

**SEWER SYSTEM OPERATIONS
ACCT. 02-6000**

The Public Works Department is responsible for maintaining the wastewater collection system to the Wastewater Treatment Plant. These lines lie both inside the corporate limits and outside for industrial and commercial development. Whenever Public Works employees, vehicles and equipment are used in servicing these lines, these costs are booked against this account to accurately reflect the true costs of providing these services. Fees are charged to the users to recover the costs of collecting wastewater and its treatment.

Routine repairs and maintenance of sewer lines are provided by Public Works. Money has been set aside for materials and supplies for miscellaneous sewer line extensions or repairs that may be required during the fiscal year. This account also includes costs to operate and maintain all sewer pump stations in the system. At present, the town has 6 stations: Green Oaks, Trail Drive, Rt. 220, Powder Mill, Altice Mill Road, and Rt. 122.

Budget Detail:

1001 - Wages - Full Time – 6.25% of all Public Works labor and fringe benefits are budgeted in this account. Actual labor spent on work associated with the wastewater collection system will be charged.

3000 - Contractual Services – Miscellaneous contracted work needed for basic inflow and infiltration repairs or engineering.

5100 - Utilities - Electrical service for operation of pump stations.

6012 - Materials and Supplies - Costs for non-specific sewer line projects and repairs. Funds budgeted do not provide for any new services, but only to repair existing lines when needed.

7000 - Capital Outlay - For major repair costs.

7010 - Infrastructure – Costs for major repair projects to existing sewer lines or for new sewer lines if needed. Included this fiscal year are the Bernard Road sewer line extension and the Scuffling Hill Road sewer line extension.

New Needs/Requests:

Funds have been budgeted for the Bernard Road sewer line extension and the Scuffling Hill Road sewer line extension.

**WASTEWATER COLLECTION
6000 SYSTEM**

	FY 05 Actual	FY 06 Actual	FY 07 Actual	FY 08 Actual	FY 09 Actual	FY 10 Budget	FY 10 Estimated	FY 11 Proposed	Increase/ (Decrease)
1001 Wages - Full Time	20,020	29,810	27,496	21,753	19,665	37,816	23,761	21,928	(15,888)
1003 Wages - Overtime	303	756	230	300	353	300	108	0	(300)
2001 FICA	1,555	2,348	2,121	1,704	1,480	2,893	1,826	1,678	(1,215)
2002 Retirement/Life Insurance	3,556	5,497	5,306	6,237	2,923	6,656	4,237	5,731	(925)
2003 Deferred Comp Match	0	0	0	0	0	0	0	0	0
2005 Medical/Dental Insurance	4,937	6,940	3,889	4,912	4,932	9,028	5,299	8,397	(631)
2011 Workers' Compensation Insurance	1,983	1,730	1,724	1,298	1,486	2,421	1,895	1,893	(528)
3000 Contractual Services	8,481	12,988	4,992	4,266	3,933	5,906	6,909	6,079	173
3300 Repairs & Maintenance	4,223	2,915	12,444	11,900	6,287	8,500	6,029	7,250	(1,250)
3600 Advertising	0	0	0	0	203	0	0	0	0
5100 Utilities	19,962	16,981	27,458	14,315	31,546	25,700	33,738	37,000	11,300
5155 Motor Fuel	1,360	1,826	720	3,484	435	520	1,090	700	180
5157 Motor Vehicle Expense	1,018	3,326	735	450	483	750	1,003	750	0
5158 Small Equipment Expense	0	0	30	0	0	0	0	0	0
5200 Communications	1,856	2,028	1,833	1,769	1,731	1,675	1,776	1,800	125
5500 Travel & Training	0	0	180	0	15	0	0	0	0
5800 Miscellaneous	0	57	111	31,257	1,899	0	0	0	0
6003 Agricultural Supplies	127	398	139	0	0	150	0	50	(100)
6012 Materials & Supplies	13,229	16,458	6,939	2,585	4,627	3,000	2,673	3,200	200
6014 Chemicals & Materials	0	633	185	1,617	0	0	0	1,000	1,000
7000 Capital Outlays	1,565	0	2,223	14,444	3,555	0	3,000	5,000	5,000
7010 Infrastructure	2,296	5,144	3,899	743	0	5,000	0	0	(5,000)
Oaks at Rakes Tavern	0	0	142,010	12,025	17,553	0	725,195	0	0
Grayson St sewer line extension	0	0	0	29,132	13,965	0	0	0	0
Scuffing Hill sewer line (Knollwood)	0	0	0	0	0	0	0	15,000	15,000
Uptown sewer line replacement	0	0	0	0	0	53,350	0	0	(53,350)
State Street Sewer relocation	0	0	0	0	61,143	0	0	0	0
Scott Street Sewer line replacement	0	0	0	0	11,692	0	0	0	0
Weaver Street Sewer line extension	0	0	0	0	0	0	15,022	0	0
Green Meadow sewer line repairs (roots)	0	0	0	0	0	5,000	5,000	0	(5,000)
Powder Creek sewer line repairs	0	0	0	0	0	8,000	8,000	0	(8,000)
Bernard Rd. sewer line extension	0	0	0	0	0	0	0	24,000	24,000
TOTAL	86,471	109,835	244,663	164,188	189,907	176,665	846,561	141,456	(35,209)

w/o projects
-19.93%
58.78%

WASTEWATER TREATMENT PLANT ACCT. 02-6050

The Town of Rocky Mount operates a 2.0 MGD wastewater treatment facility located approximately 1 mile east of the corporate limits. Constructed in 1994, the plant is a state-of-the-art facility with a discharge permit into the Pigg River. The facility and its treatment process comply with Virginia Health Department and Department of Environmental Quality and rated as a Class I plant. The facility is a conventional treatment plant utilizing aerobic digestion and UV light treatment, two primary digesters, sedimentation basins, and belt press operation. The Town is required to dispose of sludge produced at the plant at the county landfill. Four full-time operators are employed, including the Wastewater Treatment Plant Superintendent, who holds a Class I license. Wastewater Treatment Plant personnel are responsible for the maintenance of the facility and grounds as well as all pump stations.

The plant is a benchmark for other treatment facilities in the state because of its design and the maintenance provided by the WWTP Superintendent and his staff. The plant consistently performs well above minimum standards established in the regulatory permit issued by the Virginia Department of Environmental Quality.

Budget Detail:

3000 – Contractual Services – For facility maintenance contracts.

5100 - Utilities – Electrical charges to operate sewer plant and blowers.

6004 - Laboratory Supplies - For testing materials and equipment required by regulatory agencies to meet state and federal operating limits.

7000 – Capital Outlays – For unanticipated repairs and equipment during the year.

New Needs/Requests:

Funds have been budgeted to replace sensors for oxidation and for I & E as well as to replace a blower.

**WASTEWATER TREATMENT
6050 PLANT**

	FY 05 Actual	FY 06 Actual	FY 07 Actual	FY 08 Actual	FY 09 Actual	FY 10 Budget	FY 10 Estimated	FY 11 Proposed	Increase/ (Decrease)
1001 Wages - Full Time	151,580	155,517	163,036	180,377	185,738	182,062	152,579	153,246	(28,816)
1003 Wages - Overtime	48	157	414	495	452	700	511	500	(200)
2001 FICA	11,424	14,430	12,488	16,624	14,180	13,981	10,826	11,723	(2,258)
2002 Retirement/Life Insurance	25,987	27,018	34,226	48,235	32,065	32,043	32,097	27,201	(4,842)
2003 Deferred Comp Match	0	0	0	0	0	0	0	0	0
2005 Medical/Dental Insurance	24,780	25,984	24,612	32,002	34,683	34,582	34,415	32,249	(2,333)
2011 Workers' Compensation Insurance	4,752	4,145	4,131	3,767	4,314	3,943	5,501	3,709	(234)
3000 Contractual Services	9,215	9,616	4,676	11,277	5,145	11,618	3,610	7,000	(4,618)
3003 IT Support	0	0	0	0	200	0	0	0	0
3300 Repairs & Maintenance	2,182	8,226	10,907	8,342	9,202	10,000	6,930	8,500	(1,500)
3341 Lab Testing Services	0	0	0	0	0	0	2,850	7,500	7,500
3600 Advertising	0	77	153	0	442	0	0	0	0
3800 Postage & Delivery Services	71	70	38	518	39	100	66	50	(50)
4400 Permits, Licenses, & Fees	5,350	5,670	5,390	5,670	5,382	5,600	6,447	6,200	600
5100 Utilities	34,650	37,925	51,476	35,092	46,397	40,000	61,876	63,000	23,000
5155 Motor Fuel	1,483	2,315	2,227	2,183	1,719	1,750	2,244	2,100	350
5157 Motor Vehicle Expenses	875	679	299	808	531	700	700	1,500	800
5158 Small Equipment Expenses	0	0	384	23	70	100	100	100	0
5200 Communications	2,356	2,660	3,383	2,514	2,438	2,520	2,624	2,844	324
5445 Uniforms	2,284	2,932	2,899	3,041	3,107	3,464	3,200	3,620	156
5500 Travel & Training	417	618	245	340	727	500	608	500	0
5650 Dues and Professional Memberships	100	162	262	312	187	320	200	300	(20)
5700 Books and Subscriptions	0	0	0	0	0	0	0	0	0
5800 Miscellaneous	20	3,922	0	0	1,193	250	0	150	(100)
6001 Office Supplies	358	151	149	360	378	280	400	400	120
6003 Agricultural Supplies	228	651	285	337	107	400	400	400	0
6004 Laboratory Supplies	5,899	4,976	6,715	7,806	7,319	7,000	6,900	7,600	600
6005 Janitorial Supplies	725	712	739	991	1,678	750	880	880	130
6012 Wastewater Supplies	0	0	0	0	260	0	0	0	0
6014 Chemicals & Materials	3,508	5,898	6,328	5,903	7,607	7,230	6,494	7,000	(230)
7000 Capital Outlays	8,323	14,960	2,487	0	9,294	2,500	3,716	5,000	2,500
7003 Data Processing Equipment	1,518	0	0	0	643	0	0	0	0
7006 Motor Vehicles and Equipment	0	0	0	0	0	0	0	0	0
8000 Equipment Rental	63	0	0	0	0	0	0	0	0
CIP item: replace sensors for oxidation	0	0	0	0	0	0	0	12,000	12,000
CIP item: replace sensors for I & E	0	0	0	0	0	0	0	3,000	3,000
CIP item: replace blower	0	0	0	0	0	0	0	6,000	6,000
TOTAL	298,198	329,469	337,950	367,016	375,497	362,393	346,176	374,272	11,879

3.28%
-2.52%

w/o CIP

**UTILITY BILLING
ACCT. 02-6200**

The Finance Department handles all financial and personnel related services for the Utility Fund. To properly reflect the true costs of these services, a portion of all salaries and fringe benefits of these persons will be charged to the Utility Fund. 25% of the personnel costs for the Director of Finance and the two Accounting Technicians and 50% of personnel costs for both Account Clerks have been allocated to this account. No portion of the costs for administrative oversight of the fund by either the Town Manager nor Public Works Director are charged to this account, but should be for proper accountability and booking of true operation costs. However, the rate structure would probably make this practice impossible without adverse effects on balancing the fund. The Finance Department oversees the input of the meter readings, prepares and mails the utility bills, and collects payments. They also maintain the general ledger for utility fund operations and process payroll and benefits administration for employees operating in this fund. A portion of all maintenance agreements for computer hardware and software is also being charged to this account.

Budget Detail:

1001 - Wages - Full Time - Portion of costs for salaries and fringe benefits for Finance Department personnel are allocated to this account.

3000 - Contractual Services - 25% of all hardware and software maintenance, as well as maintenance agreements for office equipment, and 25% of costs for the annual audit is allocated to this account.

3800 - Postage and Delivery Services - Costs for mailing monthly utility bills.

6001 - Office Supplies - A portion of office supplies for the Finance Department.

New Needs/Requests:

No specific special request for FY 2011.

**UTILITY BILLING &
6200 ADMINISTRATION**

	FY 05 Actual	FY 06 Actual	FY 07 Actual	FY 08 Actual	FY 09 Actual	FY 10 Budget	FY 10 Estimated	FY 11 Proposed	Increase/ (Decrease)
1001 Wages - Full Time	56,412	58,743	51,862	63,248	70,056	67,605	67,605	67,605	0
1002 Wages - Part Time	0	0	0	0	0	0	0	0	0
2001 FICA	4,277	4,848	4,017	5,419	5,171	5,172	5,172	5,172	0
2002 Retirement/Life Insurance	9,764	10,218	11,449	15,547	11,819	11,898	11,851	12,000	102
2003 Deferred Comp Match	0	0	0	0	0	0	0	0	0
2005 Medical/Dental Insurance	9,460	9,919	9,254	10,493	12,128	12,289	13,079	13,709	1,420
2011 Workers' Compensation Insurance	180	157	157	80	92	103	117	108	5
3000 Contractual Services	16,580	22,476	19,094	20,169	13,885	21,424	23,488	23,500	2,076
3300 Repairs & Maintenance	0	0	0	0	0	0	0	0	0
3600 Advertising	0	0	0	0	0	0	0	0	0
3700 Printing and Binding	1,899	2,980	1,813	3,534	2,502	2,500	1,644	2,300	(200)
3800 Postage & Delivery Services	4,182	4,349	4,402	4,770	4,863	7,613	4,954	5,300	(2,313)
5200 Communications	0	0	0	0	0	0	0	0	0
5500 Travel & Training	0	0	0	0	0	0	0	0	0
5800 Miscellaneous	0	0	0	0	0	0	0	0	0
6001 Office Supplies	1,915	2,449	3,096	2,659	1,210	2,600	1,476	1,500	(1,100)
7002 Furniture & Fixtures	0	0	317	0	0	0	0	0	0
7003 Data Processing Equipment	6,304	0	1,485	0	0	0	0	0	0
TOTAL	110,973	116,140	106,935	125,920	121,727	131,204	129,386	131,194	(10)

-0.01%