

Date: April 5, 2016

Subject: Finance Committee Meeting
Tuesday, April 5, 2016

To: Doug Sienna Chair, Dale Aldieri,
Ed Kindelan, Tim Stewart, Tom
Tokarz and John Dunham

From: Arthur G. Simonian, Executive Director

AG9

**Finance Committee Meeting
April 5, 2016
5:30 pm**

AGENDA

- 1) **2015-2016 Budget Revisions** – Approve adjusting the following Budget Line Items as outlined below and authorizes the Executive Director to advertise the amended budget, and refers this recommendation to the Board of Directors for their review and consideration.
 - a) Increase the District Counsel Line Item, #52210, from \$35,000 to \$75,000 to cover Counsel Services for Sibley property easement investigation, Quad L incinerator Federal regulations, Ash Landfill wetlands and zoning approvals, municipal investment statues, MDC contracts for Middletown fund credits and other miscellaneous services.
 - b) Increase the Accounting Line Item, #52300, from \$24,000 to \$33,976 to reflect the additional auditing services for GASB68 (State Pension Liability).
 - c) Increase the Office Supplies Line Item, #54000, from \$11,000 to \$20,000 for costs related to office furniture, printers and office stationary/septage forms.
 - d) Increase the Overtime for Maintenance Line Item, #56620, from \$20,454 to \$35,000 to installing new air blaster, setup of new shop area and call in for emergencies.
 - e) Increase the Nitrogen Treatment Line Item, #71030, from \$100,000 to \$130,000 to cover Capital improvements for the Nitrogen upgrade project directly contracted with the District. Items include cameras, phone system update, Siemens aeration blower service, dewatering crane rebuilding and UST closure assessment monitoring.
 - f) Increase the Outfall Capital Line Item, #71060, from \$0.00 to \$39,062 to cover the capital costs incurred this fiscal year for the outfall chamber concrete and sediment work per contract with Kovacs Construction and Northeast Diving.
 - g) Increase Balance for Lab Capital Line Item, #71090, from \$0.00 to \$7,500 to expend for purchase in this fiscal year.

- h) Increase the Vehicle Replacement Line Item, #71140, from \$0.00 to \$32,274 to cover the approved purchase of a 2016 Ford Explorer in this year's budget.
 - i) Increase Trailer for Tractor Capital Line Item, #71190, from \$0.00 to \$15,000 to expend for purchase in this fiscal year.
 - j) Increase Sludge Storage Tank Cleaning Capital Line Item, #71260, from \$0.00 to \$30,000 to expend for purchase in this fiscal year.
 - k) Increase Direct Payments to Wright Pierce and C.H. Nickerson Line Item, #73030, from \$1,000,000 to \$1,319,474 for additional services to W-P's contract (\$220K), Day Pitney Bonding charges (\$40K), project expenses contracted directly with District (\$13K) and CWF payments made to cover other costs (W-P bidding services, Phoenix Soil Disposal and ineligible change orders 195K). The CWF Loan was closed earlier than anticipated (December) decreasing our interest and principal costs but increasing our Direct Payment line item. FY17's budget, with revision below, has \$200,000 for remaining payments to W-P and C.H. Nickerson as well.
 - i) Decrease Training and Conferences Line Item, #52400, from \$35,000 to \$20,000 for the budget revisions above.
 - j) Decrease Incinerator Air Permits Line Item, #53530, from \$15,000 to \$2,000 for the budget revisions above.
 - l) Decrease Retirement Line Item, #58000, from \$404,955 to \$304,955 for the budget revisions above.
 - k) Decrease Chemicals Line Item, #61200, from \$565,000 to \$465,000 for the budget revisions above.
 - k) Decrease Maintenance Equipment Repairs General Line Item, #62310, from \$175,000 to \$122,500 for the budget revisions above.
 - m) Decrease Contingency Line Item, #69000, from \$112,350 to \$0.00 for the budget revisions above.
 - n) Decrease Capital Outlay Line Item, #71010, from \$340,000 to \$186,018 for the budget revisions above.
- 2) **2016-2017 Budget Revisions** – Approve adjusting the following Budget Line Items as outlined below and authorizes the Executive Director to advertise the amended budget, and refers this recommendation to the Board of Directors for their review and consideration.

- a) Increase Direct Payments to Wright Pierce and C.H. Nickerson Line Item, #73030, from \$100,000 to \$200,000 for additional services to W-P's contract and payments to C.H. Nickerson anticipated in FY17.
- b) Decrease #2 Oil Emergency Generator Line Item, #61450, from \$50,000 to \$32,500 for budget revision above.
- c) Decrease Solids/Incinerator Capital Line Item, #71040, \$60,000 to \$30,000 for budget revision above and use existing FY16 budget for the cleaning.
- d) Decrease Balancer for Lab Capital Line Item, #71090, from \$7,500 to \$0.00 for budget revision above and use existing FY16 budget for the purchase of the balancer.
- e) Decrease Trailer for Tractor Capital Line Item, #71190, from \$15,000 to \$0.00 for budget revision above and use existing FY16 budget for the purchase of the trailer.
- f) Decrease Sludge Storage Tank Cleaning Capital Line Item, #71260, from \$30,000 to \$0.00 for budget revision above and use existing FY16 budget for the cleaning.

3) Related Business & Staff Updates