



2018 Draft Sewer Fund Budget Summary

October 16, 2017

Summary of General Fund Budget Process:

The 2017 Draft Sewer Fund Budget was developed by the Finance Committee of Steelton Borough Council in consultation with the Borough Manager, Assistant Secretary-Treasurer, staff and consultants. The process for developing the budget was as follows:

- **Internal Department Meetings: September 2016**
 - Department heads submitted “wish list” budgets and justified new expense items.

- **Publically Advertised Finance Committee Meetings: October 11, 2017**
 - Borough Finance Committee held a publically advertised meeting where it recommended referring the budget to Steelton Borough Council for consideration.

- **Council considers laying draft budget out to public: October 16, 2017**

- **Public Inspection Period – October 17 to November 19, 2017**

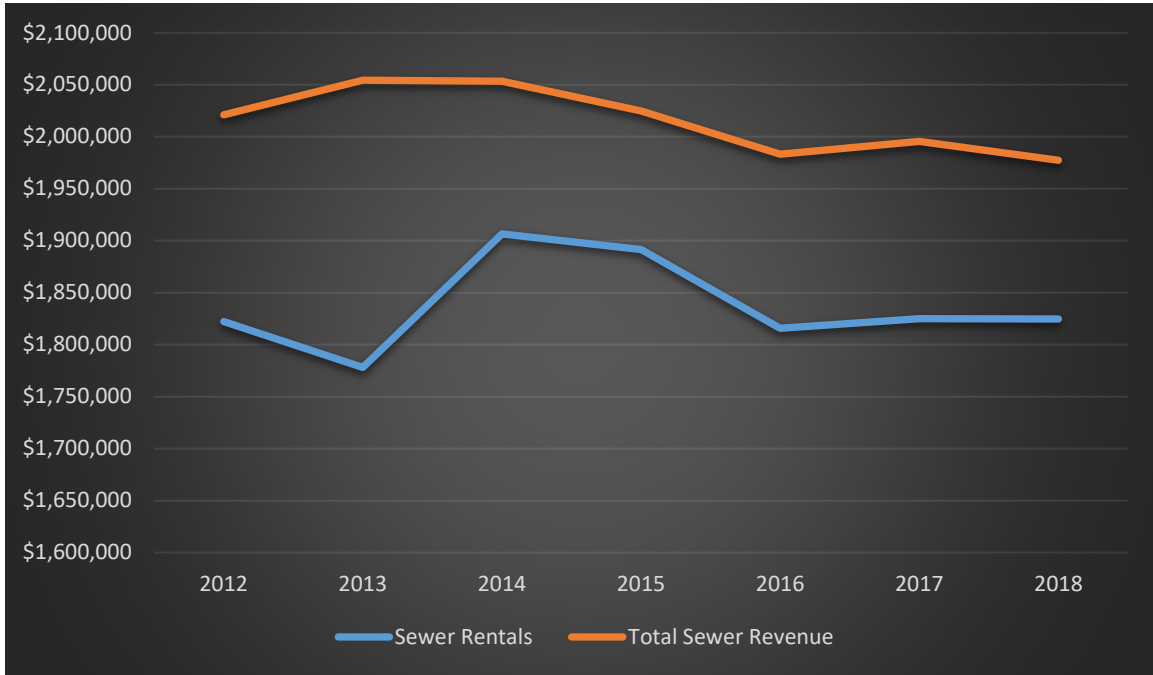
- **Formal Consideration and Adoption of 2018 Budget by Steelton Borough Council at November 20, 2017 meeting**

Overall Sewer Fund Outlook:

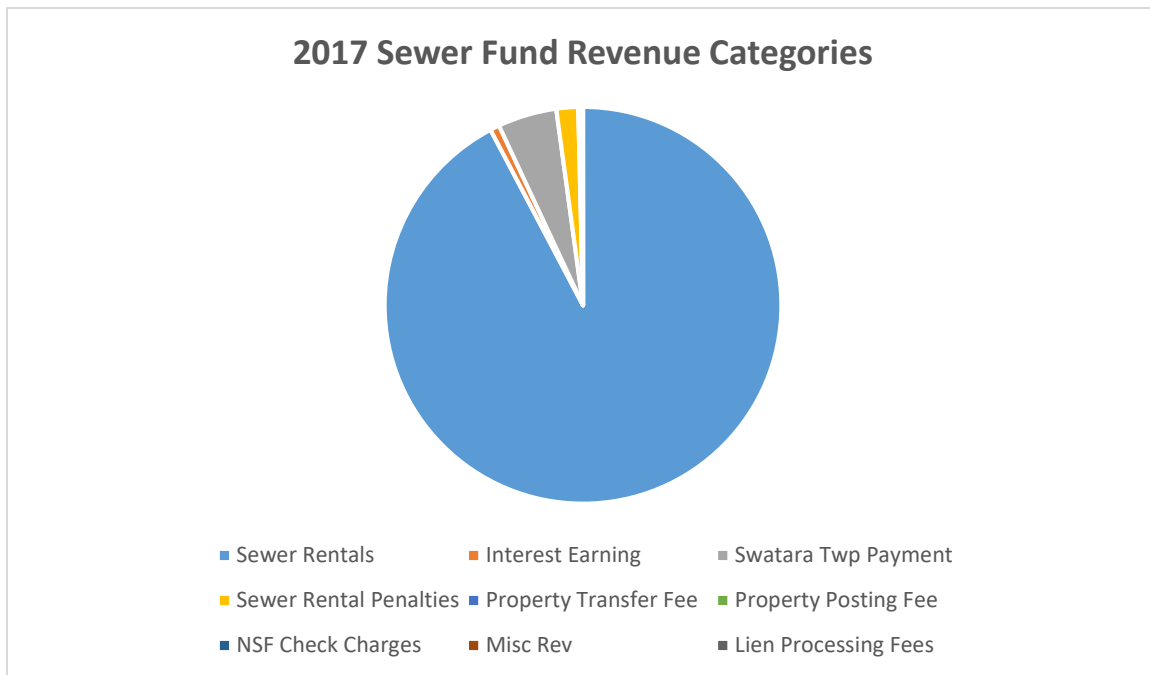
The Steelton Sewer Fund continues to exhibit consistent revenues, mainly through sewer rentals. Sewer rentals are collected quarterly, providing a consistent cash flow but have remained flat through the past five years.

The Draft 2018 Sewer Fund Budget projects revenues to remain flat at \$1,977,381. This is an approximately 1 percent *decrease* from 2017.

Sewer Fund Revenue Trend



2017 Sewer Fund Revenue Categories



Expenses:

The 2018 Draft Sewer Fund Budget essentially flat-lines expenses compared to 2017. Sewer Fund expenses total \$1,977,381 and contains modest funding for capital projects.

Capital Purchases/Projects:

- 5 Year Capital Improvement Plan - \$6,000
- Third Street Sewer Replacement - \$150,000
- Appraisal of System Assets - \$25,000

Expected surpluses in the Sewer Fund have experienced a reduction in recent years. Transfer to reserves accounts for only \$52,787 in the 2018 budget.

The Borough also has a budgeted reserve from a recent rates settlement of approximately \$461,808. Part of these funds will be used for the Washington Street Sewer Project. The remainder can be used for capital projects or mitigating future rate increases from Harrisburg.

Sewer 2018		2018 Recdm.
08-000-000	SEWER FUND REVENUES	0.00
08-341-000	Interest Earnings	15,000.00
08-358-010	Swatara Twp. Sewer Payment	95,000.00
08-364-100	Sewer Rentals	1,824,729.00
08-364-120	Sewer Interest/Penalty Charges	35,000.00
08-364-122	Property Transfer Fee - Sewer	1,200.00
08-364-123	Property Posting Fees - Sewer	6,327.00
08-364-150	Sewer NSF Check Charges	100.00
08-380-000	MISCELLANEOUS REVENUE	0.00
08-380-020	Lien Processing Fees	25.00
08-380-100	Miscellaneous Revenues	0.00
		1,977,381.00

Sewer 2018 Expense		2018 Recdm.
08-000-000	SEWER FUND	0.00
08-409-213	Building Supplies/Furniture	100.00
08-409-226	Cleaning Supplies	600.00
08-409-351	Property Insurance	2,600.00
08-409-356	Flood Insurance - Building	17,100.00
08-409-361	Electricity	4,000.00
08-409-362	Gas - Heating	2,500.00
08-409-373	Building Maint & Repairs	6,000.00
08-409-374	Repairs/Maintenance - Elevator	1,300.00
08-409-451	Cleaning Contracted Services	2,700.00
08-426-000	GARAGE	0.00
08-426-321	Telephone	725.00
08-426-361	Electricity - Garage	2,200.00
08-426-362	Gas/Propane for Garage	5,000.00
08-426-370	Repairs & Maintenance	3,500.00
08-427-000	SEWER OPERATING	0.00
08-427-140	Sewer Operating Wages	108,145.00
08-427-142	OT Wages	6,500.00
08-427-152	Dental Insurance	3,542.00
08-427-154	Disability Insurance	1,091.00
08-427-155	Vision Insurance	400.00
08-427-156	Hospitalization	76,302.00
08-427-158	Life Insurance	2,062.00
08-427-159	Prescription Insurance	26,045.00
08-427-160	Pension	5,259.00
08-427-161	Social Security	8,770.00
08-427-162	Unemployment Comp	2,630.00
08-427-191	Uniform Clothing Allowance	600.00
08-427-210	Supplies	300.00
08-427-231	Vehicle Fuel - Gasoline	3,000.00
08-427-232	Vehicle Fuel - Diesel	1,000.00
08-427-238	Uniforms (Boots)	1,200.00
08-427-245	Supplies-Road Salt/Anti-Skid/Stones	15,000.00
08-427-260	Small Tools & Minor Equip	1,500.00
08-427-310	CDL Random Drug Testing	150.00
08-427-352	Public Officials Liab. Insur	11,000.00
08-427-354	Workman's Comp	8,345.00
08-427-372	Repairs & Maint - System	150,000.00
08-427-374	Repairs & Maint - Equipment	3,000.00
08-427-375	Repairs & Maint - Vehicle	6,000.00
08-427-454	Contracted Grass Cutting Services	2,730.00
08-427-470	Education	0.00
08-427-750	Capital Lease - Vehicle	0.00
08-428-000	PLANTS	0.00
08-428-221	Chemicals	35,000.00
08-428-226	Cleaning Supplies	1,300.00
08-428-227	Sanitation Supplies	1,200.00
08-428-321	Telephone	5,500.00
08-428-324	Security System Fees	1,500.00
08-428-351	Property Insurance	4,630.00
08-428-361	Electricity	31,400.00
08-428-362	Gas	4,000.00
08-428-373	Repairs & Maint - Building	5,000.00

08-428-374	Repairs & Maint - Machinery		10,000.00
08-428-700	Capital Purchase		72,000.00
08-429-000	ADMINISTRATION - SEWER		0.00
08-429-120	Salaries- Admin		66,423.00
08-429-140	Wages - Clerical		42,825.00
08-429-161	Social Security		8,358.00
08-429-210	Office Supplies		2,000.00
08-429-238	Clothing Allowance		0.00
08-429-305	Paying Agent Service		226.00
08-429-308	Codification		0.00
08-429-311	Auditing		29,208.00
08-429-312	Consulting		28,000.00
08-429-313	Engineering		29,200.00
08-429-314	Legal		40,000.00
08-429-317	Data Processing		5,200.00
08-429-318	Debit/Credit Card Fees		3,000.00
08-429-321	Telephone		2,500.00
08-429-323	Internet/Web Services		1,500.00
08-429-325	Postage		6,500.00
08-429-341	Advertising		2,200.00
08-429-342	Printing		5,600.00
08-429-350	General Liability Insurance		15,270.00
08-429-352	Prof Liability Insurance		755.00
08-429-353	Bonding		1,750.00
08-429-354	Workman's Comp		220.00
08-429-355	Vehicle Insurance		4,900.00
08-429-420	Dues/Subscriptions/Licenses		2,855.00
08-429-430	Taxes		35,000.00
08-429-452	Sewage Treatment		300,000.00
08-429-460	Seminars/Educational Exp.		200.00
08-429-750	Capital Lease		70,515.00
08-464-000	NEIGHBORHOOD & ECONOMIC DEVELOPME		0.00
08-464-350	General Liability Insurance		90.00
08-464366	Water Services		0.00
08-470-000	DEBT SERVICE		0.00
08-471-000	PRINCIPAL PAYMENTS		0.00
08-471-001	Pennvest EESSP Principal		207,292.00
08-471-200	GOB Note Street Sweeper - Principal		0.00
08-471-204	GOB Note Series 2012 - Principal		0.00
08-471-205	Conservation Energy - Principal		13,384.00
08-471-206	GOB Note 2015 Principal		17,270.00
08-471-402	Credit Line Principal - Communcations		0.00
08-472-000	INTEREST PAYMENTS		0.00
08-472-001	Pennvest EESSP Interest		33,642.00
08-472-200	GOB Note Street Sweeper - Interest		0.00
08-472-204	GOB Note Series 2012 - Interest		0.00
08-472-205	Conservation Energy - Interest		1,916.00
08-472-206	GOB Note - 2015 Interest		29,849.00
08-472-207	GOB Note - 2017 Interest		2,925.00
08-472-402	Credit Line Interest - Communcations		0.00
08-480-000	MISCELLANEOUS EXPENSES		0.00
08-489-461	Bond Issurance GOB 2012		0.00
08-492-000	INTERFUND OPERATING TRANSFERS		0.00
08-492-001	Transfer to General Fund		250,000.00
08-492-002	Transfer to Reserves		52,382.00
			1,977,381.00

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Borough of Steelton
Budget/Revenue Preparation Worksheet

SEWER FUND REVENUE

Sewer Revenue

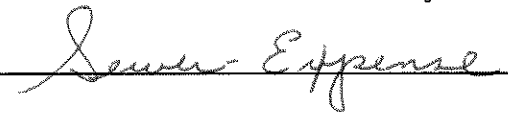
Description Revenue Account Number	2013	2014	2015	2016	***** 2017 *****	***** 2018 *****		
	Anticipated Actual	Anticipated Actual	Anticipated Actual	Anticipated Actual Comments	Anticipated Actual	Estimated Full Year	Admin. Recmnd	Anticipated %PY
Interest Earnings								
08-341-000	7,500.00 9,840.03	9,500.00 12,971.53	12,000.00 14,822.66	14,750.00 16,152.49	15,000.00 12,419.38	15,000.00	15,000.00	0.00
Swatara Twp. Sewer Payment								
08-358-010	136,407.00 136,276.17	136,800.00 81,969.89	64,000.00 62,974.17	85,000.00 108,419.56	112,285.00 71,201.86	94,934.00	95,000.00	0.00
Sewer Rentals								
08-364-100	1,927,800.00 1,778,098.19	1,880,000.00 1,906,518.35	1,850,000.00 1,891,606.70	1,949,509.00 1,811,153.65	1,825,000.00 1,293,033.16	1,736,270.00	1,824,729.00	0.00
Sewer Interest/Penalty Charges								
08-364-120	35,000.00 108,991.33	45,000.00 44,066.61	36,000.00 47,049.48	39,500.00 38,303.69	35,000.00 27,673.55	34,849.00	35,000.00	0.00
Property Transfer Fee - Sewer								
08-364-122	950.00 1,200.00	1,100.00 975.00	1,100.00 1,175.00	1,200.00 1,100.00	1,200.00 962.00	1,200.00	1,200.00	0.00
Property Posting Fees - Sewer								
08-364-123	4,600.00 5,358.00	5,500.00 6,126.12	7,600.00 6,500.00	4,000.00 6,780.86	6,500.00 5,100.91	6,850.00	6,327.00	0.00
Sewer NSF Check Charges								
08-364-150	650.00 889.62	750.00 555.00	600.00 450.00	500.00 350.00	500.00 50.00	100.00	100.00	0.00
MISCELLANEOUS REVENUE								
08-380-000	0.00 0.10-	0.00 0.00	0.00 0.00	0.00 41.70	0.00 0.00	0.00		0.00
Lien Processing Fees								
08-380-020	50.00 13,739.39	50.00 72.00	0.00 48.00	60.00 24.00	60.00 8.00	16.00	25.00	0.00
Transfer from Reserve								
08-392-950	0.00 0.00	0.00 0.00	0.00 0.00	0.00 173,974.73	0.00 167,247.00	0.00		0.00
Revenue Fund Total								
	2,112,957.00 2,054,392.63	2,078,700.00 2,053,254.50	1,971,300.00 2,024,626.01	2,094,519.00 2,156,300.68	1,995,545.00 1,577,695.86	3,580,826.00	1,977,381.00	0.00
Year Total								
	2,112,957.00	2,078,700.00	1,971,300.00	2,094,519.00	1,995,545.00		1,977,381.00	0.00

Description Revenue Account Number	2013	2014	2015	2016	***** 2017 *****	***** 2018 *****		
	Anticipated Actual	Anticipated Actual	Anticipated Actual	Anticipated Actual Comments	Anticipated Actual	Estimated Full Year	Admin. Recmnd	Anticipated %PY
	2,054,392.63	2,053,254.50	2,024,626.01	2,156,300.68	1,577,695.86	1,889,219.00		

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Borough of Steelton
Budget/Revenue Preparation Worksheet

SEWER FUND EXPENSES



Range of Expend Accounts: 08-400-002 to 08-492-003
 Range of Revenue Accounts: 08-300-000 to 08-395-000
 For Budget: %PY = ((Budgeted / (Appropriated + Transfers)) - 1) * 100

For Revenue: %PY = ((2018 Anticipated / 2017 Anticipated) - 1) * 100

Description Budget Account Number	2013 Approp Actual	2014 Approp Actual	2015 Approp Actual	2016 Approp Actual	***** 2017 ***** Approp Actual	***** Estimated Full Year Actual	***** 2018 ***** Requested	***** Admin. Recmd	***** Budgeted	%PY
MUNICIPAL BUILDING										
08-409-000										
Building Supplies/Furniture										
08-409-213	100.00 66.39	0.00 204.39	0.00 305.30	300.00 23.98	100.00 24.47	50.00	100.00			0.00
Cleaning Supplies										
08-409-226	800.00 270.09	400.00 0.00	200.00 439.21	400.00 692.07	600.00 576.37	600.00	600.00			0.00
Property Insurance										
08-409-351	2,300.00 2,398.35	2,400.00 2,366.89	2,400.00 2,151.43	2,194.00 2,485.20	2,547.00 2,590.53	2,600.00	2,600.00			0.00
Flood Insurance - Building										
08-409-356	15,100.00 14,890.44	15,190.00 16,896.45	18,800.00 16,951.05	17,800.00 13,835.75	21,000.00 16,202.05	16,202.00	17,100.00			0.00
Electricity										
08-409-361	5,000.00 5,725.23	5,500.00 5,735.88	5,500.00 3,390.70	5,500.00 3,532.45	4,000.00 2,487.05	3,000.00	4,000.00			0.00
Gas - Heating										
08-409-362	3,000.00 2,687.70	3,200.00 2,975.32	3,500.00 2,693.63	3,200.00 1,818.52	2,900.00 1,212.79	2,000.00	2,500.00			0.00
Building Maint & Repairs										
08-409-373	3,200.00 1,502.14	3,200.00 6,177.67	3,500.00 8,462.30	7,500.00 1,903.91	5,200.00 5,998.75	6,000.00	6,000.00			0.00
Repairs/Maintenance - Elevator										
08-409-374	1,300.00 1,277.13	1,280.00 1,328.86	1,375.00 1,265.67	1,300.00 1,335.78	840.00 860.57	950.00	1,300.00			0.00
Cleaning Contracted Services										
08-409-451	0.00 1,861.57	2,150.00 2,635.20	2,700.00 2,635.20	2,700.00 2,635.20	2,700.00 1,976.40	2,416.00	2,700.00			0.00

Description	2013	2014	2015	2016	***** 2017 *****	***** 2018 *****	***** 2018 *****	***** 2018 *****	***** 2018 *****	***** 2018 *****
Budget Account Number	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Estimated Full Year Actual	Requested	Admin. Recmnd	Budgeted	%PY
Department: 08-409-000 MUNICIPAL BUILDING										
Capitol Purchases										
08-409-700	36,000.00	0.00	0.00	0.00	0.00					0.00
	0.00	944.19	0.00	0.00	0.00	0.00				
Control Total	66,800.00	33,320.00	37,975.00	40,894.00	39,887.00		36,900.00	0.00	0.00	0.00
	30,679.04	39,264.85	38,294.49	28,262.86	31,928.98	33,818.00				
GARAGE										
08-426-000										
Telephone										
08-426-321	1,300.00	1,300.00	1,000.00	725.00	725.00		725.00			0.00
	753.48	701.53	752.75	736.07	501.26	658.00				
Electricity - Garage										
08-426-361	2,300.00	2,300.00	3,000.00	2,000.00	2,000.00		2,200.00			0.00
	1,387.72	2,375.82	1,777.49	1,836.81	1,386.81	1,992.00				
Gas/Propane for Garage										
08-426-362	6,000.00	6,000.00	7,700.00	6,500.00	6,000.00		5,000.00			0.00
	5,457.49	7,392.65	5,249.80	3,717.76	2,439.13	3,700.00				
Repairs & Maintenance										
08-426-370	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00		3,500.00			0.00
	370.87	634.64	3,228.33	542.17	276.37	1,000.00				
Control Total	13,100.00	13,100.00	15,200.00	12,725.00	12,225.00		11,425.00	0.00	0.00	0.00
	7,969.56	11,104.64	11,008.37	6,832.81	4,603.57	7,350.00				
SEWER OPERATING										
08-427-000										
Sewer Operating Wages										
08-427-140	97,098.00	138,250.00	119,921.00	99,515.00	101,545.00		108,145.00			0.00
	106,226.96	126,442.98	94,099.62	99,110.95	84,301.53	104,991.00				
OT Wages										
08-427-142	6,000.00	8,885.00	5,308.00	6,200.00	8,240.00		6,500.00			0.00
	7,762.54	5,697.61	5,419.18	7,624.22	2,953.08	3,555.00				
Dental Insurance										

Description	2013	2014	2015	2016	***** 2017 *****	***** 2018 *****	***** 2018 *****	***** 2018 *****	***** 2018 *****	%PY
Budget Account Number	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Estimated Full Year Actual	Requested	Admin. Recmnd	Budgeted	
Department: 08-427-000 SEWER OPERATING										
08-427-152	4,187.00 4,219.69	4,000.00 3,845.27	3,628.00 3,066.04	3,527.00 3,014.77	2,995.00 2,570.74	3,145.00	3,542.00			0.00
Disability Insurance										
08-427-154	587.00 551.85	615.00 816.91	845.00 748.17	1,090.00 858.06	1,090.00 728.40	875.00	1,091.00			0.00
Vision Insurance										
08-427-155	500.00 477.90	450.00 444.80	422.00 365.30	392.00 357.80	358.00 296.46	342.00	400.00			0.00
Hospitalization										
08-427-156	72,403.00 70,289.26	77,376.00 75,463.80	68,276.00 57,337.74	68,950.00 65,345.65	61,922.00 52,767.43	63,312.00	76,302.00			0.00
Life Insurance										
08-427-158	1,347.00 1,312.71	1,465.00 1,784.39	1,762.00 1,667.56	2,145.00 1,702.87	2,062.00 1,439.50	1,727.00	2,062.00			0.00
Prescription Insurance										
08-427-159	24,000.00 23,359.69	26,077.00 25,992.05	22,800.00 18,922.30	23,000.00 21,668.75	21,204.00 17,995.60	21,600.00	26,045.00			0.00
Pension										
08-427-160	0.00 0.00	5,321.00 13,161.18	10,767.00 13,410.70	2,292.00 3,764.35	5,089.00 1,795.76	1,796.00	5,259.00			0.00
Social Security										
08-427-161	10,501.00 11,367.89	11,700.00 10,936.48	10,300.00 8,898.15	8,087.00 8,165.26	8,400.00 6,602.84	8,305.00	8,770.00			0.00
Unemployment Comp										
08-427-162	3,628.00 3,228.10	3,236.00 2,312.06	2,555.00 2,447.80	2,448.00 2,630.95	2,551.00 2,534.12	2,551.00	2,630.00			0.00
Uniform Clothing Allowance										
08-427-191	525.00 450.00	450.00 450.00	450.00 450.00	450.00 450.00	600.00 600.00	600.00	600.00			0.00
Note: Cleckner, Washinger, Wierzbic										
Supplies										
08-427-210	1,000.00 775.27	1,000.00 295.34	1,000.00 0.00	600.00 13.41	300.00 0.00	0.00	300.00			0.00

Description Budget Account Number	2013 Approp Actual	2014 Approp Actual	2015 Approp Actual	2016 Approp Actual	***** 2017 ***** Approp Actual	***** Estimated Full Year Actual	***** Requested	***** 2018 ***** Admin. Recmnd	***** Budgeted	%PY
Department: 08-427-000	SEWER OPERATING									
08-427-375	12,000.00 9,833.90	12,000.00 7,379.45	10,000.00 14,021.93	12,000.00 17,585.93	10,000.00 8,716.26	9,632.00	6,000.00			0.00
Contracted Grass Cutting Services										
08-427-454	2,000.00 1,447.50	3,000.00 2,242.50	3,000.00 3,645.00	2,500.00 4,320.00	3,600.00 2,265.00	2,520.00	2,730.00			0.00
Control Total	284,032.00 268,091.58	342,583.00 324,697.91	307,830.00 268,984.00	502,757.00 317,303.16	270,304.00 221,115.40	263,809.00	444,571.00	0.00	0.00	0.00
PLANTS										
08-428-000										
Chemicals										
08-428-221	35,000.00 30,922.79	45,000.00 27,467.57	30,000.00 38,180.54	35,000.00 36,678.75	35,000.00 24,118.84	33,600.00	35,000.00			0.00
Cleaning Supplies										
08-428-226	2,000.00 834.42	3,000.00 1,774.37	2,000.00 750.65	1,500.00 1,320.64	1,300.00 233.35	1,300.00	1,300.00			0.00
Sanitation Supplies										
08-428-227	3,000.00 2,217.39	0.00 299.60	0.00 407.66	1,000.00 982.29	1,000.00 1,391.56	1,000.00	1,200.00			0.00
Telephone										
08-428-321	3,000.00 4,508.17	4,500.00 4,701.98	4,700.00 5,985.11	6,200.00 6,588.83	6,200.00 4,782.46	6,021.00	5,500.00			0.00
Security System Fees										
08-428-324	1,700.00 1,248.14	1,700.00 1,275.97	1,500.00 1,373.68	1,500.00 1,673.33	1,600.00 1,143.42	1,495.00	1,500.00			0.00
Property Insurance										
08-428-351	3,855.00 4,160.50	4,577.00 4,849.00	5,000.00 4,574.29	4,700.00 4,517.00	4,630.00 4,553.38	4,553.00	4,630.00			0.00
Electricity										
08-428-361	40,000.00 36,385.82	40,000.00 43,409.79	46,000.00 30,879.57	32,845.00 30,264.85	31,401.00 22,583.21	28,979.00	31,400.00			0.00
Gas										

Description Budget Account Number	2013 Approp Actual	2014 Approp Actual	2015 Approp Actual	2016 Approp Actual	***** 2017 ***** Approp Actual	***** Estimated Full Year Actual	***** Requested	***** 2018 ***** Admin. Recmnd	***** Budgeted	%PY
Department: 08-428-000	PLANTS									
08-428-362	5,000.00 4,070.44	5,000.00 4,621.88	5,500.00 3,664.84	5,000.00 2,967.99	4,000.00 2,240.54	3,725.00	4,000.00			0.00
Repairs & Maint - Building										
08-428-373	3,000.00 2,272.76	3,000.00 569.51	3,000.00 4,900.40	3,200.00 5,518.06	5,000.00 0.00	0.00	5,000.00			0.00
Repairs & Maint - Machinery										
08-428-374	25,000.00 17,942.76	22,500.00 13,228.95	20,000.00 3,173.82	5,000.00 11,025.15	10,000.00 1,185.93	2,000.00	10,000.00			0.00
Capital Purchases										
08-428-700	0.00 0.00	0.00 11,945.00	15,000.00 0.00	50,000.00 0.00	141,325.00 66,970.00	66,970.00	72,000.00			0.00
Note: \$50,000.00 for backhoe/\$22000.00 fan for the camera.										
Control Total	121,555.00 104,563.19	129,277.00 114,143.62	132,700.00 93,890.56	145,945.00 101,536.89	241,456.00 129,202.69	149,643.00	171,530.00	0.00	0.00	0.00
ADMINISTRATION - SEWER										
08-429-000										
Salaries- Admin										
08-429-120	43,534.00 48,769.95	54,052.00 56,480.61	58,420.00 68,619.76	61,438.00 60,792.87	63,290.00 51,728.23	64,130.00	66,423.00			0.00
Wages - Clerical										
08-429-140	40,117.00 34,760.81	35,300.00 35,857.73	34,919.00 36,590.40	36,236.00 38,908.03	40,516.00 33,887.73	42,234.00	42,825.00			0.00
Social Security										
08-429-161	6,400.00 6,328.45	6,755.00 7,021.87	7,140.00 8,045.01	7,472.00 7,516.97	7,941.00 6,438.10	8,137.00	8,358.00			0.00
Office Supplies										
08-429-210	2,500.00 1,563.09	2,500.00 1,777.18	2,500.00 1,251.17	2,000.00 1,428.17	2,000.00 954.92	1,500.00	2,000.00			0.00
Clothing Allowance										
08-429-238	175.00 175.00	175.00 175.00	175.00 222.50	175.00 270.00	240.00 146.25	146.00				0.00
Note: To be budgeted for 2019 per contract.										

Description Budget Account Number	2013 Approp Actual	2014 Approp Actual	2015 Approp Actual	2016 Approp Actual	***** 2017 ***** Approp Actual	***** Estimated Full Year Actual	***** Requested	***** 2018 ***** Admin. Recmnd	***** Budgeted	%PY
Department: 08-429-000 ADMINISTRATION - SEWER										
Paying Agent Service										
08-429-305	1,100.00	600.00	300.00	376.00	226.00		226.00			0.00
	558.84	225.50	225.50	225.50	225.50	226.00				
Codification										
08-429-308	0.00	4,025.00	2,500.00	1,846.00	2,000.00					0.00
	0.00	1,846.26	0.00	0.00	0.00	0.00				
Auditing										
08-429-311	21,222.00	24,200.00	25,160.00	24,420.00	30,000.00		29,208.00			0.00
	24,700.35	26,173.17	27,685.00	35,746.35	32,004.60	28,400.00				
Consulting										
08-429-312	0.00	140.00	645.00	145.00	150.00		28,000.00			0.00
	136.50	140.00	787.97	347.00	252.25	252.00				
Note: Industrial Appraisal/appraisal of assets.										
Engineering										
08-429-313	50,000.00	60,000.00	35,000.00	40,000.00	47,000.00		29,200.00			0.00
	59,165.52	44,665.31	35,721.64	26,845.01	19,526.38	27,542.00				
Legal										
08-429-314	32,000.00	35,000.00	35,000.00	30,000.00	35,000.00		40,000.00			0.00
	28,716.78	30,788.84	30,930.59	37,286.40	31,757.50	35,000.00				
Note: D. Wion - Increase										
Data Processing										
08-429-317	5,000.00	6,500.00	6,000.00	3,500.00	5,000.00		5,200.00			0.00
	5,893.17	5,691.00	3,104.90	4,142.77	4,908.55	5,000.00				
Debit/Credit Card Fees										
08-429-318	1,000.00	1,500.00	2,000.00	2,600.00	3,000.00		3,000.00			0.00
	1,445.17	2,006.38	2,666.18	2,918.64	2,432.75	2,855.00				
Telephone										
08-429-321	2,500.00	2,500.00	2,500.00	2,800.00	2,800.00		2,500.00			0.00
	2,101.12	2,341.29	2,930.92	2,775.92	2,815.72	3,733.00				
Note: Changing from Frontier to Comcast.										
Internet/Web Services										
08-429-323	1,120.00	1,500.00	1,500.00	1,500.00	1,500.00		1,500.00			0.00
	1,700.07	3,160.20	3,978.00	1,297.88	543.48	1,100.00				

Description	2013	2014	2015	2016	***** 2017 *****	***** 2018 *****	***** 2018 *****	***** 2018 *****	***** 2018 *****	***** 2018 *****
Budget Account Number	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Estimated Full Year Actual	Requested	Admin. Recmnd	Budgeted	%PY
Department: 08-429-000 ADMINISTRATION - SEWER										
Postage										
08-429-325	5,500.00	5,500.00	5,500.00	5,500.00	6,400.00		6,500.00			0.00
	4,798.03	4,711.70	7,551.41	5,901.49	3,158.60	4,521.00				
Travel Expense										
08-429-331	0.00	0.00	0.00	0.00	0.00					0.00
	0.00	7.00	50.70	176.26	215.39	215.00				
Advertising										
08-429-341	2,200.00	1,700.00	1,500.00	1,500.00	1,700.00		2,200.00			0.00
	1,310.69	506.77	2,640.00	3,588.66	2,461.19	4,145.00				
Note: This was for the Washington St sewer bid.										
Printing										
08-429-342	1,500.00	1,600.00	2,000.00	1,500.00	2,500.00		5,600.00			0.00
	1,836.02	1,393.51	1,356.96	3,595.51	5,710.44	5,700.00				
General Liability Insurance										
08-429-350	8,300.00	9,508.00	10,973.00	11,825.00	11,871.00		15,270.00			0.00
	8,803.25	10,185.51	11,593.29	11,094.05	14,825.16	14,825.00				
Prof Liability Insurance										
08-429-352	478.00	562.00	685.00	700.00	755.00		755.00			0.00
	519.57	582.66	639.13	705.50	705.50	705.00				
Bonding										
08-429-353	1,400.00	1,700.00	1,750.00	1,440.00	1,750.00		1,750.00			0.00
	1,708.33	611.68	2,107.83	1,067.40	1,439.68	1,750.00				
Workman's Comp										
08-429-354	220.00	268.00	310.00	263.00	342.00		220.00			0.00
	219.19	304.70	362.44	224.81	161.81	208.00				
Vehicle Insurance										
08-429-355	3,323.00	3,600.00	3,657.00	4,250.00	3,600.00		4,900.00			0.00
	3,324.46	3,295.93	4,166.66	3,505.74	4,673.33	4,673.00				
Repairs & Maint - Equipment										
08-429-374	1,500.00	500.00	0.00	0.00	0.00					0.00
	0.00	0.00	0.00	0.00	158.84	159.00				
Note: Office equipment for Admin.										
Dues/Subscriptions/Licenses										

Description	2013	2014	2015	2016	***** 2017 *****	***** 2018 *****	***** 2018 *****	***** 2018 *****	***** 2018 *****	%PY
Budget Account Number	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Estimated Full Year Actual	Requested	Admin. Recmnd	Budgeted	
Department: 08-429-000 ADMINISTRATION - SEWER										
08-429-420	2,500.00 3,061.34	2,500.00 2,471.26	2,500.00 1,926.37	2,500.00 2,658.43	2,500.00 1,223.87		2,855.00			0.00
Taxes										
08-429-430	45,000.00 45,052.22	45,200.00 42,149.38	42,150.00 40,047.35	40,500.00 40,448.56	40,179.00 77,307.48		35,000.00			0.00
Note: Over budget due to Felton Loft refund on taxes.										
Sewage Treatment										
08-429-452	300,000.00 191,962.56	184,000.00 276,493.60	210,000.00 78,761.45	300,000.00 409,342.10	370,000.00 132,745.63		300,000.00			0.00
Seminars/Educational Exp.										
08-429-460	200.00 0.00	0.00 44.80	0.00 82.50	100.00 277.51	0.00 157.50		200.00			0.00
Capital Lease										
08-429-750	6,750.00 4,485.48	4,500.00 3,323.69	3,000.00 6,069.93	55,700.00 72,023.09	6,000.00 69,648.02		70,515.00			0.00
Note: 65,315.00 lease on sewer truck till 2020										
Control Total	585,539.00 483,095.96	495,885.00 564,432.53	497,784.00 380,115.56	640,286.00 775,110.62	688,260.00 502,214.40		704,205.00	0.00	0.00	0.00
NEIGHBORHOOD & ECONOMIC DEVELOPMENT										
08-464-000										
General Liability Insurance										
08-464-350	40.00 66.87	70.00 73.05	84.00 86.73	96.00 88.03	95.00 88.04		90.00			0.00
Control Total	40.00 66.87	70.00 73.05	84.00 86.73	96.00 88.03	95.00 88.04		90.00	0.00	0.00	0.00
DEBT SERVICE										
08-470-000										
PRINCIPAL PAYMENTS										
08-471-000										

Description Budget Account Number	2013 Approp Actual	2014 Approp Actual	2015 Approp Actual	2016 Approp Actual	***** 2017 Approp Actual	***** Estimated Full Year Actual	***** 2018 Requested	***** 2018 Admin. Recmnd	***** Budgeted	%PY
Department: 08-472-000 INTEREST PAYMENTS										
08-472-206	0.00 0.00	0.00 0.00	0.00 73,168.46	30,163.00 30,163.24	30,006.00 15,003.10	30,006.00	29,849.00			0.00
GOB 2017 - Interest										
08-472-207	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00	2,925.00			0.00
Control Total	86,716.00 76,271.65	77,727.00 77,950.36	73,212.00 146,380.47	98,558.00 98,558.60	93,501.00 60,126.95	80,964.00	68,332.00	0.00	0.00	0.00
INTERFUND OPERATING TRANSFERS										
08-492-000										
Transfer to General Fund										
08-492-001	200,000.00 227,862.38	200,000.00 200,000.00	250,000.00 250,000.00	250,000.00 250,000.00	250,000.00 0.00	250,000.00	250,000.00			0.00
Transfer to Reserves										
08-492-002	274,909.00 0.00	235,393.00 0.00	221,474.00 0.00	0.00 0.00	69,400.00 0.00	0.00	52,382.00			0.00
Control Total	474,909.00 227,862.38	435,393.00 200,000.00	471,474.00 250,000.00	250,000.00 250,000.00	319,400.00 0.00	250,000.00	302,382.00	0.00	0.00	0.00
Budgeted Total	2,048,748.00 1,200,484.26	1,924,422.00 1,711,887.63	1,912,718.00 1,570,712.91	2,073,817.00 1,960,249.46	1,994,655.00 1,132,774.21	1,691,607.00	1,977,381.00	0.00	0.00	0.00
Non-Budget Total	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00	0.00	0.00	0.00	0.00
Budget Fund Total	2,048,748.00 1,200,484.26	1,924,422.00 1,711,887.63	1,912,718.00 1,570,712.91	2,073,817.00 1,960,249.46	1,994,655.00 1,132,774.21	1,691,607.00	1,977,381.00	0.00	0.00	0.00
Year Total	2,048,748.00 1,200,484.26	1,924,422.00 1,711,887.63	1,912,718.00 1,570,712.91	2,073,817.00 1,960,249.46	1,994,655.00 1,132,774.21	1,691,607.00	1,977,381.00	0.00	0.00	0.00