Sewer Treatment

Org. 9402

EXPENDITURES	FY 12-13 ACTUAL	FY 13-14 ADJUSTED BUDGET	FY 14-15 APPROVED BUDGET
Personnel Services	$1,269,200	$1,331,045	$1,302,413
Operating	$1,550,750	$1,452,812	$1,386,185
Debt Service	$39,355	0	0
Capital Outlay	$33,300	$53,700	$50,000
Total:	$2,892,605	$2,837,557	$2,738,598
Funded Positions	21	21	20
Part-Time Positions	0	0	0

Purpose and Mission

The Sewer Treatment Division is responsible for ensuring that all wastewater collected through the City's sewer systems is treated and disposed of in a manner that complies with applicable discharge and non-discharge permits. This division is responsible for the operation and maintenance of the City's main WWTP, the New Bern-7 WWTP, the Quarry Reclamation Facility, and the Reedy Branch Effluent Application Tree Farm. Every effort is made by this division to ensure that the City's sewer treatment facilities meet or exceed all State and Federal water quality and land application standards.

In addition, this division is responsible for administration of the City's Pretreatment and Fats, Oils and Greases (FOG) Programs.

The Pretreatment program serves to ensure that all industries within the City comply with the conditions of their applicable pretreatment permits. The City is responsible for reporting to the Pretreatment Unit of the North Carolina Division of Water Quality all activities associated with the program.

The Fats, Oils and Greases (FOG) Program is administered by the City to eliminate discharges of grease to the sewer collection systems, which are one of the main causes of sewer overflows. The program includes annually inspecting restaurants, providing them information concerning (FOG), and checking discharges. Fines are being issued for restaurants that are in non compliance.

FY14-15 Approved Budget Highlights

Personnel Services:

- (1) Senior Maintenance Worker position will remain vacant and unfunded in FY14-15.

Operating:

- $608,500 – Utilities required for operating pumps, blowers, heaters, and other miscellaneous equipment.
- $289,000 – Chemicals required for treatment process to meet State & Federal regulations.
- $126,900 – Outside lab testing & calibration of laboratory and monitoring equipment to comply with State & Federal regulations; repair of lagoon walls at NB7 WWTP

Capital:

- $50,000 – WWTP Operating Pumps - Replacement

City of New Bern Budget
Fiscal Year 2014-15

Fund: Sewer Fund
Department: Public Utilities
Organization: Sewer Treatment

Account Number	Description	Actual Last Year FY 2012-13	Adjusted Budget FY 2013-14	Manager's Recommended FY 2014-15	Approved Budget FY 2014-15
Personnel Services:					
Salaries					
5211-9402-61101	Salaries - Regular	804,476	866,246	840,479	840,479
5211-9402-61121	Salaries - Overtime	45,889	46,000	57,040	57,040
5211-9402-61181	Salaries - Taxable Benefits	6,776	6,600	6,600	6,600
Subtotal Salaries		857,141	918,846	904,119	904,119
Fringe Benefits					
5211-9402-62110	Social Security Tax	50,703	56,969	56,056	56,056
5211-9402-62112	Medicare Tax	11,858	13,324	13,110	13,110
5211-9402-62210	State Retirement	57,446	64,963	63,922	63,922
5211-9402-62220	401K	42,572	45,943	45,206	45,206
5211-9402-62810	Health/Life Insurance	249,480	231,000	220,000	220,000
Subtotal Fringe Benefits		412,059	412,199	398,294	398,294
Total Personnel Services		1,269,200	1,331,045	1,302,413	1,302,413
Professional Services:					
5211-9402-71114	Medical Professional Services	200	500	100	100
5211-9402-71118	Engineering Professional Services	17,927	22,073	15,000	15,000
Total Professional Services		18,127	22,573	15,100	15,100
Current Obligations & Services:					
5211-9402-72130	Employee Travel & Training	4,175	6,540	5,100	5,100
5211-9402-72210	Telephone Service	1,003	1,000	600	600
5211-9402-72310	Utilities	599,268	615,000	608,500	608,500
5211-9402-72410	Printing	174	500	300	300
5211-9402-72510	R & M - Buildings	3,194	14,500	0	0
5211-9402-72520	R & M - Equipment	18,822	10,000	8,000	8,000
5211-9402-72532	Central Garage Charges	29,663	30,351	44,419	41,386
5211-9402-72610	Freight, Express, Deliveries	121	100	50	50
5211-9402-72790	Advertising	0	100	50	50
5211-9402-72890	Miscellaneous Other Services	325,664	175,000	126,900	126,900
Total Current Obligations & Services		982,084	853,091	793,919	790,886
Fixed Charges & Other Services:					
5211-9402-73130	Copier Rental	2,152	3,000	2,121	2,121
5211-9402-73210	Service & Maintenance Contracts	18,148	25,000	25,480	25,480
5211-9402-73810	Dues & Subscriptions	17,658	18,648	16,398	16,398
Total Fixed Charges & Other Services		37,958	46,648	43,999	43,999

City of New Bern Budget
Fiscal Year 2014-15

Account Number	Description	Actual Last Year FY 2012-13	Adjusted Budget FY 2013-14	Manager's Recommended FY 2014-15	Approved Budget FY 2014-15
Supplies & Materials:					
5211-9402-74110	Uniforms	3,179	4,000	4,000	4,000
5211-9402-74120	Janitorial Supplies	1,082	1,500	1,500	1,500
5211-9402-74350	Agricultural Supplies	296	500	500	500
5211-9402-74420	Equipment Parts	64,730	80,000	55,000	55,000
5211-9402-74510	Fuel Charges	29,906	28,500	37,000	37,000
5211-9402-74610	Office Supplies & Materials	3,816	5,000	5,000	5,000
5211-9402-74910	Other Supplies & Materials	14,720	12,000	10,000	10,000
5211-9402-74930	IT Supplies	3,695	4,500	0	0
5211-9402-74931	IT Eqt (Restricted - IT Use Only)	0	0	6,700	6,700
5211-9402-74944	Fuel Charges Non-Highway	63,577	55,000	65,000	65,000
5211-9402-74970	Safety Supplies	3,098	2,000	500	500
5211-9402-74980	Chemicals	272,612	250,000	289,000	289,000
5211-9402-74982	Lubricants	6,229	7,500	7,000	7,000
5211-9402-74990	Miscellaneous Supplies	45,641	80,000	55,000	55,000
Total Supplies & Materials		512,581	530,500	536,200	536,200
Capital Expenses:					
5211-9402-75190	Other Equipment	33,300	0	50,000	50,000
5211-9402-75192	I/P Other Equipment	0	27,700	0	0
5211-9402-75212	I/P Motor Vehicles	0	26,000	0	0
Total Capital Expenses		33,300	53,700	50,000	50,000
Installment Payments:					
5211-9402-77101	I/P Principal Payments	33,803	0	0	0
5211-9402-77201	I/P Interest Payments	5,552	0	0	0
Total Installment Payments		39,355	0	0	0
Sewer Treatment Totals:		2,892,605	2,837,557	2,741,631	2,738,598

POSITION SUMMARY

Fund: Sewer
Department: Public Utilities

Org.: Sewer Treatment (9402)

PERSONNEL

		FY 2013-14		Approved FY 2014-15
	Grade	Funded	Positions Filled	Funded
Treatment Plant Manager	24	1	1	1
Plant Operation Manager	20	1	1	1
Chief Treatment Plant Op.	16	1	1	1
Lab Supervisor	18	1	1	1
Land Application Supervisor	15	1	1	1
Treatment Plant Maint. Supv.	15	1	1	1
Wastewater Plant Operator III	13	0	2	2
Wastewater Plant Operator II	11	2	3	3
Lab Technician I	11	2	2	2
Wastewater Plant Operator I	9	4	1	1
Irrigation Operator	8	1	2	2
Equipment Operator	8	1	1	1
Pretreatment Coordinator	10	1	1	1
Biosolids Operator	8	1	1	1
Senior Maintenance Worker	6	3	1	1
Full-Time		**21**	**20**	**20**
Part-Time		**0**	**0**	**0**

Sewer Treatment

Org. 9402

Travel & Training Request 2014-15
GL Account # 72130

Projected Date(s)of Travel	Name of Event/Meeting	Location of Event/Meeting	Employees Involved (Positions)	Projected Cost
	Training for CEU required by DWQ & Safety		Judy Majstoravich	$300
	Training for CEU required by DWQ & Safety		Robert Jones	$300
	Training for CEU required by DWQ & Safety		Tony Hawkins	$300
	Training for CEU required by DWQ & Safety		Cheryl King	$300
	Training for CEU required by DWQ & Safety		Michael Golder	$300
	Training for CEU required by DWQ & Safety		Diane Davis	$300
	Training for CEU required by DWQ & Safety		Albe Thomas	$300
	Training for CEU required by DWQ & Safety		Mark Schlaeger	$300
	Training for CEU required by DWQ & Safety		Joseph Williams	$300
	Training for CEU required by DWQ & Safety		Yao Missebukpo	$300
	Training for CEU required by DWQ & Safety		Thomas Greer	$300
	Training for CEU required by DWQ & Safety		Claude Westbrook	$300
	Training for CEU required by DWQ & Safety		John Scott	$300
	Training for CEU required by DWQ & Safety		Steve Wille	$300
	Training for CEU required by DWQ & Safety		Bruce Van Apeldoorn	$300
	Training for Safety		Bryan Rowe, Vernon Harris, David	$600
				$5,100

Sewer Treatment **Org. 9402**

Dues & Subscriptions 2014-15
GL Acct # 73810

Name of Organization	Projected Cost
NC DENR / WWTP (WQ0017635)	$1,310
NC DENR / WWTP (NC0025348)	$1,310
NC DENR / Residuals (WQ0023306)	$1,310
NC DENR / New Bern Seven (WQ0003765)	$1,310
NC DENR/Air Quality (08998)	$187
Lower Neuse Basin Association (1884095)	$4,964
Neuse River Compliance Association (16-1616441)	$2,444
NC DENR/ WWTP Laboratory Certification (118)	$1,450
NC DENR / Laboratory Field Certification	$100
WPCSOCC (Renewal Wastewater Operator Certifications)	$1,000
NC WTFO (Renewal Water Operator Certifications)	$150
NC AWWA (Memberships)	$400
WEF (Memberships)	$183
NC RWA (Memberships)	$150
NC WOA (Membership)	$30
NC Pretreatment Consortium	$100
	$16,398

Department: Public Utilities – Water Resources

SUPPLEMENTAL EQUIPMENT REQUEST

Division: Sewer Treatment

Org. 9402

1. PURPOSE: **CAPITAL**

(Check all that apply!)

- ☐ New
- ☒ Replacement
- ☐ Hardware
- ☐ Software

REASONS FOR REQUEST

- ☐ New Program
- ☐ Expanded Program
- ☒ Routine Scheduled Replacement
- ☐ Operation of New Capital Improvement
- ☐ Economy of Operations
- ☐ Other

2. JUSTIFICATION: This capital request is for the replacement of portions of the pumping systems at the main WTTP. These components have past their anticipated useful service life and need to be replaced in order for the WWTP to operate at maximum efficiency.

3. DESCRIPTION OF ITEM REQUESTED:

Quantity	Item(s)	Estimated Date of Purchase	Estimated Life	Unit Cost	Total Cost	Annual Cost if Lease/Purchase	Estimated Annual Maintenance Cost	Offsetting Value
1	WWTP Pumps	9/14	15 years	$50,000	$50,000	N/A	N/A	N/A

4. DESCRIPTION OF ITEM(S) TO BE REPLACED:

Quantity	Item(s)	Vehicle / Asset Numbers	Model Year	Actual Mileage	Condition Code	Disposition Code	Trade/Salvage Value	Estimated Annual Maintenance Cost
1	WWTP Pumps	N/A	N/A	N/A	N/A	D	N/A	N/A

CONDITION CODE		DISPOSITION CODE		APPROVED BY:	
1. Wrecked/Damaged	5. Obsolete, parts no longer available	A. Scrap	E. Transfer to another Department	Director of Finance:	Date:
2. Poor	6. Other	B. Trade	F. Other	Garage (Vehicles only):	Date:
3. Fair		C. Sell		City Manager:	Date:
4. Good		D. Place in reserve			

Each request should be submitted on a separate form.

(FY 2014-15)