

Meeting Notes

Date: 07 May 2019

Time: 1800

Location: DMO Office

Trustee Carol Stokes-Cawley, Gregg Palmer (GP), Tom Rhodes (TR), Tom Elliott (TE), MaryEllen McQuaid (MEM), Shannon Harty (SH), Miranda Robinson (MR)

1. Baseline Resource Planning-created by SH/MR
 - a. Purpose MEM
 - i. For Municipal Board to use their expertise and show the Village Board what the time and material is needed for baseline operations at the Village
 - b. There will be another chart that would be used to track and prioritize incremental projects/capital MEM
 - c. Description SH
 - i. When you look at the detail - that backs up the on page summary. Projects were filtered out because we only want to see the baseline operations and maintenance functions necessary to provide efficient and reliable service for the residents.
 - ii. Management Task -no staff assigned – 100% effort under oversight
 - iii. Staff Tasks - Applied 20% oversight to most of tasks to account for project management/planning resources required to support staff, some tasks have 10% PM burden due to lower level of oversight (ie. Snow plowing, brush pickup, leaf pickup).
 - iv. Assignments Broken down by “utility” – Light, DPW, Water, Sewer and admin is management that floats across all “utilities”
 - d. Goal have the municipal board understand this chart now and agree to the resources needed to meet baseline functions, identify surplus/deficit of resources and then move on to projects at a later date MEM
 - e. SH This would go along with timesheet account coding (For DPW, Water, and Sewer – Electric already does it through work orders) so we can understand where the manpower resources are being utilized.
 - f. GP Resident complaints
 - i. MR could go away if we could get some more PR out there SH communication is key
 - g. TR – Are we an MS4? SH - we are not an MS4 so we do not have those functions/workload.
 - h. TR - sludge hauling – that’s currently done by a DPW laborer? SH – Yes – but it is a task for the sewer department so that’s where it is tracked. GP – is our new pump truck work well? SH – Yes, Camden group is thickening sludge and volumes are going down.
 - i. TR – Village paving - who raises all utilities? SH - Paving prep is done by DPW, but the water and sewer provide the materials.
 - j. SH - the annual baseline for Village paving is based on historical annual paving and prep assumes x number of manholes and y number of catch basins to be raised, along with water valve boxes.
 - k. GP – UFPO/dig safe tickets consume a lot of time. SH/MR – yes, we own all of the utilities and are required by law to mark out tickets within a defined timeframe.
 - l. MEM - electric meters-would this task change once the conversion to L+G is done. SH – you would still typically change out meters monthly due to meter failures, meter testing, new accounts, etc.
 - m. MEM - are there regulatory changes coming down the line that need to be accounted for? SH - not on electric but there are some new changes in wastewater as a result of the new SPDES permit. There is an increase in the amount of annual reporting.

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- n. MEM - is there an obligation for energy efficiency and rate changes? SH - munis are excluded.
- o. GP - what is the siphon? SH – that is the crossover at Skaneateles Creek at W. Elizabeth street where sewage from the west side of Village gets to the east side and down to the WWTP. It has to be cleaned weekly because solids/debris builds up in the manhole and can cause surcharging. Required to prevent sewage back up in residence properties. GP - This is absurd. This should be a capital project. It is reliability of service, weak point, health issue. This needs to be a capital project.
- p. GP – Sewer pump stations need to be addressed. There is a lot of time on this. SH – There are 6 pump stations and they should be checked monthly. Currently are not – and it has been an issue in the past with pumps that failed and then caused backups. MR – We have radios to be installed at each pump station to assist in remote monitoring but do not have the manpower (management and staff) to implement the project. GP - This looks like low hanging fruit. We have the tech but we do not have the people to get it installed. The tech may be obsolete by the time we are able to get it installed.
- q. TR - what is the relationship between staff hours and oversight hours (20% typ)
- r. TR - what is distribution system 500 hours? SH – Lineman managing load distribution on feeders and phases, thermal inspections, transformer loading monitoring, checking utility poles, etc.. GP Allan falls into the staff. He is no longer line crew leader. SH -Staff vs management, union vs non-union. Line leader is worker/staff/union. Managing the system is also part of managing power outages.
- s. GP - maybe we need an intermediate role between DMO and staff. DPW is very management dependent department and currently lacks intermediate.
- t. MEM - are you just fighting fires? SH – absolutely.
- u. TE do you take on summer staff? SH yes we do. There are 2 for the cemetery and 3 in the DPW. The cemetery summer function is not included in the breakdown-this needs to be added.
- v. TE – Have you considered an intern? SH - We do, but only for the waterline project.
- w. TR -what does the supervisory look like if it goes from 20%-18% SH - 2.8 supervisors. TR – so it’s still 3 management positions. Yes.
- x. TR - parking meters SH – The DPW was involved in the initial install – all day to day operations are now managed by the Police.
- y. TR -what does the cost look like to farm out the utility markouts for dig safe? SH – There would be a concern over the availability of base mapping data and due to the quality of the maps, what does the liability look like? You might save staff time – but you’d add contract cost and increase management workload.
- z. TR - if we have more SCADA/GIS mapping, could we do more preventative maintenance and streamline operations? SH - we need to reconcile the records, but we could get there. TR - Could you get the county to do the GIS? SH – NY rural water provided 2D GIS of the sewer systems but it didn’t have the critical details we need – inverts, pipe sizes, material, age, laterals, etc.
- aa. MEM - Day to day operations that are missing?
 - i. Carol-things that need to be included
 - 1. Public communication
 - 2. SH-social media could really help us
 - ii. MEM is there a guideline? “Under 80 hours” stuck in there
 - iii. What are the activities as a result of this list? MEM
 - iv. If you can eliminate some things with technology that frees up hours, where can that time go? GP

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- bb. MEM - we now need to meet with the village board, it was initially regarding projects, but now we need to meet with them first regarding the staffing of the village.
 - cc. GP - There needs to be a value associated with the 26,000 hours, what is the financial commitment with the current staffing and as it is staffed correctly? Are we looking for a budget increase or are we matching what exists? How does this impact actual operating costs? All are in agreement. TR - if the resources aren't there, then what on this list gets cut? The Village Board would be responsible for choosing what gets lost. ******Action item – DMO TO QUANTIFY IMPACT TO CURRENT OPERATING COST – by May 15, 2019**
 - dd. CAPEX vs OPEX - Capital expenses are finite and operating expenses are ongoing. The budget needs to support OPEX and then remainder of resources can be allocated to CAPEX (projects). Project implementation based on availability of resources.
2. Water Rates
- a. 15% increase to village
 - b. This is just the first year and then it needs to be bumped again for the next year
 - c. SH we need to understand where the debt service is going to land
 - d. MEM proposes to adopt water rates and to send to the village board. TR seconds
3. Dates for Joint Meeting with Village Board meeting will be sent out on survey monkey.

Village of Skaneateles - Municipal Operations

Summary of Baseline Hours for current O&M

Department	Annual Staff Hours	Annual Management Hours	Sum of Annual FTE Staff	Sum of Annual FTE Management	Current Staff	Staff Surplus/ (Deficit)	Current Management	Management Surplus/ (Deficit)
Admin	660	1,316	0.4	0.8	0.0	-0.4	0.5	-0.3
DPW	7,916	1,431	4.7	0.8	5.1	0.4	0.0	-0.8
Light	5,996	1,295	3.5	0.8	2.0	-1.5	0.5	-0.3
Sewer	5,196	1,183	3.1	0.7	0.0	-3.1	0.5	-0.2
Water	2,211	562	1.3	0.3	0.0	-1.3	0.5	0.2
Grand Total	21,979	5,788	12.9	3.4		-5.8		-1.4

Notes:

1. Admin includes an estimate for "oversight" of new Sidewalk Program, no estimate for staff at this time
2. FTE equivalent based on 1,700 hrs per year (2,080 hrs less PTO & Holidays)
3. Staff hours does not include capital replacement in light, sewer, or water. Only includes annual paving in DPW.
4. Estimate has all snow removal under DPW
5. Current DPW includes 5 seasonal positions which are 2.1 FTE

Municipal Operations - Detailed List of Baseline Tasks

Task	Type	Department	Level of Personnel	Season	crew size	to complete in	er of Weeks	Frequency	tal Manho	Oversight
Monthly Invoices	O&M	Admin	Management	Year Round	1	8	24	ongoing	0	192
Staff Issues	O&M	Admin	Management	Year Round	2	6	12	ongoing	0	144
Timesheet Review & Approval	O&M	Admin	Management	Year Round	1	2	52	ongoing	0	104
Legal Issues	O&M	Admin	Management	Year Round	1	80	1	ongoing	0	80
Municipal Board Meeting Minutes, Agendas & Attendance	O&M	Admin	Management	Year Round	2	14	12	ongoing	0	336
Annual Safety Training	O&M	Admin	Management	Spring	2	8	1	ongoing	0	16
VIP Annual Report	O&M	Admin	Management	Summer	1	16	1	ongoing	0	16
VIP Application	O&M	Admin	Management	Fall	1	16	1	ongoing	0	16
Preparation of Annual Budgets	O&M	Admin	Management	Winter	1	40	1	ongoing	0	40
Critical Impact Reviews	O&M	Admin	Staff	Year Round	1	10	12	ongoing	120	24
Building Permit Application - Utility Review	O&M	Admin	Staff	Year Round	1	20	12	ongoing	240	48
Sidewalk Progam	O&M	Admin	Staff	Year Round	1	20	12	ongoing	240	48
DPW Fuel Station O&M including Monthly Inspections	O&M	DPW	Management	Year Round	1	6	12	ongoing	0	72
Annual Highway Inventory	O&M	DPW	Management	Spring	1	8	1	ongoing	0	8
CHIPS Funding Applications	O&M	DPW	Management	Summer	1	16	1	ongoing	0	16
Annual HWP Application	O&M	DPW	Management	Fall	1	8	1	ongoing	0	8
Repairs/Maintenance to Gazebo Bathrooms	O&M	DPW	Staff	Year Round	1	6	14	ongoing	84	17
Burials Full	O&M	DPW	Staff	Year Round	2	6	20	each	240	48
Burials Cremation	O&M	DPW	Staff	Year Round	1	4	30	each	120	24
Digsafe Stakeouts	O&M	DPW	Staff	Year Round	1	3	52	ongoing	156	31
DPW Building Maintenance	O&M	DPW	Staff	Year Round	2	40	1	ongoing	80	16
Headstone Foundations	O&M	DPW	Staff	Year Round	1	2	40	each	80	16
Park Mowing & String Trimming - Thayer, Shotwell, Clift	O&M	DPW	Staff	Spring	2	8	22	ongoing	352	70
Fix Damaged lawns from plowing	O&M	DPW	Staff	Spring	2	40	1	each	80	16
Spring time park lawn/garden preparation/plant annuals - Thayer, Shotwell, Clift	O&M	DPW	Staff	Spring	2	40	1	ongoing	80	16
Fountain & Stone Repair - Shotwell Park	O&M	DPW	Staff	Spring	1	32	1	ongoing	32	6
Prep Gazebo Bathrooms for Summer Season	O&M	DPW	Staff	Spring	2	24	1	ongoing	48	10
Clean & Inspection Catch Basins	O&M	DPW	Staff	Spring	2	80	1	ongoing	160	32
Install summer decorations and hanging baskets, new flags (including coordination with Dickmans)	O&M	DPW	Staff	Spring	2	16	1	one time	32	6
Pothole repairs	O&M	DPW	Staff	Spring	2	40	1	ongoing	80	16
Spring Brush Pick up (April-June)	O&M	DPW	Staff	Spring	3	16	9	ongoing	432	43
Annual Safety Training	O&M	DPW	Staff	Spring	3	8	1	ongoing	24	5
Prep Village Roads for Paving (ie. Manholes, catch basins, and valve boxes) per Road	O&M	DPW	Staff	Summer	3	40	1	one time	120	24
Creek Walk Mowing & Maintenance	O&M	DPW	Staff	Summer	1	8	22	ongoing	176	35
Downtown Trash Pickup 3x weekdays	O&M	DPW	Staff	Summer	2	6	14	ongoing	168	34
Downtown Trash Pickup 2x per weekend	O&M	DPW	Staff	Summer	1	6	14	ongoing	84	17
Repairs/Maintenance to Masonic Temple Bathrooms	O&M	DPW	Staff	Summer	1	8	26	ongoing	208	42
Jet Storm Sewers	O&M	DPW	Staff	Summer	2	40	1	ongoing	80	16
Cleanout Ditch on State Street & Maintain Inlet Grates	O&M	DPW	Staff	Summer	2	40	1	ongoing	80	16
DPW Site Mowing	O&M	DPW	Staff	Summer	1	6	14	ongoing	84	17
Pavement Stripping - Roads	O&M	DPW	Staff	Summer	2	60	1	ongoing	120	24
Pavement Stripping - Municipal Parking Lot	O&M	DPW	Staff	Summer	2	24	1	ongoing	48	10
Municipal Parking Lot Maintenance	O&M	DPW	Staff	Summer	2	24	1	ongoing	48	10
Winterize Gazebo Bathrooms	O&M	DPW	Staff	Fall	1	8	1	ongoing	8	2
Plow Preparation	O&M	DPW	Staff	Fall	2	40	1	one time	80	16
Remove summer decorations and hanging baskets	O&M	DPW	Staff	Fall	1	8	1	one time	8	2

Install Village christmas trees	O&M	DPW	Staff	Fall	2	16	1	ongoing	32	6
Fall Brush Pick Up (6 weeks)	O&M	DPW	Staff	Fall	3	16	5	ongoing	240	24
Leaf Pick up (October-December)	O&M	DPW	Staff	Fall	2	24	6	ongoing	288	29
Park Bench - Repair & Resurfacing	O&M	DPW	Staff	Winter	1	4	35	each	140	28
Plow Maintenance	O&M	DPW	Staff	Winter	2	40	1	one time	80	16
Snow Plowing - Streets	O&M	DPW	Staff	Winter	3	400	1	ongoing	1200	120
Remove Village Christmas Treet	O&M	DPW	Staff	Winter	2	8	1	ongoing	16	3
Tree Removal Clean up	O&M	DPW	Staff	Winter	3	32	4	ongoing	384	77
Agency Meetings - MEUA	O&M	Light	Management	Year Round	1	8	5	ongoing	0	40
Agency Meetings - NYMPA	O&M	Light	Management	Year Round	1	8	3	ongoing	0	24
Agency Meetings - IEEP	O&M	Light	Management	Year Round	1	8	2	ongoing	0	16
EIA-861 Annual Report	O&M	Light	Management	Year Round	1	16	1	ongoing	0	16
Digsafe Stakeouts	O&M	Light	Staff	Year Round	1	3	52	ongoing	156	31
Electric Meter Changeout & Repairs (2 days per Month)	O&M	Light	Staff	Year Round	1	16	12	ongoing	192	38
Read Electric Meters (Monthly)	O&M	Light	Staff	Year Round	1	8	12	ongoing	96	19
Street Light Repairs & Maintenance	O&M	Light	Staff	Year Round	2	8	12	ongoing	192	38
Substation Maintenance	O&M	Light	Staff	Year Round	2	80	1	ongoing	160	32
Meter Testing	O&M	Light	Staff	Year Round	1	24	1	ongoing	24	5
Bucket Truck Maintenance	O&M	Light	Staff	Year Round	2	6	12	ongoing	144	29
Digger Derrick Maintenance	O&M	Light	Staff	Year Round	2	2	12	ongoing	48	10
Shop Maintenance	O&M	Light	Staff	Year Round	2	8	12	ongoing	192	38
Transformer Testing & repairs	O&M	Light	Staff	Year Round	2	4	12	ongoing	96	19
Service on Customer Properties	O&M	Light	Staff	Year Round	2	8	52	ongoing	832	166
Stray Voltage Testing	O&M	Light	Staff	Year Round	2	24	1	ongoing	48	10
Monthly Utility Billing Review & Adjustments	O&M	Light	Staff	Year Round	1	6	12	ongoing	72	14
Electric Meter Changeout & Billing software coordination	O&M	Light	Staff	Year Round	1	8	12	ongoing	96	19
Linemen Safety Training	O&M	Light	Staff	Year Round	3	8	8	ongoing	192	38
Work Order Processing - Weekly	O&M	Light	Staff	Year Round	1	4	52	ongoing	208	42
Inventory Management & Material Ordering	O&M	Light	Staff	Year Round	1	10	52	ongoing	520	104
Management of L+G AMR System for Electric Meters	O&M	Light	Staff	Year Round	1	6	12	ongoing	72	14
Distribution System Operations	O&M	Light	Staff	Year Round	2	24	52	ongoing	2496	499
Install Christmas Decorations poles	O&M	Light	Staff	Fall	2	40	1	ongoing	80	16
Snow Plowing - Sidewalks & Parking Lots	O&M	DPW	Staff	Winter	2	200	1	ongoing	400	40
Remove Christmas Decorations on light poles	O&M	Light	Staff	Winter	2	40	1	ongoing	80	16
Monthly Discharge Monitoring Report	O&M	Sewer	Management	Year Round	1	8	12	ongoing	0	96
Annual Collection System Overflow Report	O&M	Sewer	Management	Spring	1	16	1	ongoing	0	16
Annual CMOM Update	O&M	Sewer	Management	Spring	1	24	1	ongoing	0	24
Annual Flow Certification Report	O&M	Sewer	Management	Winter	1	8	1	ongoing	0	8
Clean and Inspection Sewage Pump Stations (monthly - 4 hrs per pump station, 7 ps))	O&M	Sewer	Staff	Year Round	2	28	12	ongoing	672	134
Repairs and maintenance to sewage pump stations	O&M	Sewer	Staff	Year Round	2	40	1	ongoing	80	16
Clean the Skaneateles Creek Crossover	O&M	Sewer	Staff	Year Round	2	4	52	ongoing	416	83
Daily Plant Inspection & Operations	O&M	Sewer	Staff	Year Round	1	4	365	ongoing	1460	292
Plant Preventative Maintenance (weekly)	O&M	Sewer	Staff	Year Round	2	6	52	ongoing	624	125
Sludge Hauling	O&M	Sewer	Staff	Year Round	2	7	52	ongoing	728	146
Resident Issues/Complaints (monthly) - Lateral Issues	O&M	Sewer	Staff	Year Round	2	12	12	ongoing	288	58
Monthly Sampling	O&M	Sewer	Staff	Year Round	1	16	12	ongoing	192	38
WWTP Building Maintenance	O&M	Sewer	Staff	Year Round	2	16	12	ongoing	384	77
Jet out Sanitary Sewers	O&M	Sewer	Staff	Spring	2	32	1	ongoing	64	13
Spring Time Wet Weather Flow Monitoring	O&M	Sewer	Staff	Spring	2	40	1	ongoing	80	16

Fall Wet Weather Flow Monitoring	O&M	Sewer	Staff	Spring	2	40	1	ongoing	80	16
Annual Safety Training	O&M	Sewer	Staff	Spring	2	8	1	ongoing	16	3
WWTP Site Maintenance - Summer Mowing	O&M	Sewer	Staff	Summer	1	8	14	ongoing	112	22
Monthly Water Report	O&M	Water	Management	Year Round	1	8	12	ongoing	0	96
Annual Water Quality Report	O&M	Water	Management	Spring	1	24	1	ongoing	0	24
Daily Plant Inspection & Operations	O&M	Water	Staff	Year Round	1	8	52	ongoing	416	83
UFPO Water Markouts (Daily)	O&M	Water	Staff	Year Round	1	8	52	ongoing	416	83
Water Meter Changeout & Repairs (2 days per Month)	O&M	Water	Staff	Year Round	1	16	12	ongoing	192	38
Read Water Meters (Monthly)	O&M	Water	Staff	Year Round	1	8	12	ongoing	96	19
Water Plant Preventative Maintenance (weekly)	O&M	Water	Staff	Year Round	1	3	52	ongoing	156	31
Resident Issues/Complaints (weekly)	O&M	Water	Staff	Year Round	1	3	52	ongoing	156	31
Leak Detection	O&M	Water	Staff	Year Round	1	8	12	ongoing	96	19
UV Calibration	O&M	Water	Staff	Year Round	1	8	12	ongoing	96	19
Bacterial Sampling	O&M	Water	Staff	Year Round	1	8	12	ongoing	96	19
Valve Maintenance (Annual)	O&M	Water	Staff	Year Round	1	75	1	ongoing	75	15
Management of Sensus AMR System for Water Meters	O&M	Water	Staff	Year Round	1	6	12	ongoing	72	14
Flush Hydrants	O&M	Water	Staff	Spring	1	48	1	ongoing	48	10
Winter & Spring Hydrant Prep	O&M	Water	Staff	Spring	1	48	1	ongoing	48	10
Annual Safety Training	O&M	Water	Staff	Spring	1	8	1	ongoing	8	2
Winter & Spring Hydrant Prep	O&M	Water	Staff	Summer	1	48	1	ongoing	48	10
Tri-Annual Lead and Copper Sampling	O&M	Water	Staff	Summer	1	24	1	ongoing	24	5
Tank Site Maintenance - Mowing	O&M	Water	Staff	Summer	1	6	20	ongoing	120	24
Flush Hydrants	O&M	Water	Staff	Fall	1	48	1	ongoing	48	10
Prep and attendance at Village & Municipal Board meetings (monthly)	O&M	Admin	Management	Year Round	1	20	12	ongoing	0	240
Maintenance of Village Street Signs & Posts	O&M	DPW	Staff	Spring	2	24	1	ongoing	48	10
Resident Issues/Complaints (monthly)	O&M	DPW	Staff	Year Round	1	20	12	ongoing	240	48
Cemetery Summer Mowing	O&M	DPW	Staff	Summer	2	40	14	ongoing	1120	224
Generator Maintenance	O&M	Admin	Staff	Year Round	1	60	1	ongoing	60	12

FYE 2019 - Draft Water Rates

See attached Budget Summary for Cost Detail

Cost Share Method	Sum of FYE2020 Budget	Village %	Town %	Total
		44%	56%	
EXCLUDE FROM RATE BASE	\$69,888	\$0	\$0	
PRO-RATA BASED ON USAGE	\$485,128	\$215,055	\$270,073	
VILLAGE ONLY	\$195,982	\$195,982	\$0	
Grand Total	\$750,998	\$411,037	\$270,073	\$681,110
	<i>Current Revenue</i>	<i>\$220,000</i>	<i>\$135,000</i>	
	Target Revenue	\$320,000	\$190,000	\$510,000

*Paid through UV debt service charge

Rate Base (Billed Usage)	55,390,133	107,000,000 gallons
# of Accounts	1,170	

Recommend Water Rates (highlighted in yellow):

	Village	Town	
<u>Flat Fee Rate</u>	<u>\$6.99</u>	-	
Flat Fee Income	\$98,140	-	
<u>Usage Rate</u>	\$4.335	<u>\$1.776</u>	<u>\$/1,000 gallons</u>
	<u>\$0.032</u>		<u>\$/cf</u>
<i>Existing Rates</i>	<i>\$0.025</i>	<i>\$1.430</i>	

Impact to Village Rate Payer:

Average Customer (Existing)	\$173.88
Average Customer (Proposed)	\$200.61
<i>increase per month</i>	<i>\$2.23</i>

Village of Skaneateles - Rate Analysis Budget Calc

Subcat	Department	Account	Title	FYE2020 Budget	COST SHARING
O&M	General Government Support	F1380.0		\$250	VILLAGE ONLY
O&M	Water Admin	F8310.10	WATER AD - DO NOT USE		VILLAGE ONLY
O&M	Water Admin	F8310.11	DEPUTY CLERK - 25% OF ANNUAL SALARY	\$12,251	VILLAGE ONLY
O&M	Water Admin	F8310.12	ACCOUNT CLERK - 50% OF ANNUAL SALARY	\$28,122	VILLAGE ONLY
O&M	Water Admin	F8310.13	DMO - 20% OF ANNUAL SALARY	\$24,055	VILLAGE ONLY
O&M	Water Admin	F8310.40	ENGINEERING SERVICES	\$9,000	VILLAGE ONLY
O&M	Water Admin	F8310.41	LEGAL SERVICES	\$5,000	VILLAGE ONLY
O&M	Water Admin	F8310.42	POSTAGE/UTILITY BILLING PROCESSING	\$3,000	VILLAGE ONLY
O&M	Water Admin	F8310.43	AUTO LIABILITY INS	\$1,800	VILLAGE ONLY
O&M	Water Admin	F8310.431	COMM PROP/GEN LIAB INS	\$4,400	VILLAGE ONLY
O&M	Water Admin	F8310.46	TRAVEL/TRAINING/SCHOOLS	\$3,000	VILLAGE ONLY
O&M	Water Admin	F8310.461	COMPUTERS/SOFTWARE	\$2,000	VILLAGE ONLY
O&M	Water Admin	F8310.462	OFF EQUIP RENTAL & SUPPLIES (VIL HALL)	\$1,200	VILLAGE ONLY
O&M	Water Admin	F8310.463	TRANS/DIST-DUES (CNY RURAL WTR,AWWA)	\$400	VILLAGE ONLY
O&M	Source of Supply, Power & Pumping	F8320.1	ELECTRIC DEPT LABOR	\$0	PRO-RATA BASED ON USAGE
O&M	Source of Supply, Power & Pumping	F8320.11	ASSISTANT DMO - 50% of SALARY - CHIEF OPERATOR	\$66,559	PRO-RATA BASED ON USAGE
O&M	Source of Supply, Power & Pumping	F8320.12	ASSISTANT OPERATOR (BRAD NOFTELL - 50%)	\$28,080	PRO-RATA BASED ON USAGE
O&M	Source of Supply, Power & Pumping	F8320.13	DPW MAINTENANCE WORKER - BACK UP OPERATOR	\$0	PRO-RATA BASED ON USAGE
O&M	Source of Supply, Power & Pumping	F8320.2	PURIFICATION - EQUIPMENT	\$4,500	PRO-RATA BASED ON USAGE
O&M	Source of Supply, Power & Pumping	F8320.4	SOURCE OF SUPPLY-BACKUP OPER CONTRACTOR	\$0	PRO-RATA BASED ON USAGE
O&M	Source of Supply, Power & Pumping	F8320.41	ELECTRIC UTILITY	\$16,000	PRO-RATA BASED ON USAGE
O&M	Source of Supply, Power & Pumping	F8320.415	PHONE/INTERNET/ANSWER SERVICE	\$6,000	PRO-RATA BASED ON USAGE
O&M	Source of Supply, Power & Pumping	F8320.42	BLDG MAINT, ALARM, FIRE PROTECTION	\$10,000	PRO-RATA BASED ON USAGE
		F8330.40	CHEMICALS	\$2,000	PRO-RATA BASED ON USAGE
		F8330.41	SPARE PART & MAINTENANCE FOR UV	\$4,000	PRO-RATA BASED ON USAGE
O&M	Transportation & Distribution	F8340.41	MAINTENANCE MATERIALS & SUPPLIES	\$15,000	PRO-RATA BASED ON USAGE
O&M	Transportation & Distribution	F8340.411	WATERMAIN REPAIRS	\$10,000	PRO-RATA BASED ON USAGE
O&M	Transportation & Distribution	F8340.412	HYDRANT REPLACEMENT	\$5,000	PRO-RATA BASED ON USAGE
O&M	Transportation & Distribution	F8340.413	VEHICLE FUEL & MAINTENANCE	\$3,060	PRO-RATA BASED ON USAGE
O&M	Transportation & Distribution	F8340.414	WATER STORAGE TANK INSPECTION	\$10,500	PRO-RATA BASED ON USAGE
O&M	Transportation & Distribution	F8340.415	TRANS/DIST - DO NOT USE		PRO-RATA BASED ON USAGE
O&M	Transportation & Distribution	F8340.416	TRANS/DIST - DO NOT USE		PRO-RATA BASED ON USAGE
O&M	Transportation & Distribution	F8340.418	TRANS/DIST - DO NOT USE		PRO-RATA BASED ON USAGE
O&M	Transportation & Distribution	F8340.421	EXCAVATION & FILL/DPW LABOR	\$26,000	PRO-RATA BASED ON USAGE
O&M	Transportation & Distribution	F8340.424	LEAK DETECTION EQ. & CONTRACTOR	\$5,000	PRO-RATA BASED ON USAGE
O&M	Transportation & Distribution	F8340.426	WATER QUALITY TESTING	\$2,000	PRO-RATA BASED ON USAGE
O&M	Employee Benefits	F9010.8	STATE RETIREMENT	\$21,758	VILLAGE ONLY
O&M	Employee Benefits	F9030.8	SOCIAL SECURITY	\$15,662	VILLAGE ONLY
O&M	Employee Benefits	F9040.8	WORKER'S COMPENSATION	\$3,000	VILLAGE ONLY
O&M	Employee Benefits	F9055.8	DISABILITY INSURANCE	\$100	VILLAGE ONLY
O&M	Employee Benefits	F9060.8	HEALTH/HRA (includes retirees)	\$59,784	VILLAGE ONLY
O&M	Employee Benefits	F9089.8	CLOTHING ALLOWANCE	\$1,200	VILLAGE ONLY
O&M	Debt Service	F9710.61	SERIAL BONDS - PRIN PUB IMP BOND '00	\$25,000	PRO-RATA BASED ON USAGE
O&M	Debt Service	F9710.71	SERIAL BONDS - INT PUB IMP BOND '00	\$1,500	PRO-RATA BASED ON USAGE
<i>Debt Ser Debt Service</i>		<i>F9710.81</i>	<i>SERIAL BONDS - PRIN UV DISINF BOND '13</i>	<i>\$60,000</i>	<i>EXCLUDE FROM RATE BASE</i>
<i>Debt Ser Debt Service</i>		<i>F9710.91</i>	<i>SERIAL BONDS - INT UV DISINF BOND '13</i>	<i>\$9,888</i>	<i>EXCLUDE FROM RATE BASE</i>
O&M	Debt Service	F9730.7	WATER MAIN REPLACEMENT PROJECT	\$244,929	PRO-RATA BASED ON USAGE
O&M	Interfund Transfer				
Grand Total				\$750,998	

Metered Readings

Fiscal Year Ending	Total Pumped	Town Water District Total	City	Village Total	Village Billed	Village Unaccounted For
2016	218,964,020	115,451,380	11,348,656	92,163,984	62,307,166	29,856,819
2017	223,742,306	124,833,090	11,520,696	87,388,520	63,917,520	23,471,000
2018	195,164,240	107,540,648	11,763,048	75,860,544	58,409,091	17,451,453
Average:	212,623,522	115,941,706	11,544,133	85,137,683	61,544,592	23,593,091
YMCA Usage		4,000,000				

Distribute Unaccounted For: (Town 17%, Village 83%)	0	0	Village unaccounted water is 100% Village Responsibility
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Total:	111,941,706	<i>(Adjusted for YMCA moving to Village)</i>	89,137,683
% Share:	55.67%		44.33%

Basis for Rate 107,000,000 gallons 55,390,133