

# Fire Department Budget

## Initial Request Worksheet Expense

Account 05-15	Current Budget	2021 Budget
<b>PERS SERVCS</b>		
01-05 REGULAR		
01-15 PART-TIME	40,000	40,000
01-39 EMERGENCY MANAGEMENT	1,250	1,250
01-40 FICA	3,156	3,156
<b>PERS EXPEN</b>		
05-15 WC	2,366	2,366
05-20 TRAVEL	2,000	2,000
05-25 MAND. TRAIN	2,600	2,600
05-30 MMBR/DUES	500	500
05-35 UNIFORMS	2,000	2,000
<b>SUPPLIES</b>		
10-05 GENERAL	2,000	2,000
10-10 CLEANING	150	150
10-15 GASOLINE	250	250
10-20 DIESEL	2,600	2,600
10-70 PPE EQUIP	7,000	7,000
<b>MAINTENANCE</b>		
15-05 MV	7,000	7,000
15-10 EQUIPMENT	3,500	3,500
15-15 BUILDING		
<b>PURCH/RENTAL</b>		
20-05 EQUIP PURCHASE	6,000	6,000
<b>CONTRACT SVC</b>		
25-05 CONTR & RENT	6,000	6,000
<b>UTILITIES</b>		
30-15 TELEPHONES	700	700
<b>MISCELL.</b>		
65-18 MISC BUD EXP		
<b>TOTAL</b>	<b>89,072</b>	<b>89,072</b>
Nearly all expenditures in Contract Scvc are testing required by Bureau of Labor Standards		

# Police Department Budget

Initial Request Worksheet					
	Expenses				
Dept/Div 05-10 Public Safety / Police Department	Current Budget 2020	Budget Request 2021	Difference	% Difference	
PERS SERVICES				Comments	
01-05 REGULAR	\$ 312,846.00	\$ -	\$ (312,846.00)	-100.00%	The SRO and Admin Position should be in this number.
01-10 OT	\$ 25,000.00	\$ 35,000.00	\$ 10,000.00	40.00%	Cover Attending MCJA, Halloween, Vacation AS Drills
01-15 PARTTIME	\$ 25,000.00	\$ 30,000.00	\$ 5,000.00	20.00%	Adding and Training New Reserves.
01-40 FICA	\$ 27,758.00	\$ -	\$ (27,758.00)	-100.00%	
	\$ 390,604.00	\$ 65,000.00	\$ (325,604.00)	-83.36%	
Increase Chief Pay \$10,000 - In Addition to Percentage Increase -Increase Chief Vacation to 5 Weeks Per Year.					
Still need to Budget for the Officer/ACO, Cadet Program, Captain Position					
<b>PERS EXPENSES</b>					
05-05 HEALTH	\$ 90,005.00	\$ -	\$ (90,005.00)	-100.00%	
05-10 UC	\$ 393.00	\$ -	\$ (393.00)	-100.00%	
05-15 WC	\$ 9,943.00	\$ -	\$ (9,943.00)	-100.00%	
05-20 TRAVEL	\$ 2,000.00	\$ 2,000.00	\$ -	0.00%	Provide additional travel money for trainings
05-25 MAND TRAINING	\$ 7,705.00	\$ 8,000.00	\$ 295.00	3.83%	Specialized training, MCGA, FBINAA
05-30 MIMBR/DUES	\$ 2,000.00	\$ 2,000.00	\$ -	0.00%	Membership Dues & Subscriptions
05-35 UNIFORMS	\$ 11,000.00	\$ 11,000.00	\$ -	0.00%	Cadet Prog, Adding 1 New Officers/Reserves, Vest/Carriers
	\$ 123,046.00	\$ 23,000.00	\$ (100,046.00)	-81.31%	
			\$ -		
<b>SUPPLIES</b>					
10-05 GENERAL	\$ 6,100.00	\$ 5,000.00	\$ (1,100.00)	-18.03%	Ammunition for Fire Arms Program
10-15 GASOLINE	\$ 12,000.00	\$ 12,000.00	\$ -	0.00%	
	\$ 18,100.00	\$ 17,000.00	\$ (1,100.00)	-6.08%	





# Animal Control Budget

Dept/Div 05-10 Public Safety / Animal Control						
<b>PERS EXPENSES</b>						
05-25 MAND TRAIN	\$ -	\$ -	\$ -	\$ -	0.00%	
<b>CONTRACT SERVICES</b>						
25-05 CONT & RENT	\$ 7,081.00	\$ 10,500.00	\$ 3,419.00	\$ 3,419.00	48.28%	2020 Unable to Hire Full Time Officer/ACO
25-10 PRINT & FORM	\$ 500.00	\$ 500.00				
25-25 CONTRACTUAL	\$ -	\$ -				
25-30 CONTRACTUAL	\$ 150.00	\$ 150.00	\$ -	\$ -	0.00%	
	\$ 7,731.00	\$ 11,150.00	\$ 3,419.00	\$ 3,419.00	44.22%	
<b>UTILITIES</b>						
30-15 TELEPHONES	\$ -	\$ -	\$ -	\$ -	0.00%	
<b>TOTAL ANIMAL CONTROL</b>	\$ 7,731.00	\$ 11,150.00	\$ 3,419.00	\$ 3,419.00	44.22%	
<b>TOTAL BUDGET</b>	\$ 593,251.00	\$ 188,420.00	\$ (404,831.00)	\$ (404,831.00)	-68.24%	

# Highway Budget

Public Works

Account: 10-05

2015

	<b>Dept./Div: 10-05 PUBLICWORKS/HIGHWAY</b>	
	PERS SERVCS:	\$ 277,243.00
(01-05)	Regular Time	\$239,541.00
	Café Option	\$0.00
(01-10)	Overtime	\$30,000.00
	200 man hours x \$36.58 per hour avg. OT rate= 36,580.00	
(01-15)	Part Time	\$3,000.00
(01-40)	FICA	\$19,702.00
	PERS EXPEN	\$90,174.00
(05-05)	MMEHT	\$78,836.00
(05-10)	UC	\$183.00
	WC	\$10,355.00
(05-25)	Mandatory Training	\$15,000.00
(05-35)	Uniforms	\$1,000.00
	General Supplies: Gravel Products \$ 46,000 ; Misc. Catch Basins/Parts \$7,500; Sand \$49,000; Salt \$52,000; Culverts including unplanned work \$ 8,750 ; Cold Patch \$10,000; Calcium \$1,000; Hay/Errosion \$2,500 & Grass Seed \$300; Traffic Signs \$1,200; Work Zone Signs\$1,500; Traffic/Handicap/Sidewalk Crossings Paint/Parking, Etc. \$4,000,,Signs, Posts, etc. \$1,800; Other	
(10-05)	Misc.(Office Supplies)\$500	\$186,050.00
(10-10)	Cleaning Supplies	\$100.00
(10-15)	Gasoline	\$7,006.00
(10-20)	Diesel	\$13,072.00
	15-Jan Maintenance	\$33,100.00
	Motor Vehicle Maintenance: 5 Dump Trucks & Plows ; 2 Loaders; '61 Grader ; Sweeper ; 2 Sidewalk Plows ; Pickups ; Backhoe ; Bulk Transport; Screening Plant ; Note: Equipment is now older and requires more maintenance.	\$23,000.00
(15-05)	Equipment-NonVehicle Maintenance: Mower ; Chainsaw; Shovels ; Rakes ; Tools ; Etc.	\$6,600.00
(15-15)	Building Maintenance: Town Garage, Building Maint, Lighting, etc.	\$3,500.00
	Equipment Purchase/Rental: Rental of Brush Trimmer Excavator; Compactors/Rollers; Pavement Grinders; Skidsteer/Attachements ; etc.	\$7,500.00
(20-05)	CONTRACTUAL SERVCS	
	Contractual: Roadside Mowing \$; Snow Removal Contract at \$135,000 (Last year of three year contract) ; Culvert & Catch Basin Cleaning \$18,000; Crack Sealing \$13,200; Achohol/Drug Testing Program @ \$60.45 per test (twelve tests per year) \$726.00 ; Rentals: Rollers/Compactors, Sidewalk Sweeper, Dozer, Etc. \$8,500 ; Grounds Maintenanace Mowing \$ 25,000-\$30,000 ; Weed Service \$0 ; Tree Removal \$9,000.00; Stump Grinding \$9,000.00	
(25-05)		\$218,426.00
(25-30)	Advertising	\$150.00
(25-35)	Engineering	\$15,000.00
(30-05)	Electricity	\$3,740.00

(30-10)	Heating		\$7,706.00
(30-15)	Telephones		\$1,000.00
(30-20)	Water and Sewer		\$161.00
(65-18)	Miscellaneous	<i>Buildings + Grounds Budget</i>	\$0.00
Total			\$1,298,917.00
<b>Dept./Div: 10-10 PUBLICWORKS/BLDGS/GRNDS</b>			
(01-15)	Part Time Employment:		\$0.00
(01-10)	Overtime:		\$0.00
(01-40)	FICA		\$0.00
			\$
(05-10)	Unemployment Compensation		\$
(05-15)	Workers Compensation		\$
			\$
(10-05)	General Supplies: Mulch around all trees; Fertilizer ; Loam : Flags : Seed ; Lightbulbs ; Paint & Supplies		\$3,500.00
			\$
(15-10)	Maintenance		\$400.00
(15-15)	Building and Grounds Maintenance		\$200.00
(25-05)	Contractual		\$3,000.00
			\$
(30-05)	Electricity		\$5,000.00
(30-20)	Water & Sewer		\$90.00
Total			\$12,190.00

**Note: Based on avg. OT hr. cost with benefits.**

**Note 1: Don't know what the offset cost will be yet with our plowing two routes.**

**Note 2: It cost approx. \$16,400.00 in labor only to for Public works to mow lawns and \$800,t**



30 without fuel, equipment or materials.

# Transfer Station Budget

## Initial Request Worksheet

### Expense

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Account	Current Budget	Budget Request
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Dept/Div: 15-05 SOLIDWASTE / TRNSSTATION

PERS SERVCS

01-05 REGULAR	106,579.00	
01-10 OT	1,500.00	2,500.00
01-15 PARTTIME	1,000.00	1,500.00
01-40 FICA	8,345.00	

PERS EXPEN

05-05 HEALTH	57,633.00	
05-10 UC	99.00	
05-15 WC	2,571.00	
05-20 TRAVEL	0.00	0
05-25 MAND. TRAIN	300.00	300.00
05-30 MMBR/DUES	300.00	300.00
05-35 UNIFORMS	600.00	600.00

SUPPLIES

10-05 GENERAL	1,500.00	1,500.00
10-20 DIESEL	13,500.00	13,500.00

MAINTENANCE

15-05 MV	6,800.00	6,500.00
15-10 EQUIPMENT	2,000.00	2,000.00
15-15 BUILD/PLANT	1,500.00	1,500.00
15-45 SITE UPGRADE	0.00	

CONTRACT SVC

25-05 CONTR & RENT	246,000.00	241,200.00
25-10 PRINT & FORM	100.00	100.00
25-30 ADVERTISING	100.00	100.00

UTILITIES

30-05 ELECTRICITY	3,500.00	3,500.00
30-15 TELEPHONES	450.00	550.00

MISCELL.

65-18 MISC BUD EXP	0.00	
TRNSSTATION SOLIDWASTE	454,377.00	0.00

MSW 2200 tons @ 69.50 = 152,900.00  
 Demo 400 tons @ 70.00 ton = 28,000.00  
 100 tons shingles @ 70.00 ton = 7,000.00  
 60 tons special waste @ 100.00 ton = 6,000.00  
 200 tons Bulk waste @ 70.00 ton = 14,000.00  
 400 tons Woodpile @ 50.00 ton = 20,000.00  
 60 tons tires @ 80.00 ton = 4,800.00  
 DW Program est 3,500.00  
 Leachate Disposal \$1,500.00  
 Mowing Bushhogg 1,000.00  
 Portable Toilet Rental 1,500.00  
 Water cooler Rental 1,000.00

# Recycling Budget

## Initial Request Worksheet

### Expense

Account	Current Budget	Budget Request
<b>Dept/Div: 15-10 SOLIDWASTE / RECYCLE</b>		
<b>PERS SERVCS</b>		
01-05 REGULAR	61,526.00	
01-10 OT	500.00	500. <sup>00</sup>
01-40 FICA	4,745.00	
<b>PERS EXPEN</b>		
05-05 HEALTH	26,846.00	
05-10 UC	66.00	
05-15 WC	2,571.00	
05-35 UNIFORMS	400.00	400. <sup>00</sup>
<b>SUPPLIES</b>		
10-05 GENERAL	3,000.00	3000. <sup>00</sup>
10-10 CLEANING	0.00	
<b>MAINTENANCE</b>		
15-05 MV	1,500.00	1500. <sup>00</sup>
15-10 EQUIPMENT	1,000.00	1000. <sup>00</sup>
<b>PURCH/RENTAL</b>		
20-20 EQUIP BOOKS	0.00	0
<b>CONTRACT SVC</b>		
25-05 CONTR & RENT	1,000.00	1000. <sup>00</sup>
25-10 PRINT & FORM	250.00	250. <sup>00</sup>
25-30 ADVERTISING	250.00	150. <sup>00</sup>
<b>UTILITIES</b>		
30-10 HEATING	250.00	150. <sup>00</sup>
<b>MISCELL.</b>		
65-18 MISC BUD EXP	0.00	
RECYCLE	103,904.00	0.00
SOLIDWASTE	558,281.00	0.00

## Library Budget 2021

Public Library – 2020 - Account 25 - 10		2020	2020	PROPOSAL	
		Items	Totals	2021	2021
				Items	Totals
01	Pers Servs				
01-05	Regular		<b>76,918</b>		<b>76,918</b>
	Librarian \$43638.40	43,638		43,638	
	Circulation Lib. \$33,280.00	33,280		33,280	
	Café 125 Option included in wages				
01-15	Part time		19,980		19,980
	Assistant \$12.50/hr x 15 hrs	9,750		9,750	
	Assistant \$12.50/hr x 15 hrs	9,750		9,750	
	Substitute hours - 40 hours / \$12.00	480		480	
01-40	FICA		7,414		7,414
05	Pers Expen				
05-05	Health insurance - Holly & Donna		26,846		26,846
05-10	UC		66		66
05-15	WC		264		264
05-20	Travel		650		650
05-25	Train/Conf		0		0
05-30	Mmbr/Dues - ARSL Holly \$50, MLA Holly \$55, MLA Donna \$45		150		150
10	Supplies				
10-05	General		1,800		1,800
	Printer supplies	50		50	
	Paper for copier/computer	150		150	
	Library and office supplies	700		700	
	Building supplies, light bulbs, paper towels, toilet paper, hand soap, trash bags	900		900	
15	Maintenance				
15-10	Equipment - Unexpected repairs		300		300
15-15	Building Services - HVAC repairs (\$800), replacement of emergency lights (\$250), electrical, locksmith, elevator, and other services as needed (\$2,000)		14150		3050
20-05	Equipment purchase				
20-10	Computers for staff and patrons		1000		1000
20-20	Books, Periodicals, Video, Audio		15000		15000
25-05	Contractual		21506		23949
	Building cleaning contract	11000		11000	
	Annual Roof Service Agreement			1500	
	Fire extinguisher (7) inspection, maintenance, test, parts	80		80	
	Elevator service	687		687	
	Elevator inspection	115		115	
	Elevator state license	70		70	
	Copier supplies and service	425		425	

## Library Budget 2021

	HVAC mechanical maintenance	1824		<b>1956</b>
	HVAC controls maintenance	1350		<b>1350</b>
	Service & monitor fire alarm system	769		<b>769</b>
	Maine library delivery service	811		<b>1622</b>
	Minerva (cat./circ.) consortium membership	4200		<b>4200</b>
	Networkmaine consortium participation fee	175		<b>175</b>
25-10	Print & forms		0	<b>0</b>
25-20	Live events - Programs		1500	<b>1500</b>
25-30	Advertising		75	<b>75</b>
	Utilities			
30-05	Electricity		9500	<b>10000</b>
30-10	Heating (1800 gal x \$2.65)		4,770	<b>4,770</b>
30-15	Telephone		1320	<b>1320</b>
30-20	Water & Sewer		320	<b>320</b>
	<b>Total</b>		<b>203,529</b>	<b>195,372</b>

# LIBRARY BUDGET

## Notes on the 2021 Budget

- The roof service agreement was moved to contractual which reduced the maintenance portion of the budget and increased the contractual.
- Took a portion of the building maintenance costs out of the regular budget and am asking for a capitol money request instead.
- HVAC repairs increased due to a specific problem with the control board that I've put off having fixed (one of the AC vents doesn't work).
- Van delivery amount increased due to the projected cut of the Maine State Library's budget cut of the cost of the third day of our van delivery.

# **Operations Prioritization 2021**

## **Pittsfield Public Library**

### **Basic-Essential & Optional-Secondary Cost Sharing**

Review department's entire operations to create a prioritization list of basic services and optional services that are helpful or extra for customers.

#### **Materials available**

- Books – Essential
- Large print books – Essential
- Magazines, newspapers – Essential
- Video – Essential
- Audio books – Essential
- Downloadable library of audio books and e-books – Essential, purchased cooperatively with many Maine libraries.
- Online periodical databases – Essential, provided at no cost to local users through funding from the Maine State Library and the University of Maine System.
- Interlibrary loan delivery service – Essential, makes materials accessible.

#### **Services**

- Staff – At least two persons scheduled to work when the library is open – Essential for safety and security reasons. Volunteers are used to supplement staff when absolutely necessary.
- Story time: preschool – Essential to provide early literacy to the youngest members of the community, quality is determined by amount of staff time allowed for preparation.
- Summer reading program – Essential, helps children keep reading skills up over the summer. Presented by primarily by staff, volunteers, and paid presenters. Some of the paid presenters are sponsored by the Friends of the Library.
- Crafts during story time or as separate program during the year or as part of the summer reading program – Secondary, could be provided in cooperation with the Pittsfield recreation department or other community groups.
- Teen programs – Secondary, few programs currently being offered for teens in community.
- Adult book discussion – Essential, patrons crave intellectual stimulation.
- Author visits – Essential, held several times a year to the delight of patrons. (Can offer virtually.)
- Librarian visits the school to promote public library programs – Secondary, but important for the children to be exposed to what the library has to offer.
- Outreach, visits to outside organizations – Secondary, but important to develop support in community.
- Teacher introduction to the library – Secondary, could be done by inviting teachers to the library or having library staff members go to school. Important for teachers to know about the resources available to their students at the public library. Could be partially achieved at lower cost through written notices.
- Reference assistance – Essential, occasionally staff intensive.

- Photocopying and scanning assistance – Essential, takes some staff time.
- Public access computers and internet access – Essential, provides access to information, means of communication, further education, aid to job seekers.
- Computer help and tutoring – Essential. Even though many library computers users are able to complete tasks unaided, some still do need one-on-one help from staff. Changes in the employment environment mean some people need computers, sometimes for the first time, to obtain and maintain jobs. Introduction to computing classes are sometimes offered through adult education.
- Minerva Consortia for catalog and circulation – Essential, library contributes the union catalog of materials owned by libraries in the state, cost shared by over sixty Maine libraries.
- Digital Maine Library (formerly MARVEL) – Essential, collection of full text and abstracts from magazines, newspapers and reference books that are credible, reputable resources is funded through the Maine State Library and the University of Maine System.
- Loans to and from other libraries – Essential, cost sharing, increases titles available to local patrons without purchase and storage of items, staff intensive.
- Van delivery of Interlibrary Loan materials three times a week – Essential, cooperative state-wide library hire of delivery service for pick-up and delivery directly to the library, saves staff time and money over using USPS. One day paid through Minerva membership, one day paid by operating budget, one day sometimes paid by state taxpayers through the State Library.
- Meeting room for small groups – Essential community service, little effort on part of staff.
- Library open 43 hours per week – Essential, 25 hours open is the minimum for this population. As a community service center, more than the minimum hours are needed.
- Book sale – Essential, provides a means for cleaning shelves of seldom used materials and aids in recycling of community owned books. The Friends of the Library and other volunteers put on the sale using only minimal paid staff time.
- Entertainment programs – Secondary, could be combined with the Pittsfield recreation department or school. Block booking and joint library grant applications could offer a cost savings.

### **Staff behind-the-scenes work**

- Reading reviews and professional literature – Essential, staff.
- Order materials – Essential, staff.
- Processing materials – Essential, performed by staff and some volunteers.
- Facilitating interlibrary loans – Essential, staff process transactions. Patrons can now initiate their requests, limiting need for staff assistance.
- Preparing story time and summer reading programs – Essential, staff and volunteers.
- Preparing adult programs – Essential, performed by staff.
- Library materials shelved – Essential, done by staff and some volunteers.
- Maintaining computers – Essential, staff. No-cost assistance is provided by Maine School & Library Network staff.
- Cleaning books – Secondary but necessary, staff and volunteers.
- Overdue material notification – Essential for patron service and to maintain the town's resources. Work done by library staff.

- Weeding materials — Essential for an up-to-date and useful collection, done by staff.
- Recruit, train, and supervise, volunteers – Secondary at this time, initially staff intensive.
- Recognize volunteers – Essential, done by staff.
- Professional development – Essential for continually changing library field, low cost opportunities are available through the Maine State Library, professional listservs and literature. Funding is sometimes needed for staff time, registration fees and travel.
- Technology support – Essential, could be combined with town office and other Town departments. We receive support through the MSLN circuit rider.
- Financial bookkeeping – Essential, provided through the Town office staff.
- Building cleanliness – Essential, some odd duties performed by volunteers and staff, majority of duties performed by outside contractor.
- Building maintenance -- replacing light bulbs, mowing the lawn, trash and recyclable removal – Essential, performed by Pittsfield Highway Crew. Snow removal performed by local contractor paid by the Friends of the Library.

### **Cost sharing**

The Pittsfield Public Library has joined with other libraries in the state to share the cost of the catalog and circulation system, to offer downloadable audio books and electronic books, to provide research databases, and to obtain discounts in purchasing books, movies and library supplies.

We often block book special programs to reduce programming fees and collaborate with neighboring libraries or community organizations.

We would like to team up and share costs with the recreation department to offer programs for the community.

# Water Enterprise Fund

## Initial Request Worksheet

### Expense

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Account	Current Budget	Budget Request	
<b>Dept/Div: 70-05 WATER / WATER</b>			
<b>PERS SERVCS</b>			
01-05 REGULAR	0.00		
01-10 OT	0.00		
01-20 PAY/SUPPLYOP	41,500.00		
01-25 PY/SUP/MANT	13,640.00		
01-30 PY/DIST/MAIN	41,500.00		
01-35 PY/CUSTACCTS	28,795.00		
01-40 FICA	9,596.00		
<b>PERS EXPEN</b>			
05-05 HEALTH	26,846.00		
05-10 UC	435.00		
05-15 WC	6,234.00		
05-25 MAND. TRAIN	1,000.00	1,000	
05-30 MMBR/DUES	1,500.00	1,500	
05-35 UNIFORMS	500.00	500	
<b>SUPPLIES</b>			
10-05 GENERAL	0.00	0.00	
10-15 GASOLINE	3,000.00	3,200	Both Gas Trucks Just used for backhoe/EXCAVATOR
10-20 DIESEL	3,000.00	1,000	
10-30 CHEM SUPPLY	20,000.00	20,000	
10-35 CHEM TREAT	2,500.00	3,000	
10-40 M&S-SUPPLY	2,000.00	2,000	
10-45 M&S-BLDG MAI	5,000.00	5,000	
10-50 M&S-TREATMNT	500.00	500	
10-55 M&S-DISTRIB	20,000.00	20,000	
10-60 M&S-CUSTOMER (customers)	7,500.00	9,500	Need new laptop for truck (meter reading) want to sep. out admin. office supplies out of customer account.
10-65 M&S-ADMIN (office supplies)	0.00	1,500	
<b>MAINTENANCE</b>			
15-10 EQUIPMENT	1,500.00	1,500	
15-15 BUILD/PLANT	0.00	2,000	Blower installation and necessary isolation valves at treatment plant, and building sump pump.
15-20 TREATMENT	3,000.00	3,000	
15-25 DISTRIBUTION	5,000.00	3,000	
15-30 TRANSPORT	3,500.00	3,500	
15-40 SUPPLY	0.00	0.00	
<b>PURCH/RENTAL</b>			
20-05 EQUIP PURCH	2,000.00	2,000	
20-15 EQUIP RENTAL	3,000.00	3,000	
<b>CONTRACT SVC</b>			
25-05 CONTR & RENT	0.00	0.00	

**Initial Request Worksheet**  
**Expense**

Account	Current Budget	Budget Request
<b>Dept/Div: 70-05 WATER / WATER</b>		
25-30 ADVERTISING	600.00	600
25-35 ENGINEERING	5,000.00	57,600
25-40 ACCOUNTING	6,000.00	6,000
<b>UTILITIES</b>		
30-10 HEATING	6,000.00	6,000
30-15 TELEPHONES	2,000.00	2,000
30-20 WATER&SEWER	100.00	250
<b>INSURANCES</b>		
35-05 INSUR POLICY	7,900.00	7,900
35-30 VEHICLE	0.00	
35-35 GEN LIAB	0.00	
35-40 OTHER POL	0.00	
<b>DEBT SERVICE</b>		
45-15 FIRE PUMPER	0.00	
45-25 WATER BOND	0.00	
45-30 WATER BOND	54,868.00	54,865
45-50 WATER BOND	49,017.00	49,017
45-55 WATER PUMP	3,786.00	3,786
45-65 WATER BOND	28,532.00	28,532
45-70 W/S EXCAV LP	10,000.00	10,000
<b>CAPITAL IMPR</b>		
60-55 WATER LOAN	0.00	
60-60 GROVE STAND	40,000.00	20,000
60-65 PHILL STAND	40,000.00	20,000
60-70 CAPITAL PROJ	25,000.00	20,000
<b>MISCELL.</b>		
65-18 MISC BUD EXP	0.00	0.00
65-21 PUR PW - PUM	25,000.00	25,000
65-24 PUR PW - MIS	1,200.00	1,600
65-27 REG COMM EXP	3,500.00	3,500
65-30 SALES TAX	1,840.00	1,840
65-33 PROP TAX	1,100.00	1,100
65-35 DEPREC/CAP	49,335.00	49,335
WATER	613,824.00	0.00
WATER	613,824.00	0.00

*Contract operations*

*• Cancell pages > / not used, cell phones personnel*

*• Assume all bonds are the same*

*• Adjusted due to contract operations.*

*624,174*

# Sewer Enterprise Fund

## Initial Request Worksheet

### Expense

08/14/2020

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Pittsfield  
8:57 AM

Account	Current Budget	Budget Request	
<b>Dept/Div: 75-05 SEWER / SEWER</b>			
<b>PERS SERVCS</b>			
01-05 REGULAR	65,610.00		
01-10 OT	6,820.00		
01-30 PY/DIST/MAIN	0.00		
01-40 FICA	5,541.00		
<b>PERS EXPEN</b>			
05-05 HEALTH	13,423.00		
05-10 UC	96.00		
05-15 WC	1,125.00		
05-25 MAND. TRAIN	2,500.00	1,000	
05-30 MMBR/DUES	2,000.00	2,000	
05-35 UNIFORMS	500.00	500	
<b>SUPPLIES</b>			
10-05 GENERAL	4,000.00	5,000	<i>• Additional lab supplies for plant.</i>
10-15 GASOLINE	1,000.00	500	
10-20 DIESEL	0.00		
10-25 FILMS	0.00		
10-35 CHEM TREAT	0.00		
10-40 M&S-SUPPLY	0.00		
<b>MAINTENANCE</b>			
15-05 MV	3,000.00	2,000	
15-10 EQUIPMENT	1,000.00	2,000	
15-15 BUILD/PLANT	10,000.00	10,000	
15-30 TRANSPORT	0.00		
<b>PURCH/RENTAL</b>			
20-05 EQUIP PURCH	6,000.00	5,000	<i>(Control room \$1000 / Sewer \$4000)</i>
<b>CONTRACT SVC</b>			
25-05 CONTR & RENT	20,000.00	30,000	<i>(Added \$10,000 for sewer system flushing/maint/cmom plan.)</i>
25-10 PRINT & FORM	2,000.00	1,000	
25-35 ENGINEERING	20,000.00	23,000	<i>(\$18,000 Contract Ops / \$5,000 projects)</i>
<b>UTILITIES</b>			
30-05 ELECTRICITY	2,000.00	2,000	
30-10 HEATING	2,000.00	2,500	
30-15 TELEPHONES	1,200.00	500	<i>(No pagers / <sup>cell</sup> phones private)</i>
30-20 WATER&SEWER	160.00	160.	
<b>INSURANCES</b>			
35-35 GEN LIAB	1,900.00	1,900	
<b>DEBT SERVICE</b>			
45-45 SEWER BOND	32,456.00	32,456	
45-60 SLUDG/SEWER	97,622.00	97,622	

### Initial Request Worksheet Expense

Account	Current Budget	Budget Request
<b>Dept/Div: 75-05 SEWER / SEWER</b>		
45-70 W/S EXCAV LP	10,000.00	10,000
CAPITAL IMPR		
60-66 SLUDGE RESER	85,000.00	20,000
60-70 CAPITAL PROJ	20,000.00	20,000
MISCELL.		
65-18 MISC BUD EXP	2,000.00	2,000
65-35 DEPREC/CAP	82,397.00	82,397
SEWER	501,350.00	0.00
SEWER	501,350.00	0.00

\* Reduced due to discussion  
with Rural Development.  
PENDING

446,150 \*