

Mission Statements

Water

To be the guardians of the Counties water systems, and to provide our customers with a reliable supply of the highest quality drinking water possible. Meeting all state, federal and local requirements at an affordable cost.

Wastewater

To be the guardians of the County owned wastewater systems and insuring that our streams and rivers are protected by operating these facilities to meet all state, federal and local requirements. To provide our customers with a reliable service at an affordable cost.

Accomplishments within Water and Wastewater Division F.Y. 2011

1. Start up new de la Plain Pump Station.
2. Acquired Port Deposit Sewer System and Plant
3. Continued GIS utility mapping.
4. I & I study and repairs continued.
5. Started rehabilitation of Church Pt. Rd. Pump Station
6. Completed Pilot study for Seneca Point upgrade
7. Continued with Operator Training/Certification Program

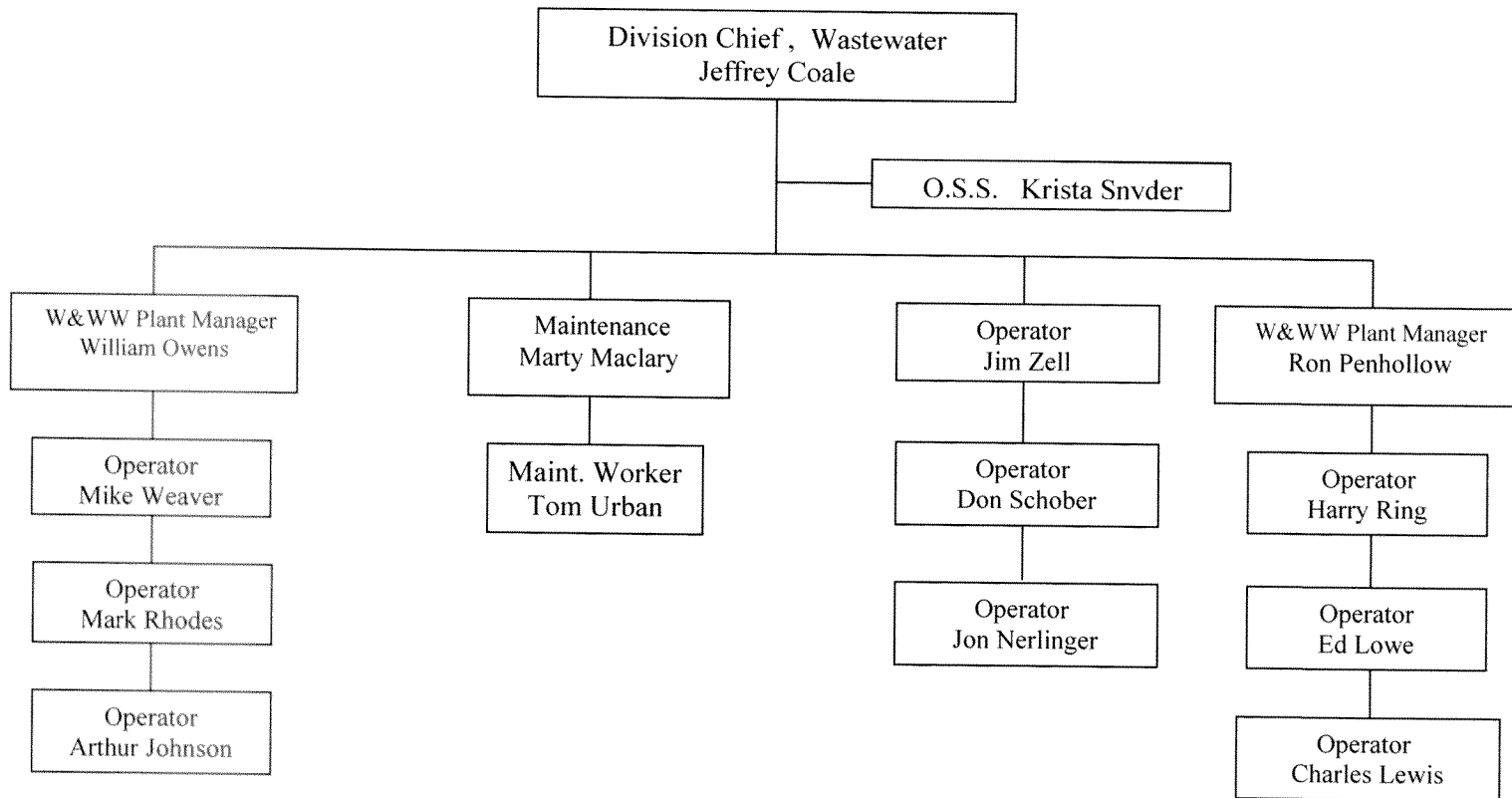
Plans and goals for F.Y. 2012

1. Reorganization of division.
2. Start design/construction of Port Deposit to Seneca Point sewer interceptor
3. Complete design for upgrade to Seneca Point.
4. Operate all plants to comply with permit conditions.
5. Continue to provide and host operator training.
6. Develop additional customer base.
7. Continue cost containment.

Cost containment/revenue enhancement measures taken within Water and Wastewater Division

- Participating in Enernoc's "Demand Response Program". It's an electrical peak trimming program where they pay us not to use electric during extreme load periods. First year should yield \$14K+.
- Completed an account audit to ensure those using the service are paying for the service. Completed a rate study to determine if we are charging the proper rates.
- Deferring replacement of some equipment and sharing of equipment between divisions.

Cecil County Department of Public Works
Water and Wastewater Division
Departmental Diagram



<u>SCHEDULE A</u> (\$ 5,000 per unit or greater) MACHINERY & EQUIPMENT by Department (Excludes CIP Budget) *include on Schedule C	Department: DPW 605-53-34-431 Wastewater Services						Cecil County Government Budget Request Forms <u>FY2012</u>
Description of Item	(A) Rank by Priority (1=high, 5=low)	(B) Current Existing Inventory	(C) Planned Additions	(D) Planned Deletions use ()	(E) \$ Unit Cost	(F) (= C * E) Extended Cost	Justification (use additional sheets, if necessary)
Replace 1 sludge pump @ NERWWTP	1	2	1	(1)	14,000.00	14,000	First pump had to be replaced in FY11 this one is its twin with approx. 20,000 hrs.
Replace unit 409 - 3/4 ton utility bed service truck, 4x4 w/plow	3	6	1	(1)	26,500.00	26,500	Current unit 409 is a 2003 model with 130,000 miles. Purchase off of a state contract includes 4x4 w/plow
TOTAL		6	1	(1)		40,500	

<u>SCHEDULE B</u> REVENUE SOURCES by Department	Department: DPW 605-53-34-431- Wastewater Services		Cecil County Government Budget Request Forms <u>FY2012</u>
Account Title or Description of Source	FY 2011 Current Year Amended Budget	FY 2012 Requested Budget	Budget Comments
605-0-00-000-322210-Hauler permit	\$700.00	\$800.00	permitting fees
605-0-00-000-344200-Sewer charges	\$4,355,938.00	\$3,500,000.00	Account audit + Port Deposit customers + new construction
605-0-00-000-344230-Septic Hauler Fees	\$192,000.00	\$200,000.00	Septic disposal fees
605-0-00-000-365050 Misc. Revenue	\$0.00	\$12,000.00	Revenue from participation in Elec. Load trimming
605-0-00-000-344241-Wwater Plant Ops Fee	\$60,000.00	\$0.00	This was income from contract operations of Port Deposit plant prior to its transfer to Cecil County
TOTAL	\$4,608,638.00	\$3,712,800.00	

SCHEDULE C

Cecil County Government
Budget Request Forms

OPERATING EXPENDITURES
by Department
(excluding Salaries, Fringes)
(include OT, shift diff., holiday)

Department

DPW: 605-53-34-431 - Wastewater Services

FY2012

Account Title	FY2011 Current Year Amended Budget	FY2012 Requested Budget	Comments
605-53-34-431-501200 Salaries-Clerical	\$0.00		
605-53-34-431-501400 Salary other	\$445,748.00		
605-53-34-431-501600 Salary Pt. Temp.	\$40,322.00		
605-53-24-431-501700 Salaries Overtime	\$20,000.00	\$20,000.00	
605-53-34-431-501710 Holiday Pay	\$1,000.00	\$1,000.00	
605-53-34-431-502100 Work Comp	\$21,650.00		
605-53-34-431-502200 FICA	\$35,672.00		
605-53-34-431-502300 Pension Plan- State	\$49,845.00		
605-53-34-431-502500 Health Insurance	\$111,495.00		
605-53-34-431-502510 Life Insurance	\$934.00		
605-53-34-431-502520 Emp. Assistance Prog.	\$242.00		
605-53-34-431-502530 Flex Plan	\$153.00		
605-53-34-431-502700 Deferred Compensation	\$1,125.00		
605-53-34-431-503100 Supplies	\$272,000.00	\$260,000.00	Chemicals, Pipe, Fittings, Gaskets, Hose etc.
605-53-34-431-503500 Uniforms	\$10,000.00	\$10,000.00	Sanitation
605-53-34-431-504100 Travel	\$200.00	\$200.00	Tolls
605-53-34-431-504200 Training & Ed.	\$7,500.00	\$10,000.00	Safety Train, Process Train, Regulatory Train.
605-53-34-431-504300 Dues & Pub & Membership	\$5,000.00	\$5,000.00	MAMWA, AWWA, MRWA, WEF
605-53-34-431-504400 Professional Services	\$467,529.00	\$590,000.00	30K Grounds Maintenance 160K Contract Operations 35K Laboratory Services 10K Sewer Mapping 5K Printing 100K Engineering 100K Scada -Relocation of repeater, if needed

<u>SCHEDULE C</u>		Cecil County Government Budget Request Forms	
OPERATING EXPENDITURES by Department (excluding Salaries, Fringes) (include OT, shift diff., holiday)	Department	DPW: 605-53-34-431 - Wastewater Services <u>FY2012</u>	
Account Title	FY2011 Current Year Amended Budget	FY2012 Requested Budget	Comments
			150K Contract sewer cleaning & CCTV
605-53-34-431-504500 Electricity	\$510,000.00	\$500,000.00	Aerators, Pumps, Blowers, Drives etc.
605-53-34-431-504600 Heat/Gas/Oil	\$500.00	\$500.00	
605-53-34-431-504700 Water/Sewer	\$3,000.00	\$3,000.00	Washington St. - Port Deposit - Water supply
605-53-34-431-504800 Postage	\$13,000.00	\$15,000.00	Mailing Bills and notices
605-53-34-431-505100 Telephone	\$13,000.00	\$17,000.00	Land line & Cell & Telemetry&Truck GPS
605-53-34-431-505200 Advertising	\$4,471.00	\$4,000.00	Public notices & Bids
605-53-34-431-505400 Gasoline & Oil	\$36,000.00	\$36,000.00	? Service vehicles ?
605-53-34-431-505500 Vehicle Repair/Maintenance	\$38,000.00	\$38,000.00	FVS contract + Non contract repairs
605-53-34-431-505600 Equip. Repair/Maintenance	\$40,500.00	\$45,000.00	Pumps, Blowers, Drives, etc.
605-53-34-431-505800 Facilities Maintenance	\$112,500.00	\$112,500.00	Sewer lines, Pump Stations, Manholes
605-53-34-431-506110 Sludge Disposal	\$450,000.00	\$450,000.00	Permitting, Hauling, Disposal fees
605-53-34-431-506500 Prev. Maint & Fire Prevent.	\$2,000.00	\$2,000.00	Maintenance of Fire Extinguishers
605-53-34-431-506800 Equipment Rental/Lease	\$6,000.00	\$6,000.00	
60543100 508300 Machinery & Equipment	\$5,500.00	\$40,500.00	See schedule "A"
TOTAL	\$2,724,886.00	\$2,165,700.00	

<u>SCHEDULE D</u> STAFFING SUMMARY (express in FTE, 2080 hours = 1 FTE)	Cecil County Government Budget Request Forms Department DPW: 605-53-34-431- Wastewater Services <u>FY2012</u>		
Position Listing (by title)	FY 2011 Authorized Positions	FY 2012 Requested Total Positions	Comments
Division Chief	1.00	1.00	
Managers	2.00	2.00	
Office Services Specialists	1.00	1.00	
Operators	9.00	9.00	
Maintenance Mechanic	1.00	1.00	
Maintenance Worker	1.00	1.00	
TOTAL	15.00	15.00	

<u>SCHEDULE A</u> (\$ 5,000 per unit or greater) MACHINERY & EQUIPMENT by Department (Excludes CIP Budget) *include on Schedule C	Department: DPW: 604-53-39-433 Pine Hills Water District						Cecil County Government Budget Request Forms <u>FY2012</u>
Description of Item	(A) Rank by Priority (1=high, 5=low)	(B) Current Existing Inventory	(C) Planned Additions	(D) Planned Deletions use ()	(E) \$ Unit Cost	(F) (= C * E) Extended Cost	Justification (use additional sheets, if necessary)
None							
TOTAL		0	0	0		0	

<u>SCHEDULE B</u> REVENUE SOURCES by Department	Department : DPW 604-53-39-433 Pine Hills Water District		Cecil County Government Budget Request Forms <u>FY2012</u>
Account Title or Description of Source	FY 2011 Current Year Amended Budget	FY 2012 Requested Budget	Budget Comments
604-0-00-000-319140 Shut off fees 604-0-00-000-344210 Water Charges 604-0-00-000-344240 Wtr Pt Op Fee	\$5,000 \$1,134,967 \$83,571	\$5,000 \$1,134,967 \$83,571	Contract operations of Bd. of Ed. water systems
TOTAL	\$1,223,538	\$1,223,538	

<p align="center"><u>SCHEDULE C</u></p> <p align="center">OPERATING EXPENDITURES by Department (excluding Salaries, Fringes) (include OT, shift diff., holiday)</p>	<p align="center"><u>Department: DPW: 604-53-39-433 Pine Hills Water District</u></p>		<p align="center">Cecil County Government Budget Request Forms</p> <p align="center"><u>FY2012</u></p>
<p align="center">Account Title</p>	<p align="center">FY2011 Current Year Amended Budget</p>	<p align="center">FY2012 Requested Budget</p>	<p align="center">Comments</p>
604-53-39-433-501100 Salary Dept. Head	\$84,585.00		
604-53-39-433-501400 Salary Other	\$42,992.00		
604-53-39-433-501700 Salary Overtime	\$2,500.00	\$3,000.00	
604-53-39-433-501710 Holiday Pay	\$175.00	\$175.00	
604-53-39-433-502100 Work Comp	\$6,278.00		
604-53-39-433-502200 FICA	\$9,754.00		
604-53-39-433-502300 Pens-State	\$18,447.00		
604-53-39-433-502500 Health Insurance.	\$15,165.00		
604-53-39-433-502510 Life Insurance.	\$186.00		
604-53-39-433-502520 Emp Assistance.	\$44.00		
604-53-39-433-502700 Deffered Compensation.	\$375.00		
604-53-39-433-503100 Supplies	\$75,000.00	\$70,000.00	Chemicals,
604-53-39-433-503500 Uniforms	\$1,250.00	\$1,200.00	
604-53-39-433-504200 Training & Education	\$1,400.00	\$1,500.00	Operator Training
604-53-39-433-504300 Dues & Publications	\$2,000.00	\$2,000.00	AWWA, MRWA, AWWA Standards
604-53-39-433-504400 Professional. Services	\$306,000.00	\$296,000.00	Grounds Maint. 25K
			Consultant fees 25K
			Laboratory Services 35K
			Printing 5K
			Contract Operations 150K-Artesian
			Tank Maint - 56K
604-53-39-433-504500 Electricity	\$50,000.00	\$50,000.00	
604-53-39-433-504600 Heat/Gas/Oil	\$2,500.00	\$2,500.00	
604-53-39-433-504700 Water/Sewer	\$300,000.00	\$300,000.00	Purchase water, United Wtr. Del.
604-53-39-433-504800 Postage	\$3,000.00	\$3,000.00	Mailing out notices, CCR, Bills

<u>SCHEDULE C</u> OPERATING EXPENDITURES by Department (excluding Salaries, Fringes) (include OT, shift diff., holiday)	Department: DPW: 604-53-39-433 Pine Hills Water District		Cecil County Government Budget Request Forms <u>FY2012</u>
Account Title	FY2011 Current Year Amended Budget	FY2012 Requested Budget	Comments
604-53-39-433-505100 Telephone	\$5,000.00	\$6,000.00	Land line, Cell, & Telemetry, GPS trucks
604-53-39-433-505200 Advertising	\$750.00	\$750.00	Flushing
604-53-39-433-505400 Veh. Gas & Oil	\$5,500.00	\$5,500.00	? Fuel for trucks ?
604-53-39-433-505600 Eqp. Repair. & Maint.	\$20,000.00	\$20,000.00	Repair well pumps, compressors
604-53-39-433-505800 Fac. Maint.	\$65,000.00	\$80,000.00	Repair main brakes, services, replace blue poly line
604-53-39-433-506500 Prevent Maintenance.	\$500.00	\$500.00	fire extinguishers
604-53-39-433-506800 Equipment. Rental	\$750.00	\$750.00	
TOTAL	\$1,019,151.00	\$842,875.00	

<u>SCHEDULE D</u> STAFFING SUMMARY (express in FTE, 2080 hours = 1 FTE)	Cecil County Government Budget Request Forms Department: DPW - 604-53-39-433 Pine Hills Water District <u>FY2012</u>		
Position Listing (by title)	FY 2010 Authorized Positions	FY 2011 Requested Total Positions	Comments
None			
TOTAL	0.00	0.00	

<p>SCHEDULE A (\$ 5,000 per unit or greater) MACHINERY & EQUIPMENT by Department (Excludes CIP Budget) *include on Schedule C</p>	<p>Department: DPW: 604-53-39-484 Board of Education Services</p>						<p>Cecil County Government Budget Request Forms FY2012</p>
<p>Description of Item</p>	<p>(A) Rank by Priority (1=high, 5=low)</p>	<p>(B) Current Existing Inventory</p>	<p>(C) Planned Additions</p>	<p>(D) Planned Deletions use ()</p>	<p>(E) \$ Unit Cost</p>	<p>(F) (= C * E) Extended Cost</p>	<p>Justification (use additional sheets, if necessary)</p>
<p>None</p>							
<p>TOTAL</p>		<p>0</p>	<p>0</p>	<p>0</p>		<p>0</p>	

<u>SCHEDULE B</u> REVENUE SOURCES by Department	Department: DPW: 604-53-39-484 Board of Education Services		Cecil County Government Budget Request Forms <u>FY2012</u>
Account Title or Description of Source	FY 2011 Current Year Amended Budget	FY 2012 Requested Budget	Budget Comments
None			
TOTAL	0	0	

<u>SCHEDULE C</u> OPERATING EXPENDITURES by Department (excluding Salaries, Fringes) (include OT, shift diff., holiday)	Department: DPW: 604-53-39-484 Board of Education Services		Cecil County Government Budget Request Forms <u>FY2012</u>
Account Title	FY2011 Current Year Amended Budget	FY2012 Requested Budget	Comments
604-53-39-484-501400-Salaries-other	\$39,359.00		
604-53-39-484-501700-Salaries-overtime	\$500.00		
604-53-39-484-502100-Workers Compensation	\$1,921.00		
604-53-39-484-502200-FICA	\$2,838.00		
604-53-39-484-502300-Pension Plan-State	\$3,812.00		
604-53-39-484-502500-Health Insurance	\$15,165.00		
604-53-39-484-502510-Life Insurance	\$79.00		
604-53-39-484-502520-Employee Assist. Prog.	\$22.00		
604-53-39-484-502530-Flex Plan	\$0.00		
604-53-39-484-502700-Deferred Compensation	\$375.00		
604-53-39-484-503100-Supplies	\$11,500.00	\$11,500.00	Chemicals, fittings, pipe,mixers, feed pumps etc.
604-53-39-484-503500-Uniforms	\$500.00	\$500.00	Sanitation
604-53-39-484-504400-Professional Services	\$5,000.00	\$5,000.00	Laboratory services
604-53-39-484-505600-Equipment Rep. & Maint.	\$2,500.00	\$2,500.00	repairs to feed pumps & mixers
TOTAL	\$83,571.00	\$19,500.00	

<u>SCHEDULE D</u> STAFFING SUMMARY (express in FTE, 2080 hours = 1 FTE)	Department: DPW: 604-53-39-484 Board of Education Services		Cecil County Government Budget Request Forms <u>FY2012</u>
Position Listing (by title)	FY 2011 Authorized Positions	FY 2012 Requested Total Positions	Comments
None			
TOTAL	0.00	0.00	