS	150.0	10.0	66.0	133.0	33.0	106.0	56.0	8.0	32.0	153.0	*105.0*	27.0	**879.0**	**73.3**
	TIMES	7.0	1.0	5.0	7.0	3.0	8.0	3.0	1.0	3.0	5.0	*6.0*	2.0	**51.0**	**4.3**
Check Right-of-Way	HOURS	20.0	0.0	0.0	0.0	0.0	0.0	3.0	16.0	0.0	24.0	*88.0*	16.0	**167.0**	**13.9**
	TIMES	1.0	0.0	0.0	0.0	0.0	0.0	1.0	1.0	0.0	1.0	*2.0*	1.0	**7.0**	**0.6**
TV Lines	HOURS	102.0	25.0	94.0	123.0	59.0	77.0	194.0	82.0	72.0	41.0	*66.0*	63.0	**998.0**	**83.2**
	TIMES	10.0	3.0	11.0	11.0	9.0	11.0	18.0	10.0	8.0	4.0	*9.0*	7.0	**111.0**	**9.3**
Other	HOURS	0.0	0.0	0.0	10.0	0.0	0.0	0.0	0.0	0.0	0.0	*0.0*	0.0	**10.0**	**0.8**
	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**
Total Hours		**280.0**	**35.0**	**180.0**	**266.0**	**92.0**	**183.0**	**271.0**	**121.0**	**119.0**	**228.0**	***281.0***	**106.0**	**2162.0**	**180.2**
Total Times		**19.0**	**4.0**	**18.0**	**19.0**	**12.0**	**19.0**	**25.0**	**13.0**	**12.0**	**11.0**	***19.0***	**10.0**	**181.0**	**15.1**
New Taps															
Residential	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**
Commercial	HOURS	0.0	0.0	35.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	*0.0*	0.0	**35.0**	**2.9**
	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	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**	**35.0**	**0.0**	**0.0**	**0.0**	**0.0**	**0.0**	**0.0**	**0.0**	***0.0***	**0.0**	**35.0**	**2.9**
Total 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**

CHESTER COUNTY WASTEWATER RECOVERY

MAINTENANCE WORK REPORT

FY 2024-2025

Month of October 2025

Shop Maintenance		JULY 2025	AUG 2025	SEPT 2025	OCT 2025	NOV 2024	DEC 2024	JAN 2025	FEB 2025	MAR 2025	APR 2025	*MAY 2025*	JUN 2025	*Total to Date*	*Average*
Clean Trucks	HOURS	4.0	11.0	31.0	13.0	21.0	4.0	20.0	23.0	9.0	17.0	*14.0*	0.0	**167.0**	**13.9**
	TIMES	4.0	2.0	7.0	4.0	5.0	4.0	7.0	5.0	6.0	5.0	*4.0*	0.0	**53.0**	**4.4**
Check Equipment	HOURS	0.0	18.0	10.0	10.0	21.0	25.0	5.0	0.0	23.0	13.0	*22.0*	0.0	**147.0**	**12.3**
	TIMES	0.0	3.0	1.0	1.0	3.0	2.0	1.0	0.0	3.0	2.0	*3.0*	0.0	**19.0**	**1.6**
Service Equipment	HOURS	15.0	21.0	10.0	10.0	18.0	0.0	11.0	15.0	15.0	6.0	*10.0*	0.0	**131.0**	**10.9**
	TIMES	3.0	1.0	1.0	1.0	2.0	0.0	2.0	2.0	2.0	2.0	*1.0*	0.0	**17.0**	**1.4**
Grounds Maintenance	HOURS	3.0	28.0	31.0	13.0	18.0	29.0	3.0	2.0	17.0	13.0	*23.0*	9.0	**189.0**	**15.8**
	TIMES	3.0	5.0	7.0	4.0	6.0	4.0	3.0	2.0	5.0	4.0	*5.0*	2.0	**50.0**	**4.2**
Stock Supplies	HOURS	0.0	0.0	14.0	4.0	10.0	1.0	11.0	0.0	20.0	0.0	*0.0*	0.0	**60.0**	**5.0**
	TIMES	0.0	0.0	2.0	2.0	1.0	1.0	2.0	0.0	1.0	0.0	*0.0*	0.0	**9.0**	**0.8**
Re-Stock Trucks	HOURS	8.0	16.0	17.0	13.0	31.0	6.0	7.0	5.0	16.0	9.0	*23.0*	8.0	**159.0**	**13.3**
	TIMES	8.0	7.0	9.0	13.0	6.0	6.0	3.0	5.0	6.0	5.0	*10.0*	8.0	**86.0**	**7.2**
Haul Spoil Dirt	HOURS	0.0	0.0	0.0	0.0	10.0	0.0	0.0	0.0	0.0	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	0.0	0.0	0.0	*0.0*	0.0	**1.0**	**0.1**
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	0.0	0.0	16.0	0.0	0.0	0.0	0.0	0.0	6.0	0.0	*0.0*	8.0	**30.0**	**2.5**
	TIMES	0.0	0.0	1.0	0.0	0.0	0.0	0.0	0.0	1.0	0.0	*0.0*	1.0	**3.0**	**0.3**
Total Hours		**30.0**	**94.0**	**129.0**	**63.0**	**129.0**	**65.0**	**57.0**	**45.0**	**106.0**	**58.0**	***92.0***	**25.0**	**893.0**	**74.4**
Total Times		**18.0**	**18.0**	**28.0**	**25.0**	**24.0**	**17.0**	**18.0**	**14.0**	**24.0**	**18.0**	***23.0***	**11.0**	**238.0**	**19.8**
Inspections															
New Services	HOURS	0.0	2.0	0.0	1.0	0.0	9.0	4.0	0.0	0.0	0.0	*0.0*	6.0	**22.0**	**1.8**
	TIMES	0.0	1.0	0.0	1.0	0.0	4.0	1.0	0.0	0.0	0.0	*0.0*	6.0	**13.0**	**1.1**
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	1.0	1.0	0.0	0.0	1.0	0.0	1.0	5.0	4.0	23.0	*3.0*	0.0	**39.0**	**3.3**
	TIMES	1.0	1.0	0.0	0.0	1.0	0.0	1.0	5.0	4.0	5.0	*3.0*	0.0	**21.0**	**1.8**
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	0.0	0.0	0.0	32.0	16.0	0.0	0.0	0.0	*0.0*	0.0	**48.0**	**4.0**
	TIMES	0.0	0.0	0.0	0.0	0.0	2.0	1.0	0.0	0.0	0.0	*0.0*	0.0	**3.0**	**0.3**
Total Hours		**1.0**	**3.0**	**0.0**	**1.0**	**1.0**	**41.0**	**21.0**	**5.0**	**4.0**	**23.0**	***3.0***	**6.0**	**109.0**	**9.1**
Total Times		**1.0**	**2.0**	**0.0**	**1.0**	**1.0**	**6.0**	**3.0**	**5.0**	**4.0**	**5.0**	***3.0***	**6.0**	**37.0**	**3.1**

CHESTER COUNTY WASTEWATER RECOVERY

MAINTENANCE WORK REPORT

FY 2024-2025

Month of October 2025

Plant Maintenance		JULY 2025	AUG 2025	SEPT 2025	OCT 2025	NOV 2024	DEC 2024	JAN 2025	FEB 2025	MAR 2025	APR 2025	*MAY 2025*	JUN 2025	*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	12.0	18.0	8.0	12.0	48.0	8.0	6.0	50.0	25.0	0.0	*36.0*	13.0	236.0	19.7
	TIMES	1.0	2.0	1.0	1.0	4.0	1.0	1.0	3.0	1.0	0.0	*1.0*	2.0	18.0	1.5
Total Hours		**12.0**	**18.0**	**8.0**	**12.0**	**48.0**	**8.0**	**6.0**	**50.0**	**25.0**	**0.0**	*36.0*	**13.0**	236.0	19.7
Total Times		**1.0**	**2.0**	**1.0**	**1.0**	**4.0**	**1.0**	**1.0**	**3.0**	**1.0**	**0.0**	*1.0*	**2.0**	18.0	1.5
Line Locations															
Locate for Utilities	HOURS	0.0	0.0	0.0	0.0	10.0	2.0	1.0	0.0	0.0	0.0	*0.0*	0.0	13.0	1.1
	TIMES	0.0	0.0	0.0	0.0	1.0	1.0	1.0	0.0	0.0	0.0	*0.0*	0.0	3.0	0.3
Locate for Contractors	HOURS	0.0	0.0	0.0	0.0	8.0	0.0	0.0	0.0	0.0	0.0	*0.0*	0.0	8.0	0.7
	TIMES	0.0	0.0	0.0	0.0	1.0	0.0	0.0	0.0	0.0	0.0	*0.0*	0.0	1.0	0.1
Other	HOURS	19.0	39.0	39.0	45.0	20.0	17.0	20.0	20.0	30.0	31.0	*40.0*	14.0	334.0	27.8
	TIMES	4.0	8.0	7.0	9.0	3.0	4.0	6.0	3.0	6.0	6.0	*5.0*	3.0	64.0	5.3
Total Hours		**19.0**	**39.0**	**39.0**	**45.0**	**38.0**	**19.0**	**21.0**	**20.0**	**30.0**	**31.0**	*40.0*	**14.0**	355.0	29.6
Total Times		**4.0**	**8.0**	**7.0**	**9.0**	**5.0**	**5.0**	**7.0**	**3.0**	**6.0**	**6.0**	*5.0*	**3.0**	68.0	5.7
Non-Category-Training	**HOURS**	**13.0**	**26.0**	**53.0**	**52.0**	**10.0**	**12.0**	**12.0**	**9.0**	**5.0**	**0.0**	*42.0*	**25.0**	259.0	21.6
	TIMES	**2.0**	**3.0**	**6.0**	**7.0**	**1.0**	**1.0**	**1.0**	**2.0**	**2.0**	**0.0**	*3.0*	**4.0**	32.0	2.7
Lost Time															
Sick Days	HOURS	36.0	52.0	94.0	62.0	0.0	24.0	40.0	16.0	44.0	32.0	*48.0*	32.0	480.0	40.0
	TIMES	5.0	7.0	13.0	10.0	0.0	3.0	5.0	2.0	7.0	4.0	*7.0*	4.0	67.0	5.6
Vacations	HOURS	56.0	32.0	96.0	92.0	104.0	104.0	32.0	16.0	40.0	88.0	*112.0*	140.0	912.0	76.0
	TIMES	7.0	4.0	12.0	12.0	13.0	13.0	4.0	2.0	5.0	11.0	*14.0*	18.0	115.0	9.6
Holidays	HOURS	56.0	0.0	52.0	0.0	160.0	168.0	112.0	48.0	0.0	56.0	*56.0*	56.0	764.0	63.7
	TIMES	7.0	0.0	7.0	0.0	20.0	21.0	14.0	6.0	0.0	7.0	*7.0*	7.0	96.0	8.0
Time Off	HOURS	0.0	24.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	*0.0*	0.0	24.0	2.0
	TIMES	0.0	3.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	*0.0*	0.0	3.0	0.3
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		**148.0**	**108.0**	**242.0**	**154.0**	**264.0**	**296.0**	**184.0**	**80.0**	**84.0**	**176.0**	*216.0*	**228.0**	1392.0	116.0
Total Times		**19.0**	**14.0**	**32.0**	**22.0**	**33.0**	**37.0**	**23.0**	**10.0**	**12.0**	**22.0**	*28.0*	**29.0**	182.0	15.2
	HOURS	**44.0**	**66.0**	**81.0**	**41.0**	**50.0**	**71.0**	**101.0**	**78.5**	**66.0**	**72.0**	*48.0*	**51.0**	393.0	32.8
Overtime Worked	**TIMES**	**33.0**	**41.0**	**46.0**	**31.0**	**38.0**	**41.0**	**60.0**	**36.0**	**40.0**	**37.0**	*32.0*	**32.0**	788.0	65.7

Chester Wastewater Recovery

District Engineer Report

December 2, 2025

Item 1: File Organization

Chester Wastewater Recovery has contracted Palmetto Microfilm Services under a State of South Carolina contract to scan and archive our construction drawings. The 2nd set of plans will be returned on Friday December 5th, 2025. Staff estimates we are 30% to 40% complete with the process. All scanned documents will be indexed in an Access database to allow for quick and efficient retrieval. This will be an ongoing process as we continue reviewing plan sets at our various facilities and coding them for digital filing.

Item 2: Radcliff Road Reclamation Project

Staff held a informal bid opening on November 6, 2025, and SMI Enterprises out of Lancaster South Carolina provided the lowest bid for the project in the amount of $88,225.00. 2nd lowest bid was King Asphalt at $91,104.55 and 3rd lowest was Lineberger Construction at $108,415.00. Staff is currently reviewing documents to facilitate the execution of the contract so work can begin.

Item 3: Specifications Manual Update

Staff are still working on finalizing updates to the Specification Manual for review and approval by the CWR Board. The updates will primarily focus on sewer pump station improvements and the construction acceptance process to ensure CWR receives donated assets that will provide many years of reliable service without immediate maintenance or repair concerns.

Item 4: Development Report

Attached is a list and status report of ongoing developments in Chester County to be served by Chester Wastewater Recovery.

DEVELOPMENT REPORT December 2, 2025

Subdivision	Phase	Lots	Type	Status	Additional Information
Woodhaven	Phase 1	130	Res	Sewer Completed	Direct gravity connection, no sewer pump stations, building homes in progress
Woodhaven	Phase 2	132	Res	Sewer Completed	Direct gravity connection, no sewer pump stations, building homes in progress
Walkers Mill	All Phases	305	Res	Sewer Completed	Building Homes in progress
Knights Bridge	Phase 1	292	Res	Sewer Completed Pump Station	Gravity sewer mains installed, discussion on going to fix pump station deficiencies.
Winchester	Phase 1	200	Res	Under Construction	Reviewing Shop Submittals Sewer Being Tested
Winchester	Phase 2	200	Res	Sewer Permit Application	Willingness to serve issued.
Stanton	Phase 1	229	Res	Gravity Sewer Installed Pump Station #1 installed	Gravity Sewer Inspected and Tested. Finalizing NCDES O&M Letter. Final Plat submitted. Contractor has executed Pre Warranty Letter.
Stanton	Phase2A	101	Res	Gravity sewer installed	Gravity sewer installed not yet inspected or tested
Stanton	Phase 28		Res	Gravity sewer installed	Gravity sewer installed not yet inspected or tested
Stanton Amenity	Pool	0	Res	Plans submitted	No Sewer Extension but will review sewer connections
Richburg Meadows	Phase 1	400	Res	No sewer main installed	Second Plan Submittal Under Review
Talford Green	Apartments	58	Com	Sewer completed	Proposed 58 Apartment Units off Dawson Drive (Capital Recovery)
Kings Landing / Village of Adelyne	Phase 1	218	Res	Plans Review Complete	First Submittal Complete Subdivision Name has been changed to Village of Adelyne
Total		2,265			

Chester Sewer District
Year-to-Date Budget to Actual Comparison
Month Ended October 31, 2025

	Annual Budget	YTD Budget	MTD Actual	YTD Actual	Variance Over / (Under)
Operating					
REVENUE					
Wastewater treatment Services	$6,339,000	$2,113,000	$537,001	$2,181,243	$ 68,243
Compliance Sampling	$57,900	$19,300	$7,494	$17,038	$ (2,262)
Interest Income	$0.00	$0	$91,137	$367,145	$ 367,145
Other Income	$0.00	$0	$16,563	$44,488	$ 44,488
Encumbrance Carry forwards	$236,242	$236,242	$0	$0	$ -
Operating Revenue	$ 6,633,142	$ 2,368,542	$ 652,195	$ 2,609,914	$ 477,614
EXPENSE					
Administration	$1,769,129	$692,547	$133,490	$733,865	$ 41,318
Maintenance	$2,164,580	$744,934	$134,164	$621,262	(123,672)
Lando Plant	$552,387	$184,129	$34,887	$135,410	(48,719)
Rocky Creek	$647,921	$215,974	$35,680	$149,138	(66,836)
Sandy River	$670,252	$223,417	$47,483	$294,455	71,038
Pretreatment	$194,598	$81,533	$8,069	$43,932	(37,601)
Total Expense	$ 5,998,867	$2,142,534	393,773	$1,978,062	$ (164,472)
Operating Surplus(Deficit)	$ 634,275	$ 226,008	$258,422	$631,852	
Capital					
REVENUE					
Debt Issuance	$0	$0	$0	$0	-
Fund Balance	$915,881	$305,294	$0	$0	(305,294)
Capital Recovery fees	$0	$0	$12,050	$21,000	21,000
Grant Revenue	$12,589,119	$4,196,373	$351,010	$612,519	(3,583,854)
Construction Revenue	$13,505,000	$4,501,667	$363,060	$633,519	-$3,868,148
EXPENSE					
Cushion Fund	$25,800	$8,600	$483	$1,932	(6,668)
Debt Service	$586,600	$195,533	$48,883	$198,154	2,621
Capital Expenditures	$13,526,875	$4,523,542	$352,210	$684,804	(3,838,738)
Construction Expense	14,139,275	4,727,675	401,576	884,890	(3,836,117)
Construction Surplus (Deficit)	-$634,275	-$226,008	-$38,516	-$251,371	
Total Surplus (Deficit)	$0	$0	$219,906	$380,481	

CWR

CHESTER COUNTY WASTEWATER RECOVERY

Board of Commissioners Director's Monthly Update & Projects Report November 2025

(Presented December 3rd)

1. Rock Hill Connection Project Updates

I. Federal Special Appropriation – $10 Million (Senator Lindsey Graham)
Key Activities – October & November 2025

- Continued coordination with AECOM on stakeholder communications as part of the National Environmental Policy Act (NEPA) review process.
- AECOM is advancing the required analyses and figures for submission with the U.S. Army Corps of Engineers (USACE) Section 404 Permit application.
- Phase I archaeological fieldwork under the NEPA Environmental Assessment (EA) is scheduled to be conducted by AECOM.
- Drafted and issued the *Customer Notification of Fieldwork and Cultural Survey Activities* letter on behalf of CWR to all impacted property owners along the forcemain route.
- CWR staff and project partners are completing mandatory EPA training requirements.

II. South Carolina Infrastructure Investment Program (SCIIP) Grant – Design and Easement Coordination

- Relocation of the 20-inch forcemain was scheduled and successfully completed.
- Ongoing collaboration with AECOM and Duke Energy regarding on-site easement acquisition and field coordination.

III. Water Infrastructure Finance and Innovation Act (WIFIA) – Loan Application Process

- Continuing financial evaluation and comparison of WIFIA loan terms versus private financing alternatives, in coordination with Raftelis Financial Consultants.

2. Economic Development Administration (EDA) Grant

Project Status

- No current activity to report for this period.

Action Items

- Anticipated bid release date: *Early 2026.*

3. Edgeland Road – SCDOT Widening Project

- No new activity to report for this period.

4. Industrial Pretreatment Program

Compliance Sampling (Conducted by Pace Analytical)

- Synthomer (Omnova): October 23rd and 30th

- Roseburg: November 17th and 18th
- Reviewed all Discharge Monitoring Reports (DMRs) submitted by Significant Industrial Users (SIUs).

Notices of Violation (NOVs)

- Issued three (3) NOVs requiring corrective action plans and written responses from the respective SIUs.

Permit Management

- Ongoing review and reissuance of SIU discharge permits.
- Conducting compliance inspections.
- Initiated correspondence and renewed a meeting request with IKO Mat Tech Division.

5. GIS Mapping

Progress Report

- No new activity to report for this period.

6. Miscellaneous Activities

- Participated in meetings and conference calls with potential developers regarding future project opportunities and preliminary service needs.

Chester Sewer District – Board Presentation

Audit Year: FY2025.

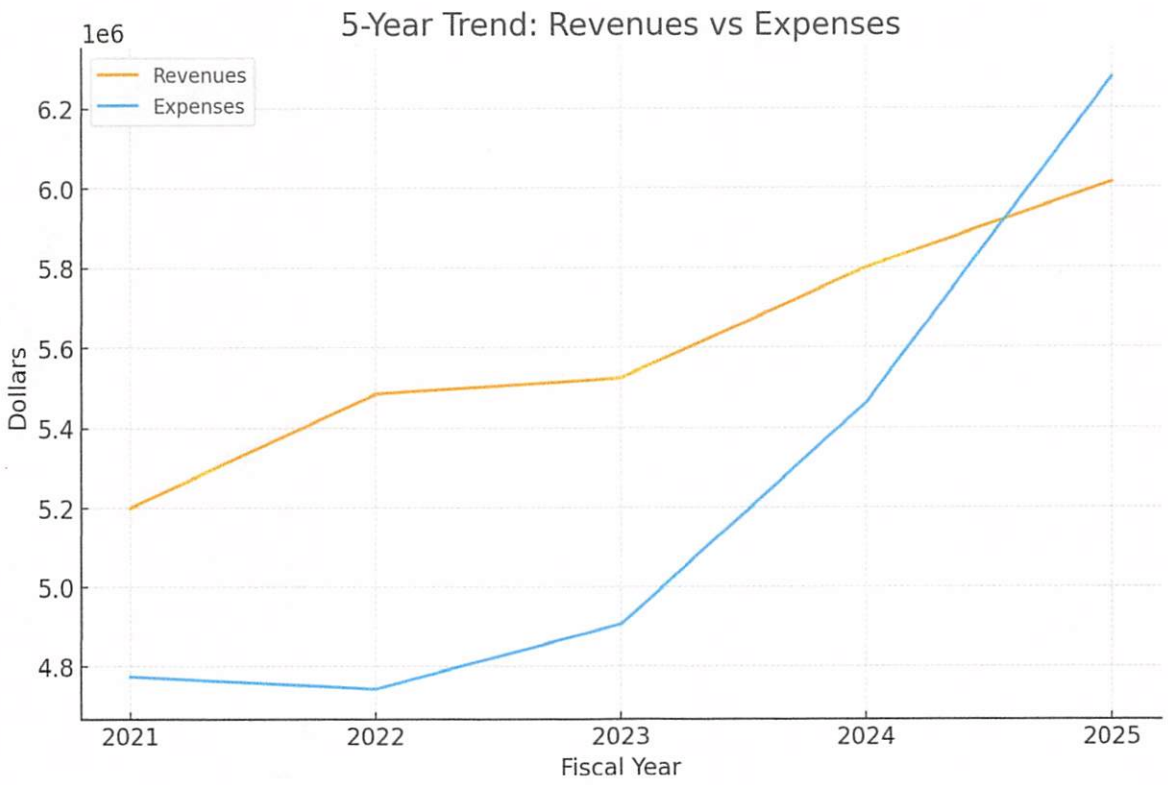
Audit Results

- Clean opinion
- No findings
- Strong financial reporting and compliance

Key Financial Highlights

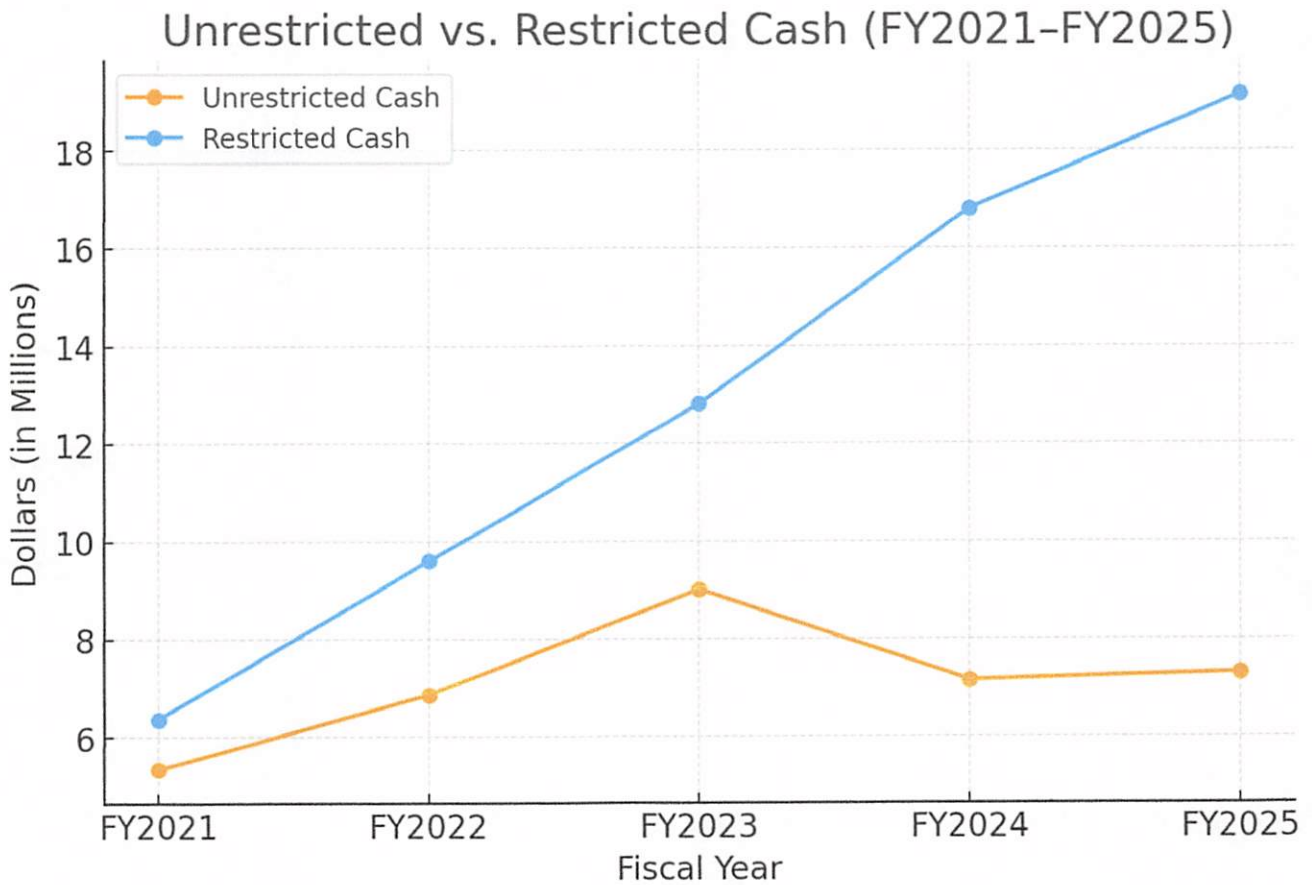
- Operating Revenues: $6.01m ($5.8m FY24 and $5.5m FY23)
- Expenses: $6.3m ($5.4m FY24 and $4.9m FY23)
- Other Revenues(Expenses): $1.2m ($1.9m FY24 and $(.04m) FY23)
- Net Income: $860k
- Expense mix: $2.0m payroll | $.646m contract | $.815m engineering | $1.115m deprec.

Financial Trends



Key Financial Highlights

- Unrestricted Cash $7.3m ($160k increase) $19.1m ($2.3m increase)
- Approximately 17 months COH



Strengths

- Strong segregation of duties via independent third-party providers (billing, payroll, reconciliations)
- Monthly bank reconciliations performed and reviewed independently by Greene Finney
- Electronic approval workflows through Bill.com with secure check control.
- Payroll requires department head approval and multi-level review.
- Monthly Board oversight with reviewed budget-to-actual reporting.
- Formal budget development and public approval process

Closing Note

The audit indicates that CWR continues to maintain strong financial practices, effective internal controls, and responsible stewardship of public resources. The District is well positioned to support ongoing growth, and continued Board oversight will remain essential to safeguarding financial integrity and ensuring long-term stability.

CHESTER SEWER DISTRICT
STMT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION COMPARISON SUMMARY

	FY2021	FY2022	FY2023	FY2024	FY2025	
REVENUES						
Sewer Services	5,163,326	5,452,959	5,494,600	5,765,291	5,985,133	3.8%
Pretreatment Fees	27,477	29,188	28,991	28,191	28,572	
Penalties/Capital Porject Fees	8,748	2,713	-	6,376	-	
Total operating revenues	5,199,551	5,484,860	5,523,591	5,799,858	6,013,705	
OPERATING EXPENSES						
Administration	1,306,183	1,213,223	1,544,225	1,630,816	1,630,903	
Sewer Lines	884,517	889,593	787,723	1,204,890	1,805,036	
Rocky Creek plant	523,640	559,654	504,694	479,432	532,618	
Sandy River Plant	547,914	551,201	411,337	444,203	565,370	
Lando Plant	279,458	278,272	323,308	347,043	412,719	
Pretreatment	189,337	196,988	247,560	241,269	213,731	
Depreciation	1,042,759	1,053,288	1,087,229	1,114,493	1,115,315	
Total operating expenses	4,773,808	4,742,219	4,906,076	5,462,146	6,275,692	A
Operating Income	425,743	742,641	617,515	337,712	(261,987)	
NON-OPERATING REVENUE (EXPENSES)						
CAPITAL GRANTS- RESTRICTED:						
State grants	798,568	-	-	330,000	-	B
Federal grants	305,699	118,568	387,137	367,863	-	C
NON-OPERATING REVENUES:						
Interest Income	22,900	32,385	468,743	1,130,540	812,448	
Other Revenue	924,596	2,403,181	46,808	461,604	722,025	D
Interest Expense	(356,671)	(350,686)	(344,350)	(335,573)	(328,888)	
Bond issuance expense	-	-	(24,219)	-	-	
Other Expenses	-	-	(576,000)	(500)	(82,631)	E
Total nonoperating	1,695,092	2,203,448	(41,881)	1,953,934	1,122,954	
Change in net position	2,120,835	2,946,089	575,634	2,291,646	860,967	
Salary + benefits	43.4%	40.3%	36.1%	36.1%	32.2%	
Contract Services	5.3%	8.8%	11.5%	10.3%	10.3%	
Utilities/Telephone	5.8%	5.8%	6.1%	5.8%	5.6%	
Engineering	4.5%	3.4%	4.8%	10.9%	13.0%	
Depreciation	21.8%	22.2%	22.2%	20.4%	17.8%	

A	Overall expenses up $813k | Payroll/Benefits are $50k (2.4%), $218k increase in Project Engineering, Contract services increased $85k
B	RIA Grant - Mesco Pumping Station
C	CDBG grant for Dawson Drive Project
D	Capital recovery fees $207k | $483k donated infrastructure
E	Loss on disposal of assets

CHESTER SEWER DISTRICT
STMT OF NET POSITION COMPARISON SUMMARY

	FY2021	FY2022	FY2023	FY2024	FY2025	
CURRENT ASSETS						
Cash and investments, unrestricted	5,331,222	6,860,892	9,006,933	7,154,738	7,315,220	
Cash and investments, restricted	6,369,707	9,587,987	12,805,019	16,801,037	19,145,476	A
Receivables	1,471,040	495,978	654,477	781,230	823,236	B
Prepaid Expenses	28,500	40,392	28,643	41,028	42,581	
Due from Chester Metropolitan District	40,798	36,547	174,580	62,856	101,877	
Total current assets	13,241,267	17,021,796	22,669,652	24,840,889	27,428,390	
CAPITAL ASSETS	23,186,787	22,292,557	21,969,064	21,946,752	21,654,312	C
Total assets	36,428,054	39,314,353	44,638,716	46,787,641	49,082,702	
CURRENT LIABILITIES						
Accounts payable	230,493	231,511	192,030	568,968	262,336	D
Accrued expenses	75,069	110,250	166,697	107,295	151,545	
Accrued Interest payable	26,713	26,163	25,600	25,013	27,633	
Compensated Absences	85,587	86,452	98,470	78,234	97,367	
Customer Deposits	120,990	116,870	115,368	113,518	116,588	
Current Maturities of Financing Leases	22,351	21,491	21,935	41,962	19,474	
Current Maturities of long-term liabilities	220,000	225,000	235,000	240,000	255,000	
Total current liabilities	781,203	817,737	855,100	1,174,990	929,943	
OPEB Liability, net	3,925,726	4,143,815	4,126,505	4,026,045	3,912,973	
Net Pension Liability, net	2,274,838	2,228,717	2,153,084	2,112,658	2,068,290	
Compensated Absences, net	85,586	86,453	98,471	78,233	177,974	
Financing Leases, net	75,314	53,823	93,854	50,071	48,019	
Long-Term Debt, net	10,960,712	10,718,008	10,465,304	10,207,600	9,934,896	
Unearned Revenue	-	-	5,000,000	5,000,000	7,000,000	
Total liabilities	18,103,379	18,048,553	22,792,318	22,649,597	24,072,095	
NET POSITION						
Net investment in capital assets	18,123,868	17,476,540	17,668,165	17,920,116	16,971,211	
Restricted for debt service	49,770	49,699	111,154	124,153	76,670	
Restricted for capital activity	6,319,937	6,319,502	6,575,612	6,815,198	6,275,193	
Unrestricted	(6,168,900)	(2,574,977)	(2,508,533)	(721,423)	1,687,533	
	$ 18,324,675	$ 21,270,764	$ 21,846,398	$ 24,138,044	$ 25,010,607	
COH (months)	17.38	22.63	28.70	20.02	17.25	

A	Continues to increase due to recovery fees and
B	Increase in AR is consistent with increase in revenue
C	Additions: Donated Infrastrutre $483k | Various other purchases $431k (Total $914k)
D	Timing and different projects going on - nothing notable in either year to account for change