



**Chester Metropolitan District**  
Regular Commission Meeting  
April 12, 2017

The Chester Metropolitan District's Regular Commission meeting was held at 6:00 pm on Wednesday, April 12, 2017 at Town Hall in Great Falls, SC. Members attending were: L.B. Cannon, Chairman; Jean H. Nichols, Secretary; Sharon Peterson; Tawana Davis; Michael Brunson; James Cloud; and Earl Thrailkill. Others in attendance were Fred Castles, Executive Director; Susan Roddey, Executive Assistant; Becky Moon, Finance Manager; Arthur Gaston, Attorney; Great Falls Councilman Earl Taylor; and Tommy McMinn of Richburg.

Chairman LB Cannon called the meeting to order.

The minutes of the March 8, 2017 meeting were approved. Motion to approve was made by Jean Nichols, Seconded by Earl Thrailkill, and unanimously approved.

**Old Business:**

- Filter Plant Report-*** Mr. Castles read the report for March. A copy of the report is attached to the minutes.
- Depot Report-*** Susan Roddey read the report for March. A copy of the report is attached to the minutes.
- Engineer's Report-*** Andy Litten read the report for March. 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:
- First Citizens – We met with MCON Construction last week to review inspection report and offer comments on the building itself. We met with Don Wood yesterday as well regarding fire code updates. We were accompanied by the City's contract inspection crew, and they recommended an electrical engineer look at the system. We also need to hire an architect to review the building.
  - New landscaping out front – thanks to Andy and the Distribution crew for updating the landscaping and hanging new flagpoles.

- The interview process for two meter reader positions is underway. We have interviewed 3, and have 2 tomorrow. We also have an opening at the WTP – no luck finding a qualified candidate for the operator job yet. We may need to either recruit or hire a trainee.
- Next week we will have a fourth site visit from Project 1641.

**Public Comment-** Ms. Wynne was not in attendance at this time, so the Public Comment portion of the meeting was tabled pending her arrival.

### **Reports:**

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

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

**Financial Report-** Mrs. Moon read the Financial Report for March. 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 Earl Thrailkill, seconded by Sharon Peterson, and unanimously approved.*

Approved:

Respectfully Submitted:

Date: May 10, 2017

By: Susan H. Roddey

# Chester Metropolitan District

## *Agenda* *April 12, 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
  - B. Public Comment
    - 1. Darla Wynne

*Public comment is limited to 5 minutes per speaker.*

- V. Reports
  - A. Director's Report - Fred Castles
  - B. Hydrant Report - Fred Castles
  - C. Financial Report - Becky Moon
  
- VI. Adjourn

# Monthly Report

## March 2017

- 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 1.17 mg/l.
- Heyward Co. rebuilt the GA valve on the #1 High Service pump.
- Performed preventive maintenance on the Quincy air compressor.
- Performed preventive maintenance on the Sludge Tank mixer.
- Fabricated pipe stand for the Ferric overflow piping.
- Removed and cleaned the piping and Venturi pressure ports on the Finished Water flow measuring devise.
- Replaced all non-working lights in the Chemical room and men's restroom.  
Replaced 3 bulb connectors.
- Repaired the #1 Willet sludge pump dampener
- Replaced the light switch in the Raw Water pump house.
- Adjusted the packing on #3 Raw Water pump.
- Replaced the Raw Water sampling pump at the pump house.
- The sludge removed and sent to the landfill this month was 102.58 tons.

# CHESTER METROPOLITAN DISTRICT FILTRATION PLANT

## MONTHLY REPORT

MONTH: March 2017

QUANTITIES (million gallons)		PREVIOUS YEAR		PRESENT YEAR	
Raw Water		95.639		99.007	
Finished Water		90.978		99.965	
Peak Day	Raw	3.774		4.140	
	Finished	3.331		3.645	
Minimum Day	Raw	2.558		2.490	
	Finished	2.409		2.574	
Average Day	Raw	3.085		3.194	
	Finished	2.935		3.225	
Total Hours Operated		739.500		740.000	
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	92771.25	0.30	\$27,831.37	281.105	
Chlorine	4998.00	0.30	\$1,499.40	15.144	
Flouride	525.00	0.48	\$252.00	2.545	
Corrosion Inhibitor	1253.50	0.62	\$777.17	7.850	
Caustic Soda	2987.04	0.28	\$836.37	8.448	
NACLO2	4809.60	0.57	\$2,741.47	27.690	
Polymer (press)	200.00	2.20	\$440.00	4.444	
Polymer (plant)	0.00	2.00	\$0.00	0.000	
AMMONIA	612.00	0.80	\$489.60	4.945	
<b>SUB-TOTAL CHEMICALS</b>	<b>108156.39</b>	<b>7.55</b>	<b>\$34,867.39</b>	<b>352.171</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>		<b>\$0.00</b>	<b>0.000</b>	

<b>GRAND TOTAL (Chemicals &amp; Electrical)</b>	<b>\$34,867.39</b>	<b>352.171</b>
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# CMD Engineering Department's Engineering Project Progress Report April 2017

## Development Project Reviews

**Sam Donald Mobile Home Park – Phase II** Hydraulic modeling comments returned to the Engineer. Waiting on revisions.

## Cross-Connection Control Program

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 during their spring plant shut down.

**KJ's Market Grocery Store** – The meter should be installed on the fire service line in the next couple of weeks.

## Caustic Feed Day Tank and Ferric Chloride Tank Replacement

We are reviewing the bid documents currently.

## In-House Projects

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

**Magnolia Line Replacement** – Projected to start construction within the next couple of weeks. The ordered material has all been delivered.

## GIS Mapping

We have started the QAQC phase.

The maps are organized and ready for scanning.

## General Construction Permit

The General Construction Permit was submitted to DHEC for approval.

## Ferric Chloride Spill

We are in the process of disposing of the collected liquid ferric at the Sandy River WWTP.

## Chester Metropolitan District

Director's Report

FY 2016-2017

	March 2017	TOTAL L 12 MOS	AVERAGE L 12 MOS
<b>DISTRIBUTION NUMBER:</b>			
Taps	0	21	1.8
Leaks	17	274	22.8
<b>DISTRIBUTION MANHOURS:</b>			
Taps	0.0	423	35.3
Leaks	115.5	1,981	165.0
Equipment	0.0	-	-
Shop	454.5	2,665	222.1
Dist. System	1170.0	10,693	891.1
Asphalt	53.0	798	66.5
Meters	58.0	1,162	96.8
Filter Plant	48.0	159	13.2
Hydrants	104.0	336	28.0
Construction Projects	0.0	551	45.9
Main Break	12.0	1,698	141.5
Total Manhours	2015.0	20,463	1,705.3
Overtime Hours	225.3	2,806	233.8
<b>METER CALLS:</b>			
Ons	101	954	79.5
Offs	50	976	81.3
Checks	71	1,567	130.6
Total Calls	222	3,497	291.4
Overtime Hours	4.0	168.0	14.0
<b>BILLING INFORMATION:</b>			
Non-Leak Adjustments:	2	161	13.4
Leak Adjustments	34	583	48.6
\$\$\$ Adjusted	\$ 1,387.65	\$ 27,063.89	\$ 2,255.32
Bills Mailed	6,148	71,878.0	5,989.8
Thousand Gallons Billed	51,577.0	744,777.8	62,064.8
Thousand Gallons Pumped	99,907.0	1,134,432.0	94,536.0
% Accounted For	51.6%		65.8%
Other Gallons Accounted For	2,555.3	49,244.3	4,103.7
Adjusted % Accounted For	54.2%		70.2%

## Chester Metropolitan District

### Hydrant Report

April 12, 2017

<u>0</u>	New Placement
<u>2</u>	Hydrants Replaced
<u>1</u>	Hydrants Repaired
<u>0</u>	Hydrants Removed
<u>\$6,389</u>	\$ Spent on Hydrant Work

<u>5494</u>	Total Hydrants Worked to Date
<u>\$ 1,187,014</u>	Total Cost to Date
<u>- 0 -</u>	Local Match
<u>- 0 -</u>	Contract Services
<u>\$ 1,187,014</u>	Total Cost

- \* Corner of Tremont & Fairview (Replaced)
- \* Edgeland Road - Lando (Replaced - Hit by Car)
- \* Tributary Drive - Fort Lawn (Repaired)





**Chester Metropolitan District**  
**Budget to Actual Comparison**  
**March 31, 2017**

	Month Ended March 31, 2017	Month Ended February 28, 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	\$219,806	\$193,376	\$1,958,666	\$2,763,773	(\$805,107)
Industrial Meter Water Service	158,060	158,377	1,369,988	2,099,609	(729,621)
Residual Management Fees	52,360	48,512	456,097	699,688	(243,591)
Penalties	5,008	4,589	38,228	129,487	(91,259)
Taps/Exts./Inst. Fees	1,414	1,522	23,020	69,387	(46,367)
Billing/Collection/Admin Fees	1,666	1,684	13,538	275,116	(261,578)
Miscellaneous	29,719	13,863	203,339	211,940	(8,601)
<b>TOTAL OPERATING REVENUE</b>	<b>\$468,033</b>	<b>\$421,923</b>	<b>\$4,062,876</b>	<b>\$6,249,000</b>	<b>\$ (2,186,124)</b>
<b>OPERATING EXPENSES</b>					
Admin & General Exp	\$99,247	\$106,709	\$1,039,868	\$1,451,991	\$412,123
Filter Plant	120,050	101,087	1,009,582	1,323,300	313,718
Sludge Operations	16,385	23,077	186,216	293,850	107,634
Distribution - Chester	54,355	83,200	616,704	932,205	315,501
Distribution - Great Falls	14,987	6,968	157,508	278,975	121,467
Distribution - Hydrant	-	-	9,150	31,650	22,500
Meter Dept.	21,939	18,773	175,818	357,937	182,119
Engineering	18,415	17,933	163,119	311,580	148,461
<b>TOTAL OPERATING EXPENSES</b>	<b>\$345,378</b>	<b>\$357,747</b>	<b>\$3,357,965</b>	<b>\$4,981,488</b>	<b>\$1,623,523</b>
<b>OPERATING INCOME</b>	<b>\$122,655</b>	<b>\$64,176</b>	<b>\$704,911</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	0	60,984	147,435	86,451
Depreciation	-	-	-	169,998	169,998
Capital Projects Fee	3,565	-	5,960	145,548	139,588
Debt Service	-	-	63,801	432,565	368,764
<b>TOTAL NON-OPERATING EXPENSES</b>	<b>\$3,565</b>	<b>\$0</b>	<b>\$142,202</b>	<b>\$1,267,512</b>	<b>\$1,125,310</b>
<b>NON-OPERATING REVENUE</b>					
Interest Income	\$1,171	\$3,583	\$16,179	\$0	\$ 16,179
Unrealized Gain / (Loss)	(2,268)	2,372	(5,786)	0	(5,786)
<b>TOTAL NON-OPERATING REVENUE</b>	<b>-\$1,097</b>	<b>\$5,955</b>	<b>\$10,393</b>	<b>\$0</b>	<b>\$ 10,393</b>
<b>INCREASE IN NET POSITION</b>	<b>\$117,993</b>	<b>\$70,131</b>	<b>\$573,102</b>	<b>\$0</b>	

**Chester Metropolitan District**  
**Cash Balances**  
*Per Month End Bank Statements*

	<u>March 31, 2017</u>	<u>February 28, 2017</u>
CMD Merchant Account	\$536,557	\$509,999
CMD Gross Revenue GF	702,916	667,440
CMD Gross Revenue Chester	1,153,829	1,387,395
CMD Debit Card	4,613	4,176
CMD CPF	388,715	388,715
CMD Certificate of Deposit	-	104,965
CMD Bond Funds	2,830,447	639,100
	<u>\$5,617,077</u>	<u>\$3,701,790</u>
SC Local Govt Investment Pool	\$1,311,876	\$1,310,739
Wells Fargo Drafts	985,161	927,584
BB&T	-	-
MBS Securities	202,269	200,000
	<u>\$2,499,306</u>	<u>\$2,438,323</u>
US Bank ( for debt payment)	<u>\$70,924</u>	<u>\$389,815</u>
Grand Total	<u><u>\$8,187,307</u></u>	<u><u>\$6,529,928</u></u>