

**ALL BUSINESS ITEMS MUST BE SCHEDULED ON THE AGENDA THE WEDNESDAY PRIOR TO THE TOWN MEETING IN ORDER TO BE HEARD.**

**TOWN MEETING AGENDA  
December 18, 2023**

**“REORGANIZATION MEETING ”  
7:30 PM**

**“Administration of Oath of Office to Town Commissioner Bethany Miller”**

- 1.) Call to order  
-Pledge of Allegiance
- 2.) Minutes of Meeting on November 20, 2023.
- 3.) Treasurer’s Report of Balances of General and Utility Accounts
- 4.) Public Safety Report
  - a.) Fire/EMS Report
  - b.) Police Report
  - c.) Code Enforcement Report
- 5.) Town Manager/Circuit Rider
- 6.) Town Engineer Report – Robert Duma
- 7.) Old Business:
- 8.) New Business
  - 1) Reappointment of Kevin Bailey to the P/Z Commission for a 5 year term
- 9.) Town Commission/Committee Reports and Commissioner/Public Comments
- 10.) Adjournment of Meeting. Next meeting date- TBD

**TOWN OF PITTSVILLE**  
**Town Commissioners Meeting Minutes**  
**November 20 ,2023**

The regular monthly meeting of the Town Commissioners of Pittsville was convened by Town Commission President Sean McHugh at 7:00 pm on November 20, 2023 at Town Hall. Present were Town Commission Vice President Roland Adkins and Town Commissioner David Carozza. Town Commissioners Bethany Miller and John Palmer were unable to attend. Also attending were Town Manager Joe Mangini, Town Attorney Erica Witz, Chief Bob Harris and Public Works Director Dale Monroe and Town Engineer Rob Duma.

Pledge of Allegiance was recited by all.

**MINUTES**

The minutes of the regular meeting of October 16, 2023 were reviewed with a motion to approve by Town Commissioner Carozza and seconded by Town Commission Vice President Adkins Motion was approved.

**TOWN TREASURER'S REPORT**

Town Commission President McHugh read into the record the General Fund Operating Account with a beginning balance of \$196,249.25 and ending balance of \$35,362.67. Motion to approve by Town Commissioner Carozza and seconded by Town Commission Vice President Adkins. Motion approved.

Town Commission President McHugh read into the record the Utility Fund Operating Account with a beginning balance of \$89,989.33 and ending balance of \$35,900.93. Motion to approve by Town Commissioner Carozza and seconded by Town Commission Vice President Adkins. Motion approved.

Town Commission President McHugh then read into the record the following Town Bank Fund Balances:

**General Fund:**

- a) Operating: \$436,243.00
- b) Capital Improvement: \$81,000.00
- c) Highway User Fee Account: \$334,126.00
- d) Speed Camera: \$833.00
- e) Reserve Account: \$439,329.00

TOTAL: \$1,291,531.00

**AMERICAN RESCUE PLAN FUND: \$446,884.00**

### *Code Enforcement*

The Town Manager reported that all was quiet this month.

Chandra Singh (SOS) reported on the monthly activities of the WTP to include a new water reporting system called WATERLY that would enhance efficiency of water plant monitoring.

***Erica Witz, Town Attorney sworn into office Town Commission President Sean McHugh for another 4 year term***

### **TOWN MANAGER'S REPORT\***

- **Attached is the Town Manager's Monthly Report**

### **TOWN ENGINEER'S REPORT**

Rob Duma, Town Engineer reported on the following:

- WTP Phase IV Upgrade Project bid opening is December 6, 2023
- WWTP sludge bed project almost completed
- Utility Mapping Project to be completed within the next few months
- Roadway Improvement Project completed. All looks good.
- Storm Water Management Study should be completed by the spring 2024
- Working on the responses to the MDE WWTP inspection report.

Dale Monroe, Director of Public Works explained the proposals being received to install a town wide alarm system for the WWTP and sewer pumping stations. Town Commission President made a motion to approve up to \$55,000 to be used from the Sewer Capital Improvement Fund to finance the approved alarm system instead of waiting another month to act. Motion was seconded by Town Commissioner Carozza. Motion approved.

### **OLD BUSINESS**

None.

### **NEW BUSINESS**

Dale Withers was present to discuss the "Solomon's Village" subdivision and requested an additional 8 EDU's for his project. Town Commission President McHugh motion to approve with a second from Town Commissioner Carozza. Motion approved. After which, there was discussion concerning the subdivision to include the infrastructure for Phase I (38 lots).

2023 Municipal Election Results (attached) were read into the record by Town Commission President McHugh.

Motion to approve Resolution #2023-06 (A resolution to Extend the Time to Adopt the Cannabis Zoning Regulations by an Additional Six Months) by Town Commission President McHugh. Seconded by Town Commissioner Carozza. Motion approved.

**TOWN COMMISSION REPORTS/TOWN COMMISSIONERS/PUBLIC COMMENTS**

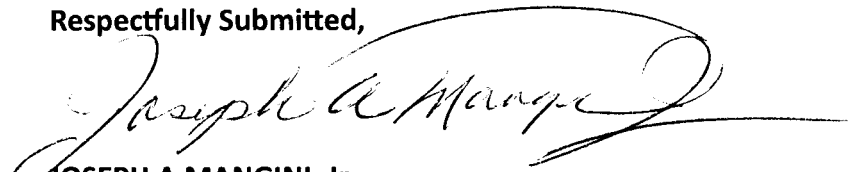
Town Commissioner Carozza congratulated Town Commission President McHugh and Town Commissioner Miller on their re-election victories.

Town Commission Vice President Adkins reported that the WILLARDS Christmas Parade will be held on December 16 and Salisbury Christmas Parade will be on December 3.

Erika Moore Lecates reported on the remaining and continuing activities of the youth soccer league and the new park playground equipment to be installed in the spring 2024.

The Town Commissioners went into a closed executive session to discussion personnel, then returned to open session to adjourn the public meeting.

Respectfully Submitted,



**JOSEPH A MANGINI, Jr.**  
Town Manager

*The next regular monthly town meeting will be the "reorganization meeting to be held at 7:30 pm December 18, 2023.*

**APPROVED:**

X \_\_\_\_\_  
**Sean McHugh**  
President

X \_\_\_\_\_  
**Roland Adkins, Vice President**

X \_\_\_\_\_  
**Bethany Miller, Town Commissioner**

X \_\_\_\_\_  
**John Palmer, Town Commissioner**

X \_\_\_\_\_  
**David Carozza, Town Commissioner**

**TOWN MANAGER MONTHLY MEETING REPORT**  
**20 Nov 23**

- On the agenda tonight is RESOLUTION \* 2023-06 which will extend the Cannabis legislation moratorium for another 6 months to enable the Planning/Zoning Commission to complete its work on the amending zoning ordinance.
- Since July 1, the Town has issued 20 building permits with \$4,866.06 in building fees collected.
- Bulk Trash pick up day was a success with little issues to deal with AND due to the THANKSGIVING DAY HOLIDAY regular trash pick up for PITTSVILLE will be on the SATURDAY after Thanksgiving!
- The PEDC will not be meeting again until January 2024. I will let the Vice Chair report on its latest activities.
- The Planning/Zoning Commission met on November 2, 2023 and approved the sketch plan of 7 new lots for the "addition to the Sandyfield Subdivision". Applicant has filed all required applications and paid required fees to continue to the preliminary stage process. Next P/Z Commission meeting will be December 7, 2023.
- The Board of Zoning Appeals approved Mitchell's Auto for their removal of the present structure and the proposal to build a new one in its place.
- MDE WTP water loan of \$29,158.02 has been paid off leaving us with only one loan left to retire.
- The State Board of Public Works has approved our Community Parks/Playground grant application for PHASE III of the Pittsville Park's capital improvement program. I want to thank Erika, Dale, And Brian Lewis for all the assistance they provided in this very worthwhile endeavor. I anticipate the new equipment to be installed this coming spring 2024!
- The Town's "Secret Squirrel Society" will be hosting a CHRISTMAS "HOT DOGS with Santa" event on Saturday December 9, 2023 at the Town Hall for our children who want to meet SANTA and share their requests with him. With the year coming to a close, I want to request the Town Commissioners to revisit establishing a small "parks/recreation committee" to help assist the town staff in developing community activities & special events for the town and its people. Next month, I plan to present several community event topics that have been discussed among them the Town's signature "Strawberry Festival."
  - I will be submitting the TMCR request for reimbursement of \$14,496.12 for my past services rendered for the months of July, August, September.
  - Also, apparently we never got reimbursed from DNR for the remaining \$3,619.69 for PHASE II of the Pittsville Park capital improvement program. This was submitted in February and not sure WHY we have not received already, but have contacted DNR to see what happened.
  - LYLA from SOS has requested that I remind the Town Commissioners of a new water program SOS is endorsing. Earlier I had given you copies, but have printed out additional ones for you to review.

- I plan to begin activating the ‘Pittsville Façade Improvement Program’ the beginning of the new year. We have until July 2025 to complete. The grant award is for \$25,000 to be awarded to approved applicants for façade improvements. We will discuss this more in detail in January 2024.
- Next Town meeting is “REORGANIZATION NIGHT for the Town Commissioners” and per the Town Charter will begin at 7:30 pm on December 18, 2023
- Ad for a TOWN CLERK has been prepared and will be advertised for two weeks in the paper, town web page & face book.
- Total project costs not including engineering services for the FY 23 “Street Improvement Program” is \$228,676.30 which included additional street work that was needed. Rob & Dale can explain the additions. This will leave the balance in the Town’s Highway User Fund at \$105,449.70 excluding engineering expenses. This FY 24 the Town is receiving \$135,206.35 part of which already received and in FY25 the estimated amount to be allocated is \$153,684.50
- I have also prepared a revised WWTP Sewer Allocation Policy sheet that includes the reduction in the residential EDU’s of the 7 for the Sandyfield project. You have before you tonight a request for 6 (8) additional EDU’s from Dale Withers for his project on Railroad Avenue/Main Street. We will discuss this when we come to that item on the agenda
- During their work installing fiber optic along the state roadways, TALKIE COMMUNICATIONS has already compelled us to fix three breaks in our utility lines (their fault). Public Works has repaired and we will bill them for services rendered. Dale can explain more in detail.
- CHRISTMAS HOLIDAY SCHEDULE will be that the Town Offices will be closed December 22 & December 25, 2023 & for NEW YEARS HOLIDAY SCHEDULE Town Offices will be closed December 29, 2023 & January 1, 2024!

**HAPPY THANKSGIVING!**

# TOWN OF PITTSVILLE 2023 MUNICIPAL ELECTION RESULTS

## TOWN OF PITTSVILLE MUNICIPAL ELECTION November 7, 2023

The TOWN OF PITTSVILLE held its 2023 municipal election on November 7, 2023 to elect two(2) members of the Town Commission. There were two (2) candidates competing for the two (2) seats.

There were twenty-eight (28) ballots cast and the following are the results:

SEAN MCHUGH	17
BETHANY MILLER	23
JARED SCHABLEIN (write-in)	2
IVORY SMITH (write-in)	2
SEAN BOWDEN (write-in)	1
BRUCE COFFIN (write-in)	1

CONGRATULATIONS to all the candidates for their participation and willingness to serve the PITTSVILLE community.

**Commissioner McHugh and Commissioner Miller will take their oath of office at the next Town Commission meeting to be held on November 20, 2023 commencing at 7:00 pm**

The Town of Pittsville would also like to thank those of our citizens who exercised their "AMERICAN" right to vote and the members of the Town's Board of Elections, James Jones, Laura Basile, & Tammy Dorman as well as Ana Ketterman, Interim Town Clerk and the Town's Department of Public Works, Dale Monroe and Terry Forsythe for their service and diligent work during the election process.

**And a "special" thank you to the PITTSVILLE VOLUNTEER FIRE COMPANY for permitting the Town to use its facility as the election polling venue!**

**TOWN OF PITTSVILLE BOARD OF ELECTIONS**

## Town of Pittsville General Operating Account As of November 30, 2023

Type	Date	Num	Name	Memo	Split	Amount	Balance
<b>100 · CASH &amp; EQUIVALENTS</b>							32,261.12
<b>110 · General Fund</b>							32,261.12
<b>128 · FBW - General Operating 1541</b>							32,261.12
General Jour...	11/01/2023	6082	Deposit	3731	142 ...	478.73	32,739.85
Bill Pmt -Che...	11/01/2023	3507	Alarm Engineering, Inc ...	Inv # 688028	310 ...	-172.36	32,567.49
Bill Pmt -Che...	11/01/2023	3508	Dale Littleton	10-25-23 EDC Meeting	310 ...	-25.00	32,542.49
Bill Pmt -Che...	11/01/2023	3509	Jeffrey Willey	10-19-23 Appeals Mee	310 ...	-25.00	32,517.49
Bill Pmt -Che...	11/01/2023	3510	Joseph A. Mangini Jr	Pay Oct 15-28	310 ...	-2,970.00	29,547.49
Bill Pmt -Che...	11/01/2023	3511	Kelly Jeter	10-25-23 EDC Meeting	310 ...	-25.00	29,522.49
Bill Pmt -Che...	11/01/2023	3512	Lisa Tubbs	Office Cleaning / Inv # 1050	310 ...	-600.00	28,922.49
Bill Pmt -Che...	11/01/2023	3513	Quadient, Inc	Inv # 60559083	310 ...	-72.00	28,850.49
Bill Pmt -Che...	11/01/2023	3514	Rebecca Smith	10-25-23 EDC Meeting	310 ...	-25.00	28,825.49
Bill Pmt -Che...	11/01/2023	3515	William Duffield	Tax Payment Reimburse...	310 ...	-183.09	28,642.40
General Jour...	11/01/2023	6087	Deposit	3734	142 ...	-183.09	28,459.31
General Jour...	11/03/2023	6091	Deposit	3739	142 ...	202.88	28,662.19
General Jour...	11/06/2023	6098	Deposit	3745	142 ...	282.65	28,944.84
Bill Pmt -Che...	11/08/2023	3516	Ana Ketterman	Mileage Reimb.	310 ...	-46.02	28,898.82
Bill Pmt -Che...	11/08/2023	3517	Choptank Electric - G	9912566701	310 ...	-90.00	28,808.82
Bill Pmt -Che...	11/08/2023	3518	Colonial Life	Inv #5277330-1006852	310 ...	-112.28	28,696.54
Bill Pmt -Che...	11/08/2023	3519	DP Chatham Mnr 8081...	5501 0728 081	310 ...	-79.72	28,616.82
Bill Pmt -Che...	11/08/2023	3520	DP Town Lights 578-G	5501 0728 578	310 ...	-3,507.05	25,109.77
Bill Pmt -Che...	11/08/2023	3521	DP Town Warehouse 7...	5500 6957 678	310 ...	-76.23	25,033.54
Bill Pmt -Che...	11/08/2023	3522	DPSCS - ITCD	Inv # AB3-10-486	310 ...	-14.00	25,019.54
Bill Pmt -Che...	11/08/2023	3523	Dwayne Mattox	Meeting 11/02/23	310 ...	-25.00	24,994.54
Bill Pmt -Che...	11/08/2023	3524	Heather Frazier	Meeting 11/02/23	310 ...	-25.00	24,969.54
Bill Pmt -Che...	11/08/2023	3525	James Jones	Election Nov 7, 2023	310 ...	-75.00	24,894.54
Bill Pmt -Che...	11/08/2023	3526	Jennifer Keener	Meeting 11/02/23	310 ...	-25.00	24,869.54
Bill Pmt -Che...	11/08/2023	3527	Kelly & Associates Ins...	December 2023 Health In...	310 ...	-1,581.66	23,287.88
Bill Pmt -Che...	11/08/2023	3528	Kevin Bailey	Meeting 11/02/23	310 ...	-25.00	23,262.88
Bill Pmt -Che...	11/08/2023	3529	Laura Basile	Election Nov 7, 2023	310 ...	-75.00	23,187.88
Bill Pmt -Che...	11/08/2023	3530	Mediacom - Town Hall	8384500090090174	310 ...	-229.95	22,957.93
Bill Pmt -Che...	11/08/2023	3531	Pittsville Motors Inc	Inv # 219697	310 ...	-1,096.70	21,861.23
Bill Pmt -Che...	11/08/2023	3532	ShoreScan - G&U	Inv # 8661	310 ...	-95.00	21,766.23
Bill Pmt -Che...	11/08/2023	3533	Tammy Dorman	Election Nov 7, 2023	310 ...	-75.00	21,691.23
Bill Pmt -Che...	11/08/2023	3534	Cheryl Tyndall	Meeting 11/2/23	310 ...	-25.00	21,666.23
General Jour...	11/08/2023	6103	Deposit	3751	142 ...	0.40	21,666.63
General Jour...	11/09/2023	6118	Deposit	3742	142 ...	346.63	22,013.26
General Jour...	11/14/2023	6105	Deposit	Transfer from MLGIP to g...	105 ...	205,808.67	227,821.93
General Jour...	11/14/2023	6124	Deposit	3755	142 ...	201.77	228,023.70
Bill Pmt -Che...	11/15/2023	3535	Inacom Information Sy...	58872	310 ...	-571.51	227,452.19
Bill Pmt -Che...	11/15/2023	3536	Joseph A. Mangini Jr	Pay Oct 29- Nov. 11	310 ...	-2,790.00	224,662.19
Bill Pmt -Che...	11/15/2023	3537	Mike Houck Constructi...	2023 Road Improvement ...	310 ...	-205,808.67	18,853.52
Bill Pmt -Che...	11/15/2023	3538	Simple Computing LLC	Inv # 1097,1098	310 ...	-1,150.00	17,703.52
Bill Pmt -Che...	11/15/2023	3539	Wigglesworth, Layton, ...	Audit	310 ...	-12,000.00	5,703.52
Bill	11/15/2023	Grant...	Town of Pittsville- G	Grants Reimb.	310 ...	78,000.00	83,703.52
General Jour...	11/15/2023	6128	Deposit	3761	142 ...	256.11	83,959.63
Bill Pmt -Che...	11/17/2023	3540	Mike Houck Constructi...	Inv # 9303 / Road Improv...	310 ...	-22,867.63	61,092.00
General Jour...	11/17/2023	6131	Deposit	2023 Roadway Improvem...	105 ...	22,867.63	83,959.63
General Jour...	11/17/2023	6132	Transfer	Borrow money from utility ...	129 ...	20,000.00	103,959.63
General Jour...	11/17/2023	6202	Deposit	3741	145 ...	197.19	104,156.82
General Jour...	11/20/2023	6133	Deposit	Transferred back borrow m...	129 ...	-20,000.00	84,156.82
Bill Pmt -Che...	11/21/2023	3541	David Carozza	Town Meet. 11/20/23	310 ...	-75.00	84,081.82
Bill Pmt -Che...	11/21/2023	3542	Game Time	Deposit for playground	310 ...	-9,012.85	75,068.97
Bill Pmt -Che...	11/21/2023	3543	Gannett Delaware Loc...	Public Notices	310 ...	-1,111.00	73,957.97
Bill Pmt -Che...	11/21/2023	3544	Lincoln National Life In...	Insurance	310 ...	-231.95	73,726.02
Bill Pmt -Che...	11/21/2023	3545	Link Computer Corpora...	17679	310 ...	-436.96	73,289.06
Bill Pmt -Che...	11/21/2023	3546	Mail Movers	Annual Maint.	310 ...	-615.00	72,674.06
Bill Pmt -Che...	11/21/2023	3547	Roland Adkins	Town Meet. 11/20/23	310 ...	-75.00	72,599.06
Bill Pmt -Che...	11/21/2023	3548	Sean McHugh	Meetings	310 ...	-125.00	72,474.06
Bill Pmt -Che...	11/21/2023	3549	U.F.U., Inc.	Inv # 2023-0118	310 ...	-8,282.00	64,192.06
Bill Pmt -Che...	11/21/2023	3550	WEX Bank	0496-00-587961-4	310 ...	-132.22	64,059.84
General Jour...	11/22/2023	6210	Deposit	3767	142 ...	510.79	64,570.63
General Jour...	11/28/2023	6200	PNC Bank	Credit Card Pmt 11/28/23	351 ...	-3,518.34	61,052.29
Bill Pmt -Che...	11/30/2023	3551	Alarm Engineering, Inc ...	Inv # 690042	310 ...	-222.36	60,829.93
Bill Pmt -Che...	11/30/2023	3552	Berlin Police Department	Fingerprints	310 ...	-65.00	60,764.93
Bill Pmt -Che...	11/30/2023	3553	Davis, Bowen & Fridel I...	Inv # 179850	310 ...	-4,137.24	56,627.69
Bill Pmt -Che...	11/30/2023	3554	Frank Dale Monroe	Christmas Supplies Reimb.	310 ...	-66.58	56,561.11
Bill Pmt -Che...	11/30/2023	3555	Joseph A. Mangini Jr	Pay Nov 12-25	310 ...	-2,160.00	54,401.11



8:57 AM

12/13/23

Accrual Basis

**Town of Pittsville**  
**General Operating Account**  
**As of November 30, 2023**

Type	Date	Num	Name	Memo	Split	Amount	Balance
Bill Pmt -Che...	11/30/2023	3556	Mediacom - Police	Internet	310 ...	-270.40	54,130.71
Bill Pmt -Che...	11/30/2023	3557	Verizon-G&U	Phones	310 ...	-1,553.32	52,577.39
General Jour...	11/30/2023	6216	Deposit	3773	142 ...	363.88	52,941.27
General Jour...	11/30/2023	6218	Deposit	3775	148 ...	30.00	52,971.27
Total 128 · FBW - General Operating 1541						20,710.15	52,971.27
Total 110 · General Fund						20,710.15	52,971.27
Total 100 · CASH & EQUIVALENTS						20,710.15	52,971.27
<b>TOTAL</b>						<b>20,710.15</b>	<b>52,971.27</b>

**Approved :**

**X**

Sean McHugh  
President

**X**

Roland Adkins  
Vice President

**X**

Bethany Miller  
Commissioner

**X**

John Palmer  
Commissioner

**X**

David Carozza  
Commissioner

## Town of Pittsville Utility Operating Account As of November 30, 2023

Type	Date	Num	Name	Memo	Split	Amount	Balance
<b>100 - CASH &amp; EQUIVALENTS</b>							35,960.93
<b>120 - Water &amp; Sewer Fund</b>							35,960.93
<b>129 - FBW UTILITY OPERATING ACC 1996</b>							35,960.93
General Journal	11/01/2023	6081	Deposit	3730	152 - W...	1,801.34	37,762.27
Bill Pmt -Check	11/01/2023	3826	Atlantic Pumping Inc -U	Inv # 362238	320 - W...	-1,125.00	36,637.27
Bill Pmt -Check	11/01/2023	3827	Carters Electrical Serv...	Inv # 333	320 - W...	-225.00	36,412.27
Bill Pmt -Check	11/01/2023	3828	Intercoastal Trading-U	1068	320 - W...	-1,930.00	34,482.27
Bill Pmt -Check	11/01/2023	3829	Salisbury Automotive I...	VOID: 46028	320 - W...	0.00	34,482.27
Bill Pmt -Check	11/01/2023	3830	Water Testing Laborat...	Inv # SAL6709	320 - W...	-450.00	34,032.27
General Journal	11/01/2023	6085	Deposit	3732	152 - W...	695.34	34,727.61
General Journal	11/02/2023	6084	Deposit	3727	-SPLIT-	17,554.48	52,282.09
General Journal	11/02/2023	6086	Deposit	3733	152 - W...	28,829.28	81,111.37
General Journal	11/02/2023	6088	Deposit	3735	-SPLIT-	1,055.29	82,166.66
General Journal	11/02/2023	6089	Deposit	3736	152 - W...	28.06	82,424.72
General Journal	11/03/2023	6090	Deposit	3738	152 - W...	451.80	82,876.52
General Journal	11/03/2023	6092	Deposit	3740	152 - W...	240.06	83,116.58
General Journal	11/03/2023	6095	Deposit	3726	152 - W...	1,496.66	84,613.24
General Journal	11/06/2023	6097	Deposit	3744	152 - W...	2,371.04	86,984.28
General Journal	11/07/2023	6096	Deposit	3737	-SPLIT-	11,427.28	98,411.56
General Journal	11/07/2023	6099	Deposit	3746	152 - W...	1,605.91	100,017.47
General Journal	11/07/2023	6100	Deposit	3747	152 - W...	336.80	100,354.27
Bill Pmt -Check	11/08/2023	3831	Chesapeake Employe...	Workers Comp	320 - W...	-873.00	99,481.27
Bill Pmt -Check	11/08/2023	3832	DP LS#1 White Richa...	5501 4225 615	320 - W...	-68.67	99,412.60
Bill Pmt -Check	11/08/2023	3833	DP LS#2 Old Ocean ...	5501 1246 422	320 - W...	-86.63	99,325.97
Bill Pmt -Check	11/08/2023	3834	DP LS#3_ Friendship ...	5500 6957 173	320 - W...	-93.48	99,232.49
Bill Pmt -Check	11/08/2023	3835	DP LS#4 Gumboro 62...	5501 1296 278	320 - W...	-38.61	99,193.88
Bill Pmt -Check	11/08/2023	3836	DP LS#5 Railroad 744...	5501 1317 447	320 - W...	-31.28	99,162.60
Bill Pmt -Check	11/08/2023	3837	DP LS#6 Legacy Lane...	5501 1316 936	320 - W...	-55.62	99,106.98
Bill Pmt -Check	11/08/2023	3838	DP WTP 0821-U	5501 1810 821	320 - W...	-335.86	98,771.12
Bill Pmt -Check	11/08/2023	3839	DP WWTP 3731-U	5501 1013 731	320 - W...	-1,969.71	96,801.41
Bill Pmt -Check	11/08/2023	3840	Kelly & Associates Ins...	December 2023 Health Insurance ...	320 - W...	-556.80	96,244.61
Bill Pmt -Check	11/08/2023	3841	Lowes	Inv # 989468	320 - W...	-115.60	96,129.01
Bill Pmt -Check	11/08/2023	3842	One Call Concepts Inc...	0001040	320 - W...	-50.36	96,078.65
Bill Pmt -Check	11/08/2023	3843	Wicomico County Soli...	3020	320 - W...	-366.49	95,712.16
Bill Pmt -Check	11/08/2023	3844	Wicomico County Soli...	3025	320 - W...	-336.34	95,375.82
General Journal	11/08/2023	6101	Deposit	3749	152 - W...	387.90	95,763.72
General Journal	11/08/2023	6102	Deposit	3750	152 - W...	1,044.21	96,807.93
General Journal	11/09/2023	6119	Deposit	3743	152 - W...	751.62	97,559.55
General Journal	11/09/2023	6120	Deposit	3748	152 - W...	2,323.12	99,882.67
General Journal	11/09/2023	6121	Deposit	3752	152 - W...	-246.81	99,635.86
General Journal	11/13/2023	6123	Deposit	3754	152 - W...	598.41	100,234.27
General Journal	11/14/2023	6125	Deposit	3756	152 - W...	344.65	100,578.92
Bill Pmt -Check	11/15/2023	3845	Hills Electric Motor Inc...	Inv # 0145443	320 - W...	-1,608.37	98,970.55
Bill Pmt -Check	11/15/2023	3846	Meadows Hydraulics, I...	Inv # 62876,62880	320 - W...	-9.40	98,961.15
Bill Pmt -Check	11/15/2023	3847	Shorite Controls	Inv # 34031	320 - W...	-560.00	98,401.15
Bill Pmt -Check	11/15/2023	3848	T.K. Construction, Inc	Inv # 23-0111	320 - W...	-2,050.00	96,351.15
General Journal	11/15/2023	6126	Deposit	3759	152 - W...	100.00	96,451.15
General Journal	11/15/2023	6127	Deposit	3760	-SPLIT-	975.06	97,426.21
General Journal	11/17/2023	6132	Transfer	Borrow money from utility until ML...	128 - FB...	-20,000.00	77,426.21
General Journal	11/17/2023	6204	Deposit	3758	152 - W...	3,314.96	80,741.17
General Journal	11/17/2023	6205	Deposit	3762	152 - W...	738.78	81,479.95
General Journal	11/17/2023	6206	Deposit	3763	152 - W...	509.82	81,989.77
General Journal	11/20/2023	6133	Deposit	Transferred back borrow money for...	128 - FB...	20,000.00	101,989.77
General Journal	11/20/2023	6208	Deposit	3765	152 - W...	496.59	102,486.36
General Journal	11/20/2023	6209	Deposit	3766	152 - W...	100.86	102,587.22
Bill Pmt -Check	11/21/2023	3849	Atlantic Pumping Inc -U	Inv # 362249, 360753	320 - W...	-7,870.00	94,717.22
Bill Pmt -Check	11/21/2023	3850	Lincoln National Life I...	Insurance	320 - W...	-94.89	94,622.33
Bill Pmt -Check	11/21/2023	3851	Shafer, Troxell & How...	Inv # 21675	320 - W...	-4,630.00	89,992.33
Bill Pmt -Check	11/21/2023	3852	Town of Ocean City -U	178/178	320 - W...	-380.00	89,612.33
Bill Pmt -Check	11/21/2023	3853	U.F.U., Inc.	Inv # 0127, 0128	320 - W...	-3,765.00	85,847.33
Bill Pmt -Check	11/21/2023	3854	USA Blue Book - U	143290	320 - W...	-9,277.29	76,570.04
Bill Pmt -Check	11/21/2023	3855	WEX Bank Valero Fle...	0496-00-633067-4	320 - W...	-580.59	75,989.45
General Journal	11/22/2023	6207	Deposit	3764	152 - W...	1,046.64	77,036.09
General Journal	11/22/2023	6211	Deposit	3768	152 - W...	251.40	77,287.49
General Journal	11/22/2023	6212	Deposit	3769	152 - W...	257.34	77,544.83
General Journal	11/27/2023	6213	Deposit	3770	152 - W...	1,740.66	79,285.49
General Journal	11/28/2023	6201	PNC Bank	Credit Card Pmt 11/28/23	351 - PN...	-23,499.97	55,785.52
Bill Pmt -Check	11/30/2023	3856	Davis, Bowen & Fridel...	Inv # 179844, 179847	320 - W...	-3,070.00	52,715.52
Bill Pmt -Check	11/30/2023	3857	Dennis Sales & Servic...	Inv # 23-4416	320 - W...	-2,064.51	50,651.01
Bill Pmt -Check	11/30/2023	3858	Intercoastal Trading-U	1068	320 - W...	-6,938.40	43,712.61
Bill Pmt -Check	11/30/2023	3859	Salisbury Automotive I...	46028	320 - W...	-2,350.03	43,362.58
Bill Pmt -Check	11/30/2023	3860	USA Blue Book - U	143290	320 - W...	-413.95	42,948.63
Bill Pmt -Check	11/30/2023	3861	Water Testing Laborat...	Inv # SAL6845	320 - W...	-158.00	42,790.63
General Journal	11/30/2023	6203	Deposit	3757	152 - W...	264.90	43,055.53
<b>Total 129 - FBW UTILITY OPERATING ACC 1996</b>						<b>7,094.60</b>	<b>43,055.53</b>

8:59 AM

12/13/23

Accrual Basis

**Town of Pittsville**  
**Utility Operating Account**  
 As of November 30, 2023

Type	Date	Num	Name	Memo	Split	Amount	Balance
Total 120				Water & Sewer Fund		7,094.60	43,055.53
Total 100				CASH & EQUIVALENTS		7,094.60	43,055.53
<b>TOTAL</b>						<b>7,094.60</b>	<b>43,055.53</b>

**Approved :**

**X**

Sean McHugh  
President

**X**

Roland Adkins  
Vice President

**X**

Bethany Miller  
Commissioner

**X**

John Palmer  
Commissioner

**X**

David Carozza  
Commissioner

**TOWN OF PITTSVILLE**  
**Fund Balances**  
**As of 15 Dec 23**

**GENERAL FUND**

1) Operating Account: \$325,054.00

*The following accounts are restricted for designated, specific purposes*

2) Capital Improvement Account: \$ 81,000.00

3) Highway User Fee Account: \$107,362.00

4) Speed Camera Account: \$4,716.00

5) Reserve Account: \$ 439,329.00

**TOTAL: \$957,461.00**

**AMERICAN RESCUE PLAN FUND: \$363,618.00**

**MARYLAND LOCAL GOVERNMENT INVESTMENT POOL/MLGIP (interest earned as of 18 Apr 23) \$77,005.25**

a) General Fund:	\$42,352.89	55%
b) Water Fund:	\$10,010.68	13%
c) Sewer Fund:	\$24,641.68	32%

**WATER FUND**

- 1) Operating Account; \$54,300.00

*The following accounts are restricted for designated, specific purposes*

- 2) Capital Improvement Account: \$ 138,467.00

- 3) Reserve Account: \$ 69,707.00.

**TOTAL: \$262,474.00**

**Water/Loan Debt: (\$ 394,573.00)**

**SEWER FUND**

- 1) Operating Account: \$ 54,300.00

*The following accounts are restricted for designated, specific purposes*

- 2) Capital Improvement Account: \$ 362,192.00

- 3) Reserve Account: \$ 177,810.00

**TOTAL: \$ 594,302.00**

**TOTAL AVAILABLE MUNICIPAL FUNDS: \$2,254.860.20**

**MARYLAND LOCAL GOVERNMENT INVESTMENT POOL/MLGIP**  
**As of 7 Dec 23**

**INVESTMENT INCOME**

<i><b>FY23 (since 18 Apr 23)</b></i>	<i><b>FY24 (since 1 Jul 23)</b></i>	<i><b>Since Inception date</b></i>
General Fund: \$13,221.18	\$29,131.71	\$42,352.89
Water Fund: \$3,125.00	\$6,885.68	\$10,010.68
Sewer Fund: \$7,692.32	\$16,949.36	\$24,641.68
Grand Total: \$24,038.50	\$52,966.75	\$77,005.25

**GENERAL FUND: 55%**

**WATER FUND: 13%**

**SEWER FUND: 32%**