

# ***Public Services – Sewer Enterprise***

## Mission Statement – Why We Exist

To provide increased regular maintenance on sewer and drain system thus reducing system failure.

## Significant Budget & Staffing Changes For FY 2014

We would hope to maintain the level of services as provided at this time. GPS tracking has been added to DPW vehicles and the cost will be split between General and Water & Sewer Enterprise funds.

## Recent Accomplishments

- Viewed 24 sewer lines with contracted video cameras
- Rebuilt 42 sewer manholes and catch basins
- Cleaned 3000'+ feet of sewer line
- Cleaned 500+ catch basins
- Web site used for up-to-date sewer related bulletins.
- Began sewer inspection records for reference
- Utilize GIS system in place

## FY 2014 Goals & Objectives

- Maintain sewer system to help reduce sewer backups
- Replace and secure rims and covers - manhole
- Routine cleaning of catch basins
- Clean 3000 feet of sewer line
- Continue to view thru video any troubled areas
- Reduce flooding of areas thru active c/b cleaning
- Utilization of reverse 911
- Leak detection efforts to continue to identify areas of weakness in the infrastructure and implement repairs and maintenance of, minimizing sewer and drain leaks and breaks.
- TV Camering with contractor

- Continue to investigate sewer separation in certain areas
- Would like to purchase light tower (cip funding)
- Would like to purchase message boards (cip funding)

Outcomes and Performance Measurers	Actual FY 2011	Actual FY 2012	Estimated FY 2013	Estimated FY2014
Sewer Backups Reported -Residential & City Owned	49		50	
City Responsible	22		25	
Resident Responsible	27		25	

### How FY 2014 Departmental Goals Relate to City's Overall Long & Short Term Goals

- Reduction in expenditures
- Better use of implementing purchasing laws and practices.
- Improved monitoring of contractual services

## CITY OF SALEM - FY 2014 OPERATING BUDGET

			Expenditures FY 2012	Adopted Budget FY 2013	Adjusted Budget FY 2013	Y-T-D Expenses FY 2013	Department FY 2014	Mayor FY 2014	Council FY 2014
<b>Sewer-Pub Serv-Personnel</b>									
600031	5111	SALARIES-FULL TIME	229,025.64	240,467.00	246,662.00	219,971.20	286,476.00	287,171.00	287,171.00
600031	5131	OVERTIME (GENERAL)	8,494.20	10,560.00	10,879.00	6,382.22	10,560.00	10,560.00	10,560.00
600031	5150	FRINGE/STIPENDS	5,359.00	5,359.00	5,359.00	4,422.78	0.00	0.00	0.00
<b>Total Sewer-Pub Serv-Personnel</b>			<b>242,878.84</b>	<b>256,386.00</b>	<b>262,900.00</b>	<b>230,776.20</b>	<b>297,036.00</b>	<b>297,731.00</b>	<b>297,731.00</b>
<b>Sewer-Pub Serv-Expenses</b>									
600032	5211	ELECTRICITY	6,235.44	8,000.00	8,000.00	7,045.74	8,000.00	9,000.00	9,000.00
600032	5215	NATURAL GAS	9,165.52	9,180.00	5,180.00	3,703.70	9,180.00	9,000.00	9,000.00
600032	5251	UTILITY SERV REP & MAINT	9,416.53	10,399.00	10,399.00	9,473.94	10,399.00	10,399.00	10,399.00
600032	5301	POLICE DETAIL	5,291.85	5,000.00	5,400.00	5,320.00	5,000.00	5,000.00	5,000.00
600032	5317	EDUCATIONAL TRAINING	0.00	500.00	100.00	100.00	500.00	500.00	500.00
600032	5320	CONTRACTED SERVICES	4,575.00	3,690.00	2,410.00	1,409.50	3,690.00	3,690.00	3,690.00
600032	5341	TELEPHONE	0.00	5,150.00	5,150.00	5,605.40	5,640.00	5,640.00	5,640.00
600032	5421	OFFICE SUPPLIES (GEN	407.05	750.00	400.00	384.37	750.00	750.00	750.00
600032	5481	GASOLINE/DIESEL FUEL	127,400.00	123,700.00	158,830.00	154,237.77	123,700.00	123,700.00	123,700.00
600032	5483	VEHICLE PRTS & ACCES	19,477.76	20,000.00	20,000.00	18,121.66	20,000.00	20,000.00	20,000.00
600032	5485	STREET SWEEPER BROOM	1,937.17	2,500.00	2,500.00	2,334.82	2,500.00	2,500.00	2,500.00
600032	5839	INFRASTRUCTURE REPAI	18,995.89	15,000.00	10,500.00	10,420.15	15,000.00	15,000.00	15,000.00
<b>Total Sewer-Pub Serv-Expenses</b>			<b>202,902.21</b>	<b>203,869.00</b>	<b>228,869.00</b>	<b>218,157.05</b>	<b>204,359.00</b>	<b>205,179.00</b>	<b>205,179.00</b>
<b>230</b>	<b>440</b>	<b>Department Total</b>	<b>445,781.05</b>	<b>460,255.00</b>	<b>491,769.00</b>	<b>448,933.25</b>	<b>501,395.00</b>	<b>502,910.00</b>	<b>502,910.00</b>

**FY 2014 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES**

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Voted By Council FY 2013 52	Code	F T E	# Hours Wkly = 1	# Board Meetings	Current Rate FY 2013 2.0%	Prop Rate FY 2014 0.0%	Dept Request FY 2014 52.2	Mayor Rate FY 2014 2.0%	Mayor Propsed FY 2014 52.2	Council Voted FY 2014
RENNARD RICHARD	230 SEWER-PUBLIC SERV	600031-5111	PUBLIC SERVICES DIR	06031974	30,676.60		0.0		33%	1,787.68	1,787.68	Retired	-	-	-
TOMASZ JOHN	230 SEWER-PUBLIC SERV	600031-5111	PUBLIC SERVICES DIR				0.3		33%	2,019.23	2,019.23	34,783.26	2,059.61	35,478.92	35,478.92
					209,790.37		5.2			Total AFSCME 1818		251,692.02		251,692.02	251,692.02
					<b>240,466.97</b>		<b>5.5</b>		<b>Total Full Time - 5111</b>			<b>286,475.28</b>		<b>287,170.94</b>	<b>287,170.94</b>
	230 SEWER-PUBLIC SERV	600031-5131	OVERTIME		10,560.00				0.3			10,560.00		10,560.00	10,560.00
	230 SEWER-PUBLIC SERV	600031-5150	AFSCME Stipend		5,359.00				4.7	1,150.00					
					<b>256,385.97</b>		<b>5.5</b>		<b>Department Total</b>			<b>297,035.28</b>		<b>297,730.94</b>	<b>297,730.94</b>

	FY 2012	FY 2013	FY 2014	Variance
Full-Time Equivalent Employees:	5.0	5.0	5.5	0.5

**FY 2014 AFSCME 1818 Union Employee Rates**

EMPLOYEE NAME		Department	Org/Object	Job Title	Hire Date	Voted By Council FY 2013 52	F T E	Rate FY 2013 0.0%	Rate FY 2014 2.0%	STEP INCREASES					Dept Request FY 2014 52.2	Mayor FY 2014 52.2	Council FY 2014 52.2
										Date	Rate	# Wks Old New					
BARNES	DAVID	230 SEWER - PUBLIC SERV	600031-5111	HME0	6/27/2012	-	0.5	807.08	823.22	6/27/2014	857.57	50.2 2.0	50%	21,520.43	21,520.43	21,520.43	
BEAUREGARD	RICHARD	230 SEWER - PUBLIC SERV	600031-5111	HEAD FOREMAN	12/18/2006	26,448.24	0.5	1,075.08	1,096.58				50%	28,620.78	28,620.78	28,620.78	
CLAY	JOHN	230 SEWER - PUBLIC SERV	600031-5111	HE0	03221999	22,010.32	0.5	900.99	919.01				50%	23,986.16	23,986.16	23,986.16	
CONDON	DEREK	230 SEWER - PUBLIC SERV	600031-5111	HME0	9/8/2000	20,375.24	0.5	836.84	853.58				50%	22,278.35	22,278.35	22,278.35	
COVIELLO	VALERIE	230 SEWER - PUBLIC SERV	600031-5111	PRINCIPAL ACCT CLERK	3/2/2000	14,023.04	0.3	862.71	879.96				33%	15,311.22	15,311.22	15,311.22	
CULIPHER	WAYNE	230 SEWER - PUBLIC SERV	600031-5111	HE0 III	09011997	22,010.47	0.0	-	-				50%	-	-	-	
LEVESQUE	JAMES	230 SEWER - PUBLIC SERV	600031-5111	St/Sidewalk Foreman	06211999	17,455.87	0.3	1,075.08	1,096.58				33%	18,889.71	18,889.71	18,889.71	
MARINO	PAUL	230 SEWER - PUBLIC SERV	600031-5111	WORKING FOREMAN	07231998	23,961.59	0.5	977.54	997.09				50%	26,024.07	26,024.07	26,024.07	
MURRAY III	JOHN	230 SEWER - PUBLIC SERV	600031-5111	WATER SYS MAIN CRAFT	05221989	20,375.24	0.5	836.84	853.58				50%	22,278.35	22,278.35	22,278.35	
MURRAY III	Shift Differentia	230 SEWER - PUBLIC SERV	600031-5111	Base Rate X 6% (4 days 32 hrs at \$.50)		1,630.02		66.95	68.29				50%	1,782.27	1,782.27	1,782.27	
OSGOOD	STEPHEN	230 SEWER - PUBLIC SERV	600031-5111	HME0	1/27/2007	20,375.16	0.5	836.84	853.58				50%	22,278.35	22,278.35	22,278.35	
PERRY	SCOTT	230 SEWER - PUBLIC SERV	600031-5111	HE0	9/1/2007	20,375.19	0.0	-	-				50%	-	-	-	
Replace Cullipher		230 SEWER - PUBLIC SERV	600031-5111	HE0	09011997	22,010.47	0.5	900.99	919.01				50%	23,986.16	23,986.16	23,986.16	
Upgrade to Mason in FY14		230 SEWER - PUBLIC SERV	600031-5111	MASON	7/1/2013	-	0.5	900.99	919.01				50%	23,986.16	23,986.16	23,986.16	
OUT OF GRADE						750.00								750.00	750.00	750.00	
						209,790.37	5.2							251,692.02	251,692.02	251,692.02	

**FY 2014 DETAILED BUDGET REPORT  
EXPENSES**

**Public Services - Sewer Enterprise - 230**

ORG	OBJECT	DESCRIPTION	Dept Request	Approved by Mayor	Approved by Council
600032	5211	<b>ELECTRICITY</b>			
		Nat'l Grid electricity power to Public Works Garage 1015.00 X 12 = 12185.00	8,000	9,000	9,000
		Split with DPW/Water/SEWER	8,000	9,000	9,000
<b>TOTAL</b>					
600032	5215	<b>NATURAL GAS</b>			
		Keyspan - avg. monthly \$533 x 12 = \$6396.	9,180	9,000	9,000
		Metromedia - avg. monthly \$942.33 x 12 = \$11308.00			
		Split with DPW/Water/SEWER	9,180	9,000	9,000
<b>TOTAL</b>					
600032	5251	<b>UTILITY SERVICE REPAIR &amp; MAINT</b>			
		E. J. Prescott - pvc pipe, valves, covers, frames, gaskets, & misc. items \$5000. +/-	10,399	10,399	10,399
<b>TOTAL</b>			<b>10,399</b>	<b>10,399</b>	<b>10,399</b>
600032	5301	<b>POLICE DETAIL</b>			
		needed for road work during water sewer line repairs in roads	5,000	5,000	5,000
<b>TOTAL</b>			<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
600032	5317	<b>EDUCATIONAL TRAINING</b>			
		New England Water Works Assoc. for employee recertifications			
		Misc. training courses as needed inservices	500	500	500
<b>TOTAL</b>			<b>500</b>	<b>500</b>	<b>500</b>
600032	5320	<b>CONTRACTED SERVICES</b>			
		Trauma Clean, Mackey (videoing)	3,690	3,690	3,690
<b>TOTAL</b>			<b>3,690</b>	<b>3,690</b>	<b>3,690</b>
600032	5421	<b>OFFICE SUPPLIES (GENERAL)</b>			
		Copy paper and other misc. general office supplies purchased	750	750	750
<b>TOTAL</b>			<b>750</b>	<b>750</b>	<b>750</b>
600032	5341	<b>Telephone</b>			
		Sprint/Nextell GPS tracking for DPW Trucks @ 1,410.00 x 12 mos (1/3)	5,640	5,640	5,640
<b>TOTAL</b>			<b>5,640</b>	<b>5,640</b>	<b>5,640</b>
600032	5481	<b>GASOLINE/DIESEL FUEL</b>			
		Fuel for Sewer/Water Vehicles	123,700	123,700	123,700
		Mayors figure represents 3 year average of GF/W/S combined			
<b>TOTAL</b>			<b>123,700</b>	<b>123,700</b>	<b>123,700</b>
600032	5483	<b>VEHICLE PARTS &amp; ACCESSORIES</b>			
		C & C Auto Parts - State Bid - \$20,000-\$25,000	20,000	20,000	20,000
		Tires & Tubes purchased under State Bid (Sullivan Tire & Goodyear Tire),.			
<b>TOTAL</b>			<b>20,000</b>	<b>20,000</b>	<b>20,000</b>
600032	5485	<b>Sweeper</b>			
		associated costs for sweeper repairs	2,500	2,500	2,500
<b>TOTAL</b>			<b>2,500</b>	<b>2,500</b>	<b>2,500</b>
600032	5839	<b>INFRASTRUCTURE REPAIR</b>			
		Misc repairs to infrastructure, aggregate products	15,000	15,000	15,000
<b>TOTAL</b>			<b>15,000</b>	<b>15,000</b>	<b>15,000</b>
<b>TOTAL PROPOSED</b>			<b>204,359</b>	<b>205,179</b>	<b>205,179</b>

# Engineering – Sewer Enterprise

## Mission Statement – Why We Exist

The Engineering Department provides technical expertise related to connections to, and extensions of, the municipal wastewater collection system. All sewer infrastructure improvement projects are managed by the Engineering Department. The City Engineer is Salem's representative on the South Essex Sewerage District's (SESD) board of directors. SESD is the regional wastewater treatment plant that serves Danvers, Peabody, Beverly, Marblehead and Salem, located on Fort Avenue in Salem. The Engineering Department manages the contracted operations and maintenance effort, including utility and supply costs, for the City's 8 wastewater pumping stations and mechanical tide gates at the outlet of the Forest River to Salem Harbor. The Department also manages the City's annual city-wide catch basin cleaning program to ensure flood mitigation and storm water quality is maximized.

Engineering is also responsible for the billing of all wastewater expenses, based on usage, to all institutional, commercial, and residential properties in the City that are connected to the municipal collection system, over 12,000 accounts. The sewer department provides customer service in a timely and professional manner in response to billing inquiries, managing current accounts, establishing new accounts, scheduling appointments for meter readers, identifying accounts requiring service, selling meters and deduct meters and processing of over 4,000 water and sewer bills monthly, approximately 15% requiring analysis and estimating. Funding for the efforts described herein is derived from the Sewer Enterprise System.

## Significant Budget & Staffing Changes For FY 2014

A part time intern has been requested to help with the various projects and administrative and billing issues in the Water, Sewer and Trash Departments.

## Recent Accomplishments

- Continued efforts to identify and remove illicit (direct sanitary) connections to the City's drainage systems. Efforts have focused on the South and North River outfall locations, in response to Notices of Non-Compliance issued to the City from DEP, and recently completed audit by US EPA.
- Received a \$40,000 grant to study and ultimately improve storm drain discharges to the North River outfall on Commercial Street.
- Managed for the fourth year liens on overdue water, sewer and trash bills to 3rd quarter real estate tax bills; resulting in major revenue influx, estimated at over \$350,000 (sewer only). Initiated liens on condo developments owing over \$500 (have lowered this threshold for the last 4 years).
- Advanced CIP funded projects to address flooding issues and storm water collection system deficiencies city-wide, including the South River, Canal Street, Forrester Street, Station Road and Moffat Road.
- Advanced a City-wide Infiltration / Inflow (I/I) Study which metered the entire city's wastewater collection system and identified areas cost effective for further study. Canal Street Sewer improvement projects have been planned to reduce extraneous flow to SESD.
- Managed contract operator for the City's wastewater pumping stations.

- Managed CB cleaning contract.
- Continued streamlining the water and sewer billing system and to expeditiously resolve any billing disputes in a customer friendly manner. Continued to utilize meter software to continually improve customer service.
- Worked on resolving continuing issues within the new meter project, quality control of all meters input to new system, etc. Have effectively troubleshot dozens of meter issues monthly; input over 8,000 meters automatically into Munis (never been done with Neptune meters before).

## FY 2014 Goals & Objectives

- Continue illicit connection detection and removal program.
- Address requirements of US EPA court order relative to storm water issues including a wet weather and dry weather sampling of a minimum of 50 storm drain outfalls to Salem Harbor and other City ....water. Follow-up .....outfall from .
- Continue resolving flooding and collection system deficiencies city-wide including a large flood mitigation project in the Canal Street/SSU areas.
- Continue Infiltration & Inflow study.
- Manage the contractor operator of the City's wastewater pump stations.
- Manage the City's efforts related to EPA's newly mandated city-wide storm water permit, which will require expenditures on our storm water collection and conveyance systems.
- Evaluate the need for sewer extensions in areas currently unsewered.

Outcomes and Performance Measurers	Actual FY 2011	Actual FY 2012	Estimated FY 2013	Estimated FY2014
Number of new 5/8 inch meters and/or heads installed	56	45	42	40
Number of over 5/8 inch meters installed	4	6	6	5
Number of MIU's installed		10	25	50
Number of on-site appointments	320	300	270	270
Number of meters installed from ARM program	3,200	5,165	3,500	2175

## How FY 2014 Departmental Goals Relate to City's Overall Long & Short Term Goals

- Both the City's long and short term goals for sustainable infrastructure will be met with the departments' goals, by reinvesting and rehabilitating the city's wastewater and storm water collection and conveyance infrastructure.
- Partnerships are being developed with the many neighborhood associations, institutions (SSU, Salem Hospital, etc.) and commercial establishments that will enable the Department goals to be obtained.



## CITY OF SALEM - FY 2014 OPERATING BUDGET

			Expenditures FY 2012	Adopted Budget FY 2013	Adjusted Budget FY 2013	Y-T-D Expenses FY 2013	Department FY 2014	Mayor FY 2014	Council FY 2014
<b>Sewer-Engineer-Personnel</b>									
600131	5111	SALARIES-FULL TIME	167,932.48	171,568.00	175,217.00	163,864.31	161,255.00	162,804.00	162,804.00
600131	5113	SALARIES-PART TIME	1,340.00	2,800.00	2,800.00	2,136.75	2,800.00	0.00	0.00
600131	5131	OVERTIME (GENERAL)	5,054.65	5,790.00	5,879.00	4,853.47	5,790.00	5,790.00	5,790.00
600131	5150	FRINGE/STIPENDS	2,300.00	2,300.00	2,300.00	1,916.66	0.00	0.00	0.00
<b>Total Sewer-Engineer-Personnel</b>			<b>176,627.13</b>	<b>182,458.00</b>	<b>186,196.00</b>	<b>172,771.19</b>	<b>169,845.00</b>	<b>168,594.00</b>	<b>168,594.00</b>
<b>Sewer-Engineer-Expenses</b>									
600132	5211	ELECTRICITY-PUMP STATION	21,768.30	26,000.00	26,000.00	24,848.26	26,000.00	23,500.00	23,500.00
600132	5277	PHOTOCOPY MACHINE LE	2,946.02	1,200.00	1,200.00	726.05	1,200.00	1,200.00	1,200.00
600132	5278	TELEPHONE EQUIP-PUMP STATION	931.41	2,800.00	2,800.00	759.77	2,800.00	2,000.00	2,000.00
600132	5283	SEWER LINE LEASE	630.00	700.00	700.00	0.00	700.00	700.00	700.00
600132	5305	ACCOUNTING AND AUDIT	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
600132	5306	ADVERTISING	650.81	750.00	750.00	269.88	750.00	650.00	650.00
600132	5317	EDUCATIONAL TRAINING	2,308.00	2,500.00	2,500.00	1,790.91	2,500.00	2,500.00	2,500.00
600132	5320	CONTRACTED SERVICES-MAINT	0.00	50,000.00	50,000.00	49,999.05	50,000.00	50,000.00	50,000.00
600132	5342	POSTAGE	7,200.00	7,200.00	7,200.00	7,200.00	7,200.00	7,200.00	7,200.00
600132	5375	PUMP STAT OP & MAINT	90,000.00	90,000.00	90,000.00	85,581.81	90,000.00	90,000.00	90,000.00
600132	5381	PRINTING AND BINDING	1,895.55	2,000.00	2,000.00	1,450.54	2,000.00	2,000.00	2,000.00
600132	5421	OFFICE SUPPLIES (GEN	1,949.16	2,500.00	2,500.00	2,285.08	2,500.00	2,500.00	2,500.00
600132	5445	PUMP STATION SUPPL	3,138.49	15,000.00	15,000.00	12,099.01	15,000.00	10,000.00	10,000.00
600132	5520	SOFTWARE SUPPORT/ENHANCEMEI	1,000.00	2,500.00	2,500.00	1,143.75	2,500.00	2,500.00	2,500.00
600132	5710	IN STATE TRAVEL/MEETINGS	500.00	500.00	500.00	500.00	500.00	500.00	500.00
600132	5717	PROF LICENSE REIMB	750.00	750.00	750.00	750.00	750.00	750.00	750.00
600132	5780	OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
600132	5837	SEWER SYS IMPROV PROG	192,248.25	25,000.00	25,000.00	14,998.80	25,000.00	25,000.00	25,000.00
600132	5869	COMPUTER EQUIP/TECH	7,000.00	1,500.00	1,500.00	868.01	1,500.00	1,500.00	1,500.00
<b>Total Sewer-Engineer-Expenses</b>			<b>337,415.99</b>	<b>233,400.00</b>	<b>233,400.00</b>	<b>207,770.92</b>	<b>233,400.00</b>	<b>225,000.00</b>	<b>225,000.00</b>
<b>235</b>	<b>441</b>	<b>Department Total</b>	<b>514,043.12</b>	<b>415,858.00</b>	<b>419,596.00</b>	<b>380,542.11</b>	<b>403,245.00</b>	<b>393,594.00</b>	<b>393,594.00</b>

**FY 2014 MANAGEMENT, BOARD MEMBERS AND PART-TIME SALARIES**

Name	Dept Name	Org/Obj	Job Desc	Hire Date	Voted By Council FY 2013 52	Code	F T E	# Hours Wkly = 1	# Board Meetings	Current Rate FY 2013 2.0%	Prop Rate FY 2014 0.0%	Dept Request FY 2014 52.2	Mayor Rate FY 2014 2.0%	Mayor Propsed FY 2014 52.2	Council Voted FY 2014
CRIPPS CHERYL	235 SEWER-ENGINEERING	600131-5111	SECRETARY		13,587.46		0.3		33%	791.81	791.81	13,639.72	807.65	13,912.51	13,912.51
TALKOWSKI ELLEN	235 SEWER-ENGINEERING	600131-5111	ADMIN ASSISTANT		5,031.73		0.1		10%	967.64	967.64	5,051.08	986.99	5,152.10	5,152.10
KNOWLTON DAVID	235 SEWER-ENGINEERING	600131-5111	CITY ENGINEER	5/21/2007	30,433.49		0.3		33%	1,773.51	1,773.51	30,550.54	1,808.98	31,161.55	31,161.55
DUJVESTIJN OLLE	235 SEWER-ENGINEERING	600131-5111	GIS		12,844.70		0.2		20%	1,235.07	1,235.07	12,894.10	1,259.77	13,151.98	13,151.98
ROSE JULIE	235 SEWER-ENGINEERING	600131-5111	BUSINESS MGR/WTR REG		24,376.39		0.3		25%	1,171.94	1,171.94	15,293.84	1,195.38	15,599.72	15,599.72
					85,294.01		1.9			Total AFSCME 1818		83,825.25		83,825.25	83,825.25
					<b>171,567.77</b>		<b>3.1</b>		<b>Total Full Time - 5111</b>			<b>161,254.53</b>		<b>162,803.12</b>	<b>162,803.12</b>
235 SEWER-ENGINEERING 600131-5113 PT INTERN					2,800.00			19	52 weeks	12.00	12.00	2,800.00	-	-	-
					<b>2,800.00</b>				<b>Total Part Time - 5113</b>			<b>2,800.00</b>		<b>-</b>	<b>-</b>
235 SEWER-ENGINEERING 600131-5131 OVERTIME					5,790.00							5,790.00		5,790.00	5,790.00
235 SEWER-ENGINEERING 600131-5150 AFSCME					2,300.00				2.0	1,150.00					
					<b>182,457.77</b>		<b>3.1</b>		<b>Department Total</b>			<b>169,844.53</b>		<b>168,593.12</b>	<b>168,593.12</b>

	FY 2012	FY 2013	FY 2014	Variance
Full-Time Equivalent Employees:	3.4	3.4	3.1	-0.3

# FY 2014 AFSCME 1818 Union Employee Rates

EMPLOYEE NAME		Department	Org/Object	Job Title	Hire Date	Voted By Council FY 2013 52	F T E	Rate FY 2013 0.0%	Rate FY 2014 2.0%	STEP INCREASES					Dept Request FY 2014 52.2	Mayor FY 2014 52.2	Council FY 2014 52.2	
										Date	Rate	# Wks Old New						
BRENNAN	ARTHUR	235 SEWER - ENGINEERING	600131-5111	WATER METER READER	09141998	20,375.24	0.5	836.84	853.58					50%	22,278.35	22,278.35	22,278.35	
GRIGGS	DONNA	235 SEWER - ENGINEERING	600131-5111	PRINCIPAL CLERK	2/27/2006	21,034.77	0.0	862.71	879.96					50%	Retired	Retired	Retired	
MCCARTHY JR	JOHN	235 SEWER - ENGINEERING	600131-5111	WATER METER READER	04301990	20,375.06	0.5	836.84	853.58					50%	22,278.35	22,278.35	22,278.35	
WHITTEN	CYNTHIA	235 SEWER - ENGINEERING	600131-5111	ASST WATER REG	7/1/2003	23,508.94	0.0	959.79	978.99					50%	Retired	Retired	Retired	
MORAN	KAREN	235 SEWER - ENGINEERING	600131-5111	ASST WATER REG	9/10/2013		0.5	925.31	943.82	9/10/2013	978.98			50%	24,633.60	24,633.60	24,633.60	
FORGIONE	CLAUDIA	235 SEWER - ENGINEERING	600131-5111	PRINCIPAL CLERK	10/19/2012		0.35	785.33	801.04	10/19/2013	830.44			35%	14,634.94	14,634.94	14,634.94	
						85,294.01	1.9									83,825.25	83,825.25	83,825.25

**FY 2014 DETAILED BUDGET REPORT  
EXPENSES**

**Engineering - Sewer Enterprise - 235**

ORG	OBJECT	DESCRIPTION	Dept Request	Approved by Mayor	Approved by Council
600132	5211	<b>ELECTRICITY: Includes electricity for new meter program</b>			
		Ravenna Ave, Jefferson Ave Pump, Home Street, March Street, Wilson St Pump Swampscott Road Pump, Rice Street Gas	26,000	23,500	23,500
<b>TOTAL</b>			<b>26,000</b>	<b>23,500</b>	<b>23,500</b>
600132	5277	<b>PHOTOCOPY MACHINE LEASE</b>			
		Copier at \$200/month; 6 months; half in Water	1,200	1,200	1,200
<b>TOTAL</b>			<b>1,200</b>	<b>1,200</b>	<b>1,200</b>
600132	5278	<b>TELEPHONE EQUIP/Pump Station</b>			
		Various alarms to support sewer pumping stations ATT lease for ARM system-data collectors	300 2,500	300 1,700	300 1,700
<b>TOTAL</b>			<b>2,800</b>	<b>2,000</b>	<b>2,000</b>
600132	5283	<b>SEWER LINE LEASE</b>			
		Fees charge by MBTA for use of lines under commuter rail tracks Quarterly payments of 78.75 X 4= 315 and one annual payment of 315.00	700 700	700 700	700 700
<b>TOTAL</b>			<b>700</b>	<b>700</b>	<b>700</b>
600132	5305	<b>ACCOUNTING AND AUDITING</b>			
		Annual service for audits, contracted through Finance Dept.	2,500	2,500	2,500
<b>TOTAL</b>			<b>2,500</b>	<b>2,500</b>	<b>2,500</b>
600132	5306	<b>ADVERTISING</b>			
		Newspaper ads to advertise various contracts	750	650	650
<b>TOTAL</b>			<b>750</b>	<b>650</b>	<b>650</b>
600132	5317	<b>EDUCATIONAL TRAINING</b>			
		Attending Profesional organization seminars and meetings Munis training and support: Crystal Program, Interface with billing, reprogramming liens, etc.	2,500 2,500	2,500 2,500	2,500 2,500
<b>TOTAL</b>			<b>2,500</b>	<b>2,500</b>	<b>2,500</b>
600132	5320	<b>Contracted Services - Maintenance</b>			
		Annual Catch Basin cleaning	50,000	50,000	50,000
<b>TOTAL</b>			<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
600132	5342	<b>POSTAGE</b>			
		Total cost of postage for mailing w/s bills @ \$1,500/month @ 50%	7,200	7,200	7,200
<b>TOTAL</b>			<b>7,200</b>	<b>7,200</b>	<b>7,200</b>
600132	5375	<b>PUMP STATION OPERATION &amp; MAINT</b>			
		Water Department in FY14 (60% sewer, 40% water)	90,000	90,000	90,000
<b>TOTAL</b>			<b>90,000</b>	<b>90,000</b>	<b>90,000</b>
600132	5381	<b>PRINTING AND BINDING</b>			
		Collector's office includes printing costs for billing Inserts once a year	2,000 2,000	2,000 2,000	2,000 2,000
<b>TOTAL</b>			<b>2,000</b>	<b>2,000</b>	<b>2,000</b>
600132	5421	<b>OFFICE SUPPLIES (GENERAL)</b>			
		Printer paper - \$500 Misc. general office supplies purchased under State Bid, supplies for office machines: fax, printers, toner, color printer	2,500 2,500	2,500 2,500	2,500 2,500
<b>TOTAL</b>			<b>2,500</b>	<b>2,500</b>	<b>2,500</b>
600132	5445	<b>PUMP STATION SUPPLIES</b>			
		50% of costs for pump station op and Main. Will be shared with the Sewer Department in FY14	15,000	10,000	10,000
<b>TOTAL</b>			<b>15,000</b>	<b>10,000</b>	<b>10,000</b>

FY 2014 DETAILED BUDGET REPORT  
EXPENSES

Engineering - Sewer Enterprise - 235

ORG	OBJECT	DESCRIPTION	Dept Request	Approved by Mayor	Approved by Council
600132	5520	COMPUTER SOFTWARE & SUPPORT			
		GIS licensing-Engineer and Engineer Assistant	2,000	2,000	2,000
		Other software	500	500	500
	<b>TOTAL</b>		<b>2,500</b>	<b>2,500</b>	<b>2,500</b>
600132	5710	IN STATE TRAVEL & MEETINGS			
		tolls, parking, seminars, etc.	500	500	500
	<b>TOTAL</b>		<b>500</b>	<b>500</b>	<b>500</b>
600132	5717	PROF LICENSE REIMBURSEMENT			
		Reimbursement for maintenance of licenses for meter readers per AFSCME	750	750	750
	<b>TOTAL</b>		<b>750</b>	<b>750</b>	<b>750</b>
600132	5837	Sewer System Improvement Program			
		Work contracted for improvements to system to various vendors			
		<i>EPA's MS4 Storm water Permit Compliance</i>			
		Year 8 Annual Report	25,000	25,000	25,000
		Phase II (2011 to 2016) Notice of inflow			
		City-wide storm water management plan (swamp)			
		Educational Notices distribution			
		Map drainage basin of each outfall, estimate impervious area in each catch basin			
	<b>TOTAL</b>		<b>25,000</b>	<b>25,000</b>	<b>25,000</b>
600132	5869	COMPUTER EQUIPMENT/TECH			
		Scanner maintenance	1,500	1,500	1,500
	<b>TOTAL</b>		<b>1,500</b>	<b>1,500</b>	<b>1,500</b>
<b>TOTAL PROPOSED</b>			<b>233,400</b>	<b>225,000</b>	<b>225,000</b>

## ***Treasurer – Sewer Enterprise – SESD Assessment***

Pursuant to Chapter 339 of the Acts of 1925, the South Essex Sewerage Board determines the estimated cost of operations/maintenance and debt service for the Fiscal Year and apportions this amount to the cities, towns, county and Commonwealth served by the District.

## ***Treasurer–Sewer Enterprise–Long Term Debt***

On October 15, 2010 the City issued a \$15,373,000 bond which combined existing BANS for Water, Sewer and School projects with new funding for Capital Improvement projects. The Sewer Enterprise Principal portion of this Bond is \$1,690,000.

On September 27, 2012 the City issued an \$18,141,542 bond for new funding for School, Park and Capital Improvement projects. The Sewer Enterprise principal portion of this bond is \$ 1, 435,000.

## ***Treasurer – Sewer Enterprise – Insurance Deductable***

The City has taken an insurance policy to protect itself for City-at-fault sewerage back-ups into private structures. The City pays a deductible on each claim.

## CITY OF SALEM - FY 2014 OPERATING BUDGET

			Expenditures FY 2012	Adopted Budget FY 2013	Adjusted Budget FY 2013	Y-T-D Expenses FY 2013	Department FY 2014	Mayor FY 2014	Council FY 2014
<b>Sewer Assessments</b>									
600033	5649	SESD ASSESSMENT	6,140,989.00	5,962,900.00	5,962,900.00	5,962,873.00	5,831,817.00	5,831,817.00	5,831,817.00
Total Sewer Assessments			6,140,989.00	5,962,900.00	5,962,900.00	5,962,873.00	5,831,817.00	5,831,817.00	5,831,817.00
270	840	Department Total	6,140,989.00	5,962,900.00	5,962,900.00	5,962,873.00	5,831,817.00	5,831,817.00	5,831,817.00

**FY 2014 DETAILED BUDGET REPORT  
EXPENSES**

**TREASURER - Sewer Enterprise Fund - 270**

**TREASURER - Sewer SESD ASSESSMENT**

<b>600033</b>	<b>5649</b>	<b>SESD Assessment</b>			
		City's portion of South Essex Sewerage District operating budget FY14	5,831,817	5,831,817	5,831,817
		Per SESD			
<b>TOTAL</b>			<b>5,831,817</b>	<b>5,831,817</b>	<b>5,831,817</b>
<b>TOTAL PROPOSED</b>			<b>5,831,817</b>	<b>5,831,817</b>	<b>5,831,817</b>



# CITY OF SALEM - FY 2014 OPERATING BUDGET

			Expenditures FY 2012	Adopted Budget FY 2013	Adjusted Budget FY 2013	Y-T-D Expenses FY 2013	Department FY 2014	Mayor FY 2014	Council FY 2014
<b>Sewer Debt Service</b>									
600034	5920A	CIP - 2009-PRIN (11)	105,000.00	145,000.00	134,748.00	100,000.00	135,000.00	135,000.00	135,000.00
600034	5949A	CIP 2009-INT (11)	61,125.00	88,612.00	88,612.00	58,050.00	87,400.00	87,400.00	87,400.00
600034	5949G	CIP 2012-PRIN	0.00	15,000.00	6,793.50	0.00	15,000.00	15,000.00	15,000.00
600034	5949H	CIP 2012-INT	0.00	10,851.00	19,057.50	19,057.50	11,450.00	11,450.00	11,450.00
<b>Total Sewer Debt Service</b>			<b>166,125.00</b>	<b>259,463.00</b>	<b>249,211.00</b>	<b>177,107.50</b>	<b>248,850.00</b>	<b>248,850.00</b>	<b>248,850.00</b>
<b>270</b>	<b>710</b>	<b>Department Total</b>	<b>166,125.00</b>	<b>259,463.00</b>	<b>249,211.00</b>	<b>177,107.50</b>	<b>248,850.00</b>	<b>248,850.00</b>	<b>248,850.00</b>

FY 2014 DETAILED BUDGET REPORT  
EXPENSES

TREASURER - Sewer Enterprise Fund - 270

ORG	OBJECT	EXPENSE TITLE	Dept Request	Approved by Mayor	Approved by Council
<b>TREASURER - Sewer LONG TERM DEBT</b>					
600034	5920A	CIP 2009 PRIN (11)	135,000	135,000	135,000
	5920B	CIP 2010 PRIN (11)	-	-	-
	5949A	CIP 2009 INT (11)	87,400	87,400	87,400
	5949E	CIP 2011 INT	11,450	11,450	11,450
	5949f	CIP 2011-PRIN	15,000	15,000	15,000
<b>TOTAL PROPOSED</b>			<b>248,850</b>	<b>248,850</b>	<b>248,850</b>

# CITY OF SALEM - FY 2014 OPERATING BUDGET

			Expenditures FY 2012	Adopted Budget FY 2013	Adjusted Budget FY 2013	Y-T-D Expenses FY 2013	Department FY 2014	Mayor FY 2014	Council FY 2014
<b>Sewer Enterprise Fund-Ins Dedu</b>									
600037	5740A	Insurance Deductibles	0.00	5,000.00	5,000.00	0.00	5,000.00	5,000.00	5,000.00
<b>Total Sewer Enterprise Fund-Ins Dedu</b>			<b>0.00</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>0.00</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>5,000.00</b>
<b>270</b>	<b>945</b>	<b>Department Total</b>	<b>0.00</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>0.00</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>5,000.00</b>

**FY 2014 DETAILED BUDGET REPORT  
EXPENSES**

**TREASURER - Sewer Enterprise Fund - 270**

<b>TREASURER - Sewer Enterprise Fund Insurance Deductibles</b>					
600037	5740A	Sewer Enterprise Fund - Ins Deduc	5,000	5,000	5,000
		Estimated amount for insurance deductibles related to Sewer claims			
<b>TOTAL</b>			<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
<b>TOTAL PROPOSED</b>			<b>5,000</b>	<b>5,000</b>	<b>5,000</b>