

2010/2011 Water Budget Justification

- 40101 Regular Payroll - \$262,448*
Public Works Director salary (50 percent of Water/Sewer portion) - \$21,749
Water Department Supervisor - \$69,959*
Chief Operator - 1 man @ \$26.24 x 8hrs. x 261 days = \$54,790*
Assist. Operator - 1 man @ \$20.83 x 8hrs. x 261 days = \$43,493*
Operator In Training - 1 man @ \$16.25 x 8 hrs. x 261 days = \$33,930
Financial Manager salary (50 percent) - \$23.12 x 8 x 261 x 0.5 = \$24,136
Admin. Asst. (50 percent of Water/Sewer portion) - \$19.66 x 8 x 261 x 0.25 = \$10,261
longevity pay - \$1,700
- 40103 Overtime - \$21,817*
scheduled OT-4 hrs/day x 104 weekend days x (\$26.24+\$20.83)/2x1.5= \$11,015*
scheduled OT-4 hrs/day x 13 holidays x (\$26.11+\$18.92)/2x1.5= \$1,377*
repair/emergency related OT - 75 hrs. x (\$26.11+\$18.92)/x1.5= \$5,295*
- 40106 Misc. Payroll - \$3,900*
beeper pay
- 41210 Employee Related Insurance - \$67,747
Health, LTD, Life, AD&D, W/C
- 41230 FICA - \$37,270*
0.0765 of payroll, OT, and 401a *
0.0765 of highway crew payroll (for water main repair work)
401a contribution
- 42301 Office Supplies - \$1,700
1/2 of office supply needs - \$3,000/2
1/2 of office equipment under \$100 - \$400/2
- 42323 Protective Clothing & Safety Equipment - \$ 1,248
boots, gloves, eye, ear protection, respirator cartridges, etc.
- 42340 Other Purchase & Supplies - \$65,000
Plant operation chemicals - \$41,500
Plant/Field testing and operating equipment and supplies - \$8,000
Other misc. materials - \$8,000
Hydrant replacement program - \$5,000
Custodial Supplies - \$500
Hand Tools - \$2,000
- 43213 Travel, Training, & Meetings - \$2,000
Training and Continuing Education, public information notices, water week, etc.
- 43258 Dues and Subscriptions - \$1,301
Professional Affiliation (AWWA, ABPA, and CWWA)
Diversion Permit
- 44203 Legal - \$2,000
- 44206 Municipal Insurance - \$12,750

- 44208 Other Professional Services - \$24,350
 - Diversion Permit Stream flow monitoring (\$4,000)
 - contractor repairs on water lines and other services (\$5,000)
 - water standpipe inspections (\$3,6500)
 - contracted calibration work (\$1,000)
 - Individual Water Supply Plan (\$10,000)
 - Physicals & Testing - Pulmonary for plant staff, D&A monit - (\$750)

- 44217 Postage - \$2,500
 - \$3,800/2 budgets – bills, notices, Newsletter/CCR, etc.

- 44223 Service Contracts - \$8,515
 - Computer software support/network support - \$1,600/yr (split with sewer)
 - Fire extinguisher annual maintenance - \$400
 - Plant and Booster Station generator maintenance agreement - \$1,750
 - Furnace maintenance agreement – WTP 1 and 2 - \$800
 - Meter reading eq. and software maintenance agreement - \$1,690/yr. (split with sewer)
 - Grounds Maintenance - \$500
 - Weekly garbage collection - \$320
 - Copier - \$130/mo lease – split with sewer
 - SCADA Control maintenance agreement - \$2,100
 - Alarm services - \$220

- 44231 Advertising - \$600
 - advertising of legal notices, etc.

- 44238 Uniform Rentals - \$884
 - pants, polo shirts, T-shirts, sweat shirts for 4 employees

- 44244 Refunds for Overpayment - \$50

- 44255 Refunds - Tax or Liens - \$50

- 44262 Audit - \$5,500
 - year end audit plus fixed asset consultation

- 44285 Lab Fees - \$7,250
 - various weekly, monthly, quarterly, semi-annual, and annual water testing

- 45216 Telephone - \$10,440
 - emergency answering service, pagers, phones, cell phones

- 45221 Fuel-Heating - \$17,100
 - Appx. 10,000 gals \$1.71/gallon

- 45622 Electric - \$99,780
 - avg. \$8,315/mo. x 12 mo.

- 46224 Equipment Repairs - \$10,000
 - Scheduled and unscheduled repairs to plant and well equipment including main breaks

- 46226 Building Repairs - \$5,000
 - Scheduled and unscheduled building repairs and minor (non-capital) improvements, including repairs at O&M building

46390 Vehicle Maintenance - \$3,000
scheduled and unscheduled repairs on three trucks

48416 Office Equipment - \$750
Computer upgrades (split with sewer)
Capital equipment over \$100 (split with sewer)

49245 Bond Retirement - \$154,501
\$50,000+104,501

49246 Bond Interest - \$52,188
\$4,900+47,288

50500 Transfers To Capital Project - \$20,000

50900 Contingency - \$32,184
*- includes contingency for negotiable items within bargaining unit agreement effective 7-1-10
contractual items potentially effected shown above with (*)*

2010/2011 Sewer Budget Justification

- 40101 Regular Payroll - \$56,406
 - Public Works Director salary (50 percent of Water/Sewer portion) - \$21,749
 - Longevity (50 percent of Water/Sewer portion) - \$150
 - Financial Manager salary (50 percent) - $\$23.12 \times 8 \times 262 \times 0.5 = \$24,136$
 - Admin. Asst. (50 percent of Water/Sewer portion) - $\$19.66 \times 8 \times 262 \times 0.25 = \$10,261$

- 41210 Employee Related Insurance - \$13,573

- 41230 FICA - \$8,013
 - 0.0765 of P/R and 401a
 - 401a - contribution

- 42301 Office Supplies - \$1,700
 - 1/2 of office equipment under \$100 (split with water)

- 42340 Other Purch Supplies - \$500
 - Batteries, lights, custodial supplies, etc.

- 43213 Travel, Training & Meetings - \$100

- 44203 Legal - \$500

- 44206 Municipal Insurance - \$12,750

- 44217 Postage - \$2,500
 - \$3,600/2 bills and notices, etc.

- 44223 Service Contracts - \$4,745
 - Copier - \$130/mo lease – split with water
 - Computer software/network support - \$1,600/2 (split with water)
 - Fire extinguisher annual maintenance - \$200
 - PHPS generator maintenance contract - \$620
 - Furnace annual maintenance PHPS- \$300
 - Meter reading eq. and software maintenance agreement - \$1,689/yr. (split with water)
 - Pump Station Alarm System - \$1,200

- 44231 Advertising - \$600
 - advertising of rates for budget public meeting, etc.

- 44244 Refunds for Overpayment - \$50

- 44255 Refunds - Tax or Liens - \$50

- 44262 Audit - \$5,500
 - year end audit plus fixed asset consultation

- 44268 Joint Facilities Personnel – \$98,647

- 45216 Telephone - \$2,400
avg. of \$200/mo x 12 mo.
- 45221 Fuel-Heating - \$1,828
850 gallons at \$2.15 per gallon
- 45622 Electric - \$90,000
Flatbrook, 584 Norwich, Prospect Hill Pump Station
approx. \$7,500/month
- 46224 Equipment Repairs - \$10,000
repairs to sewer mains, pump station, manholes, etc.
Removal of UST at PHPS - \$5,000
- 46269 Joint Facilities Maintenance – \$495,697
- 48404 Machinery and Equipment - \$20,100
Repairs to small office equipment - \$50
Equalization tank payment to Hebron - \$20,050
- 48416 Office Equipment - \$750
Computer upgrades, etc. (split with water)
- 50474 Transfers to Capital Reserve - \$20,000
- 50900 Contingency - \$20,001