



**Chester Metropolitan District**  
Regular Commission Meeting  
March 8, 2017

The Chester Metropolitan District's Regular Commission meeting was held at 6:00 pm on Wednesday, March 8, 2017 at the Robert W. Hemphill Water Treatment Plant in Fort Lawn, SC. Members attending were: L.B. Cannon, Chairman; Jean H. Nichols, Secretary; Sharon Peterson; Tawana Davis; Michael Brunson; James Cloud; and Earl Thraikill. Others in attendance were Fred Castles, Executive Director; Susan Roddey, Executive Assistant; Becky Moon, Finance Manager; David Sloan, Water Plant Superintendent; Dean Branham, Water Plant Operator; Marvin Ashe, Water Plant Operator; Joseph Ferrell, Water Plant Operator; Arthur Gaston, Attorney; Mayor John Rumford of Fort Lawn; Lewis Jordan of Fort Lawn; and Tommy McMinn of Richburg.

Chairman LB Cannon called the meeting to order.

The minutes of the February 8, 2017 meeting were approved. Motion to approve was made by James Cloud, Seconded by Sharon Peterson, and unanimously approved.

**Old Business:**

- Filter Plant Report-*** David Sloan read the report for February. A copy of the report is attached to the minutes.
- Depot Report-*** Susan Roddey read the report for February. A copy of the report is attached to the minutes.
- Engineer's Report-*** Mr. Castles read the report for February. A copy of the report is attached to the minutes.
- DMAG Update-*** The Catawba River Basin storage levels are almost full, but Stream Flow is at Stage 3. The Drought Monitor is still at Stage 1. The next three months are expected to be dry.

**New Business:**

- Director's Update-*** Mr. Castles reported the following:
- We have a completed Audit, which was submitted before the final bond offering.
  - On February 21<sup>st</sup>, we sold bonds. Yesterday was the pre-closing on the Bond. The bonds closed today, and the proceeds have paid off the existing bonds and the BAN, which left an additional \$2.2 Million in the Construction Fund.

- Catawba Regional met on February 20<sup>th</sup> to review the Exit 62/Exit 65 Master Plan which will be unveiled to the public soon. It will have to pass Planning & Zoning and County Council.
- SCEC – Mr. Castles will be leaving Friday for the South Carolina Environmental Conference – this will be the final meeting in the 5-year obligation to the WEASC.
- Met in the City of Rock Hill with 16 of the 18 WMG utilities for the Water Loss Audit Workshop.

### **Reports:**

***Director's Report-*** Mr. Castles read the Director's Report for February. A copy of this report is attached to the minutes.

***Hydrant Report-*** Mr. Castles read the Hydrant Report for February. A copy of this report is attached to the minutes.

***Financial Report-*** Mrs. Moon read the Financial Report for February. A copy of this report is attached to the minutes.

*With there being no further business to discuss, the meeting was adjourned. Motion to adjourn was made by Sharon Peterson, seconded by Jean Nichols, and unanimously approved.*

Approved:

Respectfully Submitted:

Date: April 12, 2017

By: Susan H. Roddey

# Chester Metropolitan District

## *Agenda* *March 8, 2017*

- I. Call Meeting to Order
  
- II. Approval of Last Meeting Minutes
  
- III. Old Business
  - A. Filter Plant - Fred Castles
  - B. Depot Report - Susan Roddey
  - C. Engineer's Report - Andy Litten
  - D. DMAG Report - Andy Litten
  
- IV. New Business
  - A. Director's Update - Fred Castles
  
- V. Reports
  - A. Director's Report - Fred Castles
  - B. Hydrant Report - Fred Castles
  - C. Financial Report - Becky Moon
  
- VI. Adjourn

# CHESTER METROPOLITAN DISTRICT FILTRATION PLANT

## MONTHLY REPORT

MONTH: February 2017

QUANTITIES (million gallons)		PREVIOUS YEAR	PRESENT YEAR
Raw Water		91.276	87.887
Finished Water		86.179	96.804
Peak Day	Raw	4.043	3.755
	Finished	3.587	4.011
Minimum Day	Raw	2.635	2.508
	Finished	2.614	2.762
Average Day	Raw	3.147	3.139
	Finished	2.972	3.457
Total Hours Operated		696.000	672.000
Monthly Load Factor (%)	(Avg. day Plant cap.)	0.990	99%

CHEMICAL COSTS	QTY USED (lb)	@COST PER lb.	TOTAL COST	UNIT COST (Per mil. gal)
	***	***		
Ferric Chloride	89712.14	0.30	\$26,913.64	306.232
Chlorine	3089.00	0.30	\$926.70	10.544
Flouride	500.00	0.48	\$240.00	2.731
Corrosion Inhibitor	1744.00	0.62	\$1,081.28	12.303
Caustic Soda	51411.92	0.28	\$14,395.34	163.795
NACLO2	5559.00	0.57	\$3,168.63	36.054
Polymer (press)	150.00	2.20	\$330.00	3.755
Polymer (plant)	0.00	2.00	\$0.00	0.000
AMMONIA	510.00	0.80	\$408.00	4.642
<b>SUB-TOTAL CHEMICALS</b>	<b>152676.06</b>	<b>7.55</b>	<b>\$47,463.59</b>	<b>540.056</b>

ELECTRICAL COSTS	KILOWATT HRS	TOTAL COST	UNIT COST (Per mil. gal)
Filtration Plant			0.000
Booster Station			0.000
<b>SUB-TOTAL ELECTRICAL</b>		\$0.00	0.000

<b>GRAND TOTAL (Chemicals &amp; Electrical)</b>	<b>\$47,463.59</b>	<b>540.056</b>
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# Monthly Report

## February 2016

- Completed all reports.
- All Emergency generators were ran by Dell Hughes. The emergency diesel engines were also ran and were reported as operating fine.
- Collected 28 Distribution Samples and analyzed for the presences of Coliform Bacteria. All samples were within acceptable range.
- The chlorine burn out was started on Feb. 3<sup>rd</sup> and ended March 1<sup>st</sup>.
- We are currently maintaining an average Total Chlorine Residual level throughout the distribution system this month at 1.26 mg/l.
- Performed preventive maintenance on the Flash Mixer.
- Removed and replaced the High Service Pump cooling discharge lines. The deteriorated copper lines were leaking cooling water onto the pump room floor. The concrete channel the lines were imbedded in was cracked, broken and missing chunks of cement. The discharge lines were replaced with PVC instead of copper and the cement replaced.
- Replaced two pneumatic bladders on Trac-Vac #3.
- Worked on the #4 filter waste valve and placed it back on track.
- Repaired the Chlorine storage doors and placed back on track.
- Plumbed the Ferric tank overflow to discharge outside of the building into the bulk Ferric storage containment basin.
- The sludge removed and sent to the landfill this month was 73.88 tons.

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## DEPOT UPDATE

March 8, 2017

I spoke with Sid at DOT regarding the release of the grant. He apologized for the extended wait and told me he was to attend a meeting this week regarding the close-out of the project. He is supposed to be back in touch with me by the end of the week with our next steps.

# CMD Engineering Department's Engineering Project Progress Report March 2017

## Development Project Reviews

**Sam Donald Mobile Home Park – Phase II**  
**Christ Central Ministries – Fire Line Meter**

## Cross-Connection Control Program

The scope of the work and effort necessary to safeguard the health and safety of the community is growing. This is will become a major project for us over the next couple years to get the system into compliance and we are now taking a more proactive stance on getting into compliance. We're actively notifying customers, as we find them, of the need to make repairs to get into compliance with the DHEC State Drinking Water Regulations.

## Fire Metering Improvements

**GAF** – They are scheduled to install the new fire line meter at the end of March or beginning of April during their spring plant shut down.

**KJ's Market Grocery Store** – We are continuing to work with the Contractor to get a meter installed on the fire service line.

## Caustic Feed Day Tank and Ferric Chloride Tank Replacement

We have the 100% plans and are in the process of reviewing them. The review should be complete this week

## In-House Projects

**Nella Line Replacement** – This project will begin after Magnolia.

**Magnolia Line Replacement** – Projected to start construction March 20.

## GIS Mapping

Fort Lawn is complete. We are now moving into the QAQC phase starting in Chester.

Map room cleanup is still underway, and is about 99% complete. We should be able to have the maps scanned in the next few weeks.

## General Construction Permit

The General Construction Permit was submitted to DHEC for approval.

## Ferric Chloride Spill

The site work for the spill cleanup is complete. We are still in the process of getting the collected liquid ferric disposed of.



## Chester Metropolitan District

### Director's Report

FY 2016-2017

	February 2017	TOTAL L 12 MOS	AVERAGE L 12 MOS
<b>DISTRIBUTION NUMBER:</b>			
Taps	0	25	2.1
Leaks	18	300	25.0
<b>DISTRIBUTION MANHOURS:</b>			
Taps	0.0	464	38.7
Leaks	95.0	2,062	171.8
Equipment	0.0	-	-
Shop	307.0	2,395	199.6
Dist. System	883.5	10,424	868.6
Asphalt	0.0	794	66.1
Meters	100.0	1,180	98.3
Filter Plant	47.5	111	9.2
Hydrants	36.0	244	20.3
Construction Projects	0.0	552	46.0
Main Break	58.5	1,861	155.1
Total Manhours	1,527.5	20,084	1,673.7
Overtime Hours	197.8	2,581	234.6
<b>METER CALLS:</b>			
Ons	74	934	77.8
Offs	76	1,011	84.3
Checks	97	1,563	130.3
Total Calls	247	3,508	292.3
Overtime Hours	12.5	177.0	14.8
<b>BILLING INFORMATION:</b>			
Non-Leak Adjustments:	1	161	13.4
Leak Adjustments	55	595	49.6
\$\$\$ Adjusted	\$ 4,714.53	\$ 27,320.39	\$ 2,276.70
Bills Mailed	5,223	71,868.0	5,989.0
Thousand Gallons Billed	57,946.1	747,668.0	62,305.7
Thousand Gallons Pumped	87,887.0	1,124,625.0	93,718.8
% Accounted For	65.9%		66.6%
Other Gallons Accounted For	1,913.0	55,171.0	4,597.6
Adjusted % Accounted For	68.1%		71.5%

## Chester Metropolitan District

### Hydrant Report

March 8, 2017

<u>0</u>	New Placement
<u>0</u>	Hydrants Replaced
<u>3</u>	Hydrants Repaired
<u>0</u>	Hydrants Removed
<u>\$0</u>	\$ Spent on Hydrant Work

<u>5491</u>	Total Hydrants Worked to Date
<u>\$ 1,180,625</u>	Total Cost to Date
<u>- 0 -</u>	Local Match
<u>- 0 -</u>	Contract Services
<u>\$ 1,180,625</u>	Total Cost

\* Armory Road near York Rd. Tank

\* Loomis Street near Tank

\* Park Drive

*Hydrants included on an Engineering list. No parts used to repair as of 03-07-17, but more work may need to be done.*



## Chester Metropolitan District

### Cash Balances

#### Per Month End Bank Statements

	<i>February 28, 2017</i>	<i>January 31, 2017</i>
CMD Merchant Account	\$509,999	\$482,620
CMD Gross Revenue GF	667,440	635,008
CMD Gross Revenue Chester	1,387,395	603,691
CMD Debit Card	4,176	0
CMD CPF	388,715	388,700
CMD Certificate of Deposit	104,965	104,965
CMD BAN	639,100	639,100
	<hr/> \$3,701,790 <hr/>	<hr/> \$2,854,084 <hr/>
SC Local Govt Investment Pool	\$1,310,739	\$1,309,754
Wells Fargo Drafts	927,584	889,453
BB&T	-	685,947
MBS Securities	200,000	200,000
	<hr/> \$ 2,438,323 <hr/>	<hr/> \$3,085,154 <hr/>
US Bank ( for debt payment)	<hr/> \$389,815 <hr/>	<hr/> \$320,107 <hr/>
Grand Total	<hr/> <hr/> \$6,529,928 <hr/> <hr/>	<hr/> <hr/> \$6,259,344 <hr/> <hr/>

**Chester Metropolitan District**  
**Budget to Actual Comparison**  
**February 28, 2017**

	Month Ended February 28, 2017	Month Ended January 31, 2017	Year-to-Date Income Statement	Annual Budget for Fiscal Year Ended June 30, 2017	Budget to Actual Variance Fav/(Unf)
<b>OPERATING REVENUE</b>					
Res. & Com. Water Service	\$193,376	\$227,718	\$1,738,860	\$2,763,773	(\$1,024,913)
Industrial Meter Water Service	158,377	164,338	1,211,928	2,099,609	(887,681)
Residual Management Fees	48,512	53,444	403,737	699,688	(295,951)
Penalties	4,589	4,049	33,221	129,487	(96,266)
Taps/Exts./Inst. Fees	0	1,743	20,084	69,387	(49,303)
Billing/Collection/Admin Fees	1,684	1,695	11,872	275,116	(263,244)
Miscellaneous	13,808	22,437	173,564	211,940	(38,376)
<b>TOTAL OPERATING REVENUE</b>	<b>\$420,346</b>	<b>\$475,424</b>	<b>\$3,593,266</b>	<b>\$6,249,000</b>	<b>\$ (2,655,734)</b>
<b>OPERATING EXPENSES</b>					
Admin & General Exp	\$99,957	\$133,494	\$933,751	\$1,451,991	\$518,240
Filter Plant	73,239	84,505	861,685	1,323,300	461,615
Sludge Operations	16,439	16,211	163,193	293,850	130,657
Distribution - Chester	75,805	68,912	554,955	932,205	377,250
Distribution - Great Falls	6,716	10,807	142,269	278,975	136,706
Distribution - Hydrant	0	0	9,150	31,650	22,500
Meter Dept.	18,653	19,608	153,759	357,937	204,178
Engineering	17,927	18,399	144,698	311,580	166,882
<b>TOTAL OPERATING EXPENSES</b>	<b>\$308,736</b>	<b>\$351,936</b>	<b>\$2,963,460</b>	<b>\$4,981,488</b>	<b>\$2,018,028</b>
<b>OPERATING INCOME</b>	<b>\$111,610</b>	<b>\$123,488</b>	<b>\$629,806</b>		
<b>NON-OPERATING EXPENSES</b>					
Admin & General Exp	\$0	\$0	\$8,183	\$49,650	\$41,467
Filter Plant	-	-	1,637	175,110	173,473
Sludge Operations	-	-	-	15,600	15,600
Distribution	-	-	1,637	131,606	129,969
Meter Dept.	0	1,048	60,984	147,435	86,451
Depreciation	-	-	-	169,998	169,998
Capital Projects Fee	-	-	2,396	145,548	143,152
Debt Service	-	-	63,801	432,565	368,764
<b>TOTAL NON-OPERATING EXPENSES</b>	<b>\$0</b>	<b>\$1,048</b>	<b>\$138,638</b>	<b>\$1,267,512</b>	<b>\$1,128,874</b>
<b>NON-OPERATING REVENUE</b>					
Interest Income	\$3,268	\$1,152	\$14,693	\$0	\$ 14,693
Unrealized Gain / (Loss)	2,372	-338	(3,518)	0	(3,518)
<b>TOTAL NON-OPERATING REVENUE</b>	<b>\$5,640</b>	<b>\$814</b>	<b>\$11,175</b>	<b>\$0</b>	<b>\$ 11,175</b>
<b>INCREASE IN NET POSITION</b>	<b>\$117,250</b>	<b>\$123,254</b>	<b>\$502,343</b>	<b>\$0</b>	

To: Mayor John Rumford  
And Fort Lawn Town Council  
803.872.4802

From: Susan Roddey  
Chester Metropolitan District  
Tel: (803) 385-5123  
Fax: (803) 385-2066

*You are cordially invited to attend the Chester Metropolitan  
District Regular Commission Meeting*

*Wednesday, March 8, 2017.*

*We will meet at CMD's Water Filtration Plant at 5:15 PM for a  
short plant tour. The meeting will begin at 6:00 PM, and dinner  
at The Wagon Wheel Restaurant will follow.*

*Please contact Susan by Tuesday, March 7<sup>th</sup> if you wish to  
attend so that we may have an accurate head count.*