



Solving the water needs of tomorrow, today.

Chester Metropolitan District
Regular Commission Meeting
September 11, 2019

The Chester Metropolitan District's Regular Commission meeting was held at 6:00 pm on Wednesday, September 11, 2019 at the Richburg Fire Department, 225 N. Main Street, Richburg, SC. Members attending were: Jean H. Nichols, Secretary; Raymond Douglas; James Simpson; George Wilmore; and Danielle Hughes. Others in attendance were Fred Castles, Executive Director; Susan Roddey, Interim Executive Assistant; Andy Litten, District Engineer; Rebecca Moon, Finance Manager; Arthur Gaston, Attorney; Everett Stubbs, Attorney; and Tommy McMinn of Richburg.

Secretary Nichols called the meeting to order at 6:01 PM.

Commissioners stood for the Pledge of Allegiance, then Attorney Gaston offered a short invocation for those interested in participating.

Minutes:

Secretary Nichols asked for corrections or additions to the minutes. Motion to approve the minutes of the August 14, 2019 was made by James Simpson, Seconded by George Wilmore, and unanimously approved.

Public Comment:

There were no members of the public in attendance.

Old Business:

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

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

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

New Business:

Director's Update-

- Mr. Castles stated that he was out of office for the last two weeks and working from home. During that time, he completed Media Information Guide – a reference for the Media in the event of a public service issue.

- Mr. Castles attended the AWWA Water Loss Workshop in Mt. Pleasant yesterday. Looks like the State of SC is embracing Water Loss
- There was an industrial announcement today—Faddis Concrete Products will move into the old IPI building beside Thyssen Steel. It will bring about \$7 million in capital investment and approximately 60 employees.
- Meeting Date Change: After much discussion in office, it is recommended to the board that the meeting night be changed to the Second Tuesday of each month as Wednesday nights conflict with church services, and may also have a direct effect public comment. *A Motion to approve the change in meeting date to the Second Tuesday of each month was made by George Wilmore, Seconded by Danielle Hughes and unanimously approved.*

At this time, Attorney Gaston asked about Lime Project. Mr. Castles stated that it is working well. We are using lime slurry for pH control. We were using sodium hydroxide, but the cost has more than doubled in price in the last few years. We were spending \$12,000 per month on it, and the cost of the lime is approximately \$3,000 per month. During the pilot study we found that we would use less lime per weight compared to sodium hydroxide because it has a more efficient reaction. The tonnage per month would be down.

New Cashier Position—Mrs. Moon stated that she has been thinking about a new position and speaking with Tiffany Ford, our CSM about reinstating the cashier position that was not filled several years ago. With the new online payment systems in place, the Finance office expected foot traffic to be reduced, but it has not happened the way it was expected. Regarding funding – it is not in the budget and if approved, would become another budget item for next year. The funding for the position would come from several things: the vacant Executive Assistant position, which will not be hired until we move, as well as unused budgets on the Senior Accountant, Lab Supervisor, and Crewman positions. There are enough savings to carry the position forward through the end of the budget year.

Mr. Douglas asked how many cashiers CMD currently has. Mrs. Moon stated that there are currently 3 and this would be for a fourth. The drive-thru is very busy and can get backed up quickly. The phone also rings a lot, and managing all areas is difficult with only 3 cashiers.

Mr. Wilmore asked if it is a full-time position and what the salary is: It is a full-time position, approximately \$14-\$15 per hour – about \$30k/year

Mr. Simpson asked if the three current cashiers are stressed out. Mrs. Moon stated that they are. It's hard for them with the phone ringing and customers coming in to deal with everyone and give them the great customer service that we expect.

Mrs. Moon stated that she can often sense the cashiers' frustration. She honestly believed the payment changes would have helped the traffic taper off. This is necessary, and if the time comes when it can be removed through attrition, then we won't fill it again.

Mr. Douglas asked if the CSM would still handle most of the customer complaints. Mrs. Moon stated that yes, Tiffany will handle the customers when the cashiers can't find the solution. Mr. Douglas stated that he welcomes this position.

Motion to approve the creation of a fourth Customer Service Representative position was made by James Simpson, Seconded by Raymond Douglas, and unanimously approved.

Construction Update: Mr. Litten stated that we are about a month out from being finished. We should have our Certificate of Occupancy within a month. As we're closing out things and getting toward the end, we are running up against the top of our bond fund and the money set aside. Currently with the approved change orders, we are approximately \$2,000 over our bond fund. However, we have one outstanding change order for approximately \$30k for a time delay that occurred due to a review issue. We anticipate that we have sufficient documentation to offset this change order for time that they're asking for. They're still running overtime, so there are liquidated damages going into effect shortly. Wanted to bring it to your attention that we're about to run over budget and we may have to come back next month for adjust funds to finish paying for the building. Other than that, they have done floors, final paint, lights and ceilings, working on lobby currently – cabinets went in today. Templating for the countertops the next couple of days. Possibly by the end of next week, we can move the cashiers back to their finished area and finalize the conference room – flooring, final paint, electrical work.

Simpson asked about the estimated total cost. Mr. Litten stated that if we signed off on it, we would be \$31,000 over the bond amount. We are currently, with our Change Orders, at approximately \$80,000 over the contract amount.

Mr. Wilmore asked what caused us to be over. Mr. Litten stated that the biggest change was that we submitted the plans to the City for review and they weren't distributed to the fire marshal. We assumed we were good to construct when we got the permit, but the Fire Marshal came by and said he hadn't reviewed the plans. He had comments, and some of the building officials' approvals weren't approved by him. Had to rectify that without deconstructing what was already built – most was adding additional mechanical things like smoke dampers and fire alarm upgrades. Building & Zoning approved it without the fire marshal's comments. There was a discussion with city officials and it was straightened out. That's where the majority of the overrun comes in. Design changes related to the fire marshal's requirements. There have also been change orders for things left out of the plans – fire doors for corridor needed ratings, needed door closers. 13 change orders to date. Some requests were things left out during the design process that we felt should be done.

Budget Funds Transfer: Mr. Litten stated that as part of the previous discussion and at the recommendation of our architect, we did not include a security plan for the building. They suggested it would be cheaper to do it after the fact. Mr. Litten asked to cut one of our line items (the new hydro-vac) and transfer that budget to the Building line item, which will allow us to pay for the security system. A copy of request is attached to the minutes.

Mr. Wilmore asked what the hydro-vac is for. Mr. Litten stated that it is used to empty holes on main breaks or soft-dig on sites. It's considered a non-destructive maintenance tool.

Motion to approve the Budget Funds Transfer was made by Raymond Douglas, Seconded by James Simpson, and unanimously approved.

At this time, Mr. Castles stated that one thing left off of Director's Update which is an update regarding Reverend Morris from last month's meeting.

Mrs. Roddey stated that she spoke with Doyle Bullard from START Corporation, CMD's answering service, who pulled the recordings at her request. A representative spoke with Mr. Stringfellow twice. The first time seemed to be a bad connection as it was very staticky. The second call lasted over eight minutes while the representative worked with Mr. Stringfellow; however, it did end abruptly and START is not certain why. There is no record of a conversation with Rev. Morris.

Mr. Castles went on to state that regarding Customer Service, CMD does also record telephone calls on the main lines and we do review them as necessary. As promised, the recording of Mr. Wilmore's telephone call from September was recorded.

Mrs. Roddey played recording for Mr. Wilmore's call and Mr. Castles explained that this is the CSR's normal cadence. She does speak very fast. Mrs. Moon stated that she did speak with the ladies once she listened to it about slowing down and speaking more clearly in the future.

Reports:

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

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

At this time, Mr. Castles stated that also left from the Director's Update was the request to schedule a Grievance Committee meeting. Mrs. Roddey gave a brief description of the customers' concerns. The Grievance Committee Meeting is scheduled for 10/2 at 3 pm.

Two other issues which were brought up are as follows:

Late Notice Billing: Becky is still looking at the costs of preparing late notices. Based on penalties activity – based on that, it would cost approximately \$20,000 per year with breakdown for discussion purposes. There was a component for Sourcelink. Nothing has been approved yet. At the last meeting, the late notice recommendation was rescinded. It is not active at this time.

Mr. Simpson asked for an update regarding Commission appointments. Mr. Castles stated that those who need to be reappointed will be handled at the discretion of the municipalities who appoint each seat, but appointed Commissioners continue to serve in full capacity until either reappointed or replaced.

Financial Report- Mrs. Moon read the report for September. 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 Danielle Hughes, and unanimously approved.

The meeting adjourned at 7:19 PM.

Approved:

Respectfully Submitted:

Date: October 8, 2019

By: Susan H. Roddey

Chester Metropolitan District

Agenda

Wednesday, September 11, 2019

6:00 PM

Richburg Fire Department, Richburg, SC

- I. Call Meeting to Order**
- II. Approval of Last Meeting Minutes**
- III. Public Comment**

Public Comment is limited to three (3) minutes per speaker.

IV. Old Business

- A. Filter Plant - Fred Castles
- B. Engineer's Report - Andy Litten
- C. DMAG Report - Andy Litten

V. New Business

- A. Director's Update -Fred Castles
- B. New Cashier Position -Becky Moon
- C. Construction Update -Andy Litten
- D. Budget Funds Transfer -Andy Litten

VI. Reports

- A. Director's Report - Fred Castles
- B. Hydrant Report - Fred Castles
- C. Financial Report - Becky Moon

VII. Adjourn

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

CHESTER METROPOLITAN DISTRICT

FILTER PLANT REPORT

August 2019

- Completed all reports.
- All Emergency generators and diesel engines were exercised by Dell Hughes and were reported as operating fine.
- Collected 22 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 2.50 ppm and maintaining an average level throughout the distribution system this month at .73 mg/l.
- Performed preventive maintenance on the Backwash Clarifier.
- Repaired the broken 12" isolation valve on the #1 High Service pump. Repaired broken/stripped worn gear rack and re-cut the gear. Placed the valve back into operations.
- Repaired the West basin lighting/outlet circuit and an outlet inside the building that serviced the water cooler.

Found broken lighting circuit stuck inside the conduit and couldn't be removed. The conduit and wiring were installed prior to the basin being poured and is inside the concrete. We abandoned the lighting circuit and used the outlet circuit to power the light.

- Replaced the open close speed control valves on the #1 High Service pump.
- Repaired a leak on the $\frac{3}{4}$ " discharge line on the Post Caustic pump.
- Removed the Ammonia injectors and cleaned with Muriatic acid and placed back in service.
- Cleaned the Venturi pressure differential ports on filters 1 thru 4.
- Replaced the hydraulic relief valve on the #2 Willet pump.
- The sludge removed and sent to the landfill this month was 38.01 tons.

CMD Engineering Department Report

September 2019

Development Project Reviews

Walker's Mill: We are waiting revisions to the plans.

Knights Bridge (Richburg): We're in the process of reviewing the construction plans now. We plan to submit our comments to the Engineer by October 2nd.

York Tech Lineman Facility: York Teck is building a facility behind their Chester campus to train linemen. Its just a simple water tap.

Cross-Connection Control Program

We're going through the list and sending out letters for customers that don't have up-to-date backflow inspections.

GIS Mapping

We've ordered 11 new software licenses to get the field crews real-time data. This should be fully implemented by September 20th.

FlexNet Project (Remote Meter Reading)

We've placed the order last week for the antenna to be installed on Richburg tank. It will take 4-6 weeks for the materials to be shipped and for the tower crew to come install the equipment.

We've got the quote for the tower at Rodman tanks. This is a free-standing, self-supported tower and will need approval from the Planning Director before we can proceed. We're working on the site plan, engineering plans, and report to submit to the County for approval. We plan to submit within the next 3 weeks.

Once we get these two towers underway, we plan to follow up with Springs about placing an antenna on one of their water tanks in Fort Lawn.

In-House Projects

Hollybrook Drive, Great Falls: Hollybrook Drive has a dead-end 6" water main. The water main is capped approximately 30' from the 16" water main that goes to Great Falls. We're going to tap the 16" main and connect it to the capped 6" main. This will create a loop and help the water quality and fire flows on Hollybrook. Most of the residents on Hollybrook are connected to an old 2" galvanized line that was installed prior to 1964. We're going to reconnect those residents to the 6" main and abandon the 2" main. We're working on the SCDOT Encroachment Permit and plan to start construction within the next month.

Magnolia Avenue, Great Falls: We're currently switching the residents from an old 2"/3" galvanized main that is located in the backyards between Sunset Ave and Lybrand St to the 6" main that runs along Magnolia Road. This will allow us to abandon the galvanized line.

Great Falls Hwy, Chester: The 6" water main along Great Falls Hwy between Wilson St and the railroad is severely corroded which reduced the flow and made some of the hydrants along Columbia St non-compliant. We're laying out a new 8" water main to replace the 6" main. We plan to start construction on the new main in the next 2-3 months.

DMAG

SC Drought reports that Chester's status is moderate.

NOAA 3-Month precipitation outlook is above-normal.

NOAA 3-Month temperature outlook is above normal.

BUDGET TRANSFER REQUEST FORM

Please indicate the type of budgeted dollar transfer by checking one of the boxes.

Permanent *One Time*

Explanation (Must provide reason/purpose):

The Wylie Street Office Renovation has had several significant change orders which will deplete the bond fund. Security and surveillance systems were not included in the original project scope at the recommendation of our Architect. Several Consultants proposed on our Security Request for Proposals and the bids came in between \$40,000.00 and \$52,000.00. We are waiting clarification on some of the proposals before we can select a Consultant. While awaiting clarification, we would like to transfer money from the Equipment fund to the Building fund as shown below:

CAPTIAL BUDGET ORIGINAL ALLOCATION

Capital Item	Budget (Operating or Capital)	Account Number	Original Budget Amount	Budget Adjustment	Final Budget Amount
HX 30 Hydrovac	Capital	100-3000-951003	\$51,929.20	-\$51,929.20	\$0.00

CAPITAL BUDGET PROPOSED ALLOCATION

Capital Item	Budget (Operating or Capital)	Account Number	Original Budget Amount	Amount (Change)	Final Budget Amount
Building Renovation	Capital	100-3000-951001	\$85,000.00	+\$51,929.20	\$136,929.20

We currently have a smaller Hydrovac that we will still utilize until next fiscal year when we can request funding for the larger Hydrovac.

Chester Metropolitan District

Director's Report

FY 2019-2020

	August 2019	TOTAL L 12 MOS	AVERAGE L 12 MOS
DISTRIBUTION NUMBER:			
Taps	0	22	1.8
Leaks	5	202	16.8
DISTRIBUTION MANHOURS:			
Taps	134.0	666	55.5
Leaks	54.5	1,406	117.1
Equipment	0.0	-	-
Shop	243.0	3,718	309.8
Dist. System	877.5	8,648	720.7
Asphalt	0.0	593	49.4
Meters	146.0	4,017	334.7
Filter Plant	0.0	39	3.3
Hydrants	0.0	323	26.9
Construction Projects	0.0	242	20.1
Main Break	109.5	1,608	134.0
Total Manhours	1564.5	21,257	1,771.4
Overtime Hours	84.3	1,344	112.0
METER CALLS:			
Ons	280	2,169	216.9
Offs	62	785	78.5
Checks	179	1,477	147.7
Total Calls	521	4,431	369.3
Overtime Hours	23.5	635.0	52.9
BILLING INFORMATION:			
Non-Leak Adjustments:	2	126	11.5
Leak Adjustments	62	494	44.9
\$\$\$ Adjusted	\$ 3,000.39	\$ 48,169.00	\$ 4,379.00
Bills Mailed	6,440	69,462.0	6,314.7
Thousand Gallons Billed	74,360.9	730,509.4	66,409.9
Thousand Gallons Pumped	86,360.0	1,093,128.0	91,094.0
% Accounted For	86.1%		66.9%
Other Gallons Accounted For	3,877.5	61,858.0	5,154.8
Estimated System Leakage (20%)	17,272.0	218,625.6	18,218.8
Adjusted % Accounted For	90.6%		74.1%

Chester Metropolitan District

Hydrant Report

September 11, 2019

<u>0</u>	New Placement
<u>0</u>	Hydrants Replaced
<u>0</u>	Hydrants Repaired
<u>0</u>	Hydrants Removed
<u>\$0</u>	\$ Spent on Hydrant Work
<u>5530</u>	Total Hydrants Worked to Date
<u>\$ 1,223,897</u>	Total Cost to Date
<u>- 0 -</u>	Local Match
<u>- 0 -</u>	Contract Services
<u>\$ 1,223,897</u>	Total Cost



Statement of Revenue and Expense

Account Summary

Chester Metropolitan District

For Fiscal: 2019 - 2020 Period Ending: 08/31/2019

	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining	
Revenue						
Function: 0100 - Operating Revenue						
Department: 0100 - Operating Revenue						
100-0100-411000	Water Service Revenue	7,220,589.95	7,220,589.95	688,349.42	817,098.15	6,403,491.80
100-0100-411002	DHEC Fees	0.00	0.00	0.00	-1.52	1.52
100-0100-411003	Tap Fees	450,000.00	450,000.00	0.00	2,976.00	447,024.00
100-0100-411004	Hydrant Meter Fee	0.00	0.00	300.00	450.00	-450.00
100-0100-412000	Penalties	65,000.00	65,000.00	7,161.00	15,720.00	49,280.00
100-0100-412001	Non-Payment Fees	130,000.00	130,000.00	14,175.00	22,455.00	107,545.00
100-0100-412003	NSF Fees	0.00	0.00	270.00	750.00	-750.00
100-0100-413000	Expense Reimbursements	237,049.00	237,049.00	15,373.25	27,818.85	209,230.15
100-0100-413001	Credit Card Fees	40,000.00	40,000.00	4,566.52	8,443.97	31,556.03
100-0100-413002	Surplus Sales	0.00	0.00	0.00	490.00	-490.00
100-0100-413003	Miscellaneous Revenue	0.00	0.00	552.00	690.00	-690.00
100-0100-413004	Customer Charges for Damages	0.00	0.00	277.93	277.93	-277.93
100-0100-413005	Illegal Water Usage Charge	0.00	0.00	2,500.00	2,500.00	-2,500.00
Department: 0100 - Operating Revenue Total:		8,142,638.95	8,142,638.95	733,525.12	899,668.38	7,242,970.57
Function: 0100 - Operating Revenue Total:		8,142,638.95	8,142,638.95	733,525.12	899,668.38	7,242,970.57
Function: 9000 - Non-Operating Revenue						
Department: 9000 - Non-Operating Revenue						
100-9000-612000	Interest Income	50,000.00	50,000.00	8,626.43	15,064.13	34,935.87
Department: 9000 - Non-Operating Revenue Total:		50,000.00	50,000.00	8,626.43	15,064.13	34,935.87
Function: 9000 - Non-Operating Revenue Total:		50,000.00	50,000.00	8,626.43	15,064.13	34,935.87
Revenue Total:		8,192,638.95	8,192,638.95	742,151.55	914,732.51	
Expense						
Function: 1000 - Operating Expenses						
Department: 1000 - Administration						
100-1000-511000	Regular Salaries and Wages	622,360.00	622,360.00	51,546.24	86,541.95	535,818.05
100-1000-511001	Part-Time Salaries	14,386.22	14,386.22	1,217.30	2,046.77	12,339.45
100-1000-511002	Overtime	2,382.00	2,382.00	287.85	404.18	1,977.82
100-1000-511008	Sick Pay	0.00	0.00	1,337.29	2,786.22	-2,786.22
100-1000-512000	FICA	39,626.00	39,626.00	1,500.57	481.86	39,144.14
100-1000-512001	Medicare	9,267.00	9,267.00	350.94	350.94	8,916.06
100-1000-512002	SC Retirement	98,490.00	98,490.00	7,864.54	13,272.72	85,217.28
100-1000-512004	Group Health Insurance	77,789.00	77,789.00	6,723.97	13,120.28	64,668.72
100-1000-521000	Accounting and Audit Services	26,143.00	26,143.00	2,500.00	2,500.00	23,643.00
100-1000-521001	Legal Services	18,000.00	18,000.00	4,095.00	4,095.00	13,905.00
100-1000-521005	Other Contractual Services	75,236.68	75,236.68	8,348.73	10,178.57	65,058.11
100-1000-522002	Vehicle Repairs and Maintenance	3,000.00	3,000.00	48.74	48.74	2,951.26
100-1000-524000	Telephone and Communications	6,900.00	6,900.00	446.78	446.78	6,453.22
100-1000-524001	Advertising and Promotion	12,500.00	12,500.00	0.00	0.00	12,500.00
100-1000-524003	Bank and fiscal agent fees	75,556.00	75,556.00	2,847.17	6,273.39	69,282.61
100-1000-524004	Postage and Delivery Fees	2,000.00	2,000.00	39.00	539.00	1,461.00
100-1000-526000	Uniform Rental	2,000.00	2,000.00	0.00	0.00	2,000.00
100-1000-531000	Office Supplies	20,000.00	20,000.00	1,307.91	2,821.81	17,178.19
100-1000-531001	Janitorial and General Supplies	0.00	0.00	0.00	128.91	-128.91
100-1000-531008	Fuel	2,500.00	2,500.00	205.99	205.99	2,294.01
100-1000-550000	Professional Memberships and License Fee	28,642.00	28,642.00	0.00	2,342.00	26,300.00
100-1000-550001	Educational Seminars and Classes	10,525.00	10,525.00	314.10	394.10	10,130.90
100-1000-560001	Collections Over/Short	0.00	0.00	339.30	557.06	-557.06
100-1000-560005	Life Insurance Premiums	0.00	0.00	1,190.65	2,381.30	-2,381.30
100-1000-560006	Contingency Account	50,000.00	50,000.00	7,834.35	8,374.35	41,625.65

Statement of Revenue and Expense

For Fiscal: 2019 - 2020 Period Ending: 08/31/2019

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
100-1000-560007	Community Support	7,843.00	7,843.00	200.00	750.00	7,093.00
	Department: 1000 - Administration Total:	1,205,145.90	1,205,145.90	100,546.42	161,041.92	1,044,103.98
	Department: 1001 - Human Resources					
100-1001-511000	Regular Salaries and Wages	85,274.00	85,274.00	6,483.81	11,366.45	73,907.55
100-1001-511008	Sick Pay	0.00	0.00	127.37	188.03	-188.03
100-1001-512000	FICA	5,287.00	5,287.00	196.68	50.52	5,236.48
100-1001-512001	Medicare	1,237.00	1,237.00	46.00	46.00	1,191.00
100-1001-512002	SC Retirement	13,141.00	13,141.00	990.94	1,703.70	11,437.30
100-1001-512004	Group Health Insurance	7,821.00	7,821.00	779.22	1,431.00	6,390.00
100-1001-512006	Workmens Comp Ins.	54,440.00	54,440.00	12,372.00	12,372.00	42,068.00
100-1001-521001	Legal Services	6,450.00	6,450.00	150.00	150.00	6,300.00
100-1001-524001	Advertising and Promotion	1,000.00	1,000.00	0.00	0.00	1,000.00
100-1001-524006	Employee Screening & Testing	3,000.00	3,000.00	696.70	729.80	2,270.20
100-1001-531000	Office Supplies	1,300.00	1,300.00	84.88	84.88	1,215.12
100-1001-550000	Professional Memberships and License Fee	280.00	280.00	0.00	0.00	280.00
100-1001-550001	Educational Seminars and Classes	2,000.00	2,000.00	0.00	0.00	2,000.00
	Department: 1001 - Human Resources Total:	181,230.00	181,230.00	21,927.60	28,122.38	153,107.62
	Department: 1002 - Information Services					
100-1002-511000	Regular Salaries and Wages	124,221.00	124,221.00	8,730.39	15,745.14	108,475.86
100-1002-511008	Sick Pay	0.00	0.00	987.70	1,197.04	-1,197.04
100-1002-512000	FICA	7,702.00	7,702.00	282.10	66.00	7,636.00
100-1002-512001	Medicare	1,801.00	1,801.00	65.97	65.97	1,735.03
100-1002-512002	SC Retirement	19,142.00	19,142.00	1,457.65	2,501.52	16,640.48
100-1002-512004	Group Health Insurance	5,399.00	5,399.00	449.90	899.80	4,499.20
100-1002-521002	I.S. Contracts and Services	139,068.62	139,068.62	10,550.24	10,888.73	128,179.89
100-1002-524000	Telephone and Communications	5,323.52	5,323.52	147.92	147.92	5,175.60
100-1002-526000	Uniform Rental	804.00	804.00	63.80	63.80	740.20
100-1002-531000	Office Supplies	0.00	0.00	391.62	391.62	-391.62
100-1002-532002	Office Furniture and Equipment	0.00	0.00	18.35	18.35	-18.35
100-1002-532003	Computer Hardware and Software	28,940.88	28,940.88	0.00	0.00	28,940.88
100-1002-550000	Professional Memberships and License Fee	120.00	120.00	0.00	0.00	120.00
100-1002-550001	Educational Seminars and Classes	3,928.00	3,928.00	0.00	1,293.84	2,634.16
100-1002-951005	Computer and Information Technology	71,467.50	71,467.50	0.00	0.00	71,467.50
	Department: 1002 - Information Services Total:	407,917.52	407,917.52	23,145.64	33,279.73	374,637.79
	Department: 1010 - Board of Commissioners					
100-1010-511009	Board of Commissioners Pay	4,800.00	4,800.00	600.00	600.00	4,200.00
100-1010-512000	FICA	297.60	297.60	37.20	37.20	260.40
100-1010-512001	Medicare	69.60	69.60	8.71	8.71	60.89
100-1010-512002	SC Retirement	369.84	369.84	23.34	23.34	346.50
100-1010-550001	Educational Seminars and Classes	4,400.00	4,400.00	0.00	0.00	4,400.00
100-1010-550002	Mileage Reimbursements	2,800.00	2,800.00	130.50	130.50	2,669.50
100-1010-560004	Board Meeting Expense	3,000.00	3,000.00	0.00	0.00	3,000.00
	Department: 1010 - Board of Commissioners Total:	15,737.04	15,737.04	799.75	799.75	14,937.29
	Department: 1997 - Depreciation					
100-1997-560002	Depreciation Expense	670,000.00	670,000.00	0.00	0.00	670,000.00
	Department: 1997 - Depreciation Total:	670,000.00	670,000.00	0.00	0.00	670,000.00
	Department: 1998 - District-Wide Employee Support, Promotion & Retent					
100-1998-550004	In-House Training and Development	17,300.00	17,300.00	792.00	792.00	16,508.00
100-1998-551000	Employee Appreciation	7,952.00	7,952.00	0.00	325.00	7,627.00
100-1998-551001	Tuition Assistance	10,000.00	10,000.00	0.00	719.40	9,280.60
100-1998-551002	Crisis Fund	2,500.00	2,500.00	0.00	0.00	2,500.00
	Department: 1998 - District-Wide Employee Support, Promotion & Rete	37,752.00	37,752.00	792.00	1,836.40	35,915.60
	Department: 1999 - Operational Non-Departmental					
100-1999-512005	Retiree Health Insurance	60,000.00	60,000.00	11,007.92	15,644.94	44,355.06
100-1999-512008	Flex Spending Admin Fee Expense	64.00	64.00	6.48	15.12	48.88
100-1999-512009	PEBA Admin Fee Expense	1,548.00	1,548.00	117.00	361.66	1,186.34
100-1999-521005	Other Contractual Services	10,642.00	10,642.00	548.79	1,211.37	9,430.63

Statement of Revenue and Expense

For Fiscal: 2019 - 2020 Period Ending: 08/31/2019

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
100-1999-523000	Electricity	33,600.00	33,600.00	3,183.58	3,183.58	30,416.42
100-1999-523001	Natural Gas	6,000.00	6,000.00	45.20	45.20	5,954.80
100-1999-523002	Water and Sewer	3,000.00	3,000.00	330.88	330.88	2,669.12
100-1999-524000	Telephone and Communications	32,400.00	32,400.00	2,872.48	3,056.87	29,343.13
100-1999-524002	General Property & Liability Insurance	66,000.00	66,000.00	630.03	28,279.19	37,720.81
100-1999-531001	Janitorial and General Supplies	3,500.00	3,500.00	363.55	363.55	3,136.45
100-1999-532002	Office Furniture and Equipment	101,824.00	101,824.00	49,201.73	49,201.73	52,622.27
Department: 1999 - Operational Non-Departmental Total:		318,578.00	318,578.00	68,307.64	101,694.09	216,883.91
Department: 2000 - Engineering						
100-2000-511000	Regular Salaries and Wages	256,540.00	256,540.00	19,824.41	30,440.17	226,099.83
100-2000-511008	Sick Pay	0.00	0.00	74.00	707.79	-707.79
100-2000-512000	FICA	15,905.00	15,905.00	573.30	235.27	15,669.73
100-2000-512001	Medicare	3,720.00	3,720.00	134.08	134.08	3,585.92
100-2000-512002	SC Retirement	39,533.00	39,533.00	2,991.45	4,621.22	34,911.78
100-2000-512004	Group Health Insurance	22,863.00	22,863.00	2,501.30	3,970.16	18,892.84
100-2000-521005	Other Contractual Services	8,205.00	8,205.00	3,505.00	3,505.00	4,700.00
100-2000-522002	Vehicle Repairs and Maintenance	4,910.00	4,910.00	904.16	934.15	3,975.85
100-2000-524000	Telephone and Communications	4,632.00	4,632.00	335.50	335.50	4,296.50
100-2000-526000	Uniform Rental	1,644.68	1,644.68	94.05	275.94	1,368.74
100-2000-531000	Office Supplies	3,000.00	3,000.00	125.56	125.56	2,874.44
100-2000-531003	Safety Gear and Supplies	2,650.00	2,650.00	142.52	142.52	2,507.48
100-2000-531008	Fuel	6,480.00	6,480.00	379.81	379.81	6,100.19
100-2000-532000	Small Tools and Equipment	5,500.00	5,500.00	203.96	557.48	4,942.52
100-2000-532003	Computer Hardware and Software	3,800.00	3,800.00	0.00	0.00	3,800.00
100-2000-550000	Professional Memberships and License Fee	1,140.00	1,140.00	50.00	100.00	1,040.00
100-2000-550001	Educational Seminars and Classes	6,005.00	6,005.00	0.00	25.79	5,979.21
100-2000-560010	Miscellaneous	0.00	0.00	323.99	323.99	-323.99
100-2000-951004	Vehicles	43,031.50	43,031.50	35,918.00	35,918.00	7,113.50
Department: 2000 - Engineering Total:		429,559.18	429,559.18	68,081.09	82,732.43	346,826.75
Department: 3000 - Distribution (Maintenance)						
100-3000-511000	Regular Salaries and Wages	613,562.00	613,562.00	39,789.66	71,852.27	541,709.73
100-3000-511002	Overtime	41,600.00	41,600.00	2,524.59	5,053.80	36,546.20
100-3000-511008	Sick Pay	0.00	0.00	1,568.07	2,498.46	-2,498.46
100-3000-512000	FICA	40,620.00	40,620.00	1,209.20	8.13	40,611.87
100-3000-512001	Medicare	9,500.00	9,500.00	282.81	282.81	9,217.19
100-3000-512002	SC Retirement	100,960.00	100,960.00	6,582.55	11,726.57	89,233.43
100-3000-512004	Group Health Insurance	91,618.00	91,618.00	6,344.20	13,551.35	78,066.65
100-3000-521002	I.S. Contracts and Services	0.00	0.00	1,141.55	1,831.55	-1,831.55
100-3000-521005	Other Contractual Services	29,272.00	29,272.00	275.96	275.96	28,996.04
100-3000-522000	Building and Grounds Repairs and Mainte	34,100.00	34,100.00	3,550.91	4,351.83	29,748.17
100-3000-522001	Equipment and Machinery Repairs and Mai	20,000.00	20,000.00	189.28	1,016.75	18,983.25
100-3000-522002	Vehicle Repairs and Maintenance	26,000.00	26,000.00	958.52	1,911.86	24,088.14
100-3000-524000	Telephone and Communications	15,600.00	15,600.00	1,161.49	1,161.49	14,438.51
100-3000-525000	Hauling and tipping fees	2,500.00	2,500.00	0.00	0.00	2,500.00
100-3000-526000	Uniform Rental	9,795.00	9,795.00	857.37	857.37	8,937.63
100-3000-526001	Equipment Rental	10,173.00	10,173.00	784.55	784.55	9,388.45
100-3000-531002	Shop Supplies and Materials	20,000.00	20,000.00	0.00	95.04	19,904.96
100-3000-531003	Safety Gear and Supplies	10,451.50	10,451.50	360.02	360.02	10,091.48
100-3000-531004	Patching and Paving Materials	22,000.00	22,000.00	3,842.11	3,862.11	18,137.89
100-3000-531008	Fuel	36,300.00	36,300.00	3,112.73	3,112.73	33,187.27
100-3000-531009	Parts and Supplies	0.00	0.00	3,574.55	3,574.55	-3,574.55
100-3000-531010	Inventory Parts and Supplies	120,000.00	120,000.00	6,627.01	6,866.77	113,133.23
100-3000-532000	Small Tools and Equipment	39,726.26	39,726.26	2,219.89	2,256.90	37,469.36
100-3000-541002	Licenses and Permits	100.00	100.00	0.00	0.00	100.00
100-3000-550000	Professional Memberships and License Fee	1,965.00	1,965.00	0.00	0.00	1,965.00
100-3000-550001	Educational Seminars and Classes	4,227.35	4,227.35	578.04	578.04	3,649.31
100-3000-951001	Buildings	85,000.00	85,000.00	0.00	0.00	85,000.00
100-3000-951003	Equipment	51,929.20	51,929.20	0.00	0.00	51,929.20

Statement of Revenue and Expense

For Fiscal: 2019 - 2020 Period Ending: 08/31/2019

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
100-3000-951004	Vehicles	84,600.00	84,600.00	323.99	42,026.80	42,573.20
Department: 3000 - Distribution (Maintenance) Total:		1,521,599.31	1,521,599.31	87,859.05	179,897.71	1,341,701.60
Department: 4000 - Meter						
100-4000-511000	Regular Salaries and Wages	118,303.00	118,303.00	9,265.48	17,196.71	101,106.29
100-4000-511002	Overtime	15,000.00	15,000.00	978.65	2,027.46	12,972.54
100-4000-511008	Sick Pay	0.00	0.00	1,421.15	1,697.39	-1,697.39
100-4000-512000	FICA	8,265.00	8,265.00	272.15	-13.40	8,278.40
100-4000-512001	Medicare	1,933.00	1,933.00	63.65	63.65	1,869.35
100-4000-512002	SC Retirement	20,542.00	20,542.00	1,602.74	2,940.27	17,601.73
100-4000-512004	Group Health Insurance	15,711.00	15,711.00	1,309.26	2,618.52	13,092.48
100-4000-521004	Maintenance Contracts	84,700.00	84,700.00	0.00	7,452.00	77,248.00
100-4000-521005	Other Contractual Services	1,300.00	1,300.00	0.00	0.00	1,300.00
100-4000-522001	Equipment and Machinery Repairs and Mai	108,000.00	108,000.00	281.60	2,038.76	105,961.24
100-4000-522002	Vehicle Repairs and Maintenance	12,000.00	12,000.00	63.51	63.51	11,936.49
100-4000-524000	Telephone and Communications	7,000.00	7,000.00	430.78	430.78	6,569.22
100-4000-526000	Uniform Rental	3,000.00	3,000.00	124.30	124.30	2,875.70
100-4000-531002	Shop Supplies and Materials	8,000.00	8,000.00	162.03	162.03	7,837.97
100-4000-531005	Meters Supplies and Appurtenences	450,000.00	450,000.00	0.00	0.00	450,000.00
100-4000-531008	Fuel	7,500.00	7,500.00	853.53	853.53	6,646.47
100-4000-532000	Small Tools and Equipment	43,524.00	43,524.00	0.00	0.00	43,524.00
100-4000-550000	Professional Memberships and License Fee	250.00	250.00	180.00	180.00	70.00
100-4000-550001	Educational Seminars and Classes	2,722.00	2,722.00	0.00	0.00	2,722.00
100-4000-560010	Miscellaneous	7,200.00	7,200.00	0.00	0.00	7,200.00
Department: 4000 - Meter Total:		914,950.00	914,950.00	17,008.83	37,835.51	877,114.49
Department: 5000 - Filter Plant						
100-5000-511000	Regular Salaries and Wages	606,940.00	606,940.00	37,151.36	65,363.08	541,576.92
100-5000-511002	Overtime	50,184.00	50,184.00	5,709.90	9,072.50	41,111.50
100-5000-511008	Sick Pay	0.00	0.00	715.31	1,609.70	-1,609.70
100-5000-512000	FICA	40,742.00	40,742.00	1,266.39	267.60	40,474.40
100-5000-512001	Medicare	9,528.00	9,528.00	296.18	296.18	9,231.82
100-5000-512002	SC Retirement	101,263.00	101,263.00	6,546.45	11,247.66	90,015.34
100-5000-512004	Group Health Insurance	91,780.00	91,780.00	5,724.46	11,448.92	80,331.08
100-5000-521003	Engineering Contracts and Services	125,000.00	125,000.00	0.00	0.00	125,000.00
100-5000-521004	Maintenance Contracts	30,431.00	30,431.00	0.00	0.00	30,431.00
100-5000-521005	Other Contractual Services	312.00	312.00	17,219.14	17,776.76	-17,464.76
100-5000-522000	Building and Grounds Repairs and Mainte	6,747.00	6,747.00	0.00	0.00	6,747.00
100-5000-522002	Vehicle Repairs and Maintenance	360.00	360.00	0.00	0.00	360.00
100-5000-522004	Water Filtration System Repairs and Maint	93,378.00	93,378.00	648.98	1,138.60	92,239.40
100-5000-523000	Electricity	190,000.00	190,000.00	16,733.63	16,733.63	173,266.37
100-5000-523001	Natural Gas	20,000.00	20,000.00	35.20	35.20	19,964.80
100-5000-524000	Telephone and Communications	10,320.00	10,320.00	935.44	935.44	9,384.56
100-5000-524002	General Property & Liability Insurance	0.00	0.00	48.60	48.60	-48.60
100-5000-524004	Postage and Delivery Fees	420.00	420.00	110.18	110.18	309.82
100-5000-525000	Hauling and tipping fees	70,000.00	70,000.00	4,747.35	5,632.35	64,367.65
100-5000-526000	Uniform Rental	7,146.00	7,146.00	293.30	293.30	6,852.70
100-5000-526001	Equipment Rental	1,050.00	1,050.00	0.00	0.00	1,050.00
100-5000-526002	Other Rentals	1,200.00	1,200.00	0.00	0.00	1,200.00
100-5000-531001	Janitorial and General Supplies	4,855.00	4,855.00	485.18	485.18	4,369.82
100-5000-531006	Laboratory Supplies and Materials	46,875.00	46,875.00	5,474.75	8,797.66	38,077.34
100-5000-531007	Chemicals	262,083.00	262,083.00	112,270.74	128,330.34	133,752.66
100-5000-531008	Fuel	4,138.00	4,138.00	140.17	140.17	3,997.83
100-5000-532000	Small Tools and Equipment	8,293.00	8,293.00	0.00	0.00	8,293.00
100-5000-541000	Testing	3,622.00	3,622.00	525.75	525.75	3,096.25
100-5000-541002	Licenses, Permits & Fees	21,352.00	21,352.00	100.00	20,352.00	1,000.00
100-5000-550000	Professional Memberships and License Fee	1,000.00	1,000.00	110.00	205.00	795.00
100-5000-550001	Educational Seminars and Classes	2,171.00	2,171.00	1,348.75	1,348.75	822.25
100-5000-560010	Miscellaneous	250.00	250.00	0.00	0.00	250.00
100-5000-951002	Plant Equipment	79,942.00	79,942.00	0.00	0.00	79,942.00
100-5000-951003	Equipment	11,700.00	11,700.00	0.00	0.00	11,700.00

Statement of Revenue and Expense

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	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
100-5000-951006 Electronic Equipment	11,363.00	11,363.00	0.00	0.00	11,363.00
Department: 5000 - Filter Plant Total:	1,914,445.00	1,914,445.00	218,637.21	302,194.55	1,612,250.45
Function: 1000 - Operating Expenses Total:	7,616,913.95	7,616,913.95	607,105.23	929,434.47	6,687,479.48
Function: 9500 - Non-Operating Expense					
Department: 9500 - Non-Operating Expense					
100-9500-710000 Unrealized Gain or Loss	0.00	0.00	-1,036.00	-2,710.00	2,710.00
100-9500-710001 Debt Service Interest Expense	575,725.00	575,725.00	0.00	-15,477.08	591,202.08
Department: 9500 - Non-Operating Expense Total:	575,725.00	575,725.00	-1,036.00	-18,187.08	593,912.08
Function: 9500 - Non-Operating Expense Total:	575,725.00	575,725.00	-1,036.00	-18,187.08	593,912.08
Expense Total:	8,192,638.95	8,192,638.95	606,069.23	911,247.39	
Total Surplus (Deficit):	0.00	0.00	136,082.32	3,485.12	

Statement of Revenue and Expense

For Fiscal: 2019 - 2020 Period Ending: 08/31/2019

Group Summary

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Revenue					
Function: 0100 - Operating Revenue					
0100 - Operating Revenue	8,142,638.95	8,142,638.95	733,525.12	899,668.38	7,242,970.57
Function: 0100 - Operating Revenue Total:	8,142,638.95	8,142,638.95	733,525.12	899,668.38	7,242,970.57
Function: 9000 - Non-Operating Revenue					
9000 - Non-Operating Revenue	50,000.00	50,000.00	8,626.43	15,064.13	34,935.87
Function: 9000 - Non-Operating Revenue Total:	50,000.00	50,000.00	8,626.43	15,064.13	34,935.87
Revenue Total:	8,192,638.95	8,192,638.95	742,151.55	914,732.51	7,277,906.44
Expense					
Function: 1000 - Operating Expenses					
1000 - Administration	1,205,145.90	1,205,145.90	100,546.42	161,041.92	1,044,103.98
1001 - Human Resources	181,230.00	181,230.00	21,927.60	28,122.38	153,107.62
1002 - Information Services	407,917.52	407,917.52	23,145.64	33,279.73	374,637.79
1010 - Board of Commissioners	15,737.04	15,737.04	799.75	799.75	14,937.29
1997 - Depreciation	670,000.00	670,000.00	0.00	0.00	670,000.00
1998 - District-Wide Employee Support, Promotion & Retent	37,752.00	37,752.00	792.00	1,836.40	35,915.60
1999 - Operational Non-Departmental	318,578.00	318,578.00	68,307.64	101,694.09	216,883.91
2000 - Engineering	429,559.18	429,559.18	68,081.09	82,732.43	346,826.75
3000 - Distribution (Maintenance)	1,521,599.31	1,521,599.31	87,859.05	179,897.71	1,341,701.60
4000 - Meter	914,950.00	914,950.00	17,008.83	37,835.51	877,114.49
5000 - Filter Plant	1,914,445.00	1,914,445.00	218,637.21	302,194.55	1,612,250.45
Function: 1000 - Operating Expenses Total:	7,616,913.95	7,616,913.95	607,105.23	929,434.47	6,687,479.48
Function: 9500 - Non-Operating Expense					
9500 - Non-Operating Expense	575,725.00	575,725.00	-1,036.00	-18,187.08	593,912.08
Function: 9500 - Non-Operating Expense Total:	575,725.00	575,725.00	-1,036.00	-18,187.08	593,912.08
Expense Total:	8,192,638.95	8,192,638.95	606,069.23	911,247.39	7,281,391.56
Total Surplus (Deficit):	0.00	0.00	136,082.32	3,485.12	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
100 - Operations Fund	0.00	0.00	136,082.32	3,485.12	-3,485.12
Total Surplus (Deficit):	0.00	0.00	136,082.32	3,485.12	