



**DEPARTMENT OF SPECIAL SERVICES**

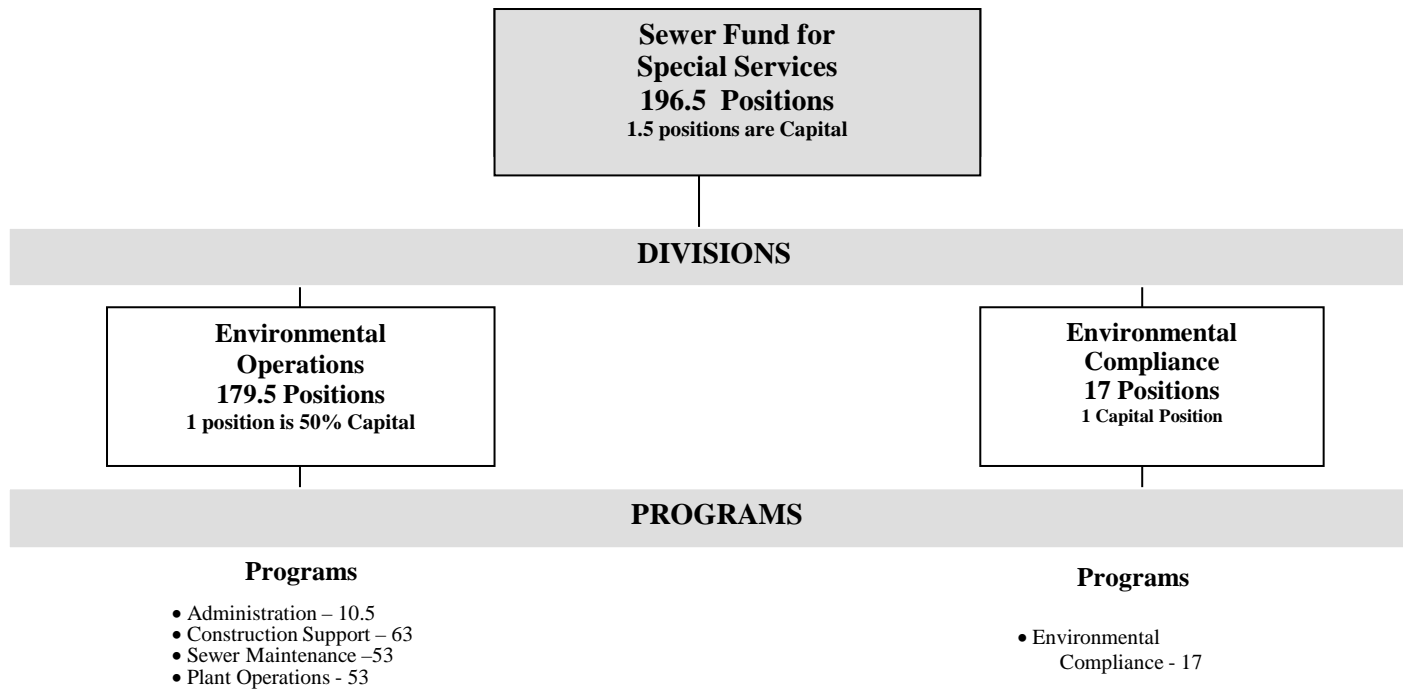
**FY2018 SEWER FUND**

**RECOMMENDED BUDGET**

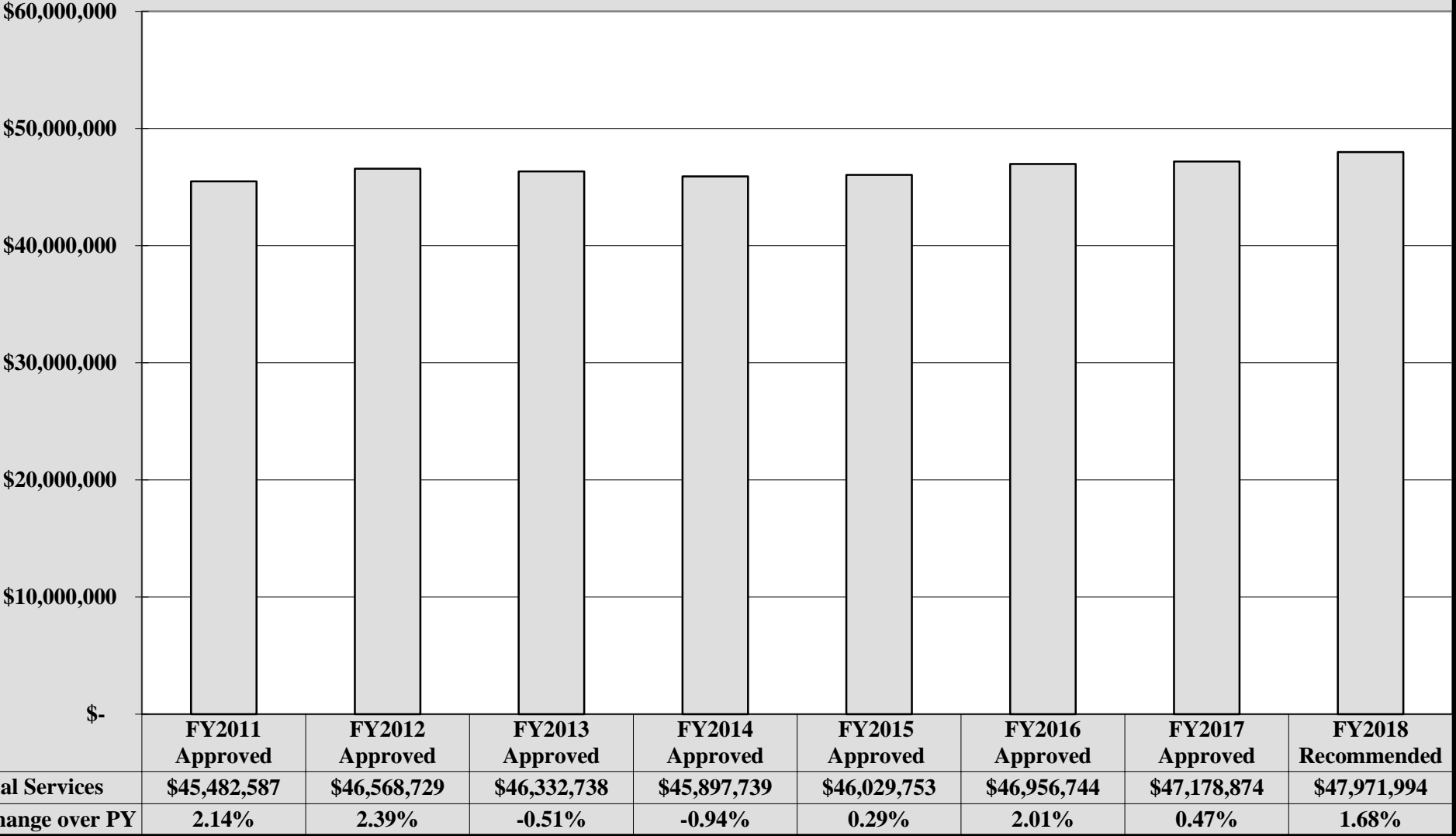
**TO COUNTY COUNCIL**

May 1, 2017

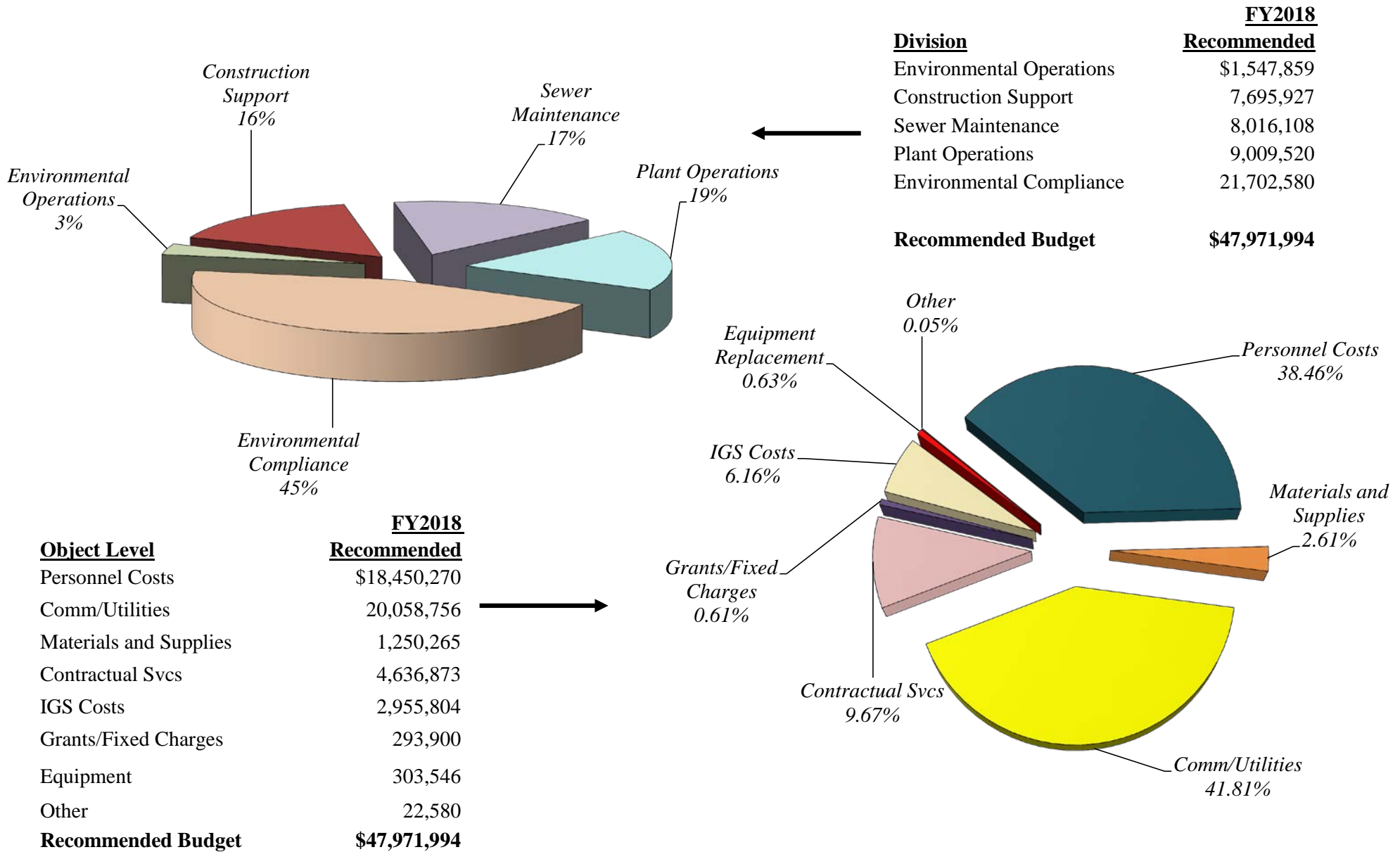
# *Department of Special Services FY2018 Sewer Fund*



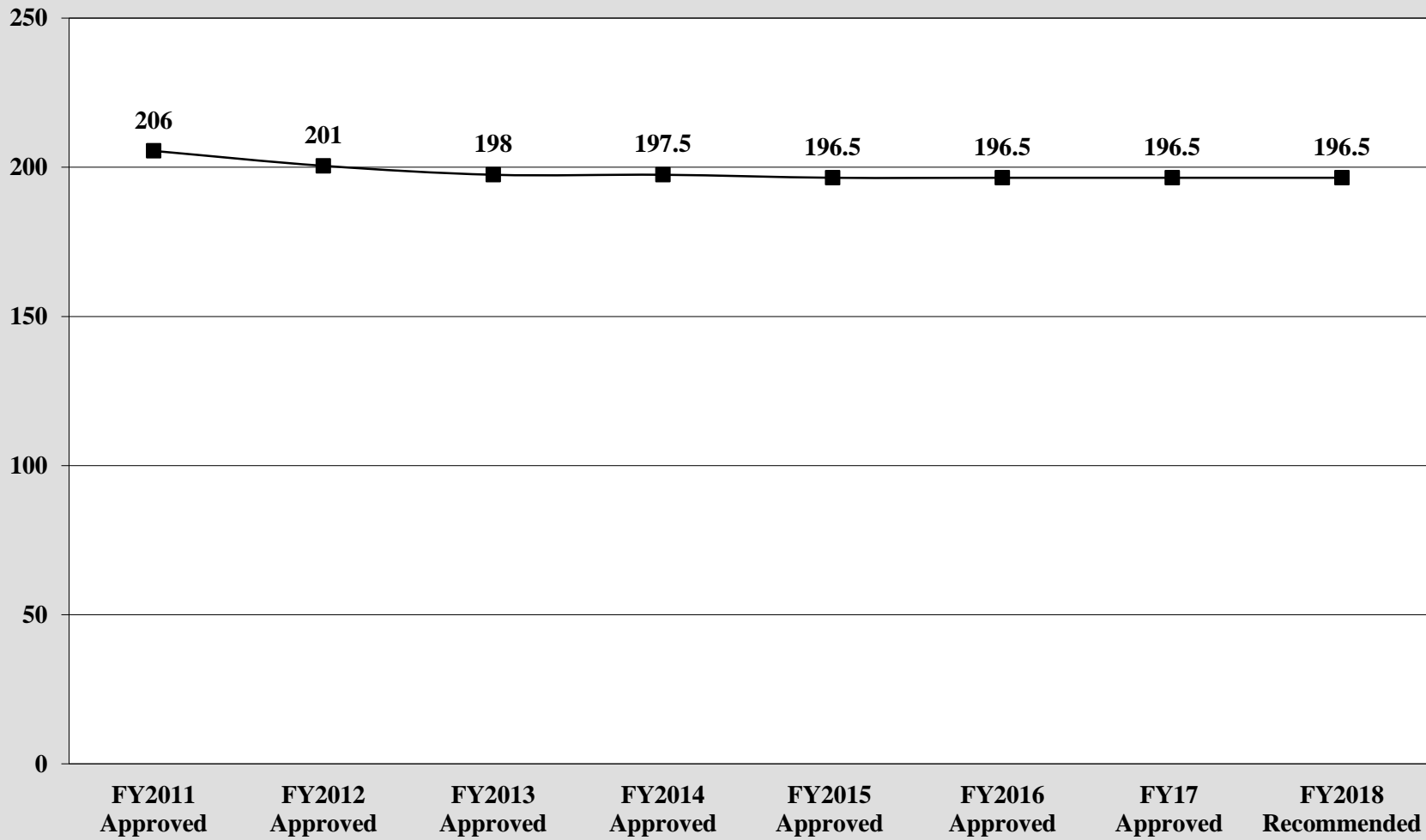
**Department of Special Services  
Sewer Fund Budget History  
FY2011 Approved through FY2018 Recommended**



**NEW CASTLE COUNTY  
DEPARTMENT OF SPECIAL SERVICES  
FY2018 SEWER FUND**



**Department of Special Services  
Sewer Fund Position History  
FY2011 Approved through FY2018 Recommended**



**DEPARTMENT OF SPECIAL SERVICES  
FY2018 SEWER FUND BUDGET PRESENTATION  
CALENDAR YEAR 2017 DIVERSITY**

JOB CATEGORIES		NUMBER OF EMPLOYEES											
		Overall Totals (Sum of Col. B-K)	MALE					FEMALE					
			White (Not of Hispanic Origin)	Black (Not of Hispanic Origin)	Hispanic	Asian or Pacific Islander	American Indian or Alaskan Native	White (Not of Hispanic Origin)	Black (Not of Hispanic Origin)	Hispanic	Asian or Pacific Islander	American Indian or Alaskan Native	
			A	B	C	D	E	F	G	H	I	J	K
Officials and Administrators	1	1	1										
Professionals	2	15.5	9					5.5	1				
Technicians	3	12	10	1				1					
Protective Service Workers	4	0											
Paraprofessionals	5	0											
Administrative Support	6	9	3					5	1				
Skilled Craft Workers	7	106	89	11	5		1						
Service-Maintenance	8	31	15	14	1				1				
Certain Elected/Appointed Officials	9	0											
<b>TOTAL as of 3/20/2017</b>	<b>10</b>	<b>174.5</b>	<b>127</b>	<b>26</b>	<b>6</b>	<b>0</b>	<b>1</b>	<b>11.5</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**DEPARTMENT OF SPECIAL SERVICES - SEWER FUND**  
**2014-2016 DIVERSITY COMPARISON**

JOB CATEGORIES		NUMBER OF EMPLOYEES											
		Overall Totals (Sum of Col. B-K)	MALE					FEMALE					
			White (Not of Hispanic Origin)	Black (Not of Hispanic Origin)	Hispanic	Asian or Pacific Islander	American Indian or Alaskan Native	White (Not of Hispanic Origin)	Black (Not of Hispanic Origin)	Hispanic	Asian or Pacific Islander	American Indian or Alaskan Native	
			A	B	C	D	E	F	G	H	I	J	K
Officials and Administrators	2016	1	1										
	2015	1	1										
	2014	1	1										
Professionals	2016	14.5	9					4.5	1				
	2015	15.5	9					5.5	1				
	2014	15.5	10					4.5	1				
Technicians	2016	12	10	1				1					
	2015	12	10	1				1					
	2014	12	10	1				1					
Paraprofessionals	2016	0											
	2015	0											
	2014	0											
Administrative Support	2016	9	3					5	1				
	2015	8	3					4	1				
	2014	8	3					4	1				
Skilled Craft Workers	2016	106	89	11	5		1						
	2015	105	88	11	5			1					
	2014	102	88	8	5			1					
Service-Maintenance	2016	30	14	14	1				1				
	2015	31	16	13	1				1				
	2014	34	19	13	1				1				
Certain Elected/Appointed Officials	2016	0											
	2015	0											
	2014	0											
TOTAL as of 12/31/16	2016	172.5	126	26	6	0	1	10.5	3	0	0	0	0
	2015	172.5	127	25	6	0	0	11.5	3	0	0	0	0
	2014	172.5	131	22	6	0	0	10.5	3	0	0	0	0

**NEW CASTLE COUNTY  
DEPARTMENT OF SPECIAL SERVICES  
PART-TIME, SEASONAL, TEMPORARY DIVERSITY**

JOB CATEGORIES		NUMBER OF EMPLOYEES										
		Overall Totals (Sum of Col. B-K)	MALE					FEMALE				
			White (Not of Hispanic Origin)	Black (Not of Hispanic Origin)	Hispanic	Asian or Pacific Islander	American Indian or Alaskan Native	White (Not of Hispanic Origin)	Black (Not of Hispanic Origin)	Hispanic	Asian or Pacific Islander	American Indian or Alaskan Native
A	B	C	D	E	F	G	H	I	J	K		
Protective Services		0										
Professionals		0										
Paraprofessionals		35	17	11	1		5		1			
Administrative Support		0										
<b>TOTAL as of 12/31/16</b>		<b>35</b>	<b>17</b>	<b>11</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>1</b>	<b>0</b>	

*State and Local Government Information (EEO-4) Report Format*

These numbers encompass the entire Department of Special Services, both General and Sewer Funds as of 12/31/16.



**DEPARTMENT OF SPECIAL SERVICES  
FY2018 RECOMMENDED BUDGET - SEWER FUND**

Object Level	FY2017 Approved	FY2018 Recommended	FY2017 Approved vs. FY2018 Recommended	% Incr (Decr) over FY2017 Approved
Salaries and Wages	\$ 11,526,231	\$ 11,797,217	\$ 270,986	2.35%
Employee Benefits	6,260,955	6,653,053	392,098	6.26%
Training and Civic Affairs	2,580	2,580	-	0.00%
Communication and Utilities	20,167,744	20,058,756	(108,988)	-0.54%
Materials and Supplies	1,223,786	1,250,265	26,479	2.16%
Contractual Services	4,660,073	4,636,873	(23,200)	-0.50%
Equipment Replacement	301,446	303,546	2,100	0.70%
Fixed Charges	293,900	293,900	-	0.00%
Land/Structures	20,000	20,000	-	0.00%
Contingency	-	-	-	N/A
IGS Costs	2,722,159	2,955,804	233,645	8.58%
<b>Total:</b>	<b>\$ 47,178,874</b>	<b>\$ 47,971,994</b>	<b>\$ 793,120</b>	<b>1.68%</b>

**DEPARTMENT OF SPECIAL SERVICES  
FY2018 RECOMMENDED BUDGET - SEWER FUND**

Object Level	FY18 Recommended		\$ Change	% Change
<b>Salaries and Wages :</b>	<b>\$11,797,217</b>		<b>\$270,986</b>	<b>2.35%</b>
<i>Change is attributed to:</i>				
Salaries & Wages Permanent - \$265,286		Salaries & Wages Overtime - \$5,700		
<i>Significant expenses include:</i>				
Salaries & Wages Permanent - \$10,499,669		Salaries & Wages Shift Differential - \$25,800		
Salaries & Wages Seasonal - \$46,832		Salaries & Wages Overtime - \$1,224,916		
<b>Employee Benefits:</b>	<b>\$6,653,053</b>		<b>392,098</b>	<b>6.26%</b>
<i>Change is attributed to:</i>				
Benefits Permanent - \$362,976		Benefits Overtime - \$29,122		
<i>Significant expenses include:</i>				
Benefits Permanent - \$5,940,714		Benefits Overtime - \$712,339		
<b>Training and Civic Affairs:</b>	<b>\$2,580</b>		<b>\$0</b>	<b>0.00%</b>
<i>Significant expenses include:</i>				
Membership Dues - \$2,000				
<b>Communication and Utilities:</b>	<b>\$20,058,756</b>		<b>(\$108,988)</b>	<b>-0.54%</b>
<i>Change is attributed to:</i>				
Electric - \$107,100		Sewer Service (\$219,088)		
<i>Significant expenses include:</i>				
Wilmington Treatment Plant - \$18,175,356		Telephone Service - \$32,000		
Sewer Service - Middletown - \$15,000		Telephone Local Data Service - \$39,000		
Electric/Gas Heat Service - \$1,654,600		Cellular/Wireless Data Services - \$39,000		
Water Service - \$76,000		Landfill Charges - \$27,000		
<b>Materials and Supplies:</b>	<b>\$1,250,265</b>		<b>\$26,479</b>	<b>2.16%</b>
<i>Change is attributed to:</i>				
Computer Supplies - \$4,000		Chemical Supplies - \$19,200		
<i>Significant expenses include:</i>				
Clothing & Uniforms - \$57,100		Equipment Repair Supplies - \$241,893		
Agricultural/Chemical Supplies - \$251,836		Medical & Safety & Misc Supplies - \$65,395		
Construction Materials - \$395,307		Electrical/Plumbing/Small Tools - \$170,884		
Office/Computer/Custodial Supplies - \$34,800		Gas & Welding/Diesel - \$27,400		
<b>Contractual Services:</b>	<b>\$4,636,873</b>		<b>(\$23,200)</b>	<b>-0.50%</b>
<i>Change is attributed to:</i>				
Landscape/Grass Cutting Services - \$25,000		Other Professional Services - (\$69,500)		
Equip/Facility Repairs - (\$11,000)		Engineering Services - (\$57,268)		
Service Contracts/Chemical Analysis - (\$20,082)		Attorney/Legal Fees - \$109,500		
<i>Significant expenses include:</i>				
Vehicular & Equipment Repairs - \$390,852		Debris Pit Remediation - \$100,000		
Attorney/Legal Fees - \$149,500		Other Equipment Rental - \$76,450		
Other Professional Services - \$2,710,200		Engineering Services - \$671,586		
Facility Repairs - \$128,000		Sewer/Stormwater Infrastructure - \$221,635		
Radio/Communication Repairs - \$71,000		Landscape/Grass Cutting Services - \$60,700		
Car Wash Service/Safety Inspections - \$15,700		Trash/Non Hazardous Disposal - \$31,000		

**DEPARTMENT OF SPECIAL SERVICES  
FY2018 RECOMMENDED BUDGET - SEWER FUND**

Object Level	FY18 Recommended	\$ Change	% Change
<b>Equipment Replacement:</b>	<b>\$303,546</b>	<b>\$2,100</b>	<b>0.70%</b>
<i>Change is attributed to:</i> Special Purpose Machinery - \$2,000			
<i>Significant expenses include:</i>			
Communication Equipment - \$11,000		Portable/Fixed/Special Purpose Machinery - \$118,846	
Construction Machinery - \$5,500		Building Equipment - \$22,500	
Safety Equipment - \$55,000		Non Motorized Equipment - \$57,000	
		Laboratory Instruments/Equipment - \$30,300	
<b>Grants &amp; Fixed Charges:</b>	<b>\$293,900</b>	<b>\$0</b>	<b>0.00%</b>
<i>Significant expenses include:</i>			
Mandated Grants - New Castle Conservation District - \$120,000			
Pass thru Grants - University of Delaware Water Resources Agency - \$73,600			
Settlements - \$100,000			
<b>Land/Structures:</b>	<b>\$20,000</b>	<b>\$0</b>	<b>0.00%</b>
<i>Significant expenses include:</i>			
Land Improvements Sewer - \$20,000			
<b>IGS Costs:</b>	<b>\$2,955,804</b>	<b>\$233,645</b>	<b>8.58%</b>
<i>Change is attributed to:</i>			
IS Contract - Fleet Vehicles - \$228,178			
IS Contract - Data Processing - \$5,476			
<i>Significant IGS Costs include:</i>			
IS Contract - Fleet Vehicles - \$2,254,721		IS Contract - Data Processing - \$701,083	

**NEW CASTLE COUNTY  
DEPARTMENT OF SPECIAL SERVICES - SEWER FUND  
FY2017 ACCOMPLISHMENTS**

- In FY2016, cleaned 552 miles of sanitary sewers located in over 200 subdivisions and off-road areas using in-house equipment and operators. Cleaned 404 miles of sanitary sewers in the first eight months of FY2017.
- In FY2016, cleared and field-marked 39,418 Miss-Utility sanitary sewer location requests with in-house personnel. These requests included both emergency and routine mark-outs. Cleared and field-marked 27,480 Miss-Utility sanitary sewer location requests in the first eight months of FY2017.
- Currently managing approximately \$1,700,000 County-wide contracted sewer maintenance program to supplement our in-house efforts to reduce the number of sanitary sewer overflows (SSOs) and main line stoppages. The overall program includes the Trunk Line Preventive Maintenance Program, Chemical Root Control Program, and Sanitary Sewer Closed-Circuit Television Investigation Program. These programs have reduced the average number of SSOs by 35% over the past five years as compared to the previous years. Specifically:
  - 1) All high priority and secondary priority areas in the Chemical Root Control Program were treated. All of these areas continue to experience a significant drop in root-related SSOs.
  - 2) Trunk lines and collector systems have been cleaned and evaluated with CCTV. The following have been completed or are currently underway: South Christiana Interceptor, White Clay Interceptor, Pike Creek Interceptor and the Linden Hill, Pencader Plaza, Three Rivers, Stones Throw, Buckley, and Rockwood Hills collection systems.
  - 3) Hydrogen sulfide corrosion, grease, roots, debris, structural problems, and leaking joints have been discovered during the cleaning and CCTV evaluations. All of these have been corrected to prevent the occurrence of potential high-volume SSOs.
- Completed or currently accomplishing the major rehabilitation of seven wastewater facilities to improve their reliability and/or extend their service life: Belltown III, Newport, Farnhurst, Brandywine Towers, Hampton Point, and Cavaliers pumping stations; and the Delaware City Wastewater Treatment Plant.
- Continued major equipment and/or building rehabilitation projects at seven large pumping stations using a combination of contract vendors and Plant Operations personnel: Edgemoor, Buttonwood, Airport Road, White Clay, Naamans, Terminal Avenue, and Christiana.
- Removed deteriorated pavement and repaved 13,274 square yards of parking lot surface area using approximately 1,600 tons of bituminous concrete at the Hockessin Police Athletic League.
- Removed deteriorated pavement and repaved 2,387 square yards of parking lot surface area using 560 tons of bituminous concrete at the Kimberton Police Academy.
- Replaced three culverts serving the causeway access road to the Silver Lake pump station. Three fifteen-foot long sections of new 57" x 38" galvanized steel arched pipe with flared end sections were installed while working in adverse tidal conditions.

*2017 Accomplishments*  
*Sewer Fund*  
*Continued*

- Completed 64 sanitary repairs, including 13 emergencies (or 20%), replacing a total of 852 feet of pipe.
- Completed major maintenance to County-owned stormwater management facilities located in the Mansion Park, Morningside, and Kings Croft subdivisions.
- Completed sampling of the designated outfalls in the Appoquinimink and Army Creek watersheds for developing PMP (Pollutant Minimization Plan) for PCBs (Polychlorinated Biphenyls) per the County NPDES stormwater permit.
- Submitted a final Stormwater Pollution Prevention and Management Plan to comply with our NPDES stormwater permit.
- Ran the most successful Great Schools Clean Streams contest to date. Over 8,000 residents pledged to properly dispose of their fats, oils, and grease (compared to 2,450 residents last year).
- Completed 100,000 linear feet of cured-in-place pipe lining and 50 trenchless lateral repairs throughout the County.
- Inspected 2,060+ Stormwater management facilities and monitored 1,300+ Commercial Food Establishments (CFE).
- Completed Boxwood Road Sanitary Sewer Improvements consisting of "point repairs" and realignment of the sewer utilized by the unused GM Automobile Plant.
- Completed the Market Street Junction Chamber re-alignment which divides the flows between the New Castle County sewer system and the City of Wilmington sewer system.
- Completed the replacement of sanitary sewer line in Dobbinsville at Clark Street.
- Completed 20 sewer system point repair projects based on the cooperative DelDot Coordination project agreement.
- Completed over 1,350 vertical feet of manhole rehabilitation.
- Completed replacement of the Ed Oliver Golf Course sewer line which runs entirely through the golf course.
- Completed 95% of Phase I of the Brandywine Hundred Sewer Rehabilitation Program - Phase I was more effective than anticipated; consequently, subsequent phases will not be needed to meet the Secretary's Order mandate to eliminate the remaining relief structure to the Delaware River by December 31, 2018.

*2017 Accomplishments*  
*Sewer Fund*  
*Continued*

- Continue to assist residential maintenance corporations in performing major sediment removal and structural repair of their stormwater management facilities; over \$15M in major maintenance assistance has been provided to reconstruct 125 facilities; 302 maintenance corporations have registered with the County and agreed to perform minor maintenance in exchange for the County providing major maintenance.
- Completed planning and design of the Bringhurst Woods Interceptor. This project, replacing twin interceptors running along the Shellpot Creek, proved to be a logistical nightmare coordinating work through rock along Carr Road (in Bringhurst Woods Park) from Washington Street Extension to the Interstate 95 interchange. DelDot also is planning reconstruction of the interchange and bridges along Carr Road.

**DEPARTMENT OF SPECIAL SERVICES**  
**FY2018 GOALS & OBJECTIVES**  
**SEWER FUND**

- Implementation of the new Stormwater National Pollution Discharge Elimination System (NPDES) permit. Coordinate efforts with DelDOT and our other co-permittees.
- Continue to implement the stormwater management facility inspection and maintenance program. Inspect approximately 2,200 facilities located within the County and provide oversight of the stormwater amnesty program.
- Continue to implement the Fats, Oils, and Grease program in an effort to reduce the number of sanitary sewer overflows countywide.
- Continue to monitor industrial sewer customers to insure their compliance with County discharge regulations.
- Continue to manage the Army Creek and Tybout's Corner Superfund Sites to remain protective of human health and the environment.
- Complete mapping of all stormwater management facilities in the County.
- Complete developing Water Quality Improvement Plans (WQIP) for Christina Basin and Dragon Run watersheds.
- Construct Bringhurst Woods Interceptor rehabilitation.
- Complete construction of Governor Printz Interceptor.
- Protect the public health and environment through the proper management of personnel, equipment, and contractual resources.
- Perform on-going evaluations of resource needs and service delivery demands relative to the expansion of service delivery areas created by land development.
- Establish benchmarks and track service delivery for those services provided by the Environmental Operations Division. Tracking will be performed through the recently implemented CityWorks software system.
- Maintain the wastewater pump stations at a high level of reliability to protect the public health and environment by minimizing spills, backups, and overflows.
- Protect and improve stream water quality by operating and maintaining the wastewater treatment plants in Delaware City, Port Penn, M.O.T., and Lea Eara Farms at or below their allowable permit limits and with zero NPDES violations.
- Continue to perform the start up and operation of new treatment and transmission systems as they are built.
- Protect the County workforce engaged in the operation and maintenance of wastewater transmission and treatment facilities through an ongoing commitment to safety as the primary objective.
- Protect the public health and avoid environmental issues/damages by repairing, rehabilitating, and reconstructing County-owned sanitary sewer, storm drainage, and parks infrastructure in the most efficient manner possible.
- Continue to be cost efficient in completing sanitary repairs, paving, and drainage projects in order to be competitive with outside vendors.

*2018 Goals & Objectives*  
*Sewer Fund*  
*Continued*

- Continue to reduce our response time when emergency sanitary sewer problems occur, and when property - both public and private -- may be in jeopardy. Our goal is to respond to these types of emergency situations immediately after we receive the call, investigate the problem, and prepare for the necessary repairs or bypass pumping in 2 hours or less.
- Comply with the existing DNREC Secretary's Order to protect the public health and environment by reducing preventable main line blockages that cause back-ups and sanitary sewer overflows.
- Protect private residences and other sensitive areas by utilizing well organized and routine preventive cleaning of the sanitary sewer system.
- Prevent utility damage and comply with the legal requirements of Miss Utility membership, including both emergency and routine sanitary sewer marking.
- Expand the number of areas where grease control and root control chemicals are introduced into the sewer system to reduce main line blockages caused by grease and tree roots that cause back-ups and sanitary sewer overflows.
- Protect the County workforce engaged in the operation and maintenance of sanitary sewer facilities through an ongoing commitment to safety as the primary objective.
- Replace and upgrade sewer maintenance equipment on a scheduled basis to maximize the efficiency and effectiveness of the Sewer Maintenance Section.



**NEW CASTLE COUNTY  
DEPARTMENT OF SPECIAL SERVICES - SEWER FUND  
FY2018 CHALLENGES**

**Challenges**

- Maintaining expected levels of service and meeting increased regulatory demands for an increasing asset inventory with reduced staff levels and budget restrictions. Past understaffing has resulted in reduced service levels and maintenance deferrals which will take time to correct.
- Protection of the Christiana River Forcemain, a critical high-volume wastewater transmission pipeline which carries approximately 60% of the flow north of the C & D Canal, as construction technology increasingly moves to horizontal drilling of new utilities.
- Establishing contingency plans to minimize damages in the event of a CRFM emergency while initiating long-term planning for building redundancy into the system.
- Inspecting all residential and commercial stormwater management facilities as required by the NPDES stormwater permit and a federal consent decree. A three-person full-time staff currently handle 2,060 facilities with approximately 100-125 being added each year.
- Succession planning of staffing in light of the number of employees eligible to retire and current vacancies.

**DEPARTMENT OF SPECIAL SERVICES  
CURRENT VACANCIES - SEWER FUND**

3/20/2017

<b>Title</b>	<b>Funded?</b>	<b>Date Vacated</b>	<b>Reason for Vacancy</b>
<b><i>Environmental Compliance</i></b>			
Public Works Inspector	N	8/1/2008	Retired
<b>Total:</b>	<b>1</b>		
<b><i>Construction Support</i></b>			
Maintenance & Construction Worker	Y	11/22/2016	Terminated
Maintenance & Construction Worker	N	1/1/2010	Retired
Mason Supervisor	N	12/20/2012	Retired
Motor Equipment Operator I	Y	12/12/2016	Promoted
Motor Equipment Operator II	Y	5/12/2016	Resigned
Motor Equipment Operator II	Y	3/18/2017	Deceased
Motor Equipment Operator III	Y	3/19/2016	Retired
Motor Equipment Operator III	Y	11/21/2012	Terminated
<b>Total:</b>	<b>8</b>		
<b><i>Sewer Maintenance</i></b>			
Crew Chief II	Y	12/31/2015	Retired
Motor Equipment Operator II	Y	1/25/2017	Resigned
Motor Equipment Operator II	Y	3/6/2017	Promoted
Trades Helper	Y	11/7/2016	Promoted
<b>Total:</b>	<b>4</b>		
<b><i>Plant Operations</i></b>			
Jr. Electronics Technician	Y	6/18/2012	Promotion
Maintenance Office Administration	Y	9/29/2012	Retired
Master Mechanic	Y	1/18/2011	Promotion
Motor Equipment Operator II	Y	3/20/2017	Promoted
Pump Station Mechanic	Y	5/14/2016	Retired
Pump Station Mechanic	Y	12/19/2016	Promoted
Pump Station Mechanic	Y	1/26/2015	Transferred
Pump Station Mechanic	Y	1/11/2017	Retired
Pump Station Mechanic Apprentice	Y	8/8/2011	Promotion
Sr. Electrician	Y	2/16/2015	Promotion
Trades Helper	Y	11/10/2015	Resigned
Trades Helper	Y	3/14/2015	Retired
<b>Total:</b>	<b>12</b>		
<b>Total Vacancies:</b>	<b>25</b>		

## **CONTRACTUAL SERVICES**

**New Castle County Department of Special Services  
Division of Construction Support  
FY2018 Contractual Services Details**

OCA	OCA Title	Object Level	Object Level 3 Title	FY2018 Budgeted Amount	Explanation	
040302	Construction Support	5100	Vehicular Repair	\$ 10,000	Repairs not handled in-house	
		5101	Equipment Repair	\$ 21,400	Miscellaneous shop equipment	
		5406	Other Professional Services	\$ 20,750	Testing clean fill; stormwater facility maintenance	
		5504	Equipment Rental	\$ 44,300	Rental of equipment to perform construction related work	
		5602	Landscape Services	\$ 10,700	Tree emergencies in waterways	
		5738	Non Hazardous Waste Disposal	\$ 14,000	Disposal of non hazardous waste	
					\$ 9,500	Miscellaneous Contractual Services
					<u>\$ 130,650</u>	
	IGS Costs	5900	IS Contract-Data Processing	\$ 224,204	Computer cross charges, in-house	
		5904	IS Contract-Fleet-Vehicle	\$ 1,302,307	Vehicle cross charge	
			Subtotal IGS Costs	<u>\$ 1,526,511</u>		
<b>Total Contractual Services</b>				<b>\$ 1,657,161</b>		

**New Castle County Department of Special Services  
Division of Environmental Compliance  
FY2018 Contractual Services Details**

OCA	OCA Title	Object Level	Object Level 3 Title	FY2018 Budgeted Amount	Explanation	
040305	Environmental Compliance	5101	Equipment Repairs	\$ 220,000	Flow metering contract	
		5400	Legal Fees	\$ 98,000	EPA oversight cost for Army Creek Landfill & Tybouts	
		5406	Professional Services*	\$ 424,500	PCB Sampling; Chemical (FOG) and bacterial grease abatement; NPDES; FOG	
		5408	Attorney Fees	\$ 51,500	Army Creek	
		5600	Engineering Services	\$ 673,532	Consultants; State debris pit funds; NPDES; FOG; Inspection	
		5701	Grass Cutting	\$ 50,000	Mowing ponds	
				\$ 1,300	Miscellaneous Contractual Services	
				\$ 1,518,832		
		IGS Costs	5900	IS Contract- Data Processing	\$ 60,500	Computer cross charges, in-house
			5904	IS Contract-Fleet-Vehicle	\$ 39,377	Vehicle cross charge
	Subtotal IGS Costs		\$ 99,877			
			*Includes CMOM Enhancement Program for Fats, Oils and Grease program approved in FY2009; without the Program total is \$274,000.			
<b>Total Contractual Services</b>				<b>\$ 1,618,709</b>		

**New Castle County Department of Special Services  
Division of Environmental Operations  
FY2018 Contractual Services Details**

OCA	OCA Title	Object Level	Object Level 3 Title	FY2018 Budgeted Amount	Explanation	
040310	Environmental Operations	5406	Professional Services	\$ 96,600	Sewer & stormwater ops w/ Conserv. District & stormwater consulting	
		5600	Engineering Services	\$ 31,530	Consulting for septic elimination and District engineering services	
		5416	Stormwater Infrastructure	\$ 16,135	Repairs to stormwater facilities as needed	
				\$ 750	Miscellaneous Contractual Services	
			Subtotal Contractual Services	\$ 145,015		
		IGS Costs	5900	IS Contract- Data Processing	\$ 39,147	Computer cross charges, in-house
			5904	IS Contract-Fleet-Vehicles	\$ 6,897	Vehicle cross charge
		Subtotal IGS Costs	\$ 46,044			
<b>Total Contractual Services</b>				<b>\$ 191,059</b>		

**New Castle County Department of Special Services  
Division of Sewer Maintenance  
FY2018 Contractual Services Details**

OCA	OCA Title	Object Level	Object Level 3 Title	FY2018 Budgeted Amount	Explanation
040311	Sewer Maintenance	5100	Vehicle Repairs	\$ 10,000	Repairs not handled in-house
		5101	Equipment Repair	\$ 28,952	Repairs to various sewer equipment
		5406	Professional Services*	\$ 1,727,350	Trunkline PM; Chemical Root; Sanitary Sewer CCTV; etc.
		5600	Engineering Services	\$ 59,524	Engineering and GIS mapping consultants as needed
		5613	Sewer Infrastructure	\$ 179,500	Repairs to various sewer lines as needed
				\$ 13,600	Miscellaneous Contractual Services
				\$ 2,018,926	
	IGS Costs	5900	IS Contract- Data Processing	\$ 188,616	Computer cross charges, in-house
		5904	IS Contract-Fleet-Vehicles	\$ 538,955	Vehicle cross charge
			Subtotal IGS Costs	\$ 727,571	
*Includes CMOM Enhancement Programs for Trunk Line PM; Chemical Root; Sanitary Sewer CCTV approved in FY2009. Without the Programs total is \$0.					
<b>Total Contractual Services</b>				<b>\$ 2,746,497</b>	

**New Castle County Department of Special Services  
Division of Plant Operations  
FY2018 Contractual Services Details**

OCA	OCA Title	Object Level	Object Level 3 Title	FY2018 Budgeted Amount	Explanation	
040312	Plant Operations	5101	Equipment Repair	\$ 100,000	Repairs to generators, pumps, chlorinators as needed	
		5102	Radio & Communications	\$ 70,000	Maintenance and operation of VHF Radio; AVL; Mobile; Data	
		5104	Facility Repair	\$ 128,000	Various concrete, structure and building repairs as needed	
		5406	Professional Services*	\$ 441,000	Odor and H2S treatment CRFM and other locations (CMOM)	
		5504	Other Equipment	\$ 22,750	Lease tower space for radio communication	
		5613	Sewer Infrastructure	\$ 23,000	Repair to various lines to and from plant locations as needed	
		5731	Trash Removal	\$ 17,000	Trash and sludge removal from plant sites	
				\$ 21,700	Miscellaneous Contractual Services	
				\$ 823,450		
		IGS Costs	5900	IS Contract- Data Processing	\$ 188,616	Computer cross charges, in-house
			5904	IS Contract-Fleet-Vehicles	\$ 367,185	Vehicle cross charge
			Subtotal IGS Costs	\$ 555,801		
					*Includes CMOM Enhancement Program for Odor and H2S Treatment CRFM and other locations approved in FY2009. Without the Program the cost is \$0.	
<b>Total Contractual Services</b>				<b>\$ 1,379,251</b>		



## **BUDGET BY OBJECT CODE**

NEW CASTLE COUNTY DEPARTMENT OF SPECIAL SERVICES  
FY2018 RECOMMENDED SEWER FUND

Object Level 1	Object Level 3	Construction Support	Environmental Compliance	Environmental Operations	Plant Operations	Sewer Maint	Grand Total
<b>11 Salaries and Wages</b>	1001 Salaries & Wages-Permanent	3,207,964	1,070,673	740,221	2,825,784	2,655,027	10,499,669
	1003 Salaries & Wages-Seasonal	39,332	7,500	-	-	-	46,832
	1007 Salaries & Wages-Shift Diff.	-	-	-	6,800	19,000	25,800
	1008 Salaries & Wages-Overtime	281,216	8,200	26,000	325,000	442,000	1,082,416
	1009 Salaries & Wages- Premium & Overtime	-	2,500	-	100,000	40,000	142,500
<b>11 Salaries and Wages Total</b>		<b>3,528,512</b>	<b>1,088,873</b>	<b>766,221</b>	<b>3,257,584</b>	<b>3,156,027</b>	<b>11,797,217</b>
<b>15 Employee Benefits</b>	1500 Emp. Bene.-Regular Overhead	1,815,066	605,787	418,818	1,598,828	1,502,215	5,940,714
	1510 Empl. Ben. - Premium Overhead	159,112	6,055	14,711	244,312	283,466	707,656
	1520 E/B-Regular-Part-Time	3,933	750	-	-	-	4,683
<b>15 Employee Benefits Total</b>		<b>1,978,111</b>	<b>612,592</b>	<b>433,529</b>	<b>1,843,140</b>	<b>1,785,681</b>	<b>6,653,053</b>
<b>22 Training and Civic Affairs</b>	2004 Mileage Reimbursements	-	-	-	-	40	40
	2005 Tolls	-	150	100	-	45	295
	2006 Parking Fees	-	-	100	-	15	115
	2104 Training Materials	-	-	-	-	130	130
	2301 Membership Dues	-	1,500	150	250	100	2,000
<b>22 Training and Civic Affairs Total</b>		<b>-</b>	<b>1,650</b>	<b>350</b>	<b>250</b>	<b>330</b>	<b>2,580</b>
<b>23 Communication and Utilities</b>	3100 Postage	-	-	-	150	50	200
	3115 Frieght/Shipping	-	-	-	600	-	600
	3200 Telephone Service	-	-	-	32,000	-	32,000
	3204 Telephone - Local Data Services	-	-	-	39,000	-	39,000
	3212 Cellular/Wireless Data Service	5,000	5,000	2,000	17,000	10,000	39,000
	3300 Electric Service	-	-	-	1,637,100	-	1,637,100
	3400 Water Service	-	-	-	76,000	-	76,000
	3500 Landfill Charges	10,000	-	-	12,000	5,000	27,000
	3600 Gas Heat	-	-	-	17,500	-	17,500
	3800 Sewer Service	-	18,175,356	-	-	-	18,175,356
	3801 Sewer Service - Middletown	-	15,000	-	-	-	15,000
<b>23 Communication and Utilities Total</b>		<b>15,000</b>	<b>18,195,356</b>	<b>2,000</b>	<b>1,831,350</b>	<b>15,050</b>	<b>20,058,756</b>
<b>24 Materials and Supplies</b>	4000 Books and Subscriptions	-	-	100	300	400	800
	4001 Clothing and Uniforms	3,000	600	26,000	22,500	5,000	57,100
	4004 Miscellaneous Materials	1,000	-	-	10,995	-	11,995
	4101 Office Supplies	300	1,500	2,000	1,100	1,200	6,100
	4102 Photographic Supplies	-	-	-	-	1,100	1,100
	4103 Duplicating & Repro. Supplies	-	-	-	-	-	-

NEW CASTLE COUNTY DEPARTMENT OF SPECIAL SERVICES  
FY2018 RECOMMENDED SEWER FUND

Object Level 1	Object Level 3	Construction Support	Environmental Compliance	Environmental Operations	Plant Operations	Sewer Maint	Grand Total
<b>24 Materials and Supplies</b>	4104 Computer Supplies	-	6,000	1,500	2,400	1,800	11,700
	4105 Medical & Safety Supplies	7,500	3,000	1,900	21,000	20,000	53,400
	4106 Custodial Supplies	2,000	-	-	6,000	9,000	17,000
	4220 Construction Material	339,307	-	-	45,000	11,000	395,307
	4221 Electrical Supplies	-	-	-	54,500	1,200	55,700
	4222 Plumbing Supplies	38,000	-	-	35,000	2,000	75,000
	4223 Lumber	1,000	-	-	2,000	-	3,000
	4224 Equipment Repair Supplies	900	1,700	-	173,000	66,293	241,893
	4310 Chemical Supplies	65,236	51,600	-	72,000	12,000	200,836
	4311 Gas & Welding Supplies	-	3,000	-	9,400	-	12,400
	4312 Propane	-	-	-	250	-	250
	4320 Agricultural Supplies	10,000	-	-	40,000	1,000	51,000
	4330 Vehicular Supplies	-	-	-	500	-	500
	4336 Motor Fuels-Diesel	-	-	-	15,000	-	15,000
	4350 Small Tools	7,500	-	-	13,000	19,684	40,184
<b>24 Materials and Supplies Total</b>		<b>475,743</b>	<b>67,400</b>	<b>31,500</b>	<b>523,945</b>	<b>151,677</b>	<b>1,250,265</b>
<b>25 Contractual Services</b>	5100 Vehicular Repairs	10,000	-	-	500	10,000	20,500
	5101 Equipment Repairs	21,400	220,000	-	100,000	28,952	370,352
	5102 Radio & Communication Repairs	-	-	-	70,000	1,000	71,000
	5104 Facility Repairs	-	-	-	128,000	-	128,000
	5300 Printing & Related Costs	-	-	750	-	-	750
	5400 Legal Fees	-	98,000	-	-	-	98,000
	5406 Other Professional Services	20,750	424,500	96,600	441,000	1,727,350	2,710,200
	5408 Attorney Fees	-	51,500	-	-	-	51,500
	5504 Other Equipment & Prop. Rental	44,300	-	-	22,750	9,400	76,450
	5600 Engineering Services	-	673,532	31,530	7,000	59,524	771,586
	5602 Landscape Services	10,700	-	-	-	-	10,700
	5610 Site Preparations	-	-	-	2,000	-	2,000
	5613 Sewer Infrastructure	-	-	-	23,000	179,500	202,500
	5614 Stormwater Infrastructure	3,000	-	16,135	-	-	19,135
	5701 Grass Cutting	-	50,000	-	-	-	50,000
	5730 Pest Control	-	-	-	-	2,000	2,000
	5731 Trash Removal	-	-	-	17,000	-	17,000
	5735 Safety Inspections	-	-	-	8,600	-	8,600
	5736 Fire and Security Services	-	-	-	3,600	-	3,600
	5738 Non Hazardous Waste Disposal	14,000	-	-	-	-	14,000
	5740 Car Wash Service	6,500	-	-	-	600	7,100
	5810 Food Services	-	1,300	-	-	600	1,900
<b>25 Contractual Services Total</b>		<b>130,650</b>	<b>1,518,832</b>	<b>145,015</b>	<b>823,450</b>	<b>2,018,926</b>	<b>4,636,873</b>

NEW CASTLE COUNTY DEPARTMENT OF SPECIAL SERVICES  
FY2018 RECOMMENDED SEWER FUND

Object Level 1	Object Level 3	Construction Support	Environmental Compliance	Environmental Operations	Plant Operations	Sewer Maint	Grand Total
<b>30 Intergovernmental Service Chge</b>	5900 IS Contract-Data Processing	224,204	60,500	39,147	188,616	188,616	701,083
	5904 IS Contract-Fleet-Vehicles	1,302,307	39,377	6,897	367,185	538,955	2,254,721
<b>30 Intergovernmental Service Chge Total</b>		<b>1,526,511</b>	<b>99,877</b>	<b>46,044</b>	<b>555,801</b>	<b>727,571</b>	<b>2,955,804</b>
<b>26 Equipment Replacement</b>	6110 Communication Equipment <\$5,000	-	-	-	10,000	1,000	11,000
	6111 Safety Equipment <\$5,000	-	-	-	35,000	10,000	45,000
	6112 Laboratory & Scientific Equip. <\$5,000	-	9,000	-	5,300	-	14,300
	6113 Laboratory & Scientific Equip. =>\$5,000	-	-	-	-	-	-
	6114 Communication Equipment =>\$5,000	-	-	-	-	-	-
	6117 Safety Equipment =>\$5,000	10,000	-	-	-	-	10,000
	6122 Photography & Video Equip <\$5,000	-	-	700	-	-	700
	6150 Instruments <\$5,000	-	9,000	-	5,000	2,000	16,000
	6171 Non-Motorized Mobile Equip. =>\$5,000	-	-	-	-	57,000	57,000
	6180 Building Equipment <\$5,000	-	-	-	8,500	-	8,500
	6181 Building Equipment =>\$5,000	-	-	-	14,000	-	14,000
	6201 Office Furniture <\$5,000	-	-	2,200	500	-	2,700
	6401 Construction Machinery	-	-	-	5,500	-	5,500
	6402 Portable Machinery <\$5,000	11,400	-	-	16,500	-	27,900
	6403 Fixed Machinery <\$5,000	-	-	-	21,000	-	21,000
	6405 Portable Machinery =>\$5,000	-	-	-	7,800	17,246	25,046
	6406 Fixed Machinery =>\$5,000	-	-	-	25,000	-	25,000
	6410 Special Purpose Machinery <\$5,000	-	-	-	7,900	-	7,900
	6411 Special Purpose Machinery =>\$5,000	-	-	-	12,000	-	12,000
<b>26 Equipment Replacement Total</b>		<b>21,400</b>	<b>18,000</b>	<b>2,900</b>	<b>174,000</b>	<b>87,246</b>	<b>303,546</b>
<b>27 Fixed Charges</b>	7010 County Mandated Grants	-	-	120,000	-	-	120,000
	7014 Settlements	-	100,000	-	-	-	100,000
	7150 Tax Payments	-	-	300	-	-	300
	7210 Pass Thru Grants	-	-	-	-	73,600	73,600
<b>27 Fixed Charges Total</b>		<b>-</b>	<b>100,000</b>	<b>120,300</b>	<b>-</b>	<b>73,600</b>	<b>293,900</b>
<b>28 Land &amp; Structures</b>	8011 Land Improvements Sewer	20,000	-	-	-	-	20,000
<b>28 Land &amp; Structures Total</b>		<b>20,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>20,000</b>
<b>Grand Total</b>		<b>7,695,927</b>	<b>21,702,580</b>	<b>1,547,859</b>	<b>9,009,520</b>	<b>8,016,108</b>	<b>47,971,994</b>

**FEE SCHEDULE**

**FY2018 Fee Schedule**

**DEPARTMENT OF SPECIAL SERVICES SEWER FUND**

<b>Item #</b>	<b>Object Code</b>	<b>Revenue Source</b>	<b>Current Fee</b>	<b>FY2018 Projected Revenue</b>	<b>Comments</b>
1	0256	Construction Plan Review Exploratory Plan Review	Varies	\$ 20,000	Sewer Plans \$750-\$1,500
2	0257	Wastehauler Dump Fees Wastehauler Permit Fees	\$60/1000 gallons \$107.00 per truck	\$ 900,700 \$ 6,300	Billings to Wastehaulers Annual Waste Hauler Fee
3	0258	Survey & Inspections		\$ 80,000	Fee in UDC
4	0259	Ground Water Discharge	\$200/qtr + \$3./1,000 gal	\$ 25,000	Handled thru special approval; limited to term and requirements
5	0263	Wastewater Permit Fees:		\$ 300,000	
		-EPA Categorical Standard	\$ 2,680		
		-Process Flow >25,000 gpd	\$ 2,680		
		-Toxic Chemical POTW Transfer	\$ 2,144		
		-Nonsignificant Industrial User	\$ 1,073		
		-Permit Variance	\$ 1,608		
		-SIU Permit Amendment	\$ 1,339		
		-Nonsignificant User Amendment	\$ 536		
6	0267	CFE Fee	\$ 107	\$ 110,000	Fats, Oil and Grease Program mandated by EPA.
7	0972	Miscellaneous		\$ 9,500	Scrap Metal, rebates, etc...
				\$ 1,451,500	