

BOROUGH OF WAYNESBORO



2017

APPROVED BUDGET

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HISTORY

Waynesboro is situated in the southern part of Franklin County, Pennsylvania, about 2 miles north of the Mason-Dixon Line. The community, with a current population of 10,568 (2010), had its beginnings about 1749, when John Wallace, a Scotsman, settled by a spring located a few hundred yards west of the Antietam Creek (East Branch).

Wallace held title to 633 acres, 119 perches, almost a square mile. He called his land holdings Mt. Vernon. Upon his death, the land was conveyed to a son Robert, who later conveyed it to his brother George. George owned it a short time when he conveyed it to his brother John, who had recently returned from fighting the war. The Wallaces' lands were often referred to as Wallaces' Town or Wallacetown, as they were the largest land holdings in the area.

In 1797, John decided to lay out a town and placed 90 lots on the market. He named the town Waynesburg, after General Anthony Wayne, his commanding officer in the war. There were several other communities in the state with similar names and in 1831, when the federal government ruled that the names of post offices in any one state could not be duplicated, our town was re-chartered and took for its corporate title the name of Waynesboro.

Waynesboro, because of its location on the frontier at the time of the French & Indian War (1755-1764), was in a particularly vulnerable position and was the scene of some of the Indians' most barbarous raids. Two victims of such were the Renfrew sisters, who lived just east of Waynesboro along the Antietam Creek. Today, there is a museum and park named for the girls, at the site of their massacre. The museum, an outstanding exhibit of decorative fine arts, dates to 1812.

When the Civil War came along, Waynesboro was again cast in the role of a "frontier town", this time because of its close proximity to the Mason-Dixon Line. Historians tell us that residents of the area spent half their time burying and digging up their possessions and fleeing north toward Harrisburg. Among those fleeing when the Confederates entered Waynesboro was John Phillips, cashier of the local bank. Mr. Phillips made it to safety with the bank's cash and valuables, his wife and son, all loaded into one carriage. Most residents stayed on, watching apprehensively, as 75,000 Confederate soldiers headed north to Gettysburg. Waynesboro was under Confederate rule for 15 days.

The foundation for Waynesboro's industrial activity was laid by George Frick, who operated at a number of locations in the Waynesboro area. His invention of a steam engine, small enough for farm use, replaced cumbersome horse-powers. He founded the Frick Company in 1873. The firm switched to making refrigeration and air conditioning equipment and is now part of Johnson Controls. They are still one of the leading employers in the Waynesboro area.

Shortly after Mr. Frick established the Frick Company, two brothers, Abraham and Franklin Landis, came to the area from Lancaster County. With their inventive minds they manufactured the first cylindrical grinding machine in 1883. They formed a partnership in 1889 to manufacture and market the grinder, and six machines were sold in the first year of operation. A patent was granted to Abraham B. Landis in 1890, based on the 1883 design. The partnership was succeeded by the Landis Tool Company in 1897

and operated at that location until recently. The complex has seen a rejuvenation since it has been purchased by D.L. George and Sons.

A. B. Landis then turned his attention to the problems of threading bolts, and his solution to the problem was a new and unique screw-cutting die head for a turning machine, with one being built in 1887. A patent was granted in 1889, but the product was not marketed until 1903 when the Landis Machine Company was organized. This company is now known as Landis Solutions LLC.

Education and religion have played a vital part in the cultural activity of the community. The first church and school, built somewhere between 1770 and 1780, still stands on Bourns Hill overlooking a school complex of 3 modern buildings. The log structure, often referred to as Bourns Cabin was used as a school on weekdays and as a church on Sundays. Early records of one schoolmaster indicated he had 17 pupils who were charged about \$5.00 each for a 6 month session. Today, the Waynesboro School District consists of 4 elementary school buildings, 1 middle school building and 1 senior high building, all with a total enrollment of about 4,300.

STATISTICS

Source: U.S. Census Bureau, 2010 Census

Total Population – 10,568

Male – 4,809 Female – 5,069

Median Age (Years) – 36.80

Under 5 Years – 799

18 Years and Over – 7,560

65 Years and Over – 1,573

Total Housing Units – 4,552

Owner-occupied – 2,159

Renter-occupied – 2,136

ELECTED OFFICIALS

Borough Council is the legislative body of the Borough. It is comprised of six members, each elected from three wards for four-year overlapping terms. After each general municipal election (i.e. every two years), Borough Council is reorganized and a Council President is selected from among members to preside over Council meetings and other events.

The primary duties of Borough Council include adoption of the annual budget, the establishment of policies for the conduct of Borough affairs, the enactment of ordinances and resolutions for the protection of the public's safety and welfare, and approval of contracts and bids. In addition, Borough Council's responsibilities include the appointment of the Borough Manager and other Department Heads, along with members of various municipal boards.

The Mayor, elected at large to a four-year term, is primarily responsible for the public safety of the community with emphasis on law enforcement and the day-to-day oversight and administration of the police department. The Mayor reviews each ordinance and resolution of a legislative nature enacted by

Borough Council, and can sign it, veto it, or permit it to become law without signature. The Mayor has the authority to break all tie votes of Borough Council. An important function of the office is to serve as spokesman for the community, perform Marriages, and declare proclamations as well as represent the Borough at civic and social activities.

The Borough of Waynesboro operates under the Council-Manager form of government. Under this form, Borough Council appoints a full-time professional municipal manager to oversee the day-to-day operations of the Borough.

- | | |
|----------------------------------|---------------------------------|
| Mayor: | Richard Starliper, 717-762-6307 |
| Council President (Ward 2): | C. Harold Mumma, 717-762-4227 |
| Council Vice-President (Ward 2): | Niccole Rolls, 717-446-6579 |
| Council Member (Ward 1): | Chad Rooney, 717-655-7271 |
| Council Member (Ward 1): | Michael J. Cermak, 717-729-6994 |
| Council Member (Ward 3): | Delmos Oldham, 717-762-4861 |
| Council Member (Ward 3): | Patrick Fleagle, 717-762-8265 |

BOARDS AND COMMISSIONS

BOROUGH AUTHORITY

Jon Fleagle, Lee Layman, William Pflager, Christopher Snively and S. Allen Stine

BUILDING CODE BOARD OF APPEALS

Larry Garver, C. Harold Mumma, James Rock and Herb Sandifer

CIVIL SERVICE COMMISSION

Ronald Flegel, Lloyd Hamberger and Barry McNew

ADA GRIEVANCE COMMITTEE

Council President, Eric Boyer and Jon Fleagle

LIBRARY BOARD

Marie Beck, Kate Benchoff, Patrick Fleagle, Barbara Gaydick, Timothy Misner, Lucinda Potter and Eunice Statler

PLANNING/ZONING COMMISSION

Jon Fleagle, Stephen Monn, C. Harold Mumma, Richard Rose and Don Smith

RECREATION BOARD

Wayne Bartholow, Deb Beck, Dennis Cordell, Josh Finafrock, Freddie Joye, Craig Koons, Samantha Hepler, Dade Royer and Sarah Stains

RENFREW COMMITTEE, INC.

Andrew Benchoff, George Buckey, Douglas Burkholder, Connie Huet, David Hykes, Allison Kohler, and Greg White

SHADE TREE COMMISSION

Carol Bailey, Virginia Ingels, Tom McCloud, Richard Williams and Harry Morningstar, Jr.

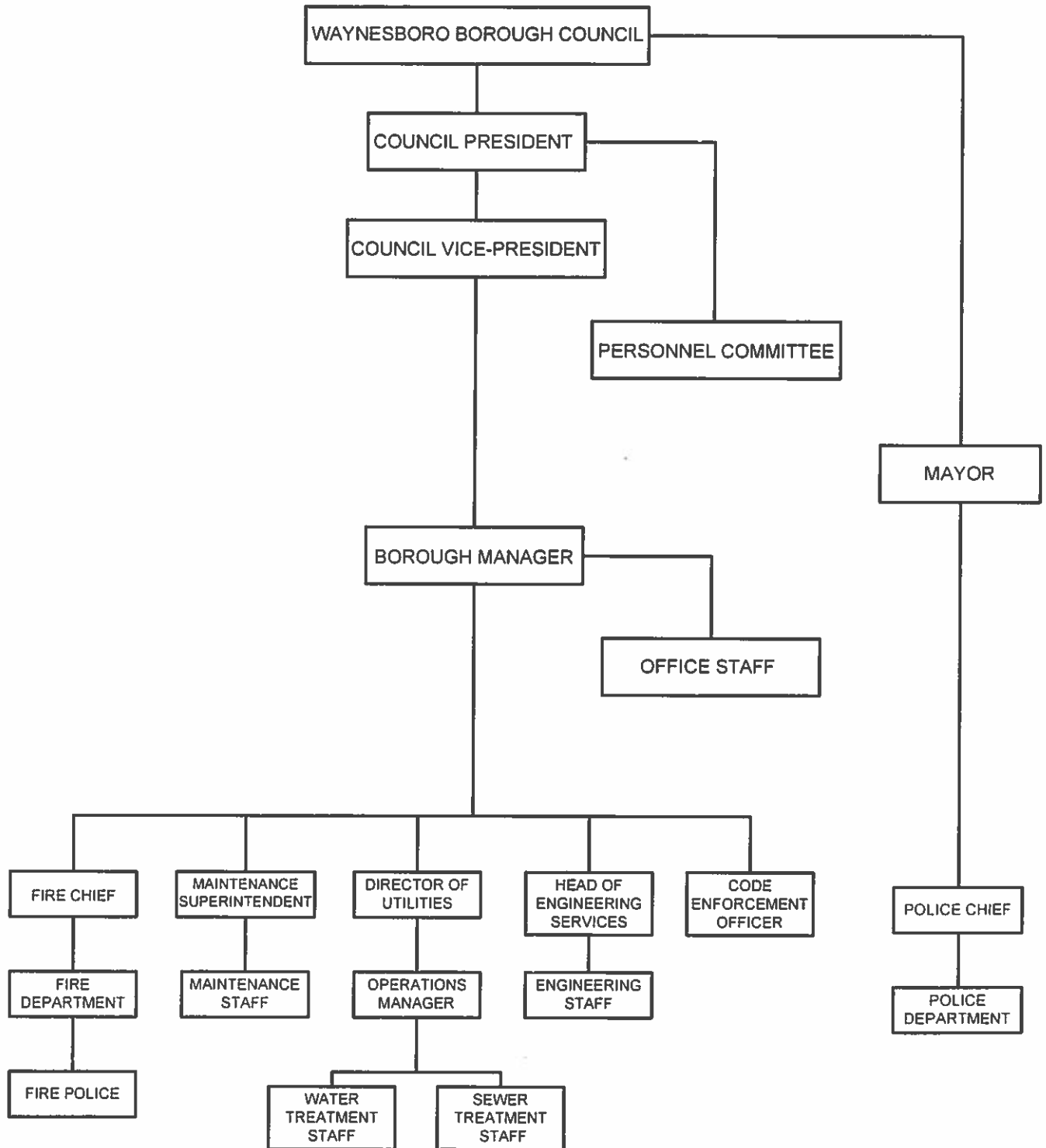
VACANCY BOARD

Members of Council and O. June Mumma

ZONING HEARING BOARD

Jon Dennis Sr., Sandra Cermak, Deborah Hoff, Jerry Kauffman and Michael Rohrer

BOROUGH OF WAYNESBORO
ORGANIZATIONAL LEADERSHIP CHART





November 30, 2016

Honorable Mayor and Borough Council,

I am pleased to submit the Borough of Waynesboro's proposed 2017 budget for your consideration. In accordance with Section 36-6 of the Code of the Borough of Waynesboro, the Borough Manager shall, "prepare and submit to Council, before the close of each fiscal year, a budget for the next fiscal year and an explanatory budget message."

The explanatory message that follows will (1) review the budget format, (2) explain the process through which the budget was crafted and balanced and (3) provide a brief overview of special expenditures that comprise the budget.

Budget Format

It is my hope that this message assists in the understanding of the operating budget for the Borough of Waynesboro.

I commend Melinda Knott, Borough Secretary, S. Leiter Pryor, Director of Utilities and Charity Gorman from Cohick and Associates for all of their efforts creating this budget. They have done an outstanding job!

It is my hope that this budget will serve as a(n):

Policy Document:

- Presents a statement of priorities, goals and short term initiatives that guide the current and future budgets.

Financial Plan:

- Describes all allocated funds and the major expenditures, revenues and revenue sources.

Operations Guide:

- Explains all of the functions and services carried out by the Borough's organizational units
- Provides direction toward accomplishing the Borough's goals and objectives.

It is my intention to refine this document in future years to provide even more information and analysis adding to the transparency needed for the residents of our community.

Budget Process

The budget process began in the Spring as Department Heads began exploring needs for next year. Throughout the Spring and Summer, Department Heads began receiving budget quotes for specific items and services that they felt would be required to be included in the 2017 Budget.

Borough Council met with Department Heads on September 26, 2016 to begin listening to their 2017 Budget Requests. Following that meeting, Borough Council directed me to begin adding their requests into the General Fund Draft Worksheet. Borough Council held subsequent budget workshops on October 5, October 12, October 26, and October 28, 2016. During these workshops, Borough Council continued to provide opinions on budget increases and cuts.

Special Budget Expenditures by Fund

1. General Fund

- a. 01-408-740 – CAD Software Updates - \$4,000
- b. 01-409-370 – Motion Detectors, Gas Furnace, Interior Painting, Interior Directional Signs, Interior Brickwork - \$50,000
- c. 01-411-103 – Part-time Firefighter - \$30,000
- d. 01-414-301 – Contribution to Main Street Waynesboro - \$3,825
- e. 01-420-540 – Contribution to Waynesboro Human and Community Services - \$7,905
- f. 01-453-540 – Contribution to Wayne Band - \$1,785
- g. 01-453-550 – Contribution to Medic 2 - \$2,040
- h. 01-489-220 – Contribution to Waynesboro Ambulance Squad - \$9,750

2. Water Fund

- a. 06-421-740 – SCBA's, Gas Detector, Laser Turbidimeter, Transfer Switch, Hydro Guard Flusher - \$19,400
- b. 06-423-740 – F-750 Dump Truck, F-250 4x4 - \$15,047
- c. 06-429-103 – Administration Expense - \$156,176
- d. 06-429-108 – Engineering Expense - \$39,000
- e. 06-429-109 – Municipal Building Expense - \$33,778
- f. 06-429-130 – Maintenance Center Expense - \$39,000
- g. 06-429-180 – Employee Benefits & Insurance Costs - \$501,346
- h. 06-429-187 – Vehicle Operation Expenses - \$24,444
- i. 06-429-310 – Credit Card Processing Fees - \$4,040

Water Fund Allocations (to General Fund)

Administration Expense	33%
Engineering Expense	33%
Municipal Building Expense	33%
Maintenance Center Expense	33%
Employee Benefits & Insurance Costs	26%
Vehicle Operation Expenses	22%

3. Sewer Fund

- a. 08-421-740 – F-750 Dump Truck, F-250 4x4 - \$15,047
- b. 08-423-740 – 4x4 Utility Truck, Utility Cart, Lifting Forks, Trash Pump Hoses, Cordless Grinder & Saw, Sprayer - \$21,855
- c. 08-424-103 – Administration Expense - \$148,204
- d. 08-424-108 – Engineering Expense - \$39,556
- e. 08-424-109 – Municipal Building Expense - \$32,778
- f. 08-424-130 – Maintenance Center Expense - \$39,332
- g. 08-424-180 – Employee Benefits & Insurance Costs - \$231,634
- h. 08-424-187 – Vehicle Operation Expenses - \$18,673

Sewer Fund Allocations (to General Fund)

Administration Expense	33%
Engineering Expense	33%
Municipal Building Expense	33%
Maintenance Center Expense	33%
Employee Benefits & Insurance Costs	16%
Vehicle Operation Expenses	19%

4. Highway Aid (Liquid Fuels) Fund

- a. 35-460-704 – Annual Street Sweeper Loan Repayment - \$21,162
- b. 35-433-300 – Line Painting - \$26,000

5. Swimming Pool Fund

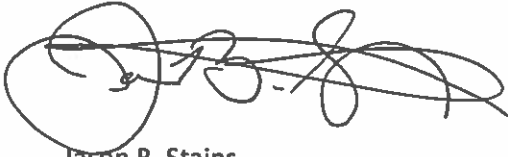
- a. 52-452-370 – Paint Interior of Building, Front Entrance Door, Repair Locker Rooms, Pave ½ Parking Lot, Build Pavilion - \$73,043

Conclusion

As is the case every year, the creation of the budget document is an undertaking by many people putting in tremendous hours of work. I would like to thank our Department Heads for their creativity and sacrifices to arrive at this final product. I also thank our hardworking staff members from every department. They provide outstanding service to our community at any hour of the day or night.

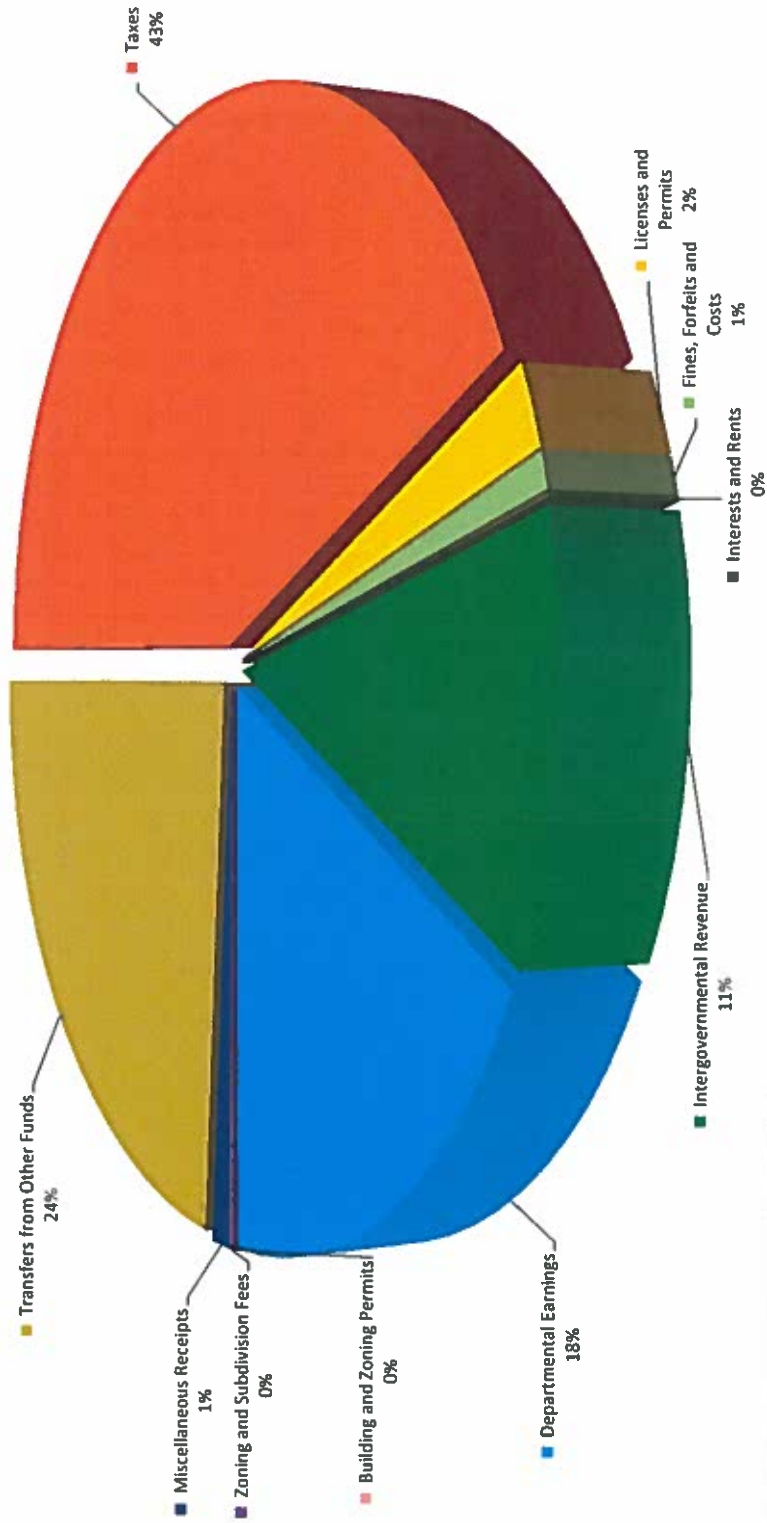
Although the future is bright for our Borough, we will continue to have difficult financial decisions to make, as we continue to keep our Borough on a firm financial foundation.

Sincerely,

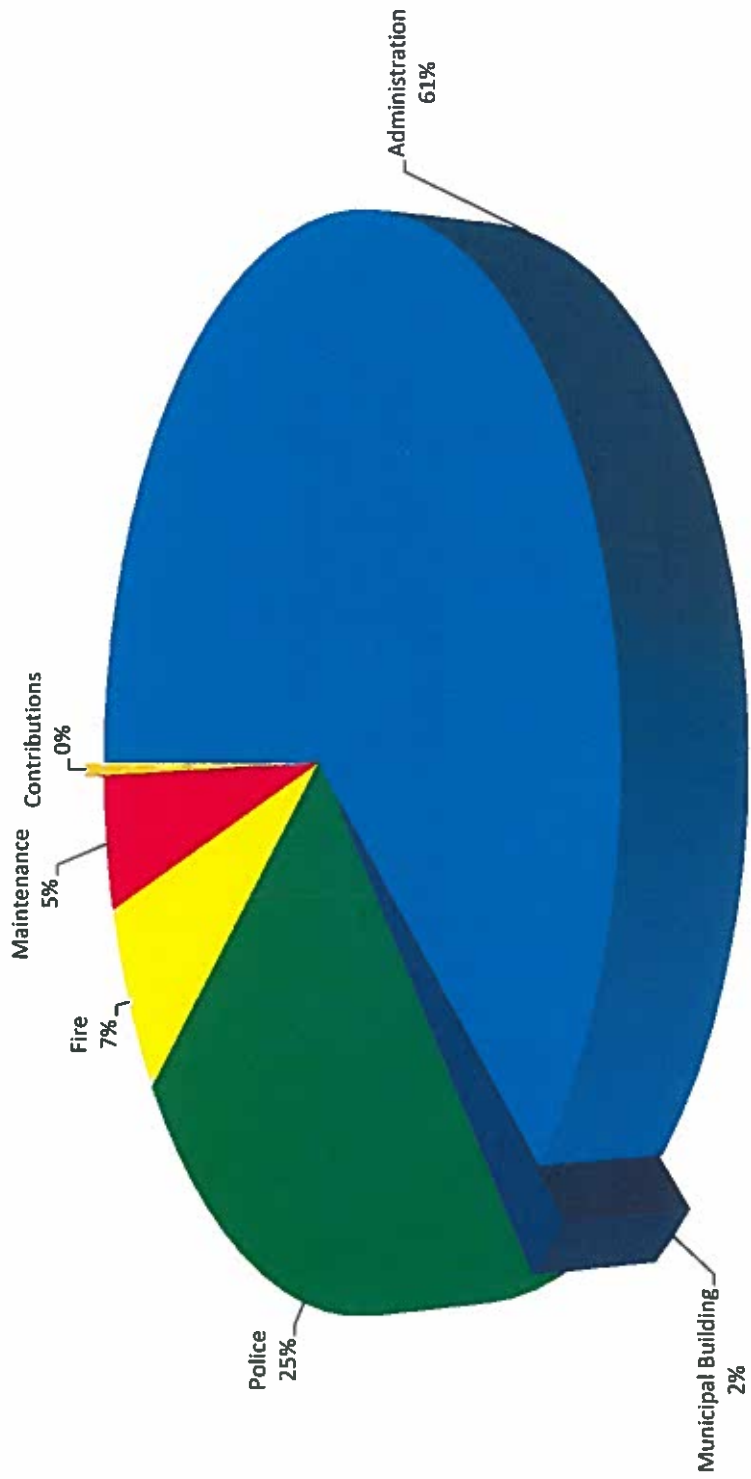
A handwritten signature in black ink, appearing to read "Jason B. Stains". The signature is stylized with several loops and a large initial "J".

Jason B. Stains
Borough Manager

REVENUES



EXPENDITURES



EXPENDITURES BREAKDOWN

Administration

- Administration Expenses
- Tax Collection
- Engineering
- Building Regulations, Planning and Zoning
- Solid Waste Collection
- Insurance Reimbursements
- Employee Taxes and Benefits
- Insurance
- Transfers to Other Funds

Municipal Building

- Municipal Building Expenses

Police

- Police General Services
- Police Vehicle Expenses

Fire

- Fire General Services
- Fire Vehicle Expenses
- Maintenance of Fire Houses

Maintenance

- General Highway Services
- Parking Meters
- Parking Lots
- Parks and Playgrounds
- Shade Trees
- Vehicle Operation

Contributions

- Contributions

GENERAL FUND

GENERAL FUND

REVENUES

REAL ESTATE TAXES

Real Estate Taxes – Current	01-301-100	\$1,129,213
Real Estate Taxes – Delinquent	01-301-200	<u>\$ 106,000</u>
TOTAL REAL ESTATE TAXES		\$1,235,213

LOCAL ENABLING TAXES

Real Estate Transfer Taxes	01-310-100	\$ 115,000
Earned Income Taxes	01-310-200	\$ 805,000
Emergency & Municipal Service Taxes	01-310-400	\$ 172,000
Mechanical Device Taxes	01-310-700	<u>\$ 450</u>
TOTAL LOCAL ENABLING TAXES		\$1,092,450

LICENSES AND PERMITS – BUSINESS

Business and Mercantile - Licenses & Permits	01-321-100	\$ 500
Engineering – Plan Review	01-321-240	\$ 2,500
Engineering – Sidewalk Permits	01-321-250	\$ 500
Stormwater Management Plan Review	01-321-260	\$ 1,500
TV Cable Franchise	01-321-800	\$ 88,000
Verizon Mini Cell Antennas	01-321-841	<u>\$ 21,000</u>
TOTAL LICENSES AND PERMITS – BUSINESS		\$ 114,000

LICENSES AND PERMITS – NON-BUSINESS

Miscellaneous Permits	01-322-840	<u>\$ 750</u>
TOTAL LICENSES AND PERMITS – NON-BUSINESS		\$ 750

FINES, FORFEITS AND COSTS

Motor Vehicle Code Violations	01-330-110	\$ 33,000
Violations of Ordinances and Statutes	01-330-120	\$ 13,000
Parking Tickets	01-330-130	<u>\$ 7,500</u>
TOTAL FINES, FORFEITS AND COSTS		\$ 53,500

INTERESTS AND RENTS

Earnings from Temporary Deposits	01-340-010	\$ 2,000
Rent of Buildings, Property and Equipment	01-340-100	\$ 6,000
Rent – Rotary Park Pavilion	01-340-130	<u>\$ 500</u>
TOTAL INTERESTS AND RENTS		\$ 8,500

INTERGOVERNMENTAL REVENUE

Payments in Lieu of Taxes	01-350-100	\$ 11,681
CDBG Reimbursement	01-350-500	\$ 7,000
DCED Grant – Memorial Park	01-350-600	\$ 205,000
Franklin Co. Tourism & Quality of Life Grant	01-350-700	\$ 41,300
Pension Grant from State	01-350-860	\$ 268,110
Recycling Grant	01-350-863	\$ 5,500
PENNVEST Reimbursement	01-350-866	\$ 77,000
TOTAL INTERGOVERNMENTAL REVENUE		\$ 615,591

BEVERAGE LICENSES

PURTA	01-355-500	\$ 3,128
Beverage Licenses	01-355-800	\$ 3,550
TOTAL BEVERAGE LICENSES		\$ 6,678

DEPARTMENTAL EARNINGS

Police Services	01-360-620	\$ 3,000
Special Service – Fire Protection	01-360-622	\$ 109,500
Special Service – False Alarms	01-360-625	\$ 1,000
Parking Meters – Streets	01-360-632	\$ 26,000
Miscellaneous Receipts	01-360-633	\$ 150
Garbage and Refuse Charges	01-360-640	\$ 810,000
Pepsi Contract	01-360-650	\$ 500
Police Pepsi Contract	01-360-651	\$ 300
TOTAL DEPARTMENTAL EARNINGS		\$ 950,450

ZONING AND SUBDIVISION FEES

Zoning and Subdivision Fees	01-361-100	\$ 6,000
TOTAL ZONING AND SUBDIVISION FEES		\$ 6,000

BUILDING AND ZONING PERMITS

Building and Zoning Permits	01-362-410	\$ 1,500
TOTAL BUILDING AND ZONING PERMITS		\$ 1,500

MISCELLANEOUS RECEIPTS

Sale of Property, Supplies and Equipment	01-380-100	\$ 10,000
Special Liens, Assessments and Restitution	01-380-101	\$ 1,000
Reimbursement of Legal Fees	01-380-102	\$ 500
Sale of Trash Tags	01-380-103	\$ 100
Miscellaneous Receipts	01-380-110	\$ 25,000
Miscellaneous Non-Revenue Receipts	01-380-111	\$ 3,000
Miscellaneous Non-Revenue Restitution	01-380-112	\$ 2,000
Insurance Reimbursements and Refunds	01-380-130	\$ 25
Reimbursement - Library and Renfrew Insurance	01-380-670	\$ 19,000
TOTAL MISCELLANEOUS RECEIPTS		\$ 60,625

TRANSFERS FROM OTHER FUNDS

Transfer from Water Fund (General Expense)	01-392-060	\$ 796,439
Transfer from Sewer Fund (General Expense)	01-392-080	<u>\$ 507,215</u>
TOTAL TRANSFERS FROM OTHER FUNDS		\$1,303,654

TOTAL REVENUES **\$5,448,911**

EXPENDITURES

ADMINISTRATION

Salary of Mayor	01-400-105	\$ 3,700
Salaries of Councilpersons	01-400-106	\$ 18,000
Salary of Staff	01-400-121	\$ 120,605
Salary of Manager	01-400-123	\$ 84,052
Materials and Supplies	01-400-200	\$ 20,000
General Expenses	01-400-300	\$ 9,000
Administrative Background Checks	01-400-301	\$ 200
Appraisal Fees	01-400-310	\$ 2,020
Auditing Services	01-400-311	\$ 23,600
Legal Services	01-400-314	\$ 55,000
Accounting Services	01-400-315	\$ 40,000
Data Processing Fees	01-400-316	\$ 500
Grant Writing Services	01-400-318	\$ 48,000
Communication Expense	01-400-320	\$ 4,500
Advertising and Printing	01-400-340	\$ 7,000
Insurance and Bonding	01-400-350	\$ 2,000
Equipment Rentals	01-400-380	\$ 15,426
Education, Training and Publications	01-400-420	\$ 2,000
Association Dues and Conventions	01-400-421	\$ 10,000
Contracted Services	01-400-450	\$ 1,200
Major Equipment Replacement	01-400-740	\$ 5,500
Sanitation Expenses	01-400-750	(-) \$ 44,122
TOTAL ADMINISTRATION		\$ 428,181

TAX COLLECTION

Salaries and Wages	01-403-100	\$ 16,000
Salaries and Wages – EMST	01-403-101	\$ 1,200
Materials and Supplies	01-403-200	\$ 3,700
TOTAL TAX COLLECTION		\$ 20,900

ENGINEERING

Salaries and Wages	01-408-100	\$ 117,000
Materials and Supplies	01-408-200	\$ 1,500
General Expenses	01-408-300	\$ 200
Contracted Services	01-408-313	\$ 3,000
Communication – Cell Phones	01-408-324	\$ 1,966
Education, Training and Publications	01-408-420	\$ 500
Major Equipment Purchase	01-408-740	\$ 7,725
Minor Equipment Purchase	01-408-750	\$ 500
TOTAL ENGINEERING		\$ 132,391

MUNICIPAL BUILDING

Salaries and Wages	01-409-100	\$ 13,000
Materials and Supplies	01-409-200	\$ 1,800
Fuel, Light and Water	01-409-230	\$ 34,000
General Expenses	01-409-300	\$ 4,000
Maintenance and Repairs	01-409-370	\$ 50,000
Major Equipment Purchase	01-409-740	\$ 4,000
Demolish Garage	01-409-750	<u>\$ 15,000</u>
TOTAL MUNICIPAL BUILDING		\$ 121,800

POLICE GENERAL SERVICES

Salary of Police Chief	01-410-120	\$ 68,591
Salary of Sergeant	01-410-123	\$ 62,036
Salaries of Corporals	01-410-124	\$ 241,530
Salaries of Patrolpersons	01-410-130	\$ 722,186
OT of Police Personnel	01-410-131	\$ 20,000
Salaries – Hearings and Court Costs	01-410-132	\$ 2,000
Salaries of Part-Time Patrolpersons	01-410-134	\$ 2,000
Salaries of Office Staff	01-410-140	\$ 63,762
Materials and Supplies	01-410-200	\$ 4,000
Uniforms	01-410-238	\$ 12,000
Ammunition and Similar Supplies	01-410-241	\$ 5,000
General Expenses	01-410-300	\$ 10,000
Drug Task Force & Training Center Donations	01-410-310	\$ 6,687
Civil Service Commission Expenses	01-410-314	\$ 5,000
Constable Fees	01-410-315	\$ 3,000
DUI Tests	01-410-317	\$ 8,500
Communication Expense – Telephone	01-410-320	\$ 7,900
Communication Expense – Radio and Cell	01-410-321	\$ 1,500
Advertising and Printing	01-410-340	\$ 3,500
Training, Education and Publications	01-410-420	\$ 12,000
Major Equipment Purchase	01-410-740	\$ 4,000
Minor Equipment	01-410-750	\$ 1,000
Computer Software, Etc.	01-410-751	\$ 4,000
Legal Fees Related to Arbitration	01-410-752	<u>\$ 30,000</u>
TOTAL POLICE GENERAL SERVICES		\$1,300,192

FIRE GENERAL SERVICES

Salaries and Wages	01-411-100	\$ 235,600
Part-Time Firefighters	01-411-103	\$ 30,000
Part-Time Relief Drivers	01-411-104	\$ 5,000
OT of Fire Personnel	01-411-131	\$ 15,000
Materials and Supplies	01-411-200	\$ 600
Uniforms	01-411-238	\$ 2,000
General Expenses	01-411-300	\$ 500

Civil Service Commission Expenses	01-411-314	\$ 500
Communication Expense – Radio	01-411-321	\$ 500
Maintenance and Repairs of Equipment	01-411-374	\$ 1,000
Education, Training and Publications	01-411-420	\$ 1,400
Training Center Donation	01-411-421	\$ 1,000
Major Equipment Purchase	01-411-740	\$ 2,000
Minor Equipment Purchase	01-411-750	<u>\$ 300</u>
TOTAL FIRE GENERAL SERVICES		\$ 295,400

FIRE VEHICLE EXPENSES

Salaries and Wages	01-412-100	\$ 500
Gas, Oil and Lubrication	01-412-231	\$ 5,000
Automobile Allowance	01-412-330	\$ 9,000
Maintenance	01-412-374	\$ 10,000
Major Vehicle Repair	01-412-375	\$ 1,000
Major Vehicle Acquisition	01-412-740	<u>\$ 12,920</u>
TOTAL FIRE VEHICLE EXPENSES		\$ 38,420

MAINTENANCE OF FIRE HOUSES

Materials and Supplies	01-413-200	\$ 1,000
Fuel, Light and Water	01-413-230	\$ 18,000
General Expenses	01-413-300	\$ 250
Communication Expense	01-413-320	\$ 5,250
Maintenance and Repairs	01-413-370	\$ 1,000
Minor Equipment Purchase	01-413-750	<u>\$ 500</u>
TOTAL MAINTENANCE OF FIRE HOUSES		\$ 26,000

BUILDING REGULATIONS, PLANNING AND ZONING

Salaries and Wages	01-414-100	\$ 45,530
Materials and Supplies	01-414-200	\$ 400
General Expenses	01-414-300	\$ 550
Sewage Enforcement Officer	01-414-313	\$ 200
Legal Services	01-414-314	\$ 16,000
Communication Expense – Cell	01-414-320	\$ 540
Training, Education and Publications	01-414-420	\$ 300
Sanitation Salaries	01-414-150	(-) <u>\$ 9,106</u>
TOTAL BUILDING REGULATIONS, PLANNING AND ZONING		\$ 54,414

SOLID WASTE COLLECTION

Salaries	01-427-100	\$ 39,844
Legal Fees	01-427-300	\$ 13,000
Refuse Collection – Contracted Services	01-427-450	\$ 653,670
Leaf Collection	01-427-451	\$ 40,800
Benefits	01-427-452	\$ 15,938

Communication Expenses	01-427-453	\$ 2,000
Municipal Building	01-427-454	\$ 24,975
Bookkeeping	01-427-455	\$ 4,000
Auditing Services	01-427-456	\$ <u>6,000</u>
TOTAL SOLID WASTE COLLECTION		\$ 800,227

GENERAL HIGHWAY SERVICES

Salaries and Wages	01-430-100	\$ 80,000
Materials and Supplies	01-430-200	\$ 1,100
Fuel, Light and Water	01-430-230	\$ 6,700
General Expenses	01-430-300	\$ 800
Communication Expense	01-430-320	\$ 3,500
Maintenance and Repairs - Building	01-430-370	\$ 800
Major Equipment Purchase	01-430-740	\$ 2,500
Capital Items	01-430-741	\$ <u>500</u>
TOTAL GENERAL HIGHWAY SERVICES		\$ 95,900

PARKING METERS

Salaries and Wages	01-433-100	\$ 1,500
Maintenance and Repairs – Parking Meters	01-433-374	\$ <u>750</u>
TOTAL PARKING METERS		\$ 2,250

PARKING LOTS

Trinity Lot	01-445-361	\$ <u>1,800</u>
TOTAL PARKING LOTS		\$ 1,800

INSURANCE REIMBURSEMENTS

Insurance – Reimbursed by Library and Renfrew	01-450-350	(-) \$ <u>12,000</u>
TOTAL INSURANCE REIMBURSEMENTS		(-) \$ 12,000

PARKS AND PLAYGROUNDS

Salaries and Wages	01-454-100	\$ 35,000
Materials and Supplies	01-454-200	\$ 1,000
Fuel, Light and Water	01-454-230	\$ 900
Maintenance and Repair – Land	01-454-371	\$ 18,000
Maintenance and Repair – Equipment	01-454-374	\$ 1,000
Major Equipment	01-454-740	\$ 1,000
Minor Equipment Purchase	01-454-750	\$ <u>300</u>
TOTAL PARKS AND PLAYGROUNDS		\$ 57,200

SHADE TREES

Salaries and Wages	01-455-100	\$ 4,100
Contracted Services	01-455-450	\$ 3,000

Tree Replacement	01-455-740	\$ 500
TOTAL SHADE TREES		\$ 7,600
<u>VEHICLE OPERATION</u>		
Wages – Maintenance & Repair	01-476-100	\$ 28,000
Gas, Oil and Lubricants	01-476-230	\$ 33,000
Maintenance	01-476-374	\$ 26,500
TOTAL VEHICLE OPERATION		\$ 87,500
<u>POLICE VEHICLE EXPENSES</u>		
Wages – Vehicle Maintenance & Repair	01-477-100	\$ 7,000
Gas, Oil and Lubricants	01-477-230	\$ 10,000
Maintenance	01-477-374	\$ 6,000
New Police Vehicles	01-477-427	\$ 41,073
TOTAL POLICE VEHICLE EXPENSES		\$ 64,073
<u>EMPLOYEE TAXES AND BENEFITS</u>		
Pension Payment	01-480-150	\$ 268,110
Hospitalization Insurance Premiums	01-480-156	\$1,031,690
Pension Administration	01-480-160	\$ 4,218
Sick Leave, Holiday and Vacation Pay	01-480-170	\$ 85,000
Social Security Taxes	01-480-192	\$ 135,225
Medicare Taxes	01-480-193	\$ 44,703
Group Life Insurance Premiums	01-480-198	\$ 12,243
Affordable Care Act Tax	01-480-600	\$ 0
TOTAL EMPLOYEE TAXES AND BENEFITS		\$1,581,189
<u>INSURANCE</u>		
Unemployment Compensation	01-486-194	\$ 18,000
Commercial Insurance Package	01-486-350	\$ 155,383
Sanitation Insurances	01-486-351 (-)	\$ 9,669
Workmen’s Compensation	01-486-354	\$ 135,601
TOTAL INSURANCE		\$ 299,315
<u>TRANSFERS TO OTHER FUNDS</u>		
Transfers to Capital Reserve Fund	01-492-030	\$ 26,654
TOTAL TRANSFERS TO OTHER FUNDS		\$ 26,654
<u>CONTRIBUTIONS</u>		
Contribution to Mainstreet Waynesboro, Inc.	01-414-301	\$ 3,825
Contribution to Community & Human Services	01-420-540	\$ 7,905
Contribution to Wayne Band	01-453-540	\$ 1,785
Contribution to Medic 2	01-453-550	\$ 2,040
Contribution to Ambulance Squad	01-489-220	\$ 9,750
TOTAL CONTRIBUTIONS		\$ 25,305
TOTAL EXPENDITURES		\$5,454,711

WATER FUND

WATER FUND

REVENUES

INTERESTS AND RENTS

Earnings from Temporary Deposits	06-340-010	\$ 7
TOTAL INTERESTS AND RENTS		\$ 7

WATER RENTS

Current Year's Revenue	06-360-301	\$1,627,381
Private Fire Protection	06-360-302	\$ 21,100
Water Authority Revenue	06-360-304	(-) \$2,019,500
Industrial Revenue	06-360-305	\$ 74,423
Public Water Revenue	06-360-306	\$ 21,780
WBA Indirect Water Sales	06-360-307	\$ 136,460
TOTAL WATER RENTS		(-) \$ 138,356

MISCELLANEOUS RECEIPTS

Public Notice Fee	06-370-300	\$ 6,155
Tap Fees (Distribution and Capacity)	06-370-301	\$ 62,000
Connection and Meter Fees	06-370-302	\$ 12,100
Customer Penalties	06-370-401	\$ 48,000
Service Charges and Inspection Fees	06-370-402	\$ 10,100
WBA Budget Allocations	06-370-600	\$1,801,374
TOTAL MISCELLANEOUS RECEIPTS		\$1,939,729

TOTAL REVENUES **\$1,801,380**

EXPENDITURES

WATER COLLECTION

Salaries and Wages	06-420-100	\$ 48,266
Summer Helper	06-420-110	\$ 7,500
Materials and Supplies	06-420-200	\$ 200
General Expenses	06-420-300	\$ 200
Insurance	06-420-350	\$ 7,500
Impoundment Maintenance and Repairs	06-420-372	\$ 400
Maintenance and Repairs (General)	06-420-373	\$ 100
Lease to State	06-420-381	\$ 250
TOTAL WATER COLLECTION		\$ 64,416

WATER PURIFICATION

Salaries and Wages	06-421-100	\$ 308,525
Wages – Director of Utilities	06-421-101	\$ 47,840
Materials and Supplies	06-421-200	\$ 15,000
Membrane Plant Operation	06-421-210	\$ 24,000
Chemicals	06-421-220	\$ 70,000
Fuel, Light and Water	06-421-230	\$ 119,875
General Expenses	06-421-300	\$ 8,500
Contracted Services	06-421-316	\$ 35,000
Contracted Services – Sludge Disposal	06-421-317	\$ 1,000
Communication Expense	06-421-320	\$ 6,500
Insurance	06-421-350	\$ 16,000
Land and Building Maintenance	06-421-370	\$ 5,800
Maintenance and Repair – Equipment	06-421-374	\$ 15,890
Major Equipment Purchase	06-421-740	<u>\$ 13,000</u>
TOTAL WATER PURIFICATION		\$ 686,930

WATER PUMPING

Materials and Supplies	06-422-200	\$ 250
Fuel, Light and Water	06-422-230	\$ 6,000
Communication Expense	06-422-320	\$ 850
Insurance	06-422-350	\$ 1,850
Maintenance and Repair – Buildings & Equipment	06-422-370	<u>\$ 500</u>
TOTAL WATER PUMPING		\$ 9,450

WATER DISTRIBUTION

Salaries and Wages – Customer Service Lines	06-423-100	\$ 34,000
Salaries and Wages – Mains, Lines and Hydrants	06-423-101	\$ 24,200
Salaries and Wages – Meters	06-423-102	\$ 54,700
Salaries – WBA Indirect Service Area	06-423-103	\$ 5,100
Materials and Supplies – Service Lines	06-423-200	\$ 22,000
Materials and Supplies – Mains, etc.	06-423-201	\$ 27,200
Materials and Supplies – Hydrant Program	06-423-202	\$ 5,400
Materials and Supplies – WBA Indirect Area	06-423-203	\$ 3,200
Materials and Supplies – Meters	06-423-290	\$ 31,000
General Expenses	06-423-300	\$ 1,400
Contracted Services	06-423-315	\$ 4,500
Salaries and Wages – Meter Replacement	06-423-601	\$ 18,500
Materials and Supplies – Meter Replacement	06-423-602	\$ 90,000
Major Equipment Replacement	06-423-740	\$ 15,047
Major Projects (Clayton Avenue Upgrade and Meadowbrook Replacement)	06-423-741	<u>\$ 209,500</u>
TOTAL WATER DISTRIBUTION		\$ 545,747

GENERAL EXPENSES

Administrative Expenses	06-429-103	\$ 156,176
Engineering Expenses	06-429-108	\$ 39,000
Municipal Building Expenses	06-429-109	\$ 32,778
Maintenance Center Expenses	06-429-130	\$ 39,000
Benefits and Insurance Expenses	06-429-180	\$ 501,346
Vehicle Operation Expenses	06-429-187	\$ 24,444
Credit Card Processing Fees	06-429-310	<u>\$ 4,040</u>
TOTAL GENERAL EXPENSES		\$ 796,784

TRANSFERS TO OTHER FUNDS

Transfer to Capital Reserve Fund	06-492-036	<u>\$ 9,889</u>
TOTAL TRANSFERS TO OTHER FUNDS		\$ 9,889

TOTAL EXPENDITURES

\$2,113,216

SEWER FUND

SEWER FUND

REVENUES

INTERESTS AND RENTS

Earnings from Temporary Deposits	08-341-010	\$ 5
TOTAL INTERESTS AND RENTS		\$ 5

SEWER RENTS

Current Year's Revenue	08-360-100	\$1,711,626
Industrial Revenue	08-360-105	\$ 43,098
Public Sewer Revenue	08-360-106	\$ 28,296
Sewer Authority Revenue	08-360-304	(-) \$1,824,169
TOTAL SEWER RENTS		(-) \$ 41,149

MISCELLANEOUS RECEIPTS

Customer Penalties	08-370-502	\$ 15,150
WBA Budget Allocations	08-370-600	\$ 896,069
TOTAL MISCELLANEOUS RECEIPTS		\$ 911,219

Capacity/Collection Fees	08-380-113	\$ 26,000
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TOTAL REVENUES **\$ 896,075**

EXPENDITURES

SANITARY SEWERS

Salaries and Wages	08-421-100	\$ 15,200
Materials and Supplies	08-421-200	\$ 8,000
Chemicals	08-421-222	\$ 2,450
Contracted Services	08-421-315	\$ 1,200
TV and Grouting – Inflow & Infiltration	08-421-316	\$ 50,000
Salaries and Wages – Sewer Laterals	08-421-651	\$ 3,000
Materials and Supplies – Sewer Laterals	08-421-652	\$ 2,000
Major Equipment	08-421-740	\$ 15,047
TOTAL SANITARY SEWERS		\$ 96,897

SEWER PUMPING

Salaries and Wages	08-422-100	\$ 22,753
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Materials and Supplies	08-422-200	\$ 2,000
Fuel, Light and Water	08-422-230	\$ 18,850
Communication – Alarm	08-422-329	\$ 360
Insurance	08-422-350	\$ 6,900
Maintenance & Repairs – Buildings & Equipment	08-422-370	\$ 8,500
Minor Equipment Purchase	08-422-750	\$ <u>100</u>
TOTAL SEWER PUMPING		\$ 59,463

SEWAGE DISPOSAL

Salaries and Wages	08-423-100	\$ 155,762
Wages – Director of Utilities	08-423-101	\$ 32,229
Materials and Supplies	08-423-200	\$ 7,800
Chemicals	08-423-222	\$ 93,000
Fuel, Light and Water	08-423-230	\$ 55,979
General Expenses	08-423-300	\$ 5,200
Contracted Services	08-423-315	\$ 44,100
Communication Expense	08-423-320	\$ 5,100
Insurance	08-423-350	\$ 7,050
Sludge Disposal	08-423-370	\$ 55,200
Maintenance & Repairs – Buildings & Land	08-423-373	\$ 3,100
Maintenance and Repairs – Equipment	08-423-374	\$ 18,100
Capital Outlay – Equipment	08-423-740	\$ 21,855
Minor Equipment Purchase	08-423-750	\$ <u>75</u>
TOTAL SEWAGE DISPOSAL		\$ 504,550

GENERAL EXPENSES

Administrative Expenses	08-424-103	\$ 148,204
Engineering Expenses	08-424-108	\$ 39,556
Municipal Building Expenses	08-424-109	\$ 32,778
Maintenance Center Expenses	08-424-130	\$ 39,332
Employee Benefits and Insurance	08-424-180	\$ 231,634
Vehicle Operation Expenses	08-424-187	\$ <u>18,673</u>
TOTAL GENERAL EXPENSES		\$ 510,177

TRANSFERS TO OTHER FUNDS

Transfer to Capital Reserve Fund	08-492-030	\$ <u>25,000</u>
TOTAL TRANSFERS TO OTHER FUNDS		\$ 25,000

TOTAL EXPENDITURES **\$1,196,087**

**COMMUNITY
DEVELOPMENT
BLOCK GRANT
FUND**

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

REVENUES

Fiscal Year 2016	12-354-100	\$136,941
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TOTAL REVENUES		\$136,941
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EXPENDITURES

Administration	12-499-200	\$ 24,640
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ADA Barrier Removal	12-499-700	\$112,301
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TOTAL EXPENDITURES		\$136,941
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DOG PARK FUND

DOG PARK FUND

REVENUES

Dog Park Swim Contributions	19-387-110	\$	750
Dog Park Licenses	19-387-120	\$	75

TOTAL REVENUES		\$	825
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EXPENDITURES

Miscellaneous Expenditures	19-400-400	\$	500
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TOTAL EXPENDITURES		\$	500
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**CAPITAL
RESERVE
FUND**

CAPITAL RESERVE FUND

REVENUES

Transfer from General Fund	30-390-102	\$ 24,654
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TOTAL REVENUES		\$ 24,654
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EXPENDITURES

VEHICLES, EQUIPMENT AND OTHER EXPENSES

Dump Truck	30-430-703	\$ 22,334
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Pick-up Truck	30-430-704	<u>\$ 10,668</u>
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TOTAL VEHICLES, EQUIPMENT AND OTHER		\$ 33,002
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TOTAL EXPENDITURES		\$ 33,002
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**HIGHWAY AID
(LIQUID FUELS)
FUND**

HIGHWAY AID (LIQUID FUELS) FUND

REVENUES

Earnings from Temporary Deposits	35-341-000	\$ 250
<u>STATE GRANTS</u>		
State Liquid Fuels Grant	35-354-030	\$286,388
Turnback Funds	35-354-301	<u>\$ 5,600</u>
TOTAL STATE GRANTS		\$291,988
Other Miscellaneous Revenue	35-380-110	\$ 350
TOTAL REVENUES		\$292,588

EXPENDITURES

SNOW AND ICE REMOVAL

Salaries and Wages	35-432-100	\$ 20,000
Materials and Supplies	35-432-200	\$ 9,500
Major Equipment	35-432-750	<u>\$ 12,000</u>
TOTAL SNOW AND ICE REMOVAL		\$ 41,500

STREET SIGNS AND MARKINGS

Salaries and Wages	35-433-100	\$ 6,000
Materials and Supplies	35-433-200	\$ 26,000
Energizing Traffic Signals and Controls	35-433-230	\$ 5,000
Line Painting	35-433-300	\$ 26,000
Maintenance of Traffic Signals	35-433-374	<u>\$ 12,000</u>
TOTAL STREET SIGNS AND MARKINGS		\$ 75,000

STORM SEWERS

Salaries and Wages	35-436-100	\$ 15,000
Materials and Supplies	35-436-200	<u>\$ 10,000</u>
TOTAL STORM SEWERS		\$ 25,000

VEHICLE MAINTENANCE

Labor	35-437-100	\$ 2,000
Fuel	35-437-230	\$ 3,000

Maintenance	35-437-374	\$ 3,000
Major Equipment	35-437-375	<u>\$ 1,500</u>
TOTAL VEHICLE MAINTENANCE		\$ 9,500

STREET REPAIR

Salaries and Wages	35-438-100	\$ 15,000
Materials and Supplies	35-438-200	<u>\$ 10,000</u>
TOTAL STREET REPAIR		\$ 25,000

VEHICLE PURCHASES

Street Sweeper	35-460-704	<u>\$ 21,162</u>
TOTAL VEHICLE PURCHASES		\$ 21,162

TOTAL EXPENDITURES		\$197,162
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**WATER
CAPITAL RESERVE
FUND**

WATER CAPITAL RESERVE FUND

REVENUES

Transfer from Water Fund	36-390-106	\$ 9,889
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TOTAL REVENUES		\$ 9,889
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EXPENDITURES

TOTAL EXPENDITURES		\$ 0
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**SEWER
CAPITAL RESERVE
FUND**

SEWER CAPITAL RESERVE FUND

REVENUES

Transfer from Sewer Fund	38-390-108	\$ 25,000
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TOTAL REVENUES		\$ 25,000
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EXPENDITURES

TOTAL EXPENDITURES		\$ 0
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SPECIAL STREET FUND

SPECIAL STREET FUND

REVENUES

Special Street Tax Levy - Current	41-301-100	\$290,000
Special Street Tax – Delinquent	41-301-400	<u>\$ 13,000</u>
TOTAL SPECIAL STREET TAX LEVY		\$303,000

TOTAL REVENUES **\$303,000**

EXPENDITURES

Salaries and Wages – Tax Collector	41-433-100	\$ 3,636
Loan Repayments – PENNVEST Storm Sewers	41-470-800	\$316,656

TOTAL EXPENDITURES **\$320,292**

**SWIMMING
POOL
FUND**

SWIMMING POOL FUND

REVENUES

Membership Fees	52-367-111	\$ 60,000
Daily Admission Fees	52-367-112	\$ 90,000
Pool Concession Rental	52-367-113	\$ 4,000
Concession Stand Utility Rental	52-367-114	\$ 450
Theme Thursdays/Splash Hops	52-367-115	\$ 6,000
Pool Rentals	52-367-116	\$ 10,000
Swimming Lessons	52-367-117	<u>\$ 3,500</u>
TOTAL DEPARTMENTAL EARNINGS		\$173,950

TRANSFERS FROM OTHER FUNDS

Transfer from General Fund (Clearing Account)	52-390-001	\$ 26,964
Transfer from Capital Reserve Fund	52-390-030	<u>\$ 31,840</u>
TOTAL TRANSFERS FROM OTHER FUNDS		\$ 58,804

TOTAL REVENUES **\$232,754**

EXPENDITURES

Manager Salary	52-452-120	\$ 8,501
Personnel Wages	52-452-140	\$ 79,000
General Maintenance Personnel Wages	52-452-180	\$ 18,000
Materials and Supplies	52-452-200	\$ 5,250
Petty Cash	52-452-202	\$ 1,000
Chemicals	52-452-222	\$ 20,000
Fuel, Light and Water	52-452-230	\$ 9,000
Uniforms	52-452-238	\$ 1,800
Theme Thursdays/Splash Hops – DJ	52-452-240	\$ 1,050
Theme Thursdays/Splash Hops	52-452-250	\$ 900
General Expenses	52-452-300	\$ 800
VISA/MasterCard Fees	52-452-310	\$ 1,900
Communication Expense – Telephone	52-452-320	\$ 450
Advertising and Printing	52-452-340	\$ 1,300
Maintenance and Repair – Land and Building	52-452-370	\$ 73,043
Contracted Services	52-452-450	\$ 1,200
Major Equipment Purchase	52-452-740	\$ 260

Major Capital Additions	52-452-741	\$ 8,300
Repairs to Kiddie Pool	52-452-742	\$ 500
Minor Equipment Purchase	52-452-750	\$ 500
TOTAL EXPENDITURES		\$232,754

PENSION FUND

PENSION FUND

REVENUES

Grants from State Government	60-350-020	\$183,152
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TOTAL REVENUES		\$183,152
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EXPENDITURES

Retirement Contribution - Police	60-470-500	\$125,266
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Dividend Payment – Non-Uniformed	60-470-501	<u>\$ 70,496</u>
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TOTAL PREMIUMS PAID		\$195,762
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TOTAL EXPENDITURES		\$195,762
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STREET LIGHT FUND

STREET LIGHT FUND

REVENUES

STREET LIGHT TAX LEVY

Street Light Tax Levy – Current	83-301-100	\$225,000
Street Light Tax Levy – Prior Year	83-301-200	\$ 25,000
Street Light Tax Levy – Delinquent	83-301-400	<u>\$ 20,000</u>
TOTAL STREET LIGHT TAX LEVY		\$270,000

Earnings from Temporary Deposits	83-340-010	\$ 1
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TOTAL REVENUES **\$270,001**

EXPENDITURES

Salaries and Wages – Tax Collector	83-433-100	\$ 1,500
Street Light Electricity	83-434-230	\$160,000
Salaries and Wages – Downtown Lights	83-434-740	\$ 200
Materials and Supplies – Downtown Lights	83-463-720	\$ 1,000

TOTAL EXPENDITURES **\$162,700**