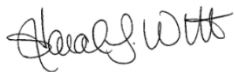


**Village of Millbrook
20 Front Street- Millbrook Firehouse
Board of Trustees (BOT)- Budget- Water & Sewer
February 23, 2022**

1. **Roll Call:** Mayor Collopy, Deputy Mayor Contino, Trustee Herzog, Trustee Arbogast, Trustee Doro, Scott Osborn (VRI), Senior Account Clerk McLaughlin, Bill Bright of Delaware and Clerk Witt
2. **Open meeting – 6:00 PM with Pledge of Allegiance.**
3. **Bill Bright Waste Water Treatment Plant (WWTP) Upgrade-** *Motion* made by Mayor Collopy approving the expense of \$7000 towards the engineering report for the WWTP Upgrade, seconded by Deputy Mayor Contino and all were in favor. Mr. Bright says the report will take about three months to produce.
4. **Budget on Water and Sewer:** The Board met with Scott Osborn of VRI to discuss his budget figures for 2022/2023 Water and Sewer Budget. The Board reviewed the attached Water and Sewer worksheets. The Board discussed a water rate increase of at least .50 cents/ 1000 gallons raising the rate to \$7.25 per 1000 gallon- discussion is ongoing.
5. **Bennett Pump Station-** Mayor Collopy asked Clerk Witt to re-solicit banks for \$400,000 which includes the rough amounts needed for both the retaining wall project and Bennett pump house project.
6. **Public Comment:** There was none.
7. **Next Scheduled Budget Meeting:** March 2, 2022- Fire Department and Highway Department.
8. **Adjournment:** *Motion* made by Trustee Herzog to adjourn the meeting at 7:52 PM, seconded by Trustee Arbogast and all were in favor.

Respectfully submitted by:



Sarah J. Witt
Village Clerk

Millbrook Budget 2022-2023

Water

			<u>Projected Line Totals</u>	<u>Actual Budget</u>
1.019104.12.000.00				
Unallocated Insurance		\$11,000.00	\$11,000.00	
 1.083102.12.000.00				
Capital Improvements		\$66,560.00	\$66,560.00	
 1.083104.12.000.00				
Water Admin	Facility Operations	\$68,604.24		
	Water Billing	\$8,655.06		
	Annual Water Quality Report	\$360.00		
	Department of Health Permit	\$120.00		
	Blackboard	\$825.00		
	Sensus Tech Support	\$1,200.00	\$79,764.30	
 1.083204.12.000.00				
Source Contractual				
 1.083204.12.000.16				
Chemicals	Chlorine: 175 - 5 Gallon Containers	\$4,375.00		
	Carus: 18 - 30 Gallon Drums	\$9,414.00		
	Caustic Soda: 100 - 15 Gallon Drums	\$15,000.00		
	Fuel and pallet charges	\$800.00	\$29,589.00	
 1.083204.12.000.18				
Laboratory Testing	Laboratory analysis	\$3,200.00	\$3,200.00	
 1.083404.12.000.00				
Distribution Contractual	Doyle Security	\$700.00		
	Fire extinguisher service	\$300.00		
	Dig Safely NY	\$160.00		
	Diamond Maps	\$210.00		
	NYRWA Dues	\$406.00	\$1,776.00	
 1.083404.12.000.11				
Utilities	Electric	\$11,000.00	\$11,000.00	
 1.083404.12.000.13				
Fuel	Fuel - generator	\$800.00	\$800.00	
 1.083404.12.000.20				
Repairs/Maint	Generator service contract	\$500.00		
	Repairs	\$51,340.00	\$51,840.00	
 1.083404.12.000.19				
Equipment/Supplies	Equipment/parts	\$18,220.00		
	Bluebook supplies	\$1,000.00		
	RB/Williams supplies	\$800.00	\$20,020.00	
 1.099509.12.000.00				
Water Capital Reserve		\$10,000.00	\$10,000.00	
 <u>Total contractual expense for water</u>				
		\$285,549.30	\$285,549.30	\$0.00

Millbrook Budget 2022-2023

Wastewater

			Projected Line Totals	<u>Actual</u> <u>Budget</u>
1.019104.13.000.00				
Unallocated Insurance		\$6,500.00	\$6,500.00	
1.081104.13.000.00				
Admin	Facility Operations	\$132,520.56		
	Sewer Billing	\$8,655.06		
	Annual I&I report	\$3,000.00		
	Blackboard	\$825.00		
	Sensus Tech Support	\$1,200.00	\$146,200.62	
1.081302.13.000.00				
Capital Improvements		\$130,125.00	\$130,125.00	
1.081304.13.000.00				
Contractual	Doyle Security	\$3,500.00		
	NYS DEC permit	\$2,000.00		
	Garbage Removal	\$1,590.00		
	Fire extinguisher	\$500.00		
	Diamond Maps	\$210.00	\$7,800.00	
1.081304.13.000.10				
Sludge Hauling	EarthCare - liquid	\$10,500.00		
	Royal - dry	\$7,200.00	\$17,700.00	
1.081304.13.000.11				
Utilities	Telephone/fax/internet	\$1,500.00		
	Electric	\$23,850.00	\$25,350.00	
1.081304.13.000.14				
Heating Fuel	Heating fuel	\$1,500.00		
	Off road Deisel - generator	\$500.00	\$2,000.00	
1.081304.13.000.16				
Chemicals	Soda Ash: 730 Bags	\$21,900.00		
	Chlorine: 13 - 55 Gallon Drums	\$2,171.00		
	Sodium Thio: 28 Bags	\$1,596.00		
	Fuel and pallet charges	\$800.00	\$26,467.00	
1.081304.13.000.18				
Laboratory Testing	Laboratory	\$3,300.00	\$3,300.00	
1.081304.13.000.20				
Repairs/Maint	Generator service contract	\$1,250.00		
	Repairs	\$40,500.00	\$41,750.00	
1.081304.13.000.19				
Equipment/Supplies	Equipment/parts	\$12,175.00		
	Bluebook supplies	\$1,000.00		
	RB/Williams supplies	\$800.00	\$13,975.00	
1.099509.13.000.00				
Sewer Capital Reserve		10,000.00	\$10,000.00	
<u>Total contractual expense for wastewater</u>		\$431,167.62	\$431,167.62	\$0.00

2022-2023 BUDGET	GL #		Department	Sub Category	Month	YTD	Budget	Balance	APPROVED	Dept Head Request
WATER REVENUES										
1.002140.12.000.00	2140		2140 - Metered Water Sales		\$ -	\$ 253,857.95	\$ 326,090.00	\$ 72,232.05	\$ 336,900.00	\$ 336,900.00
1.002144.12.000.00	2144		2144 - Water Service Charges		\$ -	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
1.002148.12.000.00	2148		2148 - Interest and Penalties on Water Rents		\$ -	\$ 1,124.92	\$ 2,000.00	\$ 875.08	\$ 1,000.00	\$ 1,000.00
1.002401.12.000.00	2401		2401 - Interest & Earnings		\$ -	\$ 39.87	\$ 20.00	\$ (19.87)	\$ -	\$ -
1.005031.12.000.00	5031		5301 - Interfund Transfer		\$ -	\$ 49,352.62	\$ -	\$ (49,352.62)	\$ -	
Total Water Revenue:							\$ 328,610.00	\$ 24,234.64	\$ 338,400.00	\$ 338,400.00
Total Water Expenses:							\$ 328,610.00	\$ 65,420.24	\$ 338,400.00	\$ 347,849.00
Difference:							\$ -	\$ (41,185.60)	\$ -	\$ (9,449.00)
WATER EXPENSES										
1.019104.12.000.00	19104		1910.4 - Unallocated Insurance		\$ -	\$ 10,863.00	\$ 11,000.00	\$ 137.00	\$ 11,000.00	\$ 11,000.00
1.083102.12.000.00	83102		8310.2 - Water Cap Improve		\$ -	\$ 56,046.96	\$ 67,945.00	\$ 11,898.04	\$ 57,111.00	\$ 66,560.00
1.083104.12.000.00	83104		8310.4 - Water Admin CE		\$ 6,056.70	\$ 49,646.07	\$ 73,752.00	\$ 24,105.93	\$ 79,764.00	\$ 79,764.00
1.083204.12.000.00	83204		8320.4 - Source Power Pump CE		\$ -	\$ 201.00	\$ 750.00	\$ 549.00	\$ -	\$ -
1.083204.12.000.16	83204	16	8320.4 - Source Power Pump CE	CHEMICALS	\$ -	\$ 18,692.65	\$ 23,502.00	\$ 4,809.35	\$ 29,589.00	\$ 29,589.00
1.083204.12.000.18	83204	18	8320.4 - Source Power Pump CE	LABS	\$ -	\$ 2,339.00	\$ 6,000.00	\$ 3,661.00	\$ 3,200.00	\$ 3,200.00
1.083404.12.000.00	83404		8340.4 - Water Trans/Distrib CE		\$ -	\$ 3,264.37	\$ 4,826.00	\$ 1,561.63	\$ 1,776.00	\$ 1,776.00
1.083404.12.000.11	83404	11	8340.4 - Water Trans/Distrib CE	UTILITIES	\$ 1,444.62	\$ 7,040.24	\$ 10,500.00	\$ 3,459.76	\$ 11,000.00	\$ 11,000.00
1.083404.12.000.13	83404	13	8340.4 - Water Trans/Distrib CE	DIESEL	\$ -	\$ 507.76	\$ 600.00	\$ 92.24	\$ 800.00	\$ 800.00
1.083404.12.000.19	83404	19	8340.4 - Water Trans/Distrib CE	EQUIP/SUPPLIES	\$ 1,353.47	\$ 19,911.01	\$ 16,985.00	\$ (2,926.01)	\$ 20,020.00	\$ 20,020.00
1.083404.12.000.20	83404	20	8340.4 - Water Trans/Distrib CE	REPAIRS/MAINT	\$ 798.11	\$ 30,602.70	\$ 34,000.00	\$ 3,397.30	\$ 51,840.00	\$ 51,840.00
1.097306.12.000.77	97306	77	9720.6 - BAN #1 - Principal	\$550,000 (1.70%)	\$ -	\$ -	\$ -	\$ -	\$ -	
1.097307.12.000.77	97307	77	9720.7 - BAN #1 - Interest		\$ -	\$ 4,675.00	\$ 9,350.00	\$ 4,675.00	\$ 9,350.00	\$ 9,350.00
1.097306.12.000.82	97306	82	9730.6 - BAN #2 - Principal	\$200,000 (.95%)	\$ -	\$ -	\$ -	\$ -	\$ -	
1.097307.12.000.82	97307	82	9730.7 - BAN #2 - Interest		\$ -	\$ 1,900.00	\$ 1,900.00	\$ -	\$ 1,700.00	\$ 1,700.00
1.097336.12.000.00	97336		9733.6 - Bedrock - Principal	\$300,000 (2.50%)	\$ -	\$ 50,000.00	\$ 50,000.00	\$ -	\$ 50,000.00	\$ 50,000.00
1.097337.12.000.00	97337		9733.7 - Bedrock - Interest		\$ -	\$ 7,500.00	\$ 7,500.00	\$ -	\$ 6,250.00	\$ 6,250.00
1.099019.12.000.00	99019		9901.9 - Interfund Transfer		\$ -	\$ -	\$ -	\$ -	\$ -	
1.099509.12.000.00	99509		9950.9 - Water Capital Reserve		\$ -	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00
Total Water:					\$ 9,652.90	\$ 263,189.76	\$ 328,610.00	\$ 65,420.24	\$ 338,400.00	\$ 347,849.00

2022-2023 BUDGET	GL #	Department	Sub Category	Month	YTD	Budget	Balance	APPROVED	Dept Head Request	
SEWER REVENUES										
1.001030.13.000.00	1030		1030 - Special Assessments		\$ -	\$ 58,787.25	\$ 50,000.00	\$ (8,787.25)	\$ 58,787.00	\$ 58,787.00
1.002120.13.000.00	2120		2120 - Sewer Rents		\$ -	\$ 251,467.85	\$ 296,840.00	\$ 45,372.15	\$ 314,000.00	\$ 314,000.00
1.002122.13.000.00	2122		2122 - Sewer Charges		\$ -	\$ -	\$ 2,000.00	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00
1.002128.13.000.00	2128		2128 - Interest & Penalties		\$ -	\$ 1,120.52	\$ 2,000.00	\$ 879.48	\$ 1,000.00	\$ 1,000.00
1.002401.13.000.00	2401		2401 - Interest & Earnings		\$ -	\$ 36.96	\$ 50.00	\$ 13.04	\$ 50.00	\$ 50.00
1.005031.13.000.00	5031		5031 - Interfund Transfer		\$ -	\$ -	\$ -	\$ -	\$ -	
Total Sewer Revenue:						\$ 350,890.00	\$ 39,477.42	\$ 374,837.00	\$ 374,837.00	
Total Sewer Expenses:						\$ 350,890.00	\$ 143,660.31	\$ 374,837.00	\$ 431,167.00	
Difference:						\$ -	\$ (104,182.89)	\$ -	\$ (56,330.00)	
SEWER EXPENSES										
1.019104.13.000.00	19104		1910.4- Unallocated Insurance		\$ -	\$ 6,418.63	\$ 6,500.00	\$ 81.37	\$ 6,500.00	\$ 6,500.00
1.081104.13.000.00	81104		8110.4 - Sewer Admin CE		\$ 13,669.38	\$ 93,513.58	\$ 133,881.00	\$ 40,367.42	\$ 146,200.00	\$ 146,200.00
1.081302.13.000.00	81302		8130.2 - Sewer Cap Improve		\$ -	\$ 16,425.00	\$ 51,250.00	\$ 34,825.00	\$ 43,795.00	\$ 130,125.00
1.081304.13.000.00	81304		8130.4 - Sewer Treatm/Disp CE		\$ 131.09	\$ 7,051.75	\$ 8,000.00	\$ 948.25	\$ 7,800.00	\$ 7,800.00
1.081304.13.000.10	81304	10	8130.4 - Sewer Treatm/Disp CE	SLUDGE HAULING	\$ 2,919.75	\$ 12,903.65	\$ 21,000.00	\$ 8,096.35	\$ 17,700.00	\$ 17,700.00
1.081304.13.000.11	81304	11	8130.4 - Sewer Treatm/Disp CE	UTILITIES	\$ 1,308.16	\$ 16,069.60	\$ 22,500.00	\$ 6,430.40	\$ 25,350.00	\$ 25,350.00
1.081304.13.000.14	81304	14	8130.4 - Sewer Treatm/Disp CE	HEATING FUEL	\$ 430.47	\$ 1,035.76	\$ 2,000.00	\$ 964.24	\$ 2,000.00	\$ 2,000.00
1.081304.13.000.16	81304	16	8130.4 - Sewer Treatm/Disp CE	CHEMICALS	\$ -	\$ 14,466.25	\$ 25,959.00	\$ 11,492.75	\$ 26,467.00	\$ 26,467.00
1.081304.13.000.18	81304	18	8130.4 - Sewer Treatm/Disp CE	LABS	\$ 124.00	\$ 2,440.00	\$ 3,000.00	\$ 560.00	\$ 3,300.00	\$ 3,300.00
1.081304.13.000.19	81304	19	8130.4 - Sewer Treatm/Disp CE	EQUIP/SUPPLIES	\$ 556.76	\$ 6,337.24	\$ 14,300.00	\$ 7,962.76	\$ 13,975.00	\$ 13,975.00
1.081304.13.000.20	81304	20	8130.4 - Sewer Treatm/Disp CE	REPAIRS/MAINT	\$ 5,541.50	\$ 30,568.23	\$ 40,500.00	\$ 9,931.77	\$ 41,750.00	\$ 41,750.00
1.099509.13.000.00	99509		9950.9 - Sewer Capital Reserve		\$ -	\$ -	\$ 22,000.00	\$ 22,000.00	\$ 40,000.00	\$ 10,000.00
Total Sewer:				\$ 24,681.11	\$ 207,229.69	\$ 350,890.00	\$ 143,660.31	\$ 374,837.00	\$ 431,167.00	

Estimate for Village of Millbrook - Bennett Pump Station

ITEM	DESCRIPTION					ESTIMATED ITEM TOTAL PRICE
SANITARY SEWER PUMP STATION						
						3/1/2022
1	Mobilization and General Construction					\$1,500.00
2	Basic Maintenance & Protection of Traffic for Utility Const.					\$500.00
3	Basic Sediment and Erosion Control with SPPP Compliance					\$2,000.00
4	Storm Water Disc. Related Inspc. & Maint. SPDES (NYSDOT Item 24615.99)					\$1,500.00
5	Connect to Existing Forcemain	8"				\$2,500.00
6	Sanitary Sewer Pipe and Fittings					\$2,500.00
7	Raise Precast Concrete Wet Well 3'					\$3,000.00
8	Excavation					\$1,500.00
9	Road - item-4					\$2,500.00
10	Direct Purchase Pump Station Package with installation as an emergency					\$130,000.00
11	Generator BID of purchase and Install					\$75,000.00
				CONSTRUCTION SUB TOTAL		\$147,500.00
12	Legal, Engineering					\$50,000.00
12b	Contingency					\$29,500.00
				TOTAL PROJECT COST		
				\$227,000.00		
NOTE: THIS IS AN EMERGENCY REPLACEMENT IN KIND OF AN EXISTING PUMP STATION; ALL PUMPING EQUIPMENT WILL BE DIRECT PURCHASED BY THE VILLAGE; THE SMITH & LOVELESS FACTORY-BUILT EVERLAST SERIES 1,000; WITH 2 - 15 HP X-IMPELLER PUMPS AS DESCRIBED BELOW. EMERGENCY INSTALLATION BY VILLAGE DPW AND WASTEWATER OPERATOR; THE GENERATOR, SWITCH, AND INSTALLATION WILL FOLLOW MUNICIPAL BIDDING GUIDELINES.						



SALES AGREEMENT

Smith & Loveless, Inc.

14040 Santa Fe Trail Drive
Lenexa, Kansas 66215
913/888-5201

Name and Address: Delaware Engineering

Attn: Mr. William Bright

Quotation Date: January 31, 2022

Inquiry Number: 32674

Engineer:

Job Location: Millbrook, NY

Project: Bennett PS (Replace 16-3233)

Smith & Loveless, Inc., having an office at 14040 Santa Fe Trail Drive, Lenexa, Kansas 66215 (hereinafter referred to as "Seller"), hereby agrees to sell to the buyer designated below (hereinafter referred to as "Buyer"), the following equipment subject to all of the provisions set forth in this Sales Agreement. *The Sales Representative is not an agent or employee of Seller and is not authorized to enter into any agreement on Seller's behalf or bind Seller in any way.*

ONE Smith & Loveless Factory-Built **EVERLAST™** Series 1000 pumping station complete with hinged fiberglass housing and structural steel base suitable for installation on top of a 5'-0" inside diameter wet well opening. The principal items of equipment include two vertical, close-coupled, vacuum-primed, 4", 4B2X*1 Smith & Loveless non-clog pumps, each capable of delivering 175 GPM at 85' TDH with a required static suction lift of 11.7', and each driven by 15 HP, 1800 RPM, 3 phase, 60 cycle, 230 volt motor; valves, 4" internal piping; central control panel with circuit breakers; motor starters and automatic pumping level controls; heater; priming pumps; ventilator, and all internal wiring.

Station provided with 4" flanged suction connections and 4" plain-end discharge connection with compression coupling.

Standard Equipment Included:

U.L. NEMA 1 station control panel
Relay logic float switch level controls
High water alarm
Automatic alternator
Vacuum priming system
Prime mode selector – Constant or On-Demand
Pump failure/prime failure via common alarm contact
Duplex GFI convenience receptacle
Individual running time meters
Removable float switch access coverplate
Compound pressure gauges
Premium efficiency motor
Spare S&L mechanical seal and volute gasket
10 year enhanced warranty on pump impeller, volute, base and fiberglass enclosure

Optional Equipment Items Included:

DURO-LAST® Stainless Steel Base Plate with 25-Year enhanced warranty on base plate
RAPIDJACK® Check Valves
X-PELLERS® Super Clog-Resistant Mono-Port Impellers
Transformer (3 KVA)
Dedicated Prime Failure Alarm

Optional Equipment Items Included (cont'd):

Dedicated Pump Failure Alarm
Alarm Light (120 V)
Alarm Dialer Interface
Remote Alarm Contacts
Sequential Alternator
Time Delay Relay
Insulated Hood
Auxiliary Heater
Emergency Pump Connection (size 4")
NEMA Rated Starters
Four (4) Float Opti-Float, Float Switch System

Specifically Excluded Items:

Unloading, hauling from nearest unloading area and storage
Excavation, backfilling, grading and all field labor
Concrete, concrete work, grout or grouting
Concrete embedded items
Piping connections or any piping outside the pump station
Electrical wiring and conduit outside the pump station
Unpacking and installation of accessory items, including touch-up painting

Smith & Loveless, Inc. will provide one electronic copy of the O&M on CD in PDF format and four hard copies of the O&M. Additional copies can be provided for \$50 per copy.

PRICE, SUBMITTAL DATA & DELIVERY:

\$ 105,897.00

F.O.B. factory plus any taxes, which may apply. Truck/Rail freight allowed to the job site, rail siding or nearest unloading area-unloading to be by Buyer. Due to the spike in gas prices, which is beyond the control of Smith & Loveless at the time of our quotation/bid, a fuel surcharge may need to be assessed at time of shipment.

We are currently experiencing large increases in the price of materials and components with very little advance notice. Therefore, the sales price of the equipment quoted herein is subject to an escalation in price. Escalation shall be based upon the increase incurred by Smith & Loveless for the material or components in excess of 5% from the time of quote. The escalation shall be calculated as the % increase over 5% of the material/component item and shall include material handling factor and overhead. Such escalation shall be verified through quotes, invoices or receipts from suppliers to Smith & Loveless.

One day supervision of initial operation over one trip is included. If additional days are required, Seller will furnish a factory-trained supervisor for \$975 per day including travel time plus actual travel expenses.

With continuing approval of the Smith & Loveless Credit Department, payments terms are 100% Net 30 days from date of shipment, or at time of start-up, whichever occurs first.

Pricing is firm for 30 days from the date of proposal.

Seller to send Submittal Data for approval 4-6 weeks after receipt of complete details at Seller's factory.

Manufacturing completion is estimated 14-16 weeks after receipt in Seller's office of approved Submittal Data and/or after all notations or comments have been clarified, approved and inserted into the manufacturing documents by the Seller. Variations in the time Submittal Data is returned to Seller and/or Submittal Data marked approved but which contain contingencies or variations may impact the completion time of the equipment.