



50 Penn Avenue
Telford, Pennsylvania 18969-1912
Phone (215) 723-5000 Fax (215) 723-5328

TO: TELFORD BOROUGH AUTHORITY
FROM: MARK D. FOURNIER, MANAGER
SUBJECT: 2022 BUDGET
DATE: NOVEMBER 18, 2021

Herein find the 2022 TBA water and sewer budget.

The budget includes a water rate increase of \$0.05 (5 cents) per 1,000 gallons of use combined with a quarterly service fee increase of \$3. The sewer rate has increased by \$0.25 (25 cents) per 1,000 gallons combined with a quarterly service fee increase of \$3.

How do these increased rates affect our customer base?

The average residential **water only** customer using **15,000 gallons** per quarter will realize a **\$3.75** increase in their bill. The average residential **sewer only** customer using **15,000 gallons** per quarter will realize a **\$6.75** increase in their bill. A residential **combined water and sewer** customer would realize a **\$10.50** increase per quarter. The new rate structure continues to be well centered in comparison with our surrounding communities.

There are five (5) key components of the budget that can be considered the driving force behind increases. Wages and pensions, principal and interest payments on loans, reserve funds for capital infrastructure expenses, insurances, and outside professional services. With the exception of loan payments the remaining four categories are influenced by inflation, contractual obligations, raw materials costs, and other economic pressures. Management and staff work diligently to control these costs where practical. TBA continues to be prudent in paying down our debt.

We have used the best data at hand along with historical trends and professional consult to bring a solid budget to the table. The budget as submitted reflects an approximate surplus of \$21.00, which falls inside our normal margins of operation.

I respectfully submit the 2022 Telford Borough Authority budget for your review and approval.

AUTHORITY BUDGET SUMMARY

	<u>ACTUAL</u> <u>9/30/2021</u>	<u>ACTUAL</u> <u>2019</u>	<u>ACTUAL</u> <u>2020</u>	<u>BUDGET</u> <u>2021</u>	<u>BUDGET</u> <u>2022</u>
Sewer Revenue Fund					
Fund - 06					
Revenue	\$2,089,929	\$2,750,997	\$3,005,265	\$2,961,195	\$3,091,564
Expenditures	\$2,129,113	\$2,737,360	\$2,682,865	\$2,963,670	\$3,092,500
Water Revenue Fund					
Fund - 06					
Revenue	\$1,071,846	\$1,314,163	\$1,378,576	\$1,658,430	\$1,685,302
Expenditures	\$1,107,337	\$1,457,165	\$1,481,406	\$1,658,190	\$1,684,345
Sewer Capital Acquisition					
Fund - 70					
Revenue	\$988,361	\$907,550	\$1,063,627	\$1,151,680	\$1,284,960
Expenditures	\$357,824	\$251,432	\$504,227	\$764,190	\$880,190
Water Capital Acquisition					
Fund - 60					
Revenue	\$1,545,429	\$1,135,022	\$1,216,037	\$1,525,982	\$1,106,292
Expenditures	\$680,588	\$157,701	\$271,251	\$801,295	\$667,125

TELFORD BOROUGH AUTHORITY
ANNUAL BUDGET
REVENUE FUND -- 06

	<u>ACTUAL</u> <u>9/30/2021</u>	<u>ACTUAL</u> <u>2019</u>	<u>ACTUAL</u> <u>2020</u>	<u>BUDGET</u> <u>2021</u>	<u>BUDGET</u> <u>2022</u>
<u>SEWER REVENUES</u>					
364.341	2,260	8,282	4,373	2,500	3,300
364.364	0	1,700	0	0	0
364.365	1,601,867	1,943,672	2,068,686	2,122,320	2,213,239
364.367	428,813	632,874	798,060	715,000	740,000
364.375	43,755	86,855	93,284	97,825	111,825
364.378	11,677	20,133	17,475	21,000	21,000
364.380	1,360	1,695	1,158	1,800	1,950
364.385	197	30	87	250	250
364.391	0	0	21,650	0	0
364.392	0	0	0	0	0
364.393	0	55,000	0	0	0
364.394	0	756	493	500	0
393.120	0	0	0	0	0
	2,089,929	2,750,997	3,005,266	2,961,195	3,091,564
	TOTAL				

Telford Borough Authority

11/18/21

SEWER OPERATING EXPENDITURES		ACTUAL 9/30/2021	ACTUAL 2019	ACTUAL 2020	BUDGET 2021	BUDGET 2022
SEWER ADMINISTRATION						
405.121	WAGES - MANAGER	21,823	28,307	29,607	29,760	30,950
405.140	WAGES - OFFICE PERSONNEL	39,021	50,838	55,024	55,170	58,370
405.156	HEALTH / DENTAL INSURANCE	140,870	164,559	175,541	188,660	200,560
405.159	LIFE & DISABILITY INSURANCE	4,620	6,327	6,213	6,600	7,790
405.160	PENSION	0	36,099	39,270	39,705	40,630
405.161	SOCIAL SECURITY	21,113	29,571	31,667	31,995	38,885
405.164	WORKERS' COMP. INSURANCE	0	28,453	37,433	37,600	43,150
405.210	OFFICE SUPPLIES	1,411	815	1,094	1,100	1,100
405.240	MATERIALS & SUPPLIES	7,242	6,536	6,759	9,100	8,125
405.260	MINOR EQUIPMENT	0	0	0	0	0
405.311	AUDITING SERVICES	4,757	4,600	4,798	6,455	5,025
405.313	ENGINEERING	5,729	7,806	8,011	9,000	8,500
405.314	LEGAL SERVICES	12,703	9,341	11,582	9,000	15,000
405.315	OTHER PROFESSIONAL SERVICES	600	600	600	600	600
405.317	COMPUTER SERVICES	2,206	2,206	2,206	2,235	2,235
405.321	TELEPHONE	1,344	982	972	1,200	2,330
405.350	INSURANCE & BONDING	2,270	2,492	1,415	2,410	2,410
405.374	MACHINERY & EQUIPMENT REPAIR	0	0	0	925	1,335
405.375	VEHICLE MAINTENANCE & SUPPLIES	1,210	1,601	1,502	1,550	1,625
405.381	OFFICE EQUIPMENT LEASE	1,553	2,294	2,677	2,045	1,760
405.420	DUES, SUBSCRIPTIONS & MEMBERSHIPS	1,172	1,256	1,207	1,320	1,330
405.460	MEETINGS & CONFERENCES	269	1,071	988	2,235	1,935
405.490	OTHER	137	186	219	250	385
405.700	WEBSITE MAINTENANCE	366	320	4,695	585	1,415
405.740	OFFICE EQUIPMENT	<u>1,044</u>	<u>0</u>	<u>0</u>	<u>2,000</u>	<u>2,150</u>
TOTAL		271,460	386,260	423,480	441,500	477,595

TELFORD BOROUGH AUTHORITY

SEWER OPERATING EXPENDITURES		ACTUAL <u>9/30/2021</u>	ACTUAL <u>2019</u>	ACTUAL <u>2020</u>	BUDGET <u>2021</u>	BUDGET <u>2022</u>
<u>SEWER COLLECTION LINES</u>						
427.140	WAGES	49,284	64,501	58,557	80,000	80,000
427.141	WAGES - PUBLIC WORKS DIRECTOR	18,271	23,694	24,825	24,845	28,150
427.231	GASOLINE	1,122	898	1,031	2,000	2,000
427.238	UNIFORMS	707	964	871	1,600	1,150
427.240	MATERIALS & SUPPLIES	9,413	15,847	4,298	33,500	18,500
427.260	SMALL TOOLS & MINOR EQUIPMENT	150	2,803	578	1,500	1,825
427.312	TELEVISION MONITORING	0	3,375	12,937	10,000	10,000
427.313	ENGINEERING	8,901	10,255	15,366	30,000	34,000
427.315	OTHER PROFESSIONAL SERVICES	531	870	782	1,340	1,400
427.350	INSURANCE	5,369	6,979	7,445	7,310	7,600
427.365	SEWER LINE CLEANING	875	12,312	2,625	10,000	10,000
427.374	MACHINERY & EQUIPMENT REPAIR	71	225	1,039	2,500	3,750
427.375	VEHICLE MAINTENANCE & SUPPLIES	1,721	765	303	750	750
427.384	EQUIPMENT RENTAL	0	4,420	0	0	0
427.490	OTHER	400	350	414	800	625
427.745	DEPRECIATION EXPENSE	<u>128,029</u>	<u>111,370</u>	<u>126,961</u>	<u>170,705</u>	<u>189,675</u>
	TOTAL	224,844	259,628	258,032	376,850	389,425

TELFORD BOROUGH AUTHORITY

SEWER OPERATING EXPENDITURES	ACTUAL 9/30/2021	ACTUAL 2019	ACTUAL 2020	BUDGET 2021	BUDGET 2022
<u>SEWER LIFT STATIONS</u>					
428.140 WAGES	16,010	21,113	23,050	23,700	24,000
428.222 CHEMICALS	0	194	0	250	250
428.231 GASOLINE	201	170	172	250	300
428.313 LIFT STATION ENGINEERING	0	8,756	0	0	0
428.315 OTHER PROFESSIONAL SERVICES	5,307	2,455	10,213	5,040	5,040
428.321 TELEPHONE	0	672	431	685	0
428.350 INSURANCE	370	6,825	7,103	7,320	7,500
428.361 ELECTRICITY	1,752	2,607	2,363	2,400	2,400
428.365 SEWER PIT CLEANING	2,525	3,850	3,300	3,600	3,600
428.372 FIXED EQUIPMENT REPAIR	1,206	(9,028)	2,943	5,000	5,000
428.373 BUILDING REPAIR & MAINTENANCE	0	221	1,398	850	9,500
428.745 DEPRECIATION EXPENSE	5,899	7,790	8,580	7,865	4,325
TOTAL	33,270	45,625	59,553	56,960	61,915

TELFORD BOROUGH AUTHORITY

11/18/21

**SEWER OPERATING
EXPENDITURES**

	<u>ACTUAL</u> <u>9/30/2021</u>	<u>ACTUAL</u> <u>2019</u>	<u>ACTUAL</u> <u>2020</u>	<u>BUDGET</u> <u>2021</u>	<u>BUDGET</u> <u>2022</u>
<u>SEWER PLANT</u>					
429.140 WAGES - SEWER PLANT	132,838	214,475	232,903	226,435	235,940
429.222 CHEMICALS	85,063	154,894	141,450	145,700	127,500
429.226 CLEANING SUPPLIES	0	62	115	150	0
429.230 HEATING FUEL	5,076	4,619	5,405	6,500	6,000
429.231 GASOLINE	795	2,055	1,681	2,500	1,500
429.238 UNIFORMS	465	723	630	750	650
429.240 MATERIALS & SUPPLIES	2,316	13,253	5,448	5,000	5,000
429.260 SMALL TOOLS & MINOR EQUIPMENT	954	3,117	1,608	1,500	1,500
429.312 LEGAL SERVICES - TMDL	93,114	136,135	73,543	75,000	115,000
429.313 ENGINEERING SERVICE	13,891	8,976	12,437	39,000	24,000
429.314 LEGAL SERVICE	0	261	0	1,500	0
429.315 OTHER PROFESSIONAL SERVICES	21,354	9,703	17,485	8,100	8,100
429.316 LABORATORY SERVICES & SUPPLIES	15,904	22,413	21,486	22,750	22,000
429.321 TELEPHONE	2,411	2,940	2,965	2,940	4,860
429.350 INSURANCE	11,786	22,305	23,328	24,035	24,750
429.361 ELECTRICITY	47,975	72,240	64,276	65,500	64,000
429.364 SEWER SERVICE PWTA	340,183	473,375	482,449	516,280	523,520
429.365 SOLID & LIQUID WASTE DISPOSAL	65,519	96,609	96,436	93,460	91,380
429.371 LAND REPAIRS & MAINTENANCE	0	7,011	17,074	250	4,250
429.372 FIXED EQUIPMENT & REPAIRS	32,990	41,959	25,605	46,560	41,560
429.373 BUILDING REPAIR & MAINTENANCE	23	379	1,534	2,000	2,000
429.374 MACHINERY & EQUIPMENT REPAIRS	4,313	3,367	3,604	3,200	15,450
429.375 VEHICLE MAINTENANCE & SUPPLIES	3,341	1,877	1,311	2,000	2,000
429.420 DUES, SUBSCRIPTIONS, & MEMBERSHIPS	530	590	590	625	635
429.452 JANITORIAL SERVICE	655	770	819	800	875
429.460 CONFERENCES & SCHOOLING	635	1,307	380	1,200	1,000
429.490 OTHER	1,250	2,486	1,250	3,095	2,595
429.620 TBA PLANT IMPROVEMENT	0	0	0	0	0
429.740 MACHINERY & EQUIPMENT PURCHASE	0	55,000	6,205	0	0
429.745 DEPRECIATION EXPENSE	<u>193,766</u>	<u>155,765</u>	<u>176,364</u>	<u>258,355</u>	<u>278,115</u>
TOTAL	1,077,147	1,508,666	1,418,381	1,555,185	1,604,180

TELFORD BOROUGH AUTHORITY

SEWER OPERATING EXPENDITURES		11/18/21
	<u>ACTUAL</u> <u>9/30/2021</u>	<u>ACTUAL</u> <u>2019</u>
	<u>ACTUAL</u> <u>2020</u>	<u>BUDGET</u> <u>2021</u>
	<u>ACTUAL</u> <u>2022</u>	<u>BUDGET</u> <u>2022</u>
<u>SEWER OTHER</u>		
470.471 LOAN PRINCIPAL	487,286	483,290
470.472 LOAN INTEREST	35,106	53,891
470.473 LOAN COSTS & UD	<u>0</u>	<u>0</u>
	479,087	487,485
	44,332	45,690
	<u>0</u>	<u>0</u>
	523,419	533,175
TOTAL	522,392	537,181
	559,385	559,385

**SEWER REVENUE FUND - 06
MAJOR EXPENDITURES**

428.373	<u>SEWER LIFT STATIONS - BUILDING REPAIR & MAINTENANCE</u>	
	South Lift Station - Hatch/Lid	\$3,500
	North Lift Station - Electric Box, Unistrut, Post	\$6,000
429.372	<u>SEWER PLANT - FIXED EQUIPMENT REPAIR</u>	
	Electrical Disconnects Replacement	\$5,060
429.374	<u>SEWER PLANT - MACHINERY & EQUIPMENT REPAIR</u>	
	Skid Steer Track Replacement	\$8,500

Telford Borough Authority

11/18/21

	<u>ACTUAL</u> <u>9/30/2021</u>	<u>ACTUAL</u> <u>2019</u>	<u>ACTUAL</u> <u>2020</u>	<u>BUDGET</u> <u>2021</u>	<u>BUDGET</u> <u>2022</u>
<u>WATER REVENUES</u>					
378.341	2,725	17,553	6,477	3,000	3,800
378.363	700	700	0	25,100	2,800
378.367	15,865	24,062	23,764	24,000	22,000
378.371	1,038,639	1,247,446	1,308,034	1,429,980	1,469,227
378.372	3,500	5,250	3,500	73,500	15,750
378.373	0	0	726	350	350
378.375	0	1,900	750	17,000	36,000
378.378	8,275	12,962	9,755	13,000	12,500
378.380	1,395	1,780	1,210	2,000	2,000
378.385	747	2,510	2,217	2,500	2,000
378.391	0	0	21,650	0	118,875
378.392	0	0	0	67,500	0
378.393	0	0	0	0	0
378.394	0	0	493	500	0
393.120	0	0	0	0	0
	1,071,846	1,314,163	1,378,576	1,658,430	1,685,302
	TOTAL				

TELFORD BOROUGH AUTHORITY

WATER OPERATING
EXPENDITURES

11/18/21

WATER ADMINISTRATION

	<u>ACTUAL</u> <u>9/30/2021</u>	<u>ACTUAL</u> <u>2019</u>	<u>ACTUAL</u> <u>2020</u>	<u>BUDGET</u> <u>2021</u>	<u>BUDGET</u> <u>2022</u>
440.121	21,823	28,307	29,607	29,760	30,950
440.140	39,000	50,819	55,004	55,170	58,370
440.156	87,239	111,952	113,660	122,755	124,680
440.159	3,215	4,452	4,340	4,700	5,550
440.160	0	36,099	39,270	39,705	40,630
440.161	19,954	27,728	25,757	30,850	27,100
440.164	0	14,963	24,489	23,685	27,365
440.210	1,411	815	1,094	1,100	1,100
440.240	9,490	6,536	5,759	9,100	8,125
440.260	0	0	0	0	0
440.311	4,757	4,600	4,798	6,455	5,025
440.313	9,275	15,034	14,432	13,500	9,750
440.314	12,703	9,459	11,645	9,000	15,000
440.315	600	600	600	600	600
440.317	2,206	2,206	2,206	2,235	2,235
440.321	1,344	982	972	1,200	2,330
440.350	2,270	2,492	1,415	2,410	2,410
440.374	0	0	0	925	1,335
440.375	1,210	1,601	1,502	1,550	1,625
440.381	1,553	2,294	2,677	2,045	1,760
440.420	2,330	2,842	2,542	2,815	2,835
440.460	369	1,211	938	2,235	1,935
440.490	137	186	219	250	385
440.700	1,366	320	4,695	585	1,415
440.740	<u>1,044</u>	<u>0</u>	<u>0</u>	<u>2,000</u>	<u>2,150</u>
	223,296	325,498	347,621	364,630	374,660
	TOTAL				

TELFORD BOROUGH AUTHORITY

WATER OPERATING EXPENDITURES	11/18/21	<u>ACTUAL</u> <u>9/30/2021</u>	<u>ACTUAL</u> <u>2019</u>	<u>ACTUAL</u> <u>2020</u>	<u>BUDGET</u> <u>2021</u>	<u>BUDGET</u> <u>2022</u>
<u>WELLS & STANDPIPES</u>						
447.140 WAGES	81,293	95,173	115,378	97,000	105,000	
447.222 CHEMICALS	2,290	2,614	2,252	2,500	2,500	
447.231 GASOLINE	2,432	2,546	2,253	2,500	3,200	
447.238 UNIFORMS	573	661	630	650	900	
447.240 MATERIALS & SUPPLIES	2,235	2,558	1,165	4,000	4,000	
447.260 SMALL TOOLS & MINOR EQUIPMENT	0	1,293	87	1,550	1,250	
447.313 ENGINEERING SERVICES	5,580	22,138	15,863	10,000	10,500	
447.315 OTHER PROFESSIONAL SERVICES	9,499	18,486	13,877	14,270	27,370	
447.316 LABORATORY SERVICES	5,471	5,341	26,520	23,600	6,500	
447.321 TELEPHONE	624	3,068	1,832	1,680	1,260	
447.350 INSURANCE	6,537	9,355	9,630	9,925	10,200	
447.361 ELECTRICITY	27,599	39,728	36,412	37,000	38,000	
447.371 LAND REPAIR & MAINTENANCE	1,500	0	179	2,500	250	
447.372 FIXED EQUIPMENT REPAIR	2,761	7,462	8,531	7,500	7,500	
447.373 BUILDING REPAIR & MAINTENANCE	252	719	1,069	6,000	8,200	
447.374 MACHINERY & EQUIPMENT REPAIR	24	4,207	1,050	4,000	2,500	
447.375 VEHICLE MAINTENANCE & REPAIR	56	1,616	330	1,200	1,000	
447.490 OTHER	10,971	10,577	10,971	11,465	11,500	
447.740 MACHINERY & EQUIPMENT	1,225	1,822	0	0	0	
447.745 DEPRECIATION EXPENSE	<u>41,827</u>	<u>40,970</u>	<u>45,758</u>	<u>55,770</u>	<u>45,030</u>	
TOTAL	202,749	270,334	293,787	293,110	286,660	

TELFORD BOROUGH AUTHORITY

11/18/21

**WATER OPERATING
EXPENDITURES**

	<u>ACTUAL</u> <u>9/30/2021</u>	<u>ACTUAL</u> <u>2019</u>	<u>ACTUAL</u> <u>2020</u>	<u>BUDGET</u> <u>2021</u>	<u>BUDGET</u> <u>2022</u>
<u>WATER LINES & GARAGE</u>					
448.140	113,425	172,046	124,799	210,580	218,735
448.141	18,249	23,671	24,802	24,845	28,150
448.230	4,508	8,839	4,905	7,500	6,000
448.231	5,162	7,467	2,064	5,500	6,500
448.238	472	622	556	1,600	800
448.240	14,968	11,013	10,916	15,000	17,500
448.243	23	9,390	8,615	10,000	10,000
448.245	2,657	1,961	5,441	44,400	48,750
448.246	45,015	26,768	78,920	109,150	121,875
448.260	3,515	8,145	1,714	2,200	2,825
448.313	7,973	3082	6,278	21,000	18,000
448.315	6,863	20,631	4,800	6,570	22,630
448.321	4,187	5,875	5,808	5,520	6,060
448.327	0	0	0	500	0
448.350	5,391	8,549	8,967	8,900	9,100
448.361	4,539	7,377	7,003	7,000	6,500
448.365	1,723	2,130	2,400	2,280	2,700
448.371	677	0	0	250	500
448.372	4,523	3,950	4,227	4,000	5,000
448.373	1,723	6,711	2,144	12,250	15,700
448.374	10,917	9,408	11,881	11,000	8,850
448.375	3,093	5,901	10,032	5,000	5,000
448.420	932	1,722	1,692	1,850	1,845
448.452	4,958	8,228	7,405	7,280	11,440
448.460	915	1,037	2,600	6,180	8,380
448.490	60	0	0	100	100
448.740	0	2,600	0	0	0
448.745	<u>165,626</u>	<u>241,520</u>	<u>253,698</u>	<u>220,835</u>	<u>224,290</u>
	432,094	598,643	591,667	751,290	807,230
		TOTAL			

Telford Borough Authority

WATER OPERATING EXPENDITURES		11/18/21			
	ACTUAL <u>9/30/2021</u>	ACTUAL <u>2019</u>	ACTUAL <u>2020</u>	BUDGET <u>2021</u>	BUDGET <u>2022</u>
<u>WATER OTHER</u>					
473.471	242,743	246,276	237,293	242,745	216,240
473.472	6,453	16,413	11,038	6,415	2,055
473.473	0	0	0	0	0
TOTAL	249,196	262,689	248,331	249,160	218,295

**WATER REVENUE FUND - 06
MAJOR EXPENDITURES**

447.315	<u>WELLS AND STANDPIPES - OTHER PROFESSIONAL SERVICES</u> South Tank - Sandblast Platform Well #4 - Pump Test and Sample	\$5,000 \$11,500
447.373	<u>WELLS AND STANDPIPES - BUILDING REPAIRS & MAINTENANCE</u> Fence Repairs - Wells #1, #3, #5 and #6 Seal Coat Drives - Wells #3 and #5	\$3,000 \$3,000
448.315	<u>WATER LINES AND GARAGE - OTHER PROFESSIONAL SERVICES</u> Leak Detection of System	\$15,000
448.373	<u>WATER LINES AND GARAGE - BUILDING REPAIRS & MAINTENANCE</u> Office Floor Waxing and Cleaning Shop Painting - Outside Entrance Seal Coat Garage Parking Lot	\$2,500 \$3,200 \$8,500

**TELFORD BOROUGH AUTHORITY
SEWER OPERATING FUND
ANNUAL BUDGET 2022**

11/18/21

**BUDGET
2022**

SEWER REVENUES

364.341	<u>INTEREST EARNINGS</u> - This revenue is the amount of interest earned in the sewer revenue cash management account.	\$3,300
364.364	<u>SEWER CONNECTION FEES</u> - This revenue is fees collected by TBA for connection to our sewer system.	\$0
364.365	<u>SEWER USE CHARGES</u> - This revenue is the rental fees collected from our sewer customers including PEL Healthcare, LLC (formerly TEVA).	\$2,213,239
364.367	<u>FRANCHISE FEES</u> - This revenue is the amount of money collected through billing arrangement with Hilltown Township Water & Sewer Authority and Franconia Township Sewer Authority.	\$740,000
364.375	<u>MISCELLANEOUS INCOME</u> - This revenue account is miscellaneous income derived from a variety of sources which includes centrifuge loan payments from Franconia Township.	\$111,825
364.378	<u>PENALTIES & INTEREST</u> - This revenue is the amount of money collected in penalties and interest on past due sewer bills.	\$21,000
364.380	<u>SERVICE CHARGES</u> - This revenue is the amount of money collected for non-sufficient funds checks, cost to post properties for shut off notices, and charges to reinstate service.	\$1,950
364.385	<u>MATERIALS & SERVICES SOLD</u> - This revenue is from the sale of property or equipment and is estimated to be	\$250
364.392	<u>SEWER CAPITAL TRANSFER</u> - This revenue is a transfer from Sewer Capital Fund.	\$0
364.394	<u>REFUNDS - PRIOR YEAR EXPENDITURES</u> - This revenue is money received from refunds for prior years expenditures.	\$0
393.120	<u>LOAN PROCEEDS</u> - Loan proceeds borrowed from First National Bank and Trust Company of Newtown for the WWTP Centrifuge Installation Project.	\$0
	GRAND TOTAL REVENUES	<u>\$3,091,564</u>

**TELFORD BOROUGH AUTHORITY
SEWER OPERATING FUND
ANNUAL BUDGET 2022**

11/18/21

**SEWER OPERATING
EXPENDITURES**

**BUDGET
2022**

SEWER ADMINISTRATION

405.121	<u>WAGES - MANAGER</u> - This expenditure is the 1/4 portion of the Authority Manager's annual salary.	\$30,950
405.140	<u>WAGES - OFFICE PERSONNEL</u> - This expenditure is the portion 1/4 the combined annual salary of the administrative secretary and finance director and 1/3 the salary of the utility billing clerk.	\$58,370
405.156	<u>HEALTH / DENTAL INSURANCE</u> - This expenditure is for the cost of health / dental insurance of all personnel working within the sewer department and 1/4 the cost of office personnel.	\$200,560
405.159	<u>LIFE AND DISABILITY INSURANCE</u> - This expenditure is for the cost of life insurance for all sewer department personnel, 1/4 the cost of office personnel, and Authority board members. This expenditure also covers short and long term disability for all sewer personnel and 1/4 the cost of office personnel.	\$7,790
405.160	<u>PENSION</u> - This expenditure is for the portion of the cost of the PMRS pension plan of all personnel working within the sewer department and 1/4 the cost of office personnel.	\$40,630
405.161	<u>SOCIAL SECURITY</u> - This expenditure is for the cost of social security of all personnel working with the sewer department and 1/4 the cost of office personnel.	\$38,885
405.164	<u>WORKERS' COMPENSATION INSURANCE</u> - This expenditure is for the cost of workers' compensation insurance for all personnel working within the sewer department and 1/4 the cost of office personnel.	\$43,150

**SEWER OPERATING
EXPENDITURES**

11/18/21

SEWER ADMINISTRATION (CONT.)

**BUDGET
2022**

405.210	<u>OFFICE SUPPLIES</u> - This expenditure is for office supplies needed to operate the sewer department.	\$1,100
405.240	<u>MATERIALS & SUPPLIES</u> - This expenditure is for the cost of other materials and supplies necessary to operate the sewer department including printing, postage, etc.	\$8,125
405.260	<u>MINOR EQUIPMENT</u> - This expenditure is for minor equipment needed for operation of the sewer department office.	\$0
405.311	<u>AUDITING SERVICES</u> - Telford Borough Authority retains the firm of Styer Associates to audit all authority funds and this expense is estimated to be	\$5,025
405.313	<u>ENGINEERING</u> - Telford Borough Authority retains the services of CKS Engineers, Inc. to perform the engineering necessary to operate the TBA. This expenditure is for general engineering services and for meeting attendance and is estimated to be	\$8,500
405.314	<u>LEGAL SERVICES</u> - Telford Borough Authority retains the services of Timoney, Knox, LLP to perform consulting legal advice for operation of the TBA. This expenditure is for general legal services and for meeting attendance and is estimated to be	\$15,000
405.315	<u>OTHER PROFESSIONAL SERVICES</u> - This expenditure is for other professional services necessary to operate the sewer department including 1/2 of the costs associated with the rapid notification system.	\$600

11/18/21

**SEWER OPERATING
EXPENDITURES**

**BUDGET
2022**

SEWER ADMINISTRATION (CONT.)

405.317	<u>COMPUTER SERVICES</u> - This expenditure is for the maintenance contract to operate our accounting system and sewer billing software.	\$2,235
405.321	<u>TELEPHONE</u> - This expenditure is for the telephone service necessary to operate the sewer administration.	\$2,330
405.350	<u>INSURANCE & BONDING</u> - This expenditure is for 1/2 liability insurance for TBA officials, and 1/4 of the bonding of the manager.	\$2,410
405.374	<u>MACHINERY & EQUIPMENT REPAIR</u> - This expenditure is for repair of any office equipment necessary for the operation of the sewer department.	\$1,335
405.375	<u>VEHICLE MAINTENANCE & SUPPLIES</u> - This expenditure is for vehicle allowance for Manager including gasoline for sewer administration.	\$1,625
405.381	<u>OFFICE EQUIPMENT LEASE</u> - This expenditure is 1/4 the cost to lease the copy machine and 1/4 of the cost to lease the postage meter.	\$1,760
405.420	<u>DUES, SUBSCRIPTIONS, & MEMBERSHIPS</u> - This expenditure is for any dues, memberships, etc. to which the TBA or administration is affiliated.	\$1,330
405.460	<u>MEETINGS & CONFERENCES</u> - This expenditure is for any TBA member or the administration to attend any schooling, meetings, or conferences.	\$1,935
405.490	<u>OTHER</u> - This miscellaneous expenditure account is for various expenses associated with the sewer administration including drug testing.	\$385

11/18/21

**SEWER OPERATING
EXPENDITURES**

**BUDGET
2022**

SEWER ADMINISTRATION (CONT.)

405.700 **WEBSITE MAINTENANCE** - This expenditure is for 1/2 the cost for the maintenance of the Authority website. \$1,415

405.740 **OFFICE EQUIPMENT** - This expenditure is for the purchase of miscellaneous office equipment if needed and 1/2 of computer workstations being replaced for the Authority office. \$2,150

SEWER COLLECTION LINES

427.140 **WAGES** - This expenditure is the portion of the combined annual salaries of the TBA and Borough employees performing work on the sewer collection system. \$80,000

427.141 **WAGES - PUBLIC WORKS DIRECTOR** - This expenditure is the 1/4 portion of the Public Works Director's annual salary. \$28,150

427.231 **GASOLINE** - This expenditure is for gasoline needed for the vehicles and equipment necessary for the operation of the collection system. \$2,000

427.238 **UNIFORMS** - This expenditure is for the cleaning of the uniforms necessary for the employees working on the sewer collection system. \$1,150

427.240 **MATERIALS & SUPPLIES** - This expenditure is for general supplies for the operation / maintenance / repair of the sewer collection system. \$18,500

427.260 **SMALL TOOLS & MINOR EQUIPMENT** - This expenditure is for the purchase of small tools or equipment to maintain the collection system and the purchase of a tablet computer. \$1,825

427.312 **TELEVISION MONITORING** - This expenditure is for the televising of our sewer collection lines used to determine replacement projects, I/I sources, etc. \$10,000

11/18/21

**SEWER OPERATING
EXPENDITURES**

**BUDGET
2022**

SEWER COLLECTION LINES (CONT.)

427.313	<u>ENGINEERING</u> - This expenditure is for the engineering services necessary to bid, construct, or maintain our sewer collection system.	\$34,000
427.315	<u>OTHER PROFESSIONAL SERVICES</u> - This expenditure is for other professional services necessary to operate the sewer collection system (i.e. sealing of manholes, grading, etc.).	\$1,400
427.350	<u>INSURANCE</u> - This expenditure is for the cost of insurance on our sewer collection system.	\$7,600
427.365	<u>SEWER LINE CLEANING</u> - This expenditure is for the pressure cleaning / flushing of our sewer collection system.	\$10,000
427.374	<u>MACHINERY & EQUIPMENT REPAIR</u> - This expenditure is for machinery and equipment repair necessary to operate the sewer collection system.	\$3,750
427.375	<u>VEHICLE MAINTENANCE & SUPPLIES</u> - This expenditure is for maintenance and repair of any vehicle used for the collection system by the sewer department.	\$750
427.384	<u>EQUIPMENT RENTAL</u> - This expenditure is for the rental of equipment necessary to maintain the sewer lines including excavator, dozer, etc.	\$0
427.490	<u>OTHER</u> - This miscellaneous expenditure is for various expenses associated with the sewer collection system including concrete repair or replacement.	\$625

11/18/21

**SEWER OPERATING
EXPENDITURES**

**BUDGET
2022**

SEWER COLLECTION LINES (CONT.)

427.740 **MACHINERY & EQUIPMENT** - This expenditure is for the purchase of any machinery and equipment necessary to operate our sewer collection system. \$0

427.745 **DEPRECIATION** - This expenditure represents 100% of the allowable 2022 equipment and sewer system depreciation. \$189,675

SEWER LIFT STATION

428.140 **WAGES** - This expenditure is the portion of the combined annual salaries of the TBA employees performing work on the sewer lift stations. \$24,000

428.222 **CHEMICALS** - This expenditure is for the chemicals, degreasers, etc. necessary to operate the lift stations. \$250

428.231 **GASOLINE** - This expenditure is for the gasoline needed for the vehicles and equipment necessary for the operation of the lift stations. \$300

428.313 **LIFT STATION ENGINEERING** - This expenditure is for general engineering necessary for lift station maintenance or operation. \$0

428.315 **OTHER PROFESSIONAL SERVICES** - This expenditure is other professional services necessary to operate the lift stations. \$5,040

11/18/21

**SEWER OPERATING
EXPENDITURES**

**BUDGET
2022**

SEWER LIFT STATION (CONT.)

428.321	<u>TELEPHONE</u> - This expenditure is for telephone service necessary for our alarm systems needed for the operation of our lift stations.	\$0
428.350	<u>INSURANCE</u> - This expenditure is for the general property, liability, boiler, machinery, and equipment insurance necessary for our lift stations.	\$7,500
428.361	<u>ELECTRICITY</u> - This expenditure is for electric service necessary to operate our lift stations.	\$2,400
428.365	<u>SEWER PIT CLEANING</u> - This expenditure is for the periodic sewer pit cleaning of our lift stations.	\$3,600
428.372	<u>FIXED EQUIPMENT REPAIR</u> - This expenditure is for repair of permanent equipment associated with the lift stations.	\$5,000
428.373	<u>BUILDING REPAIR & MAINTENANCE</u> - This expenditure is for the repair of the building or wet wells of the lift stations, including a hatch/lid at the South lift station and an electric box, unistrut and a post replacement at the North lift station.	\$9,500
428.620	<u>PLANT IMPROVEMENT</u> - This expenditure is for the repair of the building or wet wells of the lift stations.	\$0
428.745	<u>DEPRECIATION</u> - This expenditure represents 100% of the allowable 2022 equipment and facilities depreciation.	\$4,325
429.140	<u>WAGES - SEWER PLANT</u> - This expenditure is the portion of the combined annual salaries of the TBA employees performing work at the wastewater treatment facility (WWTF).	\$235,940

WWTF

11/18/21

**SEWER OPERATING
EXPENDITURES**

**BUDGET
2022**

WWTF (CONT.)

429.222	<u>CHEMICALS</u> - This expenditure is for the chemicals necessary for the operation of the WWTF.	\$127,500
429.226	<u>CLEANING SUPPLIES</u> - This expenditure is for the cleaning supplies necessary to clean the WWTF.	\$0
429.230	<u>HEATING FUEL</u> - This expenditure is for the heating fuel necessary to operate the WWTF.	\$6,000
429.231	<u>GASOLINE</u> - This expenditure is for the gasoline necessary to operate the equipment, vehicles, etc. used to operate the WWTF.	\$1,500
429.238	<u>UNIFORMS</u> - This expenditure is for the cleaning of the uniforms necessary for the employees working at the WWTF.	\$650
429.240	<u>MATERIALS & SUPPLIES</u> - This expenditure is for the supplies necessary to operate and maintain the equipment and building at the WWTF.	\$5,000
429.260	<u>SMALL TOOLS & MINOR EQUIPMENT</u> - This expenditure is for the purchase of small tools / equipment necessary to operate and maintain the WWTF.	\$1,500
429.312	<u>LEGAL SERVICES - TMDL</u> - This expenditure is for the legal services necessary for TMDL litigation.	\$115,000
429.313	<u>ENGINEERING SERVICES</u> - This expenditure is for the engineering services necessary for the planned construction projects associated with the operation / maintenance of the WWTF, i.e., hydraulic evaluation and biosolids permit application.	\$24,000

11/18/21

**SEWER OPERATING
EXPENDITURES**

**BUDGET
2022**

WWTF (CONT.)

429.314	<u>LEGAL SERVICE</u> - This expenditure is for the legal services necessary for the planned construction projects, etc. associated with the operation / maintenance of the WWTF.	\$0
429.315	<u>OTHER PROFESSIONAL SERVICES</u> - This expenditure is for the alarm monitoring, etc. necessary for the operation of the WWTF.	\$8,100
429.316	<u>LABORATORY SERVICES & SUPPLIES</u> - This expenditure is for the necessary equipment & supplies required for our influent and effluent testing.	\$22,000
429.321	<u>TELEPHONE</u> - This expenditure is for the telephone and internet service necessary for the operation of the WWTF.	\$4,860
429.350	<u>INSURANCE</u> - This expenditure is for the general insurance coverage for the buildings and equipment at the WWTF including pollution liability coverage.	\$24,750
429.361	<u>ELECTRICITY</u> - This expenditure is for electric service to operate the WWTF.	\$64,000
429.364	<u>SEWER SERVICE PWTA</u> - This expenditure is the cost to TBA for operating expenses at the PWTA Plant.	\$523,520
429.365	<u>SOLID & LIQUID WASTE DISPOSAL</u> - This expenditure is the cost to dispose of sludge and general solid waste generated at the WWTF.	\$91,380
429.371	<u>LAND REPAIRS & MAINTENANCE</u> - This expenditure is for the general repair / maintenance of the WWTF including chip seal of the driveway.	\$4,250

11/18/21

**SEWER OPERATING
EXPENDITURES**

WWTF (CONT.)

**BUDGET
2022**

429.372	<u>FIXED EQUIPMENT & REPAIRS</u> - This expenditure is for the general repair of the operational plant equipment including electrical disconnect replacement and an infrared scan.	\$41,560
429.373	<u>BUILDING REPAIR & MAINTENANCE</u> This expenditure is for the repair of the buildings located at the WWTF.	\$2,000
429.374	<u>MACHINERY & EQUIPMENT REPAIRS</u> - This expenditure is for the repair of general machinery and equipment located at the WWTF including pumps and motors and track replacement on the skid steer.	\$15,450
429.375	<u>VEHICLE MAINTENANCE & SUPPLIES</u> - This expenditure is for maintenance and repair of vehicles used by the personnel at the WWTF.	\$2,000
429.420	<u>DUES, SUBSCRIPTIONS, & MEMBERSHIPS</u> - This expenditure is for any dues, memberships, etc. to which the TBA WWTF personnel are affiliated.	\$635
429.452	<u>JANITORIAL SERVICE</u> - This expenditure is for the cleaning of our mats and rags at our WWTF.	\$875
429.460	<u>CONFERENCES & SCHOOLING</u> - This expenditure is for the WWTF personnel to attend any conferences or schooling.	\$1,000
429.490	<u>OTHER</u> - This miscellaneous expenditure is for various items incidental to the operation of the WWTF and permit fees.	\$2,595
429.620	<u>PLANT IMPROVEMENT</u> - This expenditure is for any improvements necessary at the WWTF.	\$0

11/18/21

**SEWER OPERATING
EXPENDITURES**

**BUDGET
2022**

WWTF (CONT.)

429.740 **MACHINERY & EQUIPMENT PURCHASE** - This expenditure is for the purchase of any machinery and equipment necessary to operate our WWTF. \$0

429.745 **DEPRECIATION** - This expenditure represents 100% of the allowable 2022 equipment and facilities depreciation. \$278,115

SEWER OTHER

470.471 **LOAN PRINCIPAL** - This account is 2/3 of the principal loan payment on the 2015 Bond Refinancing and 100% of the Centrifuge replacement loan. \$528,480

470.472 **LOAN INTEREST** - This is 2/3 of the interest payable on the 2015 Bond Refinancing and 100% of the Centrifuge replacement loan. \$30,905

470.492 **TRANSFER TO SEWER CAPITAL** - This expenditure is a planned annual contribution to the Capital Acquisitions fund. \$0

GRAND TOTAL EXPENDITURES **\$3,092,500**