



Chester Metropolitan District
Regular Commission Meeting
May 8, 2019

The Chester Metropolitan District's Regular Commission meeting was held at 6:00 pm on Wednesday, May 8, 2019 at the Richburg Fire Department, 155 Wylie Street, Chester, SC. Members attending were: Earl Thrailkill, Chairman; Sharon Peterson, Vice-Chair; Jean H. Nichols, Secretary; Raymond Douglas; Michael Brunson; James Simpson; and George Wilmore. Others in attendance were Fred Castles, Executive Director; Susan Roddey, IT Support Specialist; Andy Litten, District Engineer; Rebecca Moon, Finance Manager; Arthur Gaston, Attorney; Everett Stubbs, Attorney; and Debbie McMinn of Richburg.

Public In Attendance: Manuel Ramos of Chester

Chairman Earl Thrailkill called the meeting to order.

Old Business:

Filter Plant Report- Mr. Castles read the Filter Plant Report for May. A copy of the report is attached to the minutes.

Engineer's Report- Mr. Litten read the report for May. A copy of the report is attached to the minutes.

Mr. Litten also stated that the Project in Lando has a name: "Walker's Mill". They will be submitting plans for review in the coming weeks. Their intent is to connect a 12" main to the 10" main on JS Gaston Road to feed their project.

DMAG Report- Mr. Litten read the report for May. A copy of the report is attached to the minutes.

Public Comment:

At this time, Chairman Thrailkill invited Mr. Ramos to speak.

Mr. Ramos stated that this is his second visit to the CMD Commission, and that he is still upset over the price he is being charged for water and sewer. He believes he is "clearly being robbed" because his neighbor's average is "half of mine". Both Mr. Litten and a private plumber have been to his house on numerous occasions and he has been found to not have a leak. Mr. Ramos stated that he does not understand CMD's calculations and why he is paying double what others are paying. He cannot justify using 6,000-7,000 gallons of water monthly. He then asked the question, "Who has the authority to stop these thieves?"

Mr. Castles explained that the charges are not arbitrary – that the billing is based on the meter readings, which log actual consumption.

Mr. Ramos continued by explaining that his bill dropped following a visit by the plumber, who found nothing. He stated that his bill was more than \$180 on month, then the month following the plumber's visit, it dropped to \$130, but was up again the month after that.

Mr. Thrailkill asked if he was provided his usage data. Mr. Litten confirmed that he did, and Mr. Ramos presented the copy of February 2019's usage data provided to him.

Mr. Thrailkill also asked if Mr. Ramos reviewed the information to see his times of highest usage. Mr. Ramos stated that he did.

Mr. Wilmore asked how many bathrooms he had in the house. Mr. Ramos stated two – one full bath with a shower and a toilet, and the other a half-bath with only a toilet.

Mr. Ramos continued to question average usage and stated that he believes CMD staff are changing the numbers on his bills to charge him more. Mr. Castles explained that the average household in Chester uses approximately 3,000 gallons per month, and Mr. Thrailkill pointed out that his usage report shows high usage late at night and early in the morning.

Mr. Litten confirmed that Mr. Ramos' meter was replaced following an incident where the test rig froze and his original meter broke. Changing the meter did not show a change in readings, and Mr. Litten has confirmed that there are no leaks.

It was decided that Mr. Litten would contact Mr. Ramos and allow him to take photos of his meter's register once per month for the next three months to compare the meter's usage with the usage presented on his bills. It was also suggested that Mr. Ramos hire another plumber to double-check all of his plumbing for silent leaks or the possibility of illegal connections.

Mr. Ramos left the meeting at 6:45 PM.

New Business:

Director's Update–

- **Economic Development:** There are three or four industries planning expansions in Chester County. While it will not immediately affect CMD, it could push us closer to a water plant expansion.
- **Budget:** CMD staff has spent the last few months working on the new budget. Mr. Douglas attended a meeting on Tuesday, May 7th, and CMD staff has already begun working on suggested revisions. The next meeting is Tuesday, May 14th at 10:00 AM. There was some confusion as to who was on the Finance Committee, so Mr. Castles stated that we would confirm and contact the committee members Thursday morning.
- **Mitford:** CMD met with Mitford on April 29th in an attempt to reach an agreement on their water billing. CMD's rate consultant is currently evaluating the proposed scenarios as we work toward our goal.

Agency Contracts for Services– Mr. Castles stated that we have been billing for other services through Franchise Agreements for years, and all of the agreements state that we will provide the services for \$0.75 per bill. The newest of the agreements was signed in 1999.

After much discussion, CMD staff has come to the conclusion that the District needs to be appropriately compensated for expended resources and should do so according to the attached proposal.

Mrs. Moon explained the proposal's breakdown and the rationale behind the new charge.

Mr. Douglas stated that he understands the need for compensation but suggested a tiered approach – a series of moderate increases to reach the proposed \$2.07 per bill.

Mr. Simpson disagreed, stating that he believed it was better to charge the fee all at once and be done with it.

A Motion to approve the updated service fee of \$2.07 per bill was made by George Wilmore and seconded by Jean Nichols. The Motion passed by a vote of 5-2. For: Thraikill, Brunson, Nichols, Simpson, Peterson. Against: Douglas, Wilmore.

Reports:

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

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

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

With there being no further business to discuss, the meeting was adjourned. Motion to adjourn was made by James Simpson, Seconded by Sharon Peterson, and unanimously approved.

Approved:

Respectfully Submitted:

Date: June 13, 2019

By: Susan H. Roddey

Chester Metropolitan District

Agenda

Wednesday, May 8, 2019

6:00 PM

Richburg Fire Department, Richburg, SC

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

This agenda is subject to change up to 24 hours in advance of the meeting.

Public Comment is limited to three (3) minutes per speaker. Only members of the public who have signed up in advance of the meeting will be allowed to speak.



Chester Metropolitan District
Regular Commission Meeting
Great Falls Town Hall, Great Falls, South Carolina
April 10, 2019

The Chester Metropolitan District's Regular Commission meeting was held at 6:30 pm on Wednesday, April 10, 2019 at the Great Falls Town Hall, Great Falls, SC 29055. Members attending were: Earl Thrailkill, Chairman; Sharon Peterson, Vice-Chair; Jean H. Nichols, Secretary; Michael Brunson, James Simpson, Raymond Douglas and George Wilmore. Others in attendance were Attorneys Arthur Gaston and Everett Stubbs; Fred Castles, Executive Director; Cassidy N. Bryant, Executive Assistant; Andy Litten, District Engineer; Becky Moon, Financial Manager; and Tommy McMinn; Town of Richburg.

Chairman Earl Thrailkill called the meeting to order.

Minutes approved by Mrs. Nichols and Ms. Peterson-unanimous vote

Old Business:

Filter Plant Report- Fred Castles read the Filter Plant for March. All emergency generators and diesel engines were exercised by Dell Hughes and were reported as operating fine. Collected Distribution Samples and all samples were within an acceptable range. Currently discharging a total chlorine residual of 2.60ppm and maintaining an average level throughout the distribution system this month at 1.22 mg/l. Found #5 Trac/Vac stainless steel arm broken off. Removed Trac/Vac from the basin and welded up in-house and reinstalled back into the basin. Cleaned roots and sediment out of driveway culvert. Cleaned ditch along driveway and replaced missing gravel. The sludge removed and sent to the landfill this month was 166.28 tons. A copy of the report is attached to the minutes.

Engineer's Report- Fred Castles read the Engineer's Report. Development Project Reviews, nothing new to report this month. We are working through some technical issues with the software with the Cross-Connection Control Program. The Lime Tank Installation at the Filter Plant is underway for completion on the piping/conduit and grating over the drainage flume. Once those are completed we will submit for a permit to operate. We are concentrating on locating a 6" valve on Columbia Street and a 6" valve on Great Falls Hwy. The hydrants along Columbia Street from the bypass to Great Falls Hwy have low flow and we believe these two valves may be a contributing factor. We are still looking for lost assets. We are working on getting the GIS server active so that we will have live data in the field. Office Building is moving along and electrical rough-in is underway. Drywall and HVAC should start in the next couple of weeks. Unmetered Lines, we have received a call from Footprint but have not had a chance to get back in touch with them. A copy of the engineering report is attached to the minutes.

New Business:

Director's Update- 2017 Area-wide Optimization Program award was awarded to CMD. We have more water plant operator interviews. Andy Litten and I attended the FEMA Workshop on March 27 and March 28, 2019. We are continuing to work on obtaining the \$250,000 grant from FEMA for the Hazardous Mitigation Generator Grant. Andy Litten has put together the generator specs and we have an electrician to sign off on the size generator required.

Mitford Update: need to set a date to meet next week and we will then bring it back to the board.

New Bill Configuration: We have put together a new bill configuration open for discussion. The board will look at the new billing configuration and make notes, next meeting to discuss. A copy of this item is attached to the minutes.

Reports:

Director's Report- Fred Castles read the Director's Report. Distribution numbers are there were three taps and 11 leaks. Distribution Manhours were 1949 with Overtime Hours at 187.5 There were 315 meter ons, 75 meter shut offs, 184 meter checks and the overtime hours were 54.8. Billing information, non-leak adjustments were four and leak adjustments were 20, totaling at \$908.55 spent. The total bills mailed this month were 6,444. Water billed this month were 59,863,500 million and 90,861,000 million gallons pumped. Which accounts for 65.9% and the other gallons accounted for is 2,364. The adjusted percentage accounted for s 68.5%. To obtain the correct or more precise percentage rate outcome we will have to close the water lag. Change the billing data vs filter plant report. A copy of this report is attached to the minutes.

Hydrant Report- No Hydrant report. A copy of this report is attached to the minutes.

Financial Report- Becky Moon read the Financial Report. Interest income doing very well. Attached is the pull cash report and the capital recovery. A copy of the report is attached to the minutes.

Tyler Update - Becky Moon spoke about the Tyler Software. The Payment Portal is doing great and only going to get better. The payment portal now offers Debit, Credit Cards, and E-Check. For the dates March 8-31 there were 377 payments made online. April to date we are at 275 online payments. We've had positive feedback from the customers as well. Not included in the minutes.

- **May Meeting** – The May 8, 2019 meeting will be held at the Richburg Town Hall, Richburg, SC.
****Meeting location was changed to the Richburg Fire Department on April 24, 2014****

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:

Date: 4/11/19

Respectfully Submitted:

By: Cassidy N. Bryant, MPH

CHESTER METROPOLITAN DISTRICT

FILTRATION PLANT

MONTHLY REPORT

- Completed all reports.
- All Emergency generators and diesel engines were exercised by Dell Hughes and were reported as operating fine.
- Collected 21 Distribution Samples and analyzed for the presences of Coliform Bacteria. All samples were within acceptable range.
- We are currently discharging a Total Chlorine Residual of 2.60 ppm and maintaining an average level throughout the distribution system this month at 1.79 mg/l.
- Federal Training & Environmental Services performed our annual certification fit test. This test ensures the that our Self-Contained Breathing Apparatus and full-face particulate mask fits as required.
- Removed 2" schedule 80 PVC line that had the Lime feed tubes ran inside of it across the filters. We installed a new line from the Lime building along the West basin to the front of the basin at the filters and across the basin to each filter. We also ran a new line from the lime building to the Rapid mix and continued the line across the back of the basins to the Finish water injection point building. All piping was installed with SS Unistrut and SS Pipe Holders. All lime feed tubing and an additional spare feed tube will be installed on 05/02/19. The 2" pipe insulation will be installed later.
- Lord & Co. finished the work on the SCADA system communication failures with the Richburg booster pump station. The antenna was replaced in September of 2018 with slightly improved results. Lord & Co. continued to research the problem and recently found 2 different problems causing the failures. The radio sending and receiving the signal was only receiving at half its rated signal. The radio has been swapped out and may still be under warranty. The antenna its self was 9° off its target and the antenna itself was pointed down on its mast. Also, the antenna was covered with bird poop. I have seen Buzzards and Crows resting on the antenna but never thought it would bend the antenna downward. All SCADA communications with the Richburg tank have been restored.
- Dixie Electric rebuilt the #1 Willet pump at feeds sludge to the Filter Press.
- Found a bad contactor on the Filter Press polymer feed system.
- Replaced the high-pressure hydraulic wash line on the Filter press.
- The sludge removed and sent to the landfill this month was 166.28 tons.

CMD Engineering Department Report

May 2019

Development Project Reviews

Lennar Project north of Fishing Creek: The official project name is Walker's Mill. The Engineer is planning to submit construction plans to us for review in mid-May. They submitted preliminary water calculations, but they were incomplete and we were not able to review them.

Cross-Connection Control Program

Software is running smoothly now.

Lime Tank Installation at the Filter Plant

We are waiting on the operation and maintenance manual from Burnett Lime. Once that is obtained we will submit for our permit to operate.

GIS Mapping

We were not able to locate the 6" valve on Columbia Street or the 6" valve on Great Falls Hwy without digging them up. We will have to schedule a time with the Maintenance Department to dig on the two suspected valve locations

We are still looking for "lost" assets. We are going back to Lando next.

We're working on getting the GIS server active so that we will have "live" data in the field. We've discussed the server with a consultant and we have some questions still on what they can do to help us.

FlexNet Project (Remote Meter Reading)

We are working on the next phase. We are also training on the new software to be able to use it more thoroughly.

Office Building Renovation

Drywall has been started and one side of all the walls have been installed. The stucco and trim is being installed on the outside of the building. Trim is being installed on the inside of the exterior windows. We are waiting on the electrical engineer to revise the fire alarm system so the electrician can finish rough-in and the drywall can be completed.

**Chester Metropolitan District
Proposal for Monthly Charges for Billing and Collections Services
Fiscal Year 2019-2020**

	# bills customers	Percentage of total	Annual Customer Service and Billing Personnel Cost Allocation per Month *	Work orders	Refunds for deposits	Payment Plans	Monthly shared cost of sourcelink (#bills @.25)	Total monthly charge	Annual charge	Rounded to nearest thousand
CWR	4,415.00	0.319072053	8,015.21	Y	Y	Y	1,103.75	9,118.96	109,427.50	109,430.00
Great Falls Garbage/Sewer	960.00	0.069379201	1,742.83			Y	240.00	1,982.83	23,793.97	23,800.00
Fort Lawn Sewer	355.00	0.02565585	644.48		Y	Y	88.75	733.23	8,798.81	8,800.00
Chester Garbage	1,931.00	0.139553371	3,505.63	Y		Y	482.75	3,988.38	47,860.59	47,870.00
CMD	6,176.00	0.446339524	11,212.21							
	13,837.00		25,120.37						189,880.87	189,900.00
			12 Mo.							
			301,444.44							

SourceLink Charges	
Source link	0.108
postage	0.38
sales tax	0.01
Total	0.498
Rounded	0.50

* Personnel costs include salaries, FICA, Insurance and SCRS for billing and cashing staff.
Annual cost average is \$2.07 per bill

Chester Metropolitan District

Director's Report

FY 2018-2019

	April 2019	TOTAL L 12 MOS	AVERAGE L 12 MOS
DISTRIBUTION NUMBER:			
Taps	3	21	1.8
Leaks	11	219	18.3
DISTRIBUTION MANHOURS:			
Taps	66.00	393	32.7
Leaks	96.50	1,347	112.3
Equipment	0.00	-	-
Shop	523.00	3,971	330.9
Dist. System	857.50	7,566	630.5
Asphalt	51.00	557	46.4
Meters	321.00	4,673	389.4
Filter Plant	39.00	282	23.5
Hydrants	25.50	175	14.5
Construction Projects	0.00	414	34.5
Main Break	49.00	1,871	155.9
Total Manhours	2028.50	21,248	1,770.6
Overtime Hours		1,361	136.1
METER CALLS:			
Ons	423	1,638	163.8
Offs	122	800	80.0
Checks	263	1,257	125.7
Total Calls	808	3,695	307.9
Overtime Hours	310.3	929.3	77.4
BILLING INFORMATION:			
Non-Leak Adjustments:	7	127	10.6
Leak Adjustments	34	363	30.3
\$\$\$ Adjusted	\$ 1,738.12	\$ 27,140.31	\$ 2,261.69
Bills Mailed	6,436	68,310.0	6,210.0
Thousand Gallons Billed	57,150.4	777,212.7	64,767.7
Thousand Gallons Pumped	77,905.0	1,115,882.0	92,990.2
% Accounted For	73.4%		70.2%
Other Gallons Accounted For	2,496.1	60,487.3	5,040.6
Estimated System Leakage (20%)	15,581.0	223,176.4	18,598.0
Adjusted % Accounted For	96.6%		77.2%

Chester Metropolitan District

Hydrant Report

May 8, 2019

<u>0</u>	New Placement
<u>0</u>	Hydrants Replaced
<u>1</u>	Hydrants Repaired
<u>0</u>	Hydrants Removed
<u>\$350</u>	\$ Spent on Hydrant Work
<u>5522</u>	Total Hydrants Worked to Date
<u>\$ 1,207,897</u>	Total Cost to Date
<u>- 0 -</u>	Local Match
<u>- 0 -</u>	Contract Services
<u>\$ 1,207,897</u>	Total Cost



Statement of Revenue and Expense

Account Summary

Chester Metropolitan District

For Fiscal: 2018-2019 Period Ending: 04/30/2019

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Department: 0100 - Operating Revenue						
Revenue						
100-0100-411000	Water Service Revenue	6,345,363.00	6,198,363.00	542,749.83	5,145,593.20	1,052,769.80
100-0100-411001	Residual Management Fees	0.00	0.00	0.00	78,576.35	-78,576.35
100-0100-411002	DHEC Fees	0.00	0.00	0.00	8,550.99	-8,550.99
100-0100-411003	Tap Fees	450,684.00	450,684.00	0.00	46,776.00	403,908.00
100-0100-411004	Hydrant Meter Fee	0.00	0.00	231.46	8,248.30	-8,248.30
100-0100-412000	Penalties	74,000.00	74,000.00	6,516.00	62,613.78	11,386.22
100-0100-412001	Non-Payment Fees	108,000.00	108,000.00	13,230.00	134,130.27	-26,130.27
100-0100-412003	NSF Fees	0.00	0.00	720.00	4,770.00	-4,770.00
100-0100-413000	Expense Reimbursements	223,500.00	223,500.00	33,507.92	201,169.35	22,330.65
100-0100-413001	Credit Card Fees	0.00	0.00	3,111.68	16,085.55	-16,085.55
100-0100-413002	Surplus Sales	0.00	0.00	100.00	34,755.00	-34,755.00
100-0100-413003	Miscellaneous Revenue	0.00	0.00	135.00	2,235.74	-2,235.74
100-0100-413004	Customer Charges for Damages	0.00	0.00	649.85	1,506.08	-1,506.08
100-0100-414000	Development Review Fees	0.00	0.00	0.00	50.00	-50.00
100-0100-414001	Backflow Fees	0.00	0.00	0.00	202.73	-202.73
	Revenue Total:	7,201,547.00	7,054,547.00	600,951.74	5,745,263.34	1,309,283.66
	Department: 0100 - Operating Revenue Total:	7,201,547.00	7,054,547.00	600,951.74	5,745,263.34	
Department: 1000 - Administration						
Expense						
100-1000-511000	Regular Salaries and Wages	544,873.00	544,873.00	44,080.70	456,380.85	88,492.15
100-1000-511001	Part-Time Salaries	0.00	0.00	1,283.23	7,837.82	-7,837.82
100-1000-511002	Overtime	1,540.00	1,540.00	142.39	3,641.05	-2,101.05
100-1000-511008	Sick Pay	0.00	0.00	1,901.35	11,384.90	-11,384.90
100-1000-512000	FICA	41,801.00	41,801.00	0.00	12,621.64	29,179.36
100-1000-512001	Medicare	0.00	0.00	0.00	-7.32	7.32
100-1000-512002	SC Retirement	79,558.00	79,558.00	6,426.77	78,519.29	1,038.71
100-1000-512004	Group Health Insurance	0.00	0.00	6,070.42	33,881.90	-33,881.90
100-1000-521000	Accounting and Audit Services	27,500.00	27,500.00	0.00	22,017.27	5,482.73
100-1000-521001	Legal Services	10,000.00	10,000.00	7,496.56	11,346.56	-1,346.56
100-1000-521005	Other Contractual Services	151,227.00	151,227.00	8,800.30	86,962.97	64,264.03
100-1000-522000	Building and Grounds Repairs and Mainte	3,000.00	3,000.00	0.00	2,447.44	552.56
100-1000-523000	Electricity	11,160.00	11,160.00	699.25	8,305.29	2,854.71
100-1000-523002	Water and Sewer	2,505.00	2,505.00	175.15	1,973.53	531.47
100-1000-524000	Telephone and Communications	26,580.00	26,580.00	2,413.14	24,335.26	2,244.74
100-1000-524001	Advertising and Promotion	6,300.00	6,300.00	0.00	0.00	6,300.00
100-1000-524002	General Property & Liability Insurance	3,000.00	3,000.00	0.00	1,160.32	1,839.68
100-1000-524003	Bank and fiscal agent fees	20,000.00	20,000.00	4,328.14	17,083.46	2,916.54
100-1000-524004	Postage and Delivery Fees	1,725.00	1,725.00	0.00	1,973.44	-248.44
100-1000-526000	Uniform Rental	1,550.00	1,550.00	0.00	2,027.94	-477.94
100-1000-531000	Office Supplies	20,000.00	20,000.00	1,158.81	20,589.91	-589.91
100-1000-531001	Janitorial and General Supplies	2,105.00	2,105.00	0.00	2,885.89	-780.89
100-1000-531008	Fuel	2,280.00	2,280.00	273.51	1,974.46	305.54
100-1000-550000	Professional Memberships and License Fee	25,901.00	25,901.00	669.28	21,918.28	3,982.72
100-1000-550001	Educational Seminars and Classes	6,470.00	6,470.00	-87.05	5,081.78	1,388.22
100-1000-560001	Collections Over/Short	0.00	0.00	62.86	3.06	-3.06
100-1000-560005	Life Insurance Premiums	14,288.00	14,288.00	1,193.09	10,594.33	3,693.67
100-1000-560006	Contingency Account	50,000.00	50,000.00	1,020.00	12,260.99	37,739.01
100-1000-560007	Community Support	6,763.00	6,763.00	579.33	5,421.37	1,341.63
100-1000-560010	Miscellaneous	0.00	0.00	0.00	869.80	-869.80

Statement of Revenue and Expense

For Fiscal: 2018-2019 Period Ending: 04/30/2019

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
100-1000-951005	Computer and Information Technology	27,767.00	27,767.00	0.00	118,059.63	-90,292.63
	Expense Total:	1,087,893.00	1,087,893.00	88,687.23	983,553.11	104,339.89
	Department: 1000 - Administration Total:	1,087,893.00	1,087,893.00	88,687.23	983,553.11	
Department: 1001 - Human Resources						
Expense						
100-1001-511000	Regular Salaries and Wages	80,379.00	80,379.00	6,853.85	67,613.87	12,765.13
100-1001-511008	Sick Pay	0.00	0.00	0.00	502.65	-502.65
100-1001-512000	FICA	6,149.00	6,149.00	0.00	1,744.63	4,404.37
100-1001-512002	SC Retirement	11,703.00	11,703.00	927.26	11,206.59	496.41
100-1001-512004	Group Health Insurance	300,000.00	300,000.00	651.78	200,039.50	99,960.50
100-1001-512006	Workmens Comp Ins.	53,370.00	53,370.00	0.00	54,394.30	-1,024.30
100-1001-521001	Legal Services	6,150.00	6,150.00	242.25	3,535.55	2,614.45
100-1001-524006	Employee Screening & Testing	3,000.00	3,000.00	345.80	2,040.70	959.30
100-1001-531000	Office Supplies	2,175.00	2,175.00	0.00	1,772.08	402.92
100-1001-550000	Professional Memberships and License Fee	225.00	225.00	0.00	364.00	-139.00
100-1001-550001	Educational Seminars and Classes	2,000.00	2,000.00	0.00	540.00	1,460.00
100-1001-550004	In-House Training and Development	0.00	0.00	0.00	2,376.00	-2,376.00
	Expense Total:	465,151.00	465,151.00	9,020.94	346,129.87	119,021.13
	Department: 1001 - Human Resources Total:	465,151.00	465,151.00	9,020.94	346,129.87	
Department: 1002 - Information Services						
Expense						
100-1002-511000	Regular Salaries and Wages	111,695.00	111,695.00	9,621.98	80,678.43	31,016.57
100-1002-511008	Sick Pay	0.00	0.00	478.70	1,898.95	-1,898.95
100-1002-512000	FICA	8,545.00	8,545.00	0.00	-1,650.20	10,195.20
100-1002-512001	Medicare	0.00	0.00	0.00	-787.77	787.77
100-1002-512002	SC Retirement	16,263.00	16,263.00	1,368.66	13,170.94	3,092.06
100-1002-512004	Group Health Insurance	0.00	0.00	449.90	2,591.55	-2,591.55
100-1002-521002	I.S. Contracts and Services	62,663.00	62,663.00	3,028.79	28,247.66	34,415.34
100-1002-524000	Telephone and Communications	600.00	600.00	146.70	1,258.99	-658.99
100-1002-526000	Uniform Rental	804.00	804.00	48.52	389.92	414.08
100-1002-531000	Office Supplies	1,307.00	1,307.00	1,600.38	1,828.95	-521.95
100-1002-532003	Computer Hardware and Software	10,545.00	10,545.00	712.76	11,200.93	-655.93
100-1002-550000	Professional Memberships and License Fee	60.00	60.00	0.00	100.53	-40.53
100-1002-550001	Educational Seminars and Classes	2,997.00	2,997.00	0.00	1,809.34	1,187.66
	Expense Total:	215,479.00	215,479.00	17,456.39	140,738.22	74,740.78
	Department: 1002 - Information Services Total:	215,479.00	215,479.00	17,456.39	140,738.22	
Department: 1010 - Board of Commissioners						
Expense						
100-1010-511009	Board of Commissioners Pay	3,600.00	3,600.00	188.40	3,617.50	-17.50
100-1010-512002	SC Retirement	0.00	0.00	10.20	88.28	-88.28
100-1010-531000	Office Supplies	1,000.00	1,000.00	0.00	0.00	1,000.00
100-1010-550002	Mileage Reimbursements	960.00	960.00	100.34	1,807.16	-847.16
100-1010-560004	Board Meeting Expense	1,000.00	1,000.00	487.40	1,898.27	-898.27
	Expense Total:	6,560.00	6,560.00	786.34	7,411.21	-851.21
	Department: 1010 - Board of Commissioners Total:	6,560.00	6,560.00	786.34	7,411.21	
Department: 1997 - Depreciation						
Expense						
100-1997-560002	Depreciation Expense	170,299.00	170,299.00	0.00	0.00	170,299.00
	Expense Total:	170,299.00	170,299.00	0.00	0.00	170,299.00
	Department: 1997 - Depreciation Total:	170,299.00	170,299.00	0.00	0.00	
Department: 1998 - District-Wide Employee Support, Promotion & Retent						
Expense						
100-1998-550004	In-House Training and Development	21,700.00	21,700.00	792.00	7,014.70	14,685.30
100-1998-551000	Employee Appreciation	8,500.00	8,500.00	0.00	2,522.63	5,977.37
100-1998-551001	Tuition Assistance	10,000.00	10,000.00	0.00	0.00	10,000.00
100-1998-551002	Crisis Fund	2,500.00	2,500.00	0.00	50.00	2,450.00

Statement of Revenue and Expense

For Fiscal: 2018-2019 Period Ending: 04/30/2019

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
100-1998-551003	Merit Increases	86,794.00	86,794.00	0.00	0.00	86,794.00
Expense Total:		129,494.00	129,494.00	792.00	9,587.33	119,906.67
Department: 1998 - District-Wide Employee Support, Promotion & Rete		129,494.00	129,494.00	792.00	9,587.33	
Department: 1999 - Operational Non-Departmental Expense						
100-1999-512005	Retiree Health Insurance	60,000.00	60,000.00	-585.96	36,130.80	23,869.20
100-1999-512008	Flex Spending Admin Fee Expense	0.00	0.00	8.64	50.24	-50.24
100-1999-512009	PEBA Admin Fee Expense	0.00	0.00	114.00	4,965.00	-4,965.00
100-1999-524002	General Property & Liability Insurance	59,000.00	59,000.00	0.00	54,369.74	4,630.26
Expense Total:		119,000.00	119,000.00	-463.32	95,515.78	23,484.22
Department: 1999 - Operational Non-Departmental Total:		119,000.00	119,000.00	-463.32	95,515.78	
Department: 2000 - Engineering Expense						
100-2000-511000	Regular Salaries and Wages	180,859.00	180,859.00	15,112.09	143,786.68	37,072.32
100-2000-511008	Sick Pay	0.00	0.00	0.00	2,099.60	-2,099.60
100-2000-512000	FICA	13,836.00	13,836.00	0.00	7,293.90	6,542.10
100-2000-512001	Medicare	0.00	0.00	0.00	795.09	-795.09
100-2000-512002	SC Retirement	26,333.00	26,333.00	2,051.83	24,890.73	1,442.27
100-2000-512004	Group Health Insurance	0.00	0.00	1,468.86	8,593.17	-8,593.17
100-2000-521005	Other Contractual Services	6,080.00	6,080.00	85.00	5,080.00	1,000.00
100-2000-522002	Vehicle Repairs and Maintenance	4,500.00	4,500.00	29.99	604.42	3,895.58
100-2000-524000	Telephone and Communications	2,600.00	2,600.00	238.22	2,977.50	-377.50
100-2000-526000	Uniform Rental	1,200.00	1,200.00	72.72	778.08	421.92
100-2000-531000	Office Supplies	2,500.00	2,500.00	24.03	1,132.53	1,367.47
100-2000-531003	Safety Gear and Supplies	6,700.00	6,700.00	25.86	4,532.01	2,167.99
100-2000-531008	Fuel	4,500.00	4,500.00	355.68	3,158.41	1,341.59
100-2000-532000	Small Tools and Equipment	1,800.00	1,800.00	71.27	1,100.80	699.20
100-2000-550000	Professional Memberships and License Fee	615.00	615.00	222.55	442.55	172.45
100-2000-550001	Educational Seminars and Classes	6,005.00	6,005.00	0.00	307.02	5,697.98
100-2000-951005	Computer and Information Technology	15,000.00	15,000.00	0.00	11,020.00	3,980.00
Expense Total:		272,528.00	272,528.00	19,758.10	218,592.49	53,935.51
Department: 2000 - Engineering Total:		272,528.00	272,528.00	19,758.10	218,592.49	
Department: 3000 - Distribution (Maintenance) Expense						
100-3000-511000	Regular Salaries and Wages	660,669.00	660,669.00	46,168.58	495,239.12	165,429.88
100-3000-511002	Overtime	40,000.00	40,000.00	3,166.30	19,574.72	20,425.28
100-3000-511008	Sick Pay	0.00	0.00	2,179.66	11,406.09	-11,406.09
100-3000-512000	FICA	53,601.00	53,601.00	0.00	14,295.46	39,305.54
100-3000-512001	Medicare	0.00	0.00	0.00	361.10	-361.10
100-3000-512002	SC Retirement	102,017.00	102,017.00	6,992.45	85,418.10	16,598.90
100-3000-512004	Group Health Insurance	0.00	0.00	7,208.92	45,248.23	-45,248.23
100-3000-521005	Other Contractual Services	91,400.00	91,400.00	1,286.50	64,467.16	26,932.84
100-3000-522000	Building and Grounds Repairs and Mainte	55,000.00	55,000.00	5,326.03	47,680.41	7,319.59
100-3000-522002	Vehicle Repairs and Maintenance	0.00	0.00	0.00	296.05	-296.05
100-3000-523000	Electricity	18,180.00	18,180.00	1,235.09	14,545.76	3,634.24
100-3000-523002	Water and Sewer	4,328.00	4,328.00	359.02	2,763.51	1,564.49
100-3000-524000	Telephone and Communications	24,400.00	24,400.00	2,010.33	17,698.17	6,701.83
100-3000-524002	General Property & Liability Insurance	18,200.00	18,200.00	449.38	449.38	17,750.62
100-3000-525000	Hauling and tipping fees	0.00	0.00	0.00	150.00	-150.00
100-3000-526000	Uniform Rental	9,500.00	9,500.00	616.31	5,745.00	3,755.00
100-3000-526001	Equipment Rental	7,500.00	7,500.00	0.00	4,502.95	2,997.05
100-3000-531001	Janitorial and General Supplies	0.00	0.00	27.98	187.84	-187.84
100-3000-531002	Shop Supplies and Materials	135,000.00	135,000.00	5,813.34	86,364.57	48,635.43
100-3000-531004	Patching and Paving Materials	25,000.00	25,000.00	1,261.21	16,306.45	8,693.55
100-3000-531008	Fuel	33,259.00	33,259.00	2,674.41	23,914.08	9,344.92
100-3000-531011	Inventory Shrink/Overage	0.00	0.00	0.00	-231,723.85	231,723.85
100-3000-532000	Small Tools and Equipment	27,000.00	27,000.00	2,842.68	18,043.15	8,956.85

Statement of Revenue and Expense

For Fiscal: 2018-2019 Period Ending: 04/30/2019

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
100-3000-532003	Computer Hardware and Software	0.00	0.00	0.00	10,417.00	-10,417.00
100-3000-541002	Licenses and Permits	100.00	100.00	0.00	134.00	-34.00
100-3000-550000	Professional Memberships and License Fee	1,135.00	1,135.00	465.00	921.17	213.83
100-3000-550001	Educational Seminars and Classes	9,662.00	9,662.00	80.00	3,413.77	6,248.23
100-3000-550004	In-House Training and Development	10,610.00	10,610.00	11.43	4,919.25	5,690.75
100-3000-951003	Equipment	86,600.00	101,600.00	0.00	33,441.55	68,158.45
100-3000-951004	Vehicles	134,100.00	119,100.00	0.00	64,233.67	54,866.33
	Expense Total:	1,547,261.00	1,547,261.00	90,174.62	860,413.86	686,847.14
	Department: 3000 - Distribution (Maintenance) Total:	1,547,261.00	1,547,261.00	90,174.62	860,413.86	

Department: 4000 - Meter

Expense						
100-4000-511000	Regular Salaries and Wages	112,376.00	112,376.00	9,896.72	99,099.00	13,277.00
100-4000-511002	Overtime	10,000.00	10,000.00	2,235.25	11,814.87	-1,814.87
100-4000-511008	Sick Pay	0.00	0.00	230.85	1,758.61	-1,758.61
100-4000-512000	FICA	9,362.00	9,362.00	0.00	1,539.10	7,822.90
100-4000-512001	Medicare	0.00	0.00	0.00	-361.10	361.10
100-4000-512002	SC Retirement	17,818.00	17,818.00	1,675.43	19,219.08	-1,401.08
100-4000-512004	Group Health Insurance	0.00	0.00	1,309.26	5,047.61	-5,047.61
100-4000-521005	Other Contractual Services	44,000.00	44,000.00	77.85	986.10	43,013.90
100-4000-522001	Equipment and Machinery Repairs and Mai	163,200.00	163,200.00	2,347.20	66,866.28	96,333.72
100-4000-522002	Vehicle Repairs and Maintenance	0.00	0.00	0.00	872.50	-872.50
100-4000-524000	Telephone and Communications	2,200.00	2,200.00	374.76	3,548.60	-1,348.60
100-4000-526000	Uniform Rental	4,000.00	4,000.00	176.39	985.04	3,014.96
100-4000-531002	Shop Supplies and Materials	8,000.00	8,000.00	17.27	566.29	7,433.71
100-4000-531005	Meters Supplies and Appurtenences	450,684.00	450,684.00	0.00	9,812.07	440,871.93
100-4000-531008	Fuel	14,500.00	14,500.00	633.50	5,625.59	8,874.41
100-4000-532000	Small Tools and Equipment	21,762.00	21,762.00	1,317.60	1,317.60	20,444.40
100-4000-550000	Professional Memberships and License Fee	230.00	230.00	30.00	57.50	172.50
100-4000-550001	Educational Seminars and Classes	2,722.00	2,722.00	429.00	695.00	2,027.00
100-4000-560010	Miscellaneous	7,000.00	7,000.00	0.00	-768.40	7,768.40
100-4000-951003	Equipment	15,022.00	15,022.00	0.00	0.00	15,022.00
	Expense Total:	882,876.00	882,876.00	20,751.08	228,681.34	654,194.66
	Department: 4000 - Meter Total:	882,876.00	882,876.00	20,751.08	228,681.34	

Department: 5000 - Filter Plant

Expense						
100-5000-511000	Regular Salaries and Wages	604,962.00	604,962.00	36,733.91	426,178.64	178,783.36
100-5000-511002	Overtime	20,000.00	20,000.00	6,638.00	37,328.86	-17,328.86
100-5000-511008	Sick Pay	0.00	0.00	1,641.06	7,976.76	-7,976.76
100-5000-512000	FICA	47,810.00	47,810.00	0.00	12,913.25	34,896.75
100-5000-512002	SC Retirement	90,994.00	90,994.00	6,108.65	77,286.15	13,707.85
100-5000-512004	Group Health Insurance	0.00	0.00	5,724.46	32,831.84	-32,831.84
100-5000-521004	Maintenance Contracts	350.00	350.00	0.00	0.00	350.00
100-5000-521005	Other Contractual Services	19,420.00	19,420.00	886.01	15,775.31	3,644.69
100-5000-522000	Building and Grounds Repairs and Mainte	0.00	0.00	0.00	126.36	-126.36
100-5000-522004	Water Filtration System Repairs and Maint	59,320.00	59,320.00	1,240.33	62,105.86	-2,785.86
100-5000-523000	Electricity	191,258.00	191,258.00	14,438.38	139,441.32	51,816.68
100-5000-523001	Natural Gas	0.00	0.00	1,588.92	3,737.06	-3,737.06
100-5000-523002	Water and Sewer	13,318.00	13,318.00	0.00	5,984.84	7,333.16
100-5000-524000	Telephone and Communications	9,564.00	9,564.00	940.58	8,668.65	895.35
100-5000-524002	General Property & Liability Insurance	9,275.00	9,275.00	63.88	3,902.72	5,372.28
100-5000-524004	Postage and Delivery Fees	180.00	180.00	580.61	875.27	-695.27
100-5000-525000	Hauling and tipping fees	79,000.00	79,000.00	8,334.15	49,498.89	29,501.11
100-5000-526000	Uniform Rental	6,636.00	6,636.00	208.88	2,715.51	3,920.49
100-5000-531001	Janitorial and General Supplies	11,050.00	11,050.00	62.91	3,530.99	7,519.01
100-5000-531006	Laboratory Supplies and Materials	37,651.00	37,651.00	711.73	32,549.19	5,101.81
100-5000-531007	Chemicals	335,000.00	335,000.00	47,030.59	442,240.60	-107,240.60
100-5000-531008	Fuel	3,500.00	3,500.00	221.30	3,434.70	65.30
100-5000-541000	Testing	2,700.00	2,700.00	2,213.82	8,632.35	-5,932.35

Statement of Revenue and Expense

For Fiscal: 2018-2019 Period Ending: 04/30/2019

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
100-5000-541002	Licenses, Permits & Fees	21,262.00	21,262.00	0.00	21,352.00	-90.00
100-5000-550000	Professional Memberships and License Fee	1,060.00	1,060.00	330.00	330.00	730.00
100-5000-550001	Educational Seminars and Classes	2,171.00	2,171.00	0.00	449.91	1,721.09
100-5000-550004	In-House Training and Development	0.00	0.00	0.00	77.47	-77.47
100-5000-951003	Equipment	34,400.00	34,400.00	0.00	10,675.00	23,725.00
	Expense Total:	1,600,881.00	1,600,881.00	135,698.17	1,410,619.50	190,261.50
	Department: 5000 - Filter Plant Total:	1,600,881.00	1,600,881.00	135,698.17	1,410,619.50	
Department: 9000 - Non-Operating Revenue						
Revenue						
100-9000-612000	Interest Income	20,000.00	20,000.00	6,634.01	65,783.79	-45,783.79
	Revenue Total:	20,000.00	20,000.00	6,634.01	65,783.79	-45,783.79
	Department: 9000 - Non-Operating Revenue Total:	20,000.00	20,000.00	6,634.01	65,783.79	
Department: 9500 - Non-Operating Expense						
Expense						
100-9500-710000	Unrealized Gain or Loss	0.00	0.00	0.00	-4,720.00	4,720.00
100-9500-710001	Debt Service Interest Expense	577,125.00	577,125.00	0.00	82,135.42	494,989.58
	Expense Total:	577,125.00	577,125.00	0.00	77,415.42	499,709.58
	Department: 9500 - Non-Operating Expense Total:	577,125.00	577,125.00	0.00	77,415.42	
	Total Surplus (Deficit):	147,000.00	0.00	224,924.20	1,432,389.00	

Income Statement Group Summary

For Fiscal: 2018-2019 Period Ending: 04/30/2019

Account Type	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 300 - Capital Fee Special Revenue					
Revenue	0.00	147,000.00	0.00	16,944.98	130,055.02
Expense	147,000.00	147,000.00	0.00	163,257.31	-16,257.31
Fund: 300 - Capital Fee Special Revenue Surplus (Deficit):	-147,000.00	0.00	0.00	-146,312.33	146,312.33
Fund: 301 - Capital Recovery Special Revenue					
Revenue	0.00	0.00	0.00	21,680.60	-21,680.60
Fund: 301 - Capital Recovery Special Revenue Total:	0.00	0.00	0.00	21,680.60	-21,680.60
Fund: 400 - Capital Projects Fund					
Expense	889,163.00	889,163.00	106,748.82	384,486.68	504,676.32
Fund: 400 - Capital Projects Fund Total:	889,163.00	889,163.00	106,748.82	384,486.68	504,676.32
Total Surplus (Deficit):	-1,036,163.00	-889,163.00	-106,748.82	-509,118.41	

Pooled Cash Report

Chester Metropolitan District
For the Period Ending 4/30/2019

ACCOUNT #	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
CLAIM ON CASH				
100-0000-110999	Claim on Cash	5,972,434.79	173,552.31	6,145,987.10
300-0000-110999	Claim On Cash	735,976.98	70.35	736,047.33
301-0000-110999	Claim on Cash	21,680.60	0.00	21,680.60
400-0000-110999	Claim On Cash	611,424.83	(106,748.82)	504,676.01
600-0000-110999	Claim on Cash	114,380.62	7,900.79	122,281.41
601-0000-110999	Claim on Cash	17,672.15	2,428.94	20,101.09
602-0000-110999	Claim on Cash	40,370.57	(2,094.27)	38,276.30
603-0000-110999	Claim on Cash	48,680.96	(8,756.64)	39,924.32
TOTAL CLAIM ON CASH		<u>7,562,621.50</u>	<u>66,352.66</u>	<u>7,628,974.16</u>
CASH IN BANK				
Cash in Bank				
999-0000-110000	Petty Cash	300.00	0.00	300.00
999-0000-110001	Cash and Change for Cashiering	1,675.00	0.00	1,675.00
999-0000-110002	Gross Revenue - Chester	2,446,914.18	(170,494.47)	2,276,419.71
999-0000-110003	Gross Revenue - Great Falls	0.00	0.00	0.00
999-0000-110004	Gross Revenue - Drafts	362,512.03	0.00	362,512.03
999-0000-110005	Mechant Account	0.00	0.00	0.00
999-0000-110006	S.C.L.G.I.P.	3,086,115.91	6,515.82	3,092,631.73
999-0000-110007	Operations & Maintenance	(296,028.56)	226,991.28	(69,037.28)
999-0000-110008	Payroll Account	51,176.55	0.00	51,176.55
999-0000-110009	Travel Account	25,437.09	3,221.84	28,658.93
999-0000-111000	Bond Proceeds	841,839.54	0.00	841,839.54
999-0000-111001	Capital Fee Cash	718,918.76	118.19	719,036.95
999-0000-111002	Debt Service Cash	323,761.00	0.00	323,761.00
TOTAL: Cash in Bank		<u>7,562,621.50</u>	<u>66,352.66</u>	<u>7,628,974.16</u>
TOTAL CASH IN BANK		<u>7,562,621.50</u>	<u>66,352.66</u>	<u>7,628,974.16</u>