

DEPARTMENT OF SPECIAL SERVICES

FY2014 SEWER FUND

BUDGET REQUEST

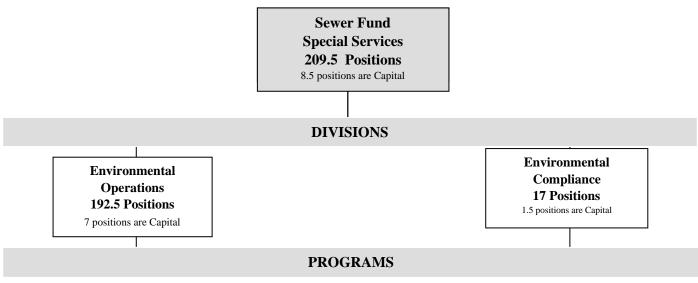
TO COUNTY COUNCIL



Department of Special Services

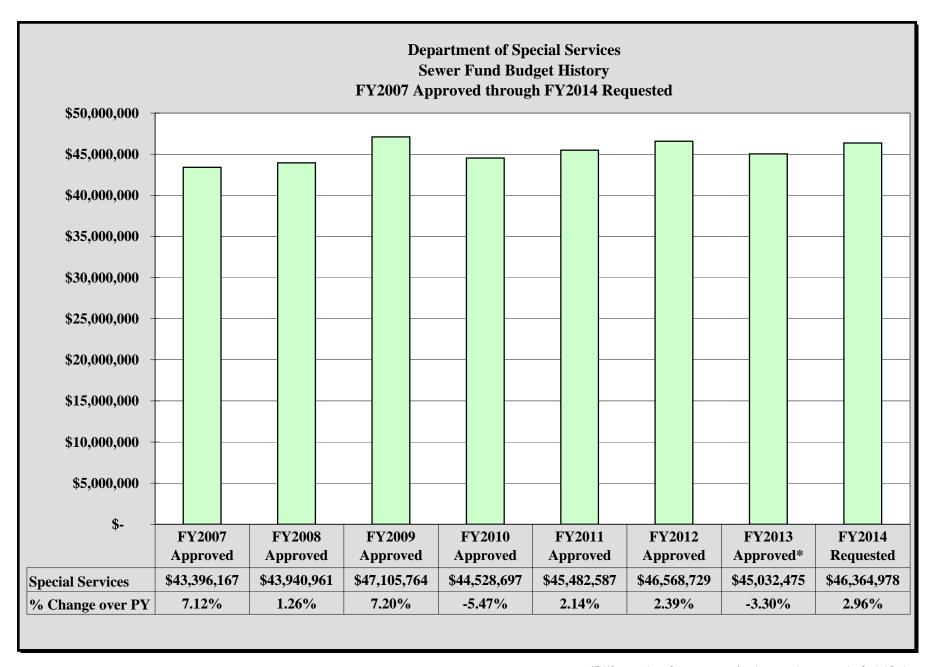
MISSION

The general philosophy for the Department of Special Services, in following the County's Mission Statement mandate, is to maximize services to County Residents as efficiently as possible within a reasonable cost. We are primarily responsible for all buildings, properties, vehicles, sanitary sewer lines, pump stations and treatment plants. Our primary goals are to offer residents beautiful places to enjoy their leisure, keep Public Safety vehicles in optimum working condition, provide clean and safe facilities such as libraries, adult activity centers and recreation centers as well as maintain a countywide sewer system and manage the County's stormwater program.

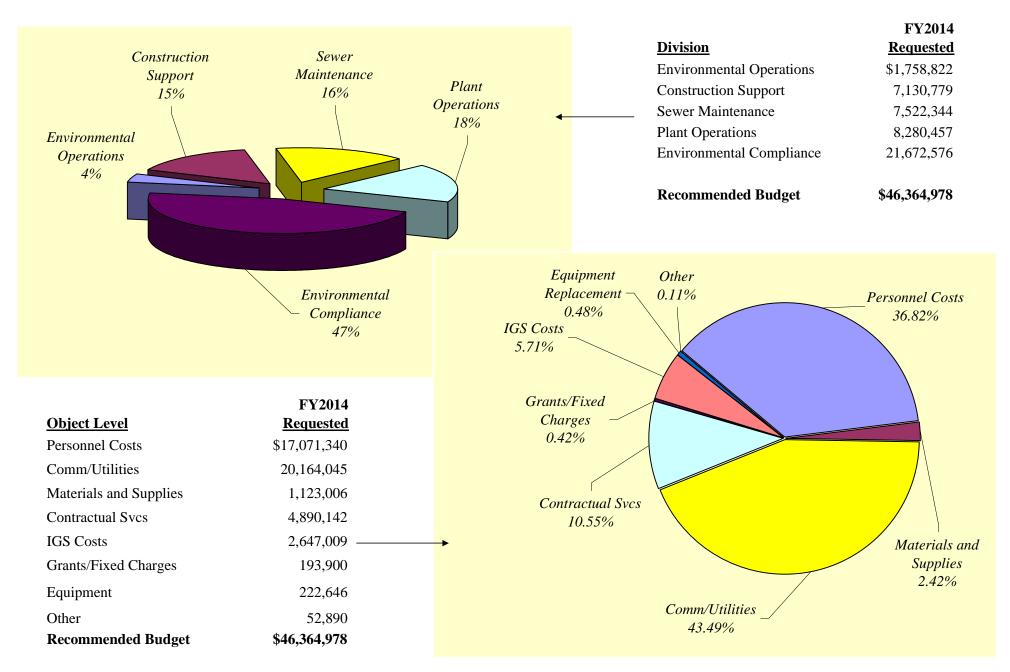


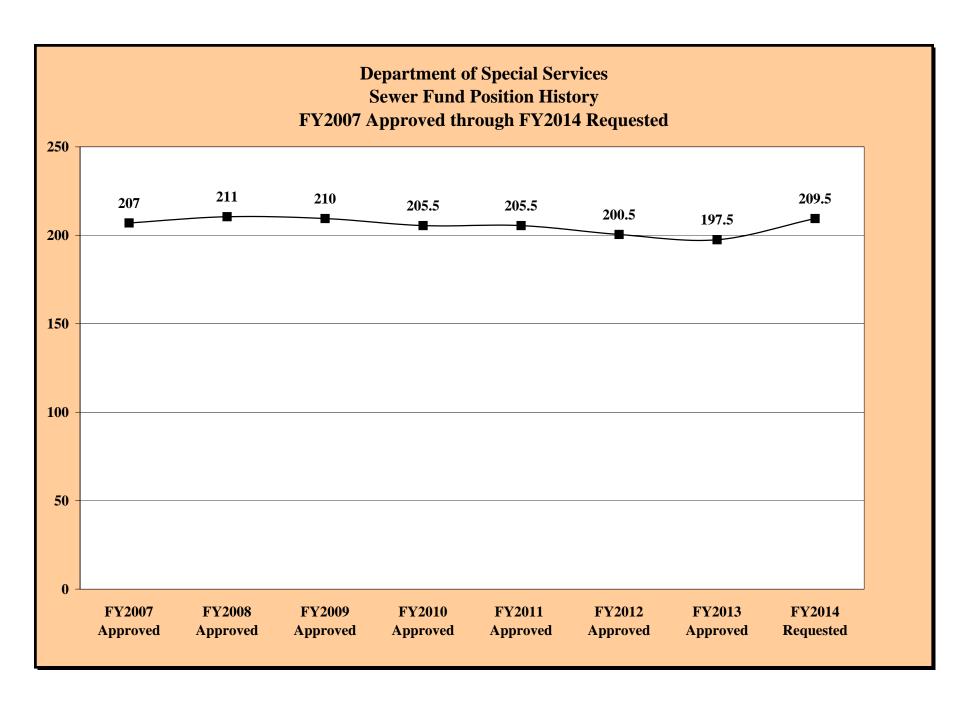
Programs

- Administration 11.5
- Construction Support 74
- Sewer Maintenance –54
- Plant Operations 53



NEW CASTLE COUNTY DEPARTMENT OF SPECIAL SERVICES FY2014 BUDGET PRESENTATION - SEWER FUND





DEPARTMENT OF SPECIAL SERVICES FY2014 SEWER FUND BUDGET PRESENTATION CALENDAR YEAR 2012 DIVERSITY

						NUMBE	R OF EMP	LOYEES				
					MALE					FEMALE		
		Overall	White (Not	Black (Not			American	White (Not	Black (Not			American
JOB CATEGORIES		Totals	of	of		Asian or	Indian or	of	of		Asian or	Indian or
		(Sum of	Hispanic	Hispanic		Pacific	Alaskan	Hispanic	Hispanic		Pacific	Alaskan
		Col. B-K)	Origin)	Origin)	Hispanic	Islander	Native	Origin)	Origin)	Hispanic	Islander	Native
		A	В	C	D	Е	F	G	Н	I	J	K
Officials and Administrators	1	1	1									
		_										
Professionals	2	16	11					4	1			
Technicians	3	6	5					1				
Protective Service Workers	4	0										
Paraprofessionals	5	1	1									
Administrative Support	6	7	4					3				
Skilled Craft Workers	7	110	94	8	6			2				
Service-Maintenance	8	34	20	12	1				1			
Certain Elected/Appointed Officials	9	0										
TOTAL @12/17/2012:	10	175	136	20	7	0	0	10	2	0	0	0

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

COMMENTS:

The Department of Special Services is committed to diversity and inclusiveness in the workplace. Our commitment to diversity extends beyond ethnicity and gender, to the differences in each of us such as education, religion, affiliations, and backgrounds.

<u>DEPARTMENT OF SPECIAL SERVICES - SEWER FUND</u> <u>DIVERSITY COMPARISON</u>

						NUMB	ER OF EMI	PLOYEES				
					MALE					FEMALE	1 /	
		Overall	White (Not Black (Not		American		White (Not Black (Not			American		
JOB CATEGORIES		Totals	of	of		Asian or	Indian or	of	of		Asian or	Indian or
		(Sum of	Hispanic	Hispanic		Pacific	Alaskan	Hispanic	Hispanic		Pacific	Alaskan
		Col. B-K)	Origin)	Origin)	Hispanic	Islander	Native	Origin)	Origin)	Hispanic	Islander	Native
		A	В	C	D	Е	F	G	H	I	J	K
	2012	1	1		•		•					
Officials and Administrators	2011	1	1									
	2010	0	0									
	2012	16.5	11	1				4.5				
Professionals	2011	13	9					3	1			
	2010	15.5	11					3.5	1			
	2012	6	5					1				
Technicians	2011	6	5					1				
	2010	5	4					1				
	2012	0										
Paraprofessionals	2011	0										
	2010	0										
	2012	6	3					3				
Administrative Support	2011	10	3					7				
	2010	9	2					7				
	2012	110	94	8	6			2				
Skilled Craft Workers	2011	105	88	11	5			1				
	2010	102	86	11	4			1				
	2012	34	20	12	1			1				
Service-Maintenance	2011	33	21	11	1							
	2010	38	25	12	1							
	2012	0										
Certain Elected/Appointed Officials	2011	0										
	2010	0										
	2012	173.5	134	21	7	0	0	11.5	0	0	0	0
TOTAL	2010	168	127	22	6	0	0	12	1	0	0	0
	2009	169.5	128	23	5	0	0	12.5	1	0	0	0

State and Local Government Information (EEO-4) Report Format as of 12/13/2012

PART-TIME, SEASONAL, TEMPORARY DIVERSITY COMPARISON AS OF JULY 20, 2012

		NUMBER OF EMPLOYEES										
			MALE					FEMALE				
		Overall	White (Not	Black (Not			American	White (Not	Black (Not			American
JOB CATEGORIES		Totals	of	of		Asian or	Indian or	of	of		Asian or	Indian or
		(Sum of	Hispanic	Hispanic		Pacific	Alaskan	Hispanic	Hispanic		Pacific	Alaskan
		Col. B-K)	Origin)	Origin)	Hispanic	Islander	Native	Origin)	Origin)	Hispanic	Islander	Native
		A	В	С	D	Е	F	G	Н	I	J	K
Protective Services		0										
Professionals		1						1				
Paraprofessionals		18	10	6			1		1			
Administrative Support	·	1	1								·	
TOTAL:		20	11	6	0	0	1	1	1	0	0	0

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

COMMENTS:

These numbers encompass the entire Department of Special Services, both General and Sewer Funds. Date selected reflects peak hiring of part-time, seasonal and temporary employees.

DIVERSITYDepartment of Special Services

The Department of Special Services is committed to diversity and inclusiveness in the workplace. Our commitment to diversity extends beyond ethnicity and gender, to the differences in each of us such as education, religion, affiliations, and backgrounds. As part of our commitment to Diversity the Department is:

- Continuing to work closely with Office of Human Resources to further diversify the workforce. We have made every effort to ensure examination and selection interview panels are diverse. We have focused on hiring female and minority seasonal employees because these employees are often attracted to full-time County employment.
- Filling critically-needed positions with qualified diverse talent. The expected retirements in the future along with the filling of current funded vacancies will provide an excellent opportunity to increase the diversity of the workforce.
- Encouraging more training of employees to improve the chance of diverse employees promoting and to prepare for the expected turnover in the next few years.
- Through Administrative Services, Special Services will continue to reach out to minority and women-owned businesses that could potentially partner with the County for contractual services.
- Participated with Council and Administrative Services in Minority Business Forum, a minority and women-owned business workshop.



DEPARTMENT OF SPECIAL SERVICES FY2014 BUDGET REQUEST - SEWER FUND TO COUNTY COUNCIL

Object Level	FY2013	FY2014		% Incr (Decr) over FY2013
Object Level	Approved	Requested	Requested	Approved
Salaries and Wages	\$ 10,822,316	\$ 11,314,561	\$ 492,245	4.55%
Employee Benefits	5,259,730	5,756,779	497,049	9.45%
Training and Civic Affairs	2,982	2,890	(92)	-3.09%
Communication and Utilities	20,149,823	20,164,045	14,222	0.07%
Materials and Supplies	993,436	1,123,006	129,570	13.04%
Contractual Services	4,855,288	4,890,142	34,854	0.72%
Equipment Replacement*	227,100	222,646	(4,454)	-1.96%
Fixed Charges	193,900	193,900	-	0.00%
Land/Structures	50,000	50,000	-	0.00%
IGS Costs	2,477,900	2,647,009	169,109	6.82%
Total:	\$ 45,032,475	\$ 46,364,978	\$ 1,332,503	2.96%
Lease Purchase Equipment	\$ 1,300,263 **	\$ 550,466		
TOTAL:	\$ 46,332,738	\$ 46,915,444		

^{*}FY 2013 restated to reflect movement of equipment replacement to Capital Budget

^{**} Purchase outright



NEW CASTLE COUNTY DEPARTMENT OF SPECIAL SERVICES FY2014 SEWER FUND BUDGET DETAILS

Object Level	FY2014 Requested		\$ Change	% Change		
Salaries and Wages :	\$11,314,561		\$492,245	4.55%		
Change is attributed to:						
Salaries & Wages Permanent \$495,5	Salaries & Wages Overtime (\$9,000)					
Salaries & Wages Seasonal \$5,700						
Significant expenses include:						
Salaries & Wages Permanent \$10,40	Salaries &	Salaries & Wages Shift Differential \$25,000				
Salaries & Wages Seasonal \$5,700		Salaries &	Wages Overtime \$876,399			

Employee Benefits:	\$5,756,779		497,049	9.45%
Change is attributed to:				
Benefits Permanent \$460,003		Benefits Overtime \$36,476		
Significant expenses include:				
Benefits Permanent \$5,297,397		Benefits Overtime/Shift Diff	Ferential \$458,812	

Training and Civic Affairs:	\$2,890	(\$92)	-3.09%
Training/Seminar fees include req	quired certifications.		

Communication and Utilities:	\$20,164,045		\$14,222	0.07%
Change is attributed to:				
Electric Service (\$5,778)	Sew	er Service Middletown	\$20,000	
Significant expenses include:				
Wilmington Treatment Plant \$18,494,	D23 Tele	phone Service \$73,000		
Gas Heat \$31,000	Wat	er Service \$76,000		
Electric Service \$1,398,222	Lane	dfill Charges \$31,000		
Middletown Sewer Service \$60,000				

Materials and Supplies:	\$1,123,006	\$129,570	13.04%
Change is attributed to:			
Motor Fuel Diesel \$2,500	Equipment Repair Supp	lies \$65,000	
Chemical Supplies \$26,500	Construction Materials -	- \$35,000	
Significant expenses include:			
Clothing & Uniforms \$45,320	Equipment Repair Supp	lies \$221,100	
Medical/Safety \$30,100	Electrical/Plumbing Sup	pplies \$98,153	
Construction/Lumber Materials \$421,054	Small Tools/Gas & Wel	ding Supplies \$39,500	
Agricultural/Chemical Supplies \$214,73	Motor Fuel - Diesel \$27	7,500	
Office/Computer/Custodial Supplies \$18	,789		



NEW CASTLE COUNTY DEPARTMENT OF SPECIAL SERVICES FY2014 SEWER FUND BUDGET DETAILS

Object Level	FY2014 Requested		\$ Change	% Change
Contractual Services:	\$4,890,142		\$34,854	0.72%
Change is attributed to:				
Trash Removal \$3,000		Other Professiona	al Services (\$13,586)	
Equipment Repairs (\$10,700)		Service Contracts	·	
Facility Repairs \$8,500		Other Equipment	Rental - \$30,000	
Significant expenses include:				
Vehicular & Equipment Repairs \$404	,700	Debris Pit Remed	liation \$100,000	
Attorney Fees \$91,000		Other Equipment		
Other Professional Services \$2,798,5	14	Engineering Serv		
Facility Repairs \$124,000 Radio/Communication Repairs \$12,00	10	Sewer/Stormwate Service Contracts	er Infrastructure \$220,490	
Car Wash Service \$14,052	<i>i</i> O		dous Disposal \$30,000	
Equipment Replacement:	\$222,646		(\$4,454)	-1.96%
Change is attributed to:	Ψ222,010		(ψ ι, ιε ι)	10,070
Safety Equipment (\$4,454)				
Sarcty Equipment (\$4,454)				
Significant expenses include:				
Construction Machinery \$6,000		Portable/Fixed M	achinery \$78,200	
Special Purpose Machinery \$17,000		Building Equipme		
Safety Equipment \$45,546			quipment \$11,000	
Laboratory Instruments \$29,500 Computer Software \$5,000		Communication r	Equipment \$5,000	
Fixed Charges:	\$193,900		\$0	0.00%
	ψ1/3,/00		ψθ	0.00 /0
Significant expenses include:				
Mandated Grants - New Castle Conser			272 600	
Pass thru Grants - University of Delay		esources Agency \$		0.000/
Land/Structures:	\$50,000		\$0	0.00%
Significant expenses include:				
Land Improvements Sewer \$50,000				
IGS Costs:	\$2,647,009		\$169,109	6.82%
Change is attributed to:				
IS Contract - Fleet Vehicles \$152,919				
IS Contract - Data Processing \$16,190)			
Significant IGS Costs include:				
IS Contract - Fleet Vehicles \$2,075,33	80	IS Contrac	t - Data Processing \$571,679	9



NEW CASTLE COUNTY DEPARTMENT OF SPECIAL SERVICES FY2014 POSITION ADJUSTMENTS

	INCREASE	
#	Title	
1	Crew Chief II Pay Grade 23	040302
1	Crew Chief 1 Pay Grade 20	040302
2	MEO III Pay Grade 20	040302
3	MEO II Pay Grade 17	040302
3	M & C Pay Grade 14	040302
1	MEO II Pay Grade 17	040311
1	Maintenance Work Coord. Pay Grade 23	040310
12	TOTAL INCREASE	



NEW CASTLE COUNTY DEPARTMENT OF SPECIAL SERVICES – SEWER FUND FY2013 SIGNIFICANT ACCOMPLISHMENTS

SIGNIFICANT ACCOMPLISHMENTS:

- Performed 78 sanitary sewer repairs with in-house personnel; 25 of these repairs (or 32% of the total) were completed on an
 emergency basis. County crews have been shown to be more responsive than contractors during emergencies and often
 more cost-effective.
- County crews rehabilitated the south parking lot adjacent to the gazebo at the Government Center and completed the work for approximately \$11,000 less than the estimated cost that would have been charged by the County paving vendor.
- Completed planning and development of an Asset Management program for the sewer system, an approach that moves from
 reactive to proactive maintenance and results in significant costs savings over time. As part of this effort, the Department
 completed selection of the computer maintenance management software (CMMS), which will replace Hansen in the
 Department to facilitate improved coordination with GIS data, to allow for better upfront data collection, to better facilitate the
 streamlining of processes and to provide the Department with the data and reports necessary to improve efficiency and move
 towards proactive maintenance.
- Zero basement backups reported through December 1, 2012. This is a significant improvement resulting from the County's
 capital rehabilitation program and from the increased preventative maintenance programs (Closed Circuit TV (CCTV); Root
 Control Program; Fats, Oils and Grease (FOG) and Corrosion Control Program) over the past five years.
- Turned over operation of the last pumping well at the Army Creek Landfill to the DS&G Trust. Since negotiating the shutdown
 of the treatment plant in 2005, County operating costs have dropped from \$1.5M to \$50,000. Department staff were
 instrumental in taking an aggressive stance to shutdown the treatment plant and prove that any remaining contaminants were
 from the DS&G site, resulting in significant savings.
- County crews completed 132 work orders generated as a result of Hurricane Sandy. 123 of the 132 work orders were to perform maintenance prior to the storm. The pre-storm maintenance assisted greatly in limiting the number of calls during and after the storm to 9.
- Continued negotiations with DNREC and EPA to obtain the County's new NPDES Municipal Separate Storm Sewer System
 (MS4) permit. This year the parties were at impasse for some time regarding two important provisions of the permit.
 Ultimately, Department staff and in-house counsel were successful in obtaining language to clarify expectations with respect to meeting water quality standards and in obtaining language to clarify the water quality improvements the County must achieve when completing the required watershed studies and projects.
- Substantially completed Phases I and II of the Industrial Tract Greenway using County crews. County crews grubbed and
 cleared approximately 3 miles along an old railroad bed, excavated substandard soils, installed geotextile fabric and crusher
 run and installed 1,287 tons of new hot mix. All disturbed areas adjacent to the new walk path had topsoil installed and were
 hydro-seeded. County crews generally perform this work more cost-effectively than contractors.



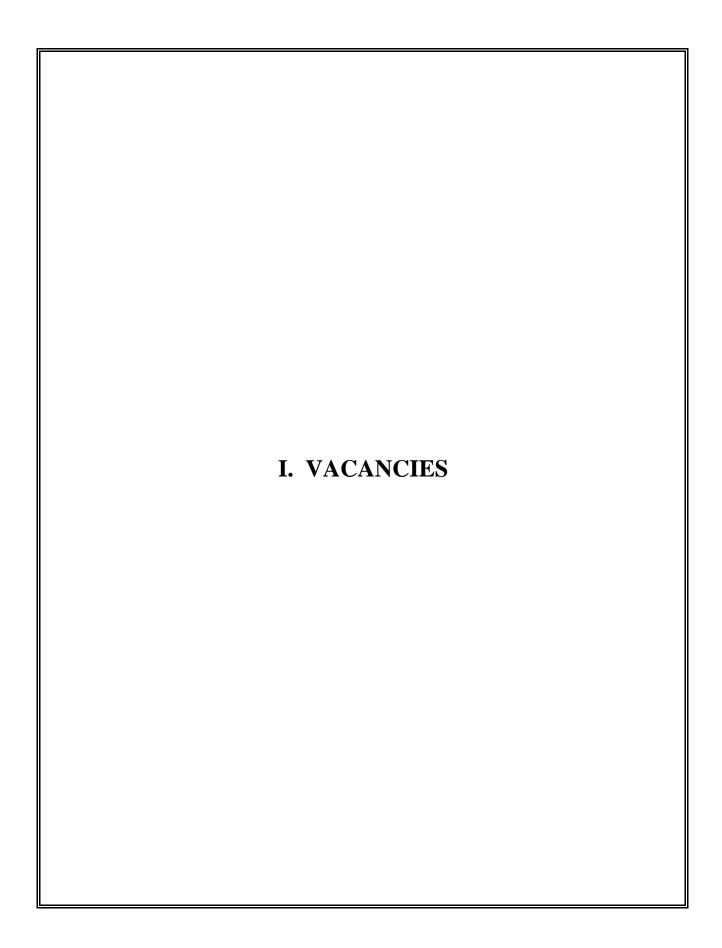
NEW CASTLE COUNTY DEPARTMENT OF SPECIAL SERVICES – SEWER FUND FY2014 GOALS/OBJECTIVES/CHALLENGES

Goals and Objectives:

- Continue to reduce the response time when emergency sanitary sewer problems occur, and when property, both public and
 private, may be in jeopardy. The Department's goal is to investigate the problem and start the necessary repairs or bypass
 pumping within one hour or less of receiving a call.
- Provide a proactive preventative maintenance program for the County's 1,635+ miles of gravity sanitary sewer collection system with the goal of limiting the labor spent on unplanned emergency system blockages to below 4% of the total labor required to maintain the operation of the collection system.
- Train the new Miss Utility Technicians to handle the 35,000⁺ annual mark out requests and have Crew Chief II's (formerly working on Miss Utility almost exclusively) to increase their supervision of field personnel and improve their process efficiencies.
- Expand the FOG public education program to further decrease sanitary sewer overflows related to residential development.
- Evaluate the results of the Brandywine Hundred Rehabilitation Program to update the plan provided to regulators pursuant to the 2005 DNREC Secretary's Order. Preliminary evaluation indicates that the results are better than anticipated and that the County may be able to spread projects over a greater period of time or possibly even cut back on some projects while still meeting the 2018 deadline to eliminate the remaining outfall to the Delaware River.
- Begin implementation of the proactive Asset Management Program, including implementation of the switch to the new CMMS software, revising data entry techniques, streamlining processes and evaluating possible reorganization to maximize efficiency.
- Increase coordination with DNREC and enter into agreements with municipalities for the first time to meet the requirements of the new NPDES MS4 permit when it issues. The County hopes to take a "watershed approach" which will encourage coordination and sharing of resources with all relevant groups to improve water quality in the targeted watersheds.
- Create a new Construction Support crew to handle capital projects (sewers, parks, paving). This crew would be funded 70% by
 capital dollars. Past capital projects performed by county crews, demonstrate that the crews often complete projects more costeffectively and provide better constituent relations on services than contractors.
- Our new Asset Management program will be implemented with the hiring of a Maintenance Work Coordinator, who will be
 responsible for scheduling field work; ensure resources are available; coordinate with utility, property owner and other
 sections/departments.

Challenges

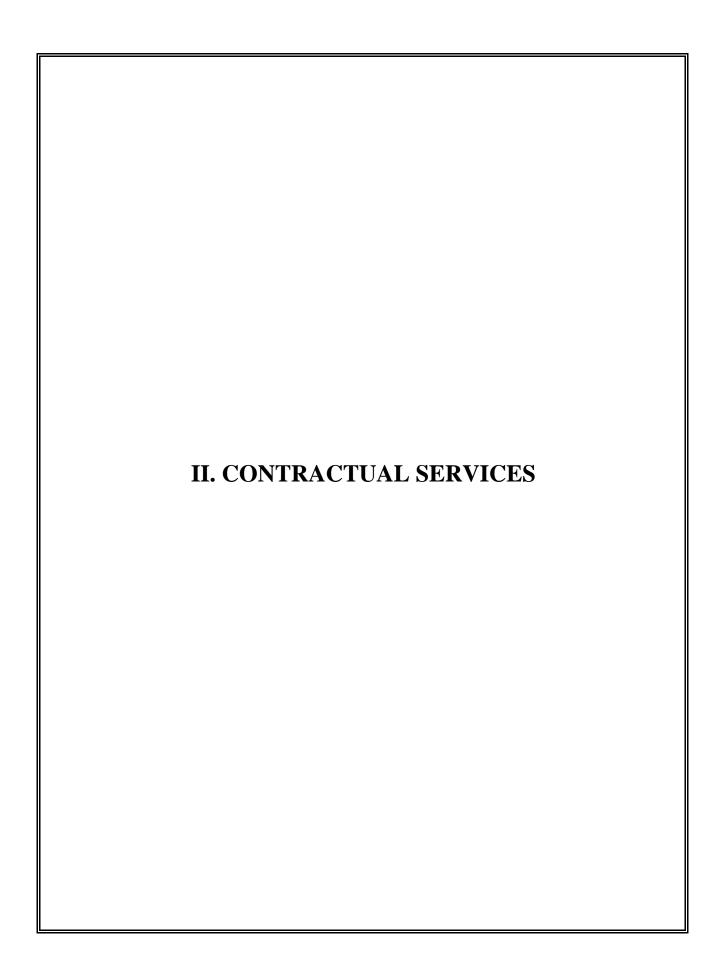
- Doing more with less staffing and limited financial resources:
 - o In 2012, 227 sanitary sewer service connections, 309 manholes and 4 miles of main pipe were added to the County system;
 - The number of stormwater management facilities increases annually and they must be inspected per the NPDES MS4 permit (inspected 1600 in FY13);
 - The number of commercial food establishment (CFEs) continues to increase, adding to the annual inspection burden (almost 50% of the 1,317 were inspected in FY13)
 - Energy and material costs continue to rise and budgetary restrictions have led to a reduction in purchasing power needed for sewer systems operating expenses.
 - Past fleet replacement deferrals present daily operational challenges due to vehicle downtime as crews strive to take care of a growing number of assets.
 - Budget limitations make it increasingly difficult to continue to maintain the preventative maintenance programs as
 envisioned in the DNREC Secretary's Order, including the Root Control Program, the CCTV program, the FOG program
 and the corrosion control program.





New Castle County Department of Special Services - Sewer Fund Vacancies as of March 25, 2013

Division	Description	Date Vacated	Vacant
Construction Support	Crew Chief I	1/14/12	
	Maintenance & Construction Worker	7/9/12	
	Mason Supervisor	12/20/12	
	Maintenance & Construction Worker	1/1/10	
	Tradeshelper	4/14/08	
	Tradeshelper	1/1/09	6
Environmental Operations	Special Services Data Technician	7/7/12	
			1
Sewer	Crew Chief I	8/15/12	
	Motor Equipment Operator II	10/15/12	
	Tradeshelper	11/13/12	
	Utility Technicians	7/1/10	
	Utility Technicians	7/1/10	5
Plant Operations	Maintenance Office Administrator	9/29/12	
	JR Electronics Technician	6/12/12	
	Master Mechanic	1/18/11	
	Tradeshelper	8/8/11	
	Tradeshelper	8/8/11	
	Wastewater Treatment Plant Operator	1/1/12	
	Wastewater Treatment Plant Operator	10/15/12	7
Environmental Compliance	Assistant County Attorney II	12/31/12	
·	Environmental Analyst	6/5/12	
	Civil Engineer I	12/12/11	
	Senior Sanitary Maintenance Technician	8/1/08	4
			23



New Castle County Department of Special Services Division of Construction Support FY2014 Contractual Services Details

				I	FY2014	
		Object			udgeted	
OCA	OCA Title	Level	Object Level 3 Title	A	Amount	Explanation
040302	Construction Support	-100		4	• • • • • •	
		5100	Vehicular Repair	\$		Repairs not handled in-house
		5101	Equipment Repair	\$		Miscellaneous shop equipment
		5504	Equipment Rental	\$		Annual rental of gradell and other short term rentals
		5738	Non Hazardous Waste Disposal	\$		Disposal of non-hazardous waste
			Misc. Professional Services	\$	12,250	Miscellaneous Contractual Services
			Subtotal Contractual Services	\$	140,650	
	IGS Costs	5900	IS Contract-Data Processing	\$	184 813	Computer cross charges, in-house
	100 00015	5904	IS Contract-Fleet-Vehicle	\$		Vehicle cross charge
		2,0.	Subtotal IGS Costs	-	1,174,172	remote cross enum ge
			Subibilit 103 Costs	Ψ	1,1/4,1/2	
Total Cont	ractual Services		1	\$	1,314,822	

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New Castle County Department of Special Services Division of Environmental Compliance FY2014 Contractual Services Details

OCA	OCA Title	Object Level	Object Level 3 Title	FY2014 Budgeted Amount	Explanation
OCH	OCH THE	Level	Object Level 3 Title	Amount	Laplanation
040305	Environmental	Compliance			
		5406	Professional Services*	\$ 475,000	PCB Sampling; Chemical (FOG) and bacterial grease abatement; NPDES; FOG
		5408	Attorney Fees	\$ 91,000	Wilmington contract negotiation fees; Army Creek/Tybouts
		5600	Engineering Services	\$ 908,300	Consultants; State debris pit funds; NPDES; FOG; Inspection
			Misc. Professional Services	\$ 26,812	Miscellaneous Contractual Services
			Subtotal Contractual Services	\$ 1,501,112	
	IGS Costs	5900	IS Contract- Data Processing	\$ 49,151	Computer cross charges, in-house
		5904	IS Contract-Fleet-Vehicle	\$ 41,423	Vehicle cross charge
			Subtotal IGS Costs	\$ 90,574	
			*Includes CMOM Enhancement	Drogram for Eat	G. Oils and Grassa program
			approved in FY2009; without th	-	- ·
Total Contrac	etual Camiaas			\$ 1,591,686	

New Castle County Department of Special Services Division of Environmental Operations FY2014 Contractual Services Details

				_		
					Y2014	
		Object		Bu	ıdgeted	
OCA	OCA Title	Level	Object Level 3 Title	A	mount	Explanation
040310	Environmental Operations	5101	Equipment Repairs	\$	234,300	Flow metering contract
		5406	Professional Services	\$	96,300	Sewer & stormwater ops w/ Conserv. District & stormwater consulting
		5600	Engineering Services	\$	31,500	Consulting for septic elim and District eng services
		5416	Stormwater Infrastructure	\$	16,490	Repairs to stormwater facilities as needed
				\$	750	Miscellaneous Contractual Services
			Subtotal Contractual Services	\$	379,340	
	IGS Costs	5900	IS Contract- Data Processing	\$	31,768	Computer cross charges, in-house
		5904	IS Contract-Fleet-Vehicles	\$	7,119	Vehicle cross charge
			Subtotal IGS Costs	\$	38,887	
Total Co	ntractual Services			\$	418,227	

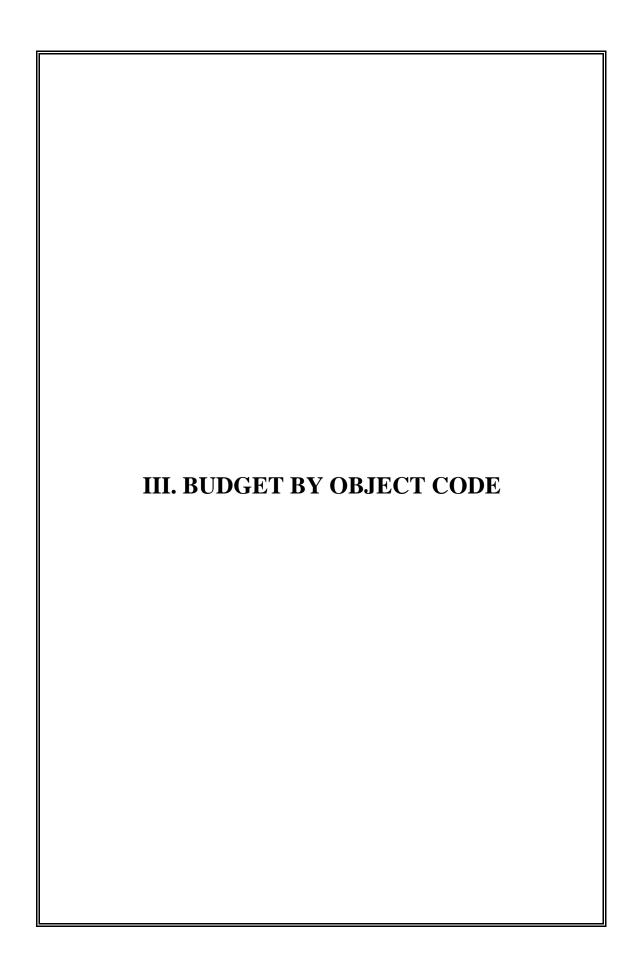
New Castle County Department of Special Services Division of Sewer Maintenance FY2014 Contractual Services Details

					FY2014	
		Object			Budgeted	
OCA	OCA Title	Level	Object Level 3 Title		Amount	Explanation
						*
040311	Sewer Maintenance	5100	Vehicular Repairs	\$	10,000	Repairs not handled in-house
		5101	Equipment Repair	\$		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
				\$	17,552	Miscellaneous Contractual Services
			Subtotal Contractual Services	\$	2,018,926	
	ICG C	5000		ø	152.017	
	IGS Costs	5900 5004	IS Contract- Data Processing	\$		Computer cross charges, in-house
		5904	IS Contract-Fleet-Vehicles	<u>></u>		Vehicle cross charge
			Subtotal IGS Costs	\$	757,876	
			*Includes CMOM Enhancement	Pro	grams for Tru	unk Line PM; Chemical Root;
			Sanitary Sewer CCTV approved	d in I	FY2009. Wit	thout the Programs total is \$27,350.
Total Co	ntractual Services			\$	2,776,802	

New Castle County Department of Special Services Division of Plant Operations FY2014 Contractual Services Details

OCA	OCA Title	Object Level	Object Level 3 Title	FY2014 Budgeted Amount	Explanation
040312	IGS Costs	5101 5102 5104 5200 5406 5600 5613 5731	Equipment Repair Radio & Communications Facility Repair Service Contracts Professional Services* Engineering Services Sewer Infrastructure Trash Removal Subtotal Contractual Services IS Contract- Data Processing IS Contract-Fleet-Vehicles Subtotal IGS Costs *Includes CMOM Enhancemen and other locations approved in	\$ 11,000 \$ 124,000 \$ 61,000 \$ 499,114 \$ 11,000 \$ 20,500 \$ 15,000 \$ 27,500 \$ 850,114 \$ 152,930 \$ 432,570 \$ 585,500 tt Program for Od FY2009. Without	
Total Co	ntractual Services			\$ 1,435,614	

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Object Level 1	Object Level 3	Support	Environmental Compliance	Operations	Plant Operations	Sewer Maint	
11 Salaries and Wages	1001 Salaries & Wages-Permanent	3,246,246	958,469	759,769	2,814,960	2,628,018	10,407,462
	1002 Salaries & Wages-Part-Time	-	-	-	-	-	
	1003 Salaries & Wages-Seasonal	-	5,700	-	-	-	5,700
	1007 Salaries & Wages-Shift Diff.	-	-	-	6,000	19,000	25,000
	1008 Salaries & Wages-Overtime	256,216	6,000	26,000	261,459	310,724	860,399
	1009 Salaries & Wages- Premium & Overtime	-	6,000	-		10,000	16,000
	1202 Salaries & Wages-Severance	-	-	-	-	-	-
11 Salaries and Wages Total		3,502,462	976,169	785,769	3,082,419	2,967,742	11,314,561
15 Employee Benefits	1500 Emp. BeneRegular Overhead	1,652,339	487,860	386,722	1,432,815	1,337,661	5,297,397
	1510 Empl. Ben Premium Overhead	130,413	6,108	13,234	136,137	172,920	458,812
	1520 E/B-Regular-Part-Time	-	570	-	-	-	570
	1524 Emp Bene Severance	-	-	-	-	-	-
15 Employee Benefits Total		1,782,752	494,538	399,956	1,568,952	1,510,581	5,756,779
22 Training and Civic Affairs	2001 Airfare	-	-	-	-	-	-
G	2004 Mileage Reimbursements	-	-	-	-	40	40
	2005 Tolls	-	-	100	-	40	140
	2006 Parking Fees	-	-	100	-	40	140
	2010 Hotel Accommodations	-	-	-	-	-	-
	2020 Meals	-	-	-	-	-	_
	2101 Conference Fees	-	-	-	-	-	-
	2102 Seminar Fees	-	-	-	-	-	_
	2104 Training Materials	-	-	-	-	110	110
	2301 Membership Dues	-	1,500	150	250	100	2,000
	2310 Catering	-	460	-	_	-	460
	2320 Service Awards	-	-	-	-	_	-
22 Training and Civic Affairs Total		-	1,960	350	250	330	2,890
23 Communication and Utilities	3100 Postage			_	250	50	300
25 Communication and Othities	3110 Overnight Express	_	_	_	-	-	-
	3115 Frieght/Shipping	_	_		500		500
	3120 Advertising	_	_	_	-		-
	3200 Telephone Service	_	_	_	33,000		33,000
	3202 Telephone Answering Service	_	_	_	33,000	_	33,000
	3204 Telephone - Local Data Services	-	-	-	40,000	-	40,000
	3205 Telephone - Pay Phone Services	-	-	-	40,000	-	40,000
	3210 Cellular Telephone Service	-	-	-	-	-	-
		-	-	-	1,398,222	-	4 200 222
	3300 Electric Service	-	-	-		-	1,398,222
	3400 Water Service	10.000	-	-	76,000		76,000
	3500 Landfill Charges	10,000	-	-	16,000	5,000	31,000
	3600 Gas Heat	-	-	-	31,000	-	31,000
	3800 Sewer Service 3801 Sewer Service - Middletown	-	18,494,023 60,000	-	-	-	18,494,023 60,000

	Object	Occasionation	Engine and a sector	En incompany	Disast		
Object Level 1	Object Level 3	Construction Support	Environmental Compliance	Environmental Operations	Plant Operations	Sewer Maint	Grand Total
24 Materials and Supplies	4000 Books and Subscriptions	-	1,700	100	-	100	1,900
	4001 Clothing and Uniforms	3,000	1,500	25,820	10,600	4,400	45,320
	4002 Food Products	-	-	-	-	-	-
	4004 Miscellaneous Materials	1,000	-	-	1,500	-	2,500
	4101 Office Supplies	300	-	2,000	3,000	1,200	6,500
	4102 Photographic Supplies	-	-	-	750	1,104	1,854
	4103 Duplicating & Repro. Supplies		-	-	250	-	250
	4104 Computer Supplies	-	-	1,500	1,000	1,800	4,300
	4105 Medical & Safety Supplies	2,500	2,500	1,900	13,200	10,000	30,100
	4106 Custodial Supplies	1,500	-	-	4,000	2,489	7,989
	4108 Computer Software Computer Paper	-	-	-	-	-	-
	4220 Construction Material	361,354	-	-	42,000	15,000	418,354
	4221 Electrical Supplies	-	-	-	47,000	1,200	48,200
	4222 Plumbing Supplies	18,953	-	-	29,000	2,000	49,953
	4223 Lumber	-	-	-	2,700	-	2,700
	4224 Equipment Repair Supplies	900	3,500	-	133,000	83,700	221,100
	4225 Automotive Tools	-	-	-	-	-	-
	4310 Chemical Supplies	65,236	25,000	-	65,000	10,000	165,236
	4311 Gas & Welding Supplies	-	2,000	-	9,000	-	11,000
	4312 Propane	-	-	-	250	-	250
	4320 Agricultural Supplies	10,000	-	-	36,500	3,000	49,500
	4335 Motor Fuels-Gasoline	-	-	-	-	-	-
	4336 Motor Fuels-Diesel	-	-	-	27,500	-	27,500
	4350 Small Tools	6,000	-	-	11,500	11,000	28,500
	4360 Animal Food	-	-	-	-	-	-
24 Materials and Supplies Total		470,743	36,200	31,320	437,750	146,993	1,123,006
25 Contractual Services	5000 Instructors Fees	-	-	-	-	-	-
	5100 Vehicular Repairs	20,000	-	-	2,000	10,000	32,000
	5101 Equipment Repairs	23,400	9,000	234,300	81,000	25,000	372,700
	5102 Radio & Communication Repairs	-	-	-	11,000	1,000	12,000
	5104 Facility Repairs	-	-	-	124,000	-	124,000
	5200 Service Contracts-Other	-	9,312	-	61,000	-	70,312
	5300 Printing & Related Costs	-	-	750	-	-	750
	5400 Legal Fees	-	-	-	-	-	-
	5406 Other Professional Services	750	475,000	96,300	499,114	1,727,350	2,798,514
	5408 Attorney Fees	-	91,000	-	-	-	91,000
	5501 Auto Equipment Rental	-	-	-	-	-	-
	5504 Other Equipment & Prop. Rental	70,000	-	-	2,500	9,400	81,900
	5600 Engineering Services	-	908,300	31,500	11,000	59,524	1,010,324
	5610 Site Preparations	<u> </u>	-	-	4,000		4,000

	Object		Environmental		Plant		
Object Level 1	Level 3	Support	Compliance	Operations		Sewer Maint	
25 Contractual Services	5612 Paving	-	-	-	8,000	-	8,000
	5613 Sewer Infrastructure	4.000	-	-	20,500	179,500	200,000
	5614 Stormwater Infrastructure	4,000	-	16,490	-	-	20,490
	5720 Facility Cleaning & Maintenance	-	-	-	-	-	-
	5730 Pest Control	-	-	-	45.000	-	45.000
	5731 Trash Removal	-	-	-	15,000	-	15,000
	5732 Janitorial Services	-	-	-	-	-	-
	5734 HVAC	-	-	-		-	7.000
	5735 Safety Inspections	-	-	-	7,000	-	7,000
	5736 Fire and Security Services	45.000	-	-	4,000	-	4,000
	5738 Non Hazardous Waste Disposal	15,000	- 0.500	-	-	-	15,000
	5739 Chemical Analysis	- 7.500	8,500	-	-	-	8,500
	5740 Car Wash Service	7,500	-	-	-	6,552	14,052
	5741 Towing Service	-	-	-	-	-	-
	5810 Food Services	-	-	-	-	600	600
25 Contractual Services Total	5815 Uniform Cleaning Services	140,650	1,501,112	379,340	950 114	2,018,926	4,890,142
		•			850,114		
30 Intergovernmental Service	Chge 5900 IS Contract-Data Processing	184,813	49,151	31,768	152,930	153,017	571,679
	5901 IS Contract-Photocopies	-	-	-	-	-	-
	5902 IS Contract-Printing & Dupl.	-	-	-	-	-	-
	5904 IS Contract-Fleet-Vehicles	989,359	41,423	7,119	432,570	604,859	2,075,330
	5907 IS Contract-GIS-Geographic Info Systems	-	-	-	-	-	-
30 Intergovernmental Service	Chge Total	1,174,172	90,574	38,887	585,500	757,876	2,647,009
26 Equipment Replacement	6108 Computer Software	-	-	-	5,000	-	5,000
	6110 Communication Equipment <\$5,000	-	-	-	4,000	1,000	5,000
	6111 Safety Equipment <\$5,000	-	-	-	36,000	9,546	45,546
	6112 Laboratory & Scientific Equip. <\$5,000	-	9,000	-	5,500	-	14,500
	6113 Laboratory & Scientific Equip. =>\$5,000	-	-	-	-	-	-
	6114 Communication Equipment =>\$5,000	-	-	-	-	-	-
	6122 Photography & Video Equip <\$5,000	-	-	700	-	-	700
	6140 Food Preparation Equipment <\$5,000	-	-	-	-	-	-
	6150 Instruments <\$5,000	-	9,000	-	4,000	2,000	15,000
	6160 Office Equipment <\$5,000	-	-	-	-	-	-
	6170 Non-Motorized Mobile Equip. <\$5,000	-	-	-	-	11,000	11,000
	6171 Non-Motorized Mobile Equip. =>\$5,000	-	-	-	-	-	-
	6180 Building Equipment <\$5,000	-	-	-	7,500	-	7,500
	6181 Building Equipment =>\$5,000	-	-	-	15,000	-	15,000
	6185 Building Equipment - ESCO Lease	-	-	-	-	-	-
	6201 Office Furniture <\$5,000	-	-	2,200	-	-	2,200
	6330 Pick Up Trucks	-	-	-	-	-	-
	6331 Stake Body Trucks	_	_				_

Object Level 1	Object Level 3	Construction Support	Environmental Compliance	Environmental Operations	Plant Operations	Sewer Maint	Crand Tata
6 Equipment Replacement	6332 Dump Trucks	Support	Compliance -	Operations -	Operations -	Sewer Maint	Giano Tola
э Едагритоти тергасоттети	6333 Construction Vehicles	-	_	_	_	_	_
	6401 Construction Machinery	_	-	_	6.000	_	6,000
	6402 Portable Machinery <\$5,000	_	-	_	16,500	_	16,500
	6403 Fixed Machinery <\$5,000	-	-	-	15,000	-	15,000
	6405 Portable Machinery =>\$5,000	_	-	-	7,000	17,700	24,700
	6406 Fixed Machinery =>\$5,000	_	-	-	22,000	, -	22,000
	6410 Special Purpose Machinery <\$5,000	_	-	-	7,000	-	7,000
	6411 Special Purpose Machinery =>\$5,000	-	-	-	10,000	-	10,000
Equipment Replacement Total		-	18,000	2,900	160,500	41,246	222,646
Fixed Charges	7002 Insurance Premiums	-	-	-	-	-	-
-	7003 Insurance Retention & Fees	-	-	-	-	-	-
	7004 Insurance Reten-Auto & Truck	-	-	-	-	-	-
	7007 RM Insurance Settlements (Legal 1099)	-	-	-	-	-	-
	7009 RM Retention - Medical 1099	-	-	-	-	-	-
	7010 County Mandated Grants	-	-	120,000	-	-	120,000
	7150 Tax Payments	-	-	300	-	-	300
	7210 Pass Thru Grants	-	-	-	-	73,600	73,600
	7300 Abatements	-	-	-	-	-	-
Fixed Charges Total		-	-	120,300	-	73,600	193,900
Land & Structures	8010 Land Improvements Non Sewer Related						
Land & Structures	8011 Land Improvements Sewer	50,000	_	_	_	_	50,000
	8031 Building Renovations	50,000	_	_	_	_	30,000
Land & Structures Total	OCC Building Nemovations	50,000	-	-	-	-	50,000
Contingencies	9100 Operating Contingencies						
Contingencies Total		-	-	-	-	-	-
Intergovernmental Service Chg	e 5924 IS Credit-Motorpool-Vehicles	_					
Intergovernmental Service Chg		-	-	-	-	-	-

FY2014 Revenue Schedule Department of Special Services

1 1 2 3	Object Code 0256 0257	Revenue Source Construction Plan Review Construction Plan Review Exploratory Plan Review Wastehauler Dump Fees Wastehauler Permit Fees Survey & Inspections		4 Projected evenue 35,000 893,000 7,000 88,300	Comparable Fees	Comments Sewer Plans \$750-\$1,500; Grinder Pump Fees \$350 Fee based on size of proposed subdivision and amount of sewer pipe Increase based on actual time spent on exploratory reviews. Most haulers are out of state; they have other options for dumping Annual Waste Hauler Fee Fee in UDC
		Pump Station Inspection	Ψ			Propose flat fee of \$5,500 based on current costs.
4	0259	Ground Water Discharge	\$	20,000		Handled thru special approval; limited to term and requirements
5	0262	Lateral Connection Fee	\$	-		Increase based on actual time spent on lateral searches.
6	0263	Wastewater Permit Fees: -EPA Categorical Standard -Process Flow >25,000 gpd -Toxic Chemical POTW Transfer -Nonsignificant Industrial User -Permit Variance -SIU Permit Amendment -Nonsignificant User Amendment	\$	225,000	Philadelphia \$500/year Wilmington \$400/year	Code change made. Fess now increase by CPI each year.
7	0267	CFE Fee	\$	96,000		Fats, Oil and Grease Program mandated by EPA. May wish to look into an addidtional \$50-100 for re- inspection fees if we have to do a follow-up inspection
8	0284	Administrative Fines	\$	25,000		inspection rees it we have to do a follow-up inspection
9	0632	Revolving Reimbursement	\$	1,198,560		
10	0972	Miscellaneous	\$	11,200		Scrap Metal, rebates, etc
10	0912	MISCELIATIOUS	φ			उपायम् । शादायाः, । द्यायाद्यः, द्यारः
			Ф	2,599,060		