

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

**TOWN MEETING AGENDA**

**August 19, 2024**

**7:00 PM**

- 1.) Call to order
  - Pledge of Allegiance
- 2.) Minutes of Meeting on June 24, 2024 & July 15, 2024
- 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:
  - None
- 8.) New Business
  - Resolution # 2024-02 “A Resolution to Recognize the Efforts of Robyn Carozza in Overseeing the 2024 PITTSVILLE STRAWBERRY FESTIVAL” /ADOPTION
  - Ordinance # 2024-04 “An Ordinance to Amend the Town’s FY 24 Municipal Operating Budget/INTRODUCTION
  - Ordinance #2024-05 “An Ordinance to Amend the Town’s FY 25 Municipal Operating Budget & Fee Schedule/INTRODUCTION
  - Consideration of Re-Appointment of Dale Littleton to the PEDC for a 5 year term
- 9.) Town Commission/Committee Reports and Commissioner/Public Comments
- 10.) Adjournment of Meeting.

**Next meeting date- September 16, 2024**

**TOWN OF PITTSVILLE**  
**Town Commissioners Public Hearings & Town Meeting Minutes**  
**June 24, 2024**

The Public Hearings and regular Town Meeting was called to order by Town Commission President Sean McHugh on June 24, 2024. In attendance were Town Commission Vice President Roland Adkins and members Bethany Miller, John Palmer, and David Carozza. Also attending were Town Manager, Joe Mangini, Town Attorney, Paul Wilber, Town Engineer Rob Duma and Chief of Police Bob Harris. Town Commission

**PUBLIC HEARING**  
**“Ordinance # 2024-02”**  
**Minutes**

There was a public hearing held on June 24, 2024 to receive public input regarding Ordinance #2024-02, an ordinance to amend the Town’s Zoning Map to change the zoning of parcel 1460 of map 301 from Central Residential/CR to Central Business District/CBD . The Town Manager in his role as Planning/Zoning Administrator presented the ordinance and explanation for consideration. Applicant Mitchell Parks of Mitchell’s Towing & Storage spoke in favor There were no public comments against. Public Hearing was closed.

**PUBLIC HEARING**  
**“Ordinance #2024-03”**  
**Minutes**

There was a public hearing held on June 24, 2024 to receive public input regarding Ordinance # 2024-03, an ordinance to adopt the Town’s FY 25 Municipal Operating Budget and Establish a Fee Schedule. The Town Manager presented and explained the reasons for the ordinance. There were no objections from the public. Public Hearing was closed.

Returning to the regular meeting held on June 24, 2024:

The Pledge of Allegiance was recited by all.

**MINUTES**

The minutes of the regular meeting of May 20, 2024 along with the minutes of the following: CDBG Public Hearing of June 5, 2024, special meeting of June 5, 2024 and Constant Yield Public Hearing of June 17, 2024 were reviewed. Motion to approve all by Town Commission Vice President Adkins. Seconded by Town Commissioner Carozza. Motion carried.

## **TOWN TREASURER'S REPORT**

Town Commission President McHugh read into the record the General Fund Operating Account with a beginning balance of \$95,011.08 and ending balance of \$111,106.82 Motion to approve by Town Commissioner Miller with a second by Town Commission Vice President Adkins. Motion was approved.

Town Commission President McHugh read into the record the Utility Fund Operating Account with a beginning balance of \$91,318.96 and ending balance of \$99,456.87. Motion to approve by Town Commissioner Carozza and seconded by Town Commissioner Miller, Motion was approved.

Town Commission President then read into the record the Town Bank Fund Balances and Maryland Local Government Investment Pool Interest amount (both which are attached to the minutes).

## **PUBLIC SAFETY REPORTS**

### *Fire/EMS*

No report available.

### *Police*

Chief Harris presented his monthly activities report to include the issuance of 390 citations work on the Town's emergency plan, Pittsville Night Out preparations. Officer Dimitri is on duty but is still required to attend classes per State law.

### *Code Enforcement*

No issues present.

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

\*Attached is the Town Manager's monthly activities report.

## **TOWN ENGINEER'S REPORT**

Rob Duma provided an update on all the capital projects and items he is working on

- Final plans for Solomon's Village under review.
- Storm Water Management Study almost complete with an issue on trash racks installed by the County in county ditches being addressed.



- WTP Phase IV upgrade while waiting for final word on the Town's financial assistance package, we held a pre-construction meeting with our awarded contractor for the project. Board of Public Works to meet July 3 on town's MDE grant request
- Working with WWTP Superintendent Sean on those necessary repairs to improve the efficiency of the plant
- Begun work on the water service line inventory required by the State. Needs to be completed by October 1, 2024.

## **OLD BUSINESS**

Ordinance # 2024-02 "An Ordinance to Amend the Town's Zoning Map" motion to approve by Town Commissioner Carozza with a second by Town Commissioner Palmer. Motion was approved.

Ordinance #2024-03 "An Ordinance to Adopt the Town's FY 25 Municipal Operating Budget and Establish a Fee Schedule motion to approve by Town Commissioner Miller with a second by Town Commissioner Carozza. Motion carried.

## **NEW BUSINESS**

None.

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

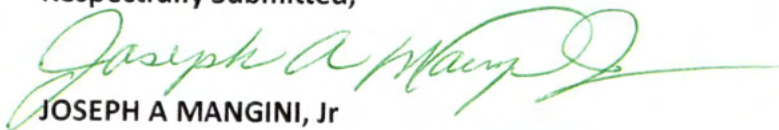
There were no public comments and no Town Commissioner comments.

Town Commission President McHugh expressed his thanks to all who helped and made the 2024 PITTSVILLE STRAWBERRY FESTIVAL such a success, especially thanking Robyn and Dave Carozza for all their efforts. All vendors were selling out of their merchandise

On a recommendation/request from Town Commissioner Carozza, Town Commission President McHugh made a motion to donate \$250 to the Pittsville Volunteer Fire Compny for their assistance with the Strawberry Festival. Town Commissioner Carozza made a second. Motion was approved with funds to come from the Events allocation line item of the budget.

There being no futher business to conduct, meeting was adjourned.

**Respectfully Submitted,**



**JOSEPH A MANGINI, Jr**

**Town Manager**

*The next regular monthly meeting will be on Monday, July 15, 2024 commencing at 7:00 pm at Town Hall*

APPROVED:

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Sean McHugh, President

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Roland Adkins, Vice President

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Bethany Miller, Town Commissioner

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John Palmer, Town Commissioner

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David Carozza, Town Commissioner

**TOWN OF PITTSVILLE**  
**Fund Balances**  
**As of 17 Jun 24**

**GENERAL FUND**

1) Operating Account: \$215,199.00

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

2) Capital Improvement Account: \$ 81,000.00

3) Highway User Fee Account: \$171,222.00

4) Speed Camera Account: \$5,344.00

5) Reserve Account: \$ 439,329.00

**TOTAL: \$911,094.00**

**AMERICAN RESCUE PLAN FUND: \$153,175..00**

**MARYLAND LOCAL GOVERNMENT INVESTMENT POOL/MLGIP (interest earned as of 18 Apr 23) \$133,885.14 (daily interest as of 17 Jun 24: (5.35%))**

a) General Fund:	\$73,636.83	55%
b) Water Fund:	\$17,405.07	13%
c) Sewer Fund:	\$42,843.24	32%

**WATER FUND**

1) Operating Account; \$60,000.00

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

2) Capital Improvement Account: \$ 145,967.00

3) Reserve Account: \$ 69,707.00.

**TOTAL: \$275,674.00**

Water/Loan Debt: (\$ 386,618.00)

**SEWER FUND**

1) Operating Account: \$60,000.00

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

2) Capital Improvement Account: \$ 369,692.00

3) Reserve Account: \$ 177,810.00

**TOTAL: \$ 607,502.00**

**TOTAL AVAILABLE MUNICIPAL FUNDS: \$2,081,330.10**

MARYLAND LOCAL GOVERNMENT INVESTMENT POOL/MLGIP  
As of 7 Jun 24

INTEREST RATE: 5.35% as of 17 Jun 24

INVESTMENT INCOME

<i>FY23 (since 18 Apr 23)</i>	<i>FY24 (since 1 Jul 23)</i>	<i>Since Inception date</i>
General Fund: \$13,221.18	\$60,415.64	\$73,636.82
Water Fund: \$3,125.00	\$14,280.07	\$17,405.07
Sewer Fund: \$7,692.32	\$35,150.03	\$42,843.25
Grand Total: \$24,038.50	\$109,846.64	\$133,885.14

**GENERAL FUND: 55%**

**WATER FUND: 13%**

**SEWER FUND: 32%**



## TOWN MANAGER MONTHLY MEETING REPORT

24 Jun 24

- On the agenda tonight is the consideration of adoption of two ordinances. Ordinance #2024-02 is an ordinance to rezone a parcel of property presently zoned Central Residential/CR to Central Business District/CBD. The public hearing required by the Town's Zoning Code was held earlier this evening. Ordinance #2024-03 is an ordinance to adopt the Town's FY 25 Municipal Operating Budget & Fee Schedule. The public hearing required by the Town Charter was held earlier this evening too.
- I am presently working on the reimbursement request in the amount of \$235,563.38 for the new park equipment & installation costs as well as badgering DNR for the \$3,619.69 still owed to the Town for the earlier park equipment installed. Not sure what the "problem" is but I am going to find out by our next meeting.
- Two of the "problem" properties we usually send to tax sale have been bought at tax sale and up for resale. I think this is the very "first" positive sign we have seen in years for these properties. Next year we need to pursue the other "problem" property one way or another.
- We are beginning our transition regarding the "Rental Housing Inspection Program" from the responsibility of the Police Department to the Town Administration's Code Enforcement Department by discussing with First State Inspection Agency to perform our rental housing inspections. The new program will begin 1 Jan 25.
  - I sent a letter of concern to the PDA regarding the storm water drainage issues discovered by our Town Engineer and did hear back from the PDA that what we were concerned about was not their doing SO I believe our next step is Wicomico County Public Works.
- TALKIE COMMUNICATIONS wants to begin more work in the Town on Friendship Road and has requested a permit to undertake the work. Issues put forth in my letter to TALKIE are not resolved as yet, but there is communication between the Town and TALKIE to come to a reasonable agreement to resolve the issues.
- The Town has applied (with DBF doing 99% of the work) for a CDBG grant of \$800,000 to help offset our local share costs of \$1,219,016 for the WTP Phase IV Upgrade Along with that I had forwarded a pre-application to the Rural Maryland Council to also pursue grant funding for the WTP Phase IV Upgrade and TODAY received confirmation that we are invited to apply to the RMC for additional grant funds. I am considering applying for grant funds in the amount of \$250,000. I have a work session with RMC this Friday to begin the process. This grant application is due 12 Jul 24. If all goes well we have the opportunity of reducing our local share and costs to our people by 85%! Wish us luck!
- Both the Dale Withers and Chase Dykes subdivisions are moving their way thru the planning/zoning process and the total EDU's planned are 49!
- Community Parks/Playground grant round has officially opened with applications due the end of August.

- PEDC will be meeting on 26 Jun at 5:30 pm. On the agenda is the next step for the “old warehouse/eyesore property building” located between Railroad & Main Street. Also, Pittsville Ford has met with the Planning/Zoning Commission regarding construction of a 36,000 square foot building to service major vehicles other than autos. Approval for the sketch plat has been given by the Planning/Zoning Commission and this too is on the PEDC agenda. Pittsville Ford is calling this PRO ELITE. As everyone knows by now, Plaza Tapatia is now in former BoxCar 40 building with an anticipated “soft “ opening around  
1 Jul.
- The TMCR grant application has been submitted for the continuation of my professional managerial services. I have a TMCR state meeting with DHCD tomorrow in Ocean City at the MML Convention so perhaps I will hear word about the grant then.
  - STRAWBERRY FESTIVAL an overwhelming success and thanks to ALL who made it happen!
- July 4, our “NATIONAL BIRTHDAY & INDEPENDENCE DAY” is on Thursday July 4, so Town Offices will be closed. Trash will be picked up on Saturday July 6. We will notify our residents by posting on the web page & face book. Anyone else caring to help spread the word, please do!
  - I will be out of the office from July 4 thru July 8!

**TOWN OF PITTSVILLE**  
**Town Commissioners Town Meeting Minutes**  
**July 15, 2024**

The regular Town Meeting was called to order by Town Commission President Sean McHugh on July 15, 2024. In attendance were Town Commission Vice President Roland Adkins and members Bethany Miller, and David Carozza. Also attending were Town Manager, Joe Mangini, Town Attorney, Paul Wilber, Chief of Police Bob Harris. Town Engineer Rob Duma was not able to attend.

The Pledge of Allegiance was recited by all.

**MINUTES**

The minutes of the previous public hearings and regular town meeting were not available for review. Town Commission President McHugh tabled until next meeting.

**TOWN TREASURER'S REPORT**

Town Commission President McHugh read into the record the General Fund Operating Account with a beginning balance of \$111,106.82 and ending balance of \$71,083.11 Motion to approve by Town Commissioner Miller with a second by Town Commissioner Carozza. Motion was approved.

Town Commission President McHugh read into the record the Utility Fund Operating Account with a beginning balance of \$123,176.87 and ending balance of \$97,527.12. Motion to approve by Town Commissioner Miller and seconded by Town Commissioner Carozza. Motion was approved.

Town Commission President then read into the record the Town Bank Fund Balances and Maryland Local Government Investment Pool Interest amount (both which are attached to the minutes).

**PUBLIC SAFETY REPORTS**

*Fire/EMS*

Tad Farlow reported that there were 132 fire calls and 256 EMS calls to date. Sportsmen raffle coming soon. New POWHANKA sponsorship for PVFD, 2<sup>ND</sup> ANNUAL Allan Richardson car show and "Trunk or Treat" scheduled for October 26, 2024



### *Police*

Chief Harris presented his monthly activities report to include the issuance of 351 citations work on the Town's emergency plan, Pittsville Night Out preparations. Much vandalism activity occurring outside of town involving destruction stealing of traffic signs.

### *Code Enforcement*

8 possible grass cutting letters to go out, some new, some the same usual "suspects".

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

\*Attached is the Town Manager's monthly activities report.

Chris Gee presented the quarterly monthly activities report which is attached.

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

- Attached is the Town Engineer's Report

Due to serious emergency repairs needed to replace leaking, faulty valves in the Water Treatment Plant/WTP, Town Commissioner McHugh motioned to allocate up to \$75,000 in emergency funding for repairs from the Water Fund Capital Improvement Budget line item. Town Commissioner Carozza seconded. Motioned passed with The Town Commission President, Town Manager, and Town Engineer monitoring, reviewing, and approving all expenditures needed to be done.

### **OLD BUSINESS**

None.

### **NEW BUSINESS**

None.

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

Town Commissioner Miller requested something to be done to recognize Robyn Carozza's tireless efforts in managing the Town's Pittsville Strawberry Festival.

Action needs to be undertaken to address and resolve the blighted "eyesore" building structure located between Railroad Avenue and Main Street. The Town Manager reported that every legal, legitimate effort will be made to address and alleviate the problem.

With no further business needing to be done, meeting was adjourned.

Respectfully Submitted,

  
JOSEPH A MANGINI, Jr  
Town Manager

*The next regular monthly meeting will be on August 19, 2024 commencing at 7:00 pm at Town Hall*

APPROVED:

\_\_\_\_\_  
Sean McHugh, President

\_\_\_\_\_  
Roland Adkins, Vice President

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Bethany Miller, Town Commissioner

\_\_\_\_\_  
John Palmer, Town Commissioner

\_\_\_\_\_  
David Carozza, Town Commissioner



## Town of Pittsville General Operating Account As of June 30, 2024

Type	Date	Num	Name	Memo	Split	Amount	Balance
<b>100 - CASH &amp; EQUIVALENTS</b>							111,106.82
<b>110 - General Fund</b>							111,106.82
<b>128 - FBW - General Operating 1541</b>							111,106.82
General Journal	06/03/2024	7013	Deposit	Cunningham Associates/ Strawberry ...	148 ...	250.00	111,356.82
General Journal	06/04/2024	6993	Deposit	4126	142 ...	194.59	111,551.41
Bill Pmt -Check	06/05/2024	3807	BlueTech, LLC	Inv # 3084,3085	310 ...	-8,072.46	103,478.95
Bill Pmt -Check	06/05/2024	3808	Colonial Life	Inv #5277330-0503480	310 ...	-140.35	103,338.60
Bill Pmt -Check	06/05/2024	3809	DP Chatham Mnr 8081-G	5501 0728 081	310 ...	-85.81	103,252.79
Bill Pmt -Check	06/05/2024	3810	DP Town Lights 578-G	5501 0728 578	310 ...	-3,609.66	99,643.13
Bill Pmt -Check	06/05/2024	3811	DP Town Warehouse 767...	5500 6957 678	310 ...	-65.46	99,577.67
Bill Pmt -Check	06/05/2024	3812	Fogle's	Inv # 166938,39	310 ...	-675.00	98,902.67
Bill Pmt -Check	06/05/2024	3813	Lisa Tubbs	Office/Police Cleaning	310 ...	-700.00	98,202.67
Bill Pmt -Check	06/05/2024	3814	Valerie J. Mann	FY25 PACT	310 ...	-485.00	97,717.67
Bill Pmt -Check	06/05/2024	3815	Wicomico East Side Cha...	Fireworks Donation	310 ...	-250.00	97,467.67
General Journal	06/05/2024	7017	Deposit	Strawberry Festival / Vendor Pmts	148 ...	60.00	97,527.67
General Journal	06/05/2024	7083	Deposit	4100	148 ...	100.00	97,627.67
General Journal	06/05/2024	7086	Deposit	4121	-SPLIT-	75.00	97,702.67
General Journal	06/05/2024	7087	Deposit	4129	142 ...	788.30	98,490.97
General Journal	06/06/2024	7004	Deposit	Skip Money Reimb	148 ...	30.83	98,521.80
General Journal	06/06/2024	7019	Deposit	Strawberry Festival / Vendor Pmts	148 ...	115.00	98,636.80
General Journal	06/06/2024	7021	Deposit	Strawberry Festival / Vendor Pmts	148 ...	75.00	98,711.80
General Journal	06/06/2024	7025	Deposit	Strawberry Festival / Vendor Pmts	148 ...	105.00	98,816.80
General Journal	06/06/2024	7031	Deposit	Strawberry Festival / Vendor Pmts	148 ...	150.00	98,966.80
General Journal	06/06/2024	7033	Deposit	Strawberry Festival / Vendor Pmts	148 ...	120.00	99,086.80
General Journal	06/06/2024	7037	Deposit	Preston Ford/ Site Plan Application an...	148 ...	1,500.00	100,586.80
Bill Pmt -Check	06/07/2024	3816	Matthew Murphy	Highland Ice Gift Cards/ Strawberry F...	310 ...	-500.00	100,086.80
Bill Pmt -Check	06/07/2024	3817	Sysco	Strawberries	310 ...	-784.50	99,302.30
General Journal	06/07/2024	7029	Deposit	Strawberry Festival / Vendor Pmts	148 ...	90.00	99,392.30
General Journal	06/07/2024	7094	Deposit	4138	142 ...	319.67	99,711.97
General Journal	06/10/2024	7008		Transfer to fund payroll acct	112 ...	-10,000.00	89,711.97
General Journal	06/11/2024	7075	Deposit	Strawberry Festival/ Tshirts- strawberr...	148 ...	2,652.00	92,363.97
Bill Pmt -Check	06/13/2024	3820	Barefoot Willy's Tees, LLC	Inv # 4249	310 ...	-2,445.77	89,918.20
Bill Pmt -Check	06/13/2024	3821	Bethany Miller	Budget Workshop 6/5	310 ...	-75.00	89,843.20
Bill Pmt -Check	06/13/2024	3822	Cheryl Tyndall	PZ Meeting 6/12/24	310 ...	-25.00	89,818.20
Bill Pmt -Check	06/13/2024	3823	Choptank Electric - G	9912566701	310 ...	-123.00	89,695.20
Bill Pmt -Check	06/13/2024	3824	David Carozza	Budget Workshop 6/5	310 ...	-75.00	89,620.20
Bill Pmt -Check	06/13/2024	3825	DP Lions 2539-(LC) - G	5501 8592 539	310 ...	-50.77	89,569.43
Bill Pmt -Check	06/13/2024	3826	DP Park 1649	5503 6071 649	310 ...	-30.72	89,538.71
Bill Pmt -Check	06/13/2024	3827	DPSCS - ITCD	AB4-05-482	310 ...	-21.00	89,517.71
Bill Pmt -Check	06/13/2024	3828	Dwayne Mattox	PZ Meeting 6/12/24	310 ...	-25.00	89,492.71
Bill Pmt -Check	06/13/2024	3829	Gannett Delaware LocaliQ	Public Notices	310 ...	-480.00	89,012.71
Bill Pmt -Check	06/13/2024	3830	Heather Frazier	PZ Meeting 6/12/24	310 ...	-25.00	88,987.71
Bill Pmt -Check	06/13/2024	3831	Jennifer Keener	PZ Meeting 6/12/24	310 ...	-25.00	88,962.71
Bill Pmt -Check	06/13/2024	3832	Joseph A. Mangini Jr	Pay May 26- June8	310 ...	-1,890.00	87,072.71
Bill Pmt -Check	06/13/2024	3833	Kelly & Associates Insura...	July 2024 Health Insurance	310 ...	-3,513.16	83,559.55
Bill Pmt -Check	06/13/2024	3834	Kevin Bailey	PZ Meeting 6/12/24	310 ...	-25.00	83,534.55
Bill Pmt -Check	06/13/2024	3835	LGIT	Inv # 124060	310 ...	-86.00	83,448.55
Bill Pmt -Check	06/13/2024	3836	Mediacom - Town Hall	8384500090090174	310 ...	-229.95	83,218.60
Bill Pmt -Check	06/13/2024	3837	Roland Adkins	Budget Workshop 6/5	310 ...	-75.00	83,143.60
Bill Pmt -Check	06/13/2024	3838	Sean McHugh	Budget Workshop 6/5	310 ...	-100.00	83,043.60
Bill Pmt -Check	06/13/2024	3839	ShoreScan - G&U	Scanned Documents / Inv # 9180	310 ...	-590.00	82,453.60
Bill Pmt -Check	06/13/2024	3840	Town of Pittsville- G	Budget	310 ...	-75.00	82,378.60
General Journal	06/13/2024	7038	Transfer	Transfer to fund payroll	112 ...	-7,000.00	75,378.60
General Journal	06/13/2024	7101	Deposit	4145	148 ...	3,091.00	78,469.60
Bill Pmt -Check	06/27/2024	3841	Alarm Engineering, Inc -U	Inv # 707930	310 ...	-762.36	77,707.24
Bill Pmt -Check	06/27/2024	3842	American Public Safety	Inv # SJ-114450	310 ...	-7.00	77,700.24
Bill Pmt -Check	06/27/2024	3843	Bethany Miller	Meetings	310 ...	-150.00	77,550.24
Bill Pmt -Check	06/27/2024	3844	David Carozza	Meetings	310 ...	-150.00	77,400.24
Bill Pmt -Check	06/27/2024	3845	Jerry Lee Adkins	Strawberry Festival	310 ...	-275.00	77,125.24
Bill Pmt -Check	06/27/2024	3846	Joseph A. Mangini Jr	Pay June 9-22	310 ...	-2,040.00	75,085.24
Bill Pmt -Check	06/27/2024	3847	Kevin Compher	Strawberry Festival	310 ...	-300.00	74,785.24
Bill Pmt -Check	06/27/2024	3848	Pittsville Fire Department	Strawberry Festival	310 ...	-250.00	74,535.24
Bill Pmt -Check	06/27/2024	3849	Roland Adkins	Meetings	310 ...	-125.00	74,410.24
Bill Pmt -Check	06/27/2024	3850	Sean McHugh	Meetings	310 ...	-225.00	74,185.24
Bill Pmt -Check	06/27/2024	3851	Simple Computing LLC	Inv # 1114,1115	310 ...	-275.74	73,909.50
Bill Pmt -Check	06/27/2024	3852	TACOPS	Training	310 ...	-399.99	73,509.51
Bill Pmt -Check	06/27/2024	3853	Town of Pittsville- G	Meeting	310 ...	-75.00	73,434.51
Bill Pmt -Check	06/27/2024	3854	Verizon-G&U	Inv # 9966660952	310 ...	-963.04	72,471.47
Bill Pmt -Check	06/27/2024	3855	WEX Bank	0496-00-587961-4	310 ...	-569.58	71,901.89
Bill Pmt -Check	06/27/2024	3856	WEX Bank Valero Fleet ...	0496-00-633067-4	310 ...	-416.51	71,485.38
Bill Pmt -Check	06/27/2024	3857	David Carozza		310 ...	-402.27	71,083.11
Total 128 - FBW - General Operating 1541						-40,023.71	71,083.11
Total 110 - General Fund						-40,023.71	71,083.11
Total 100 - CASH & EQUIVALENTS						-40,023.71	71,083.11

1:55 PM

07/12/24

Accrual Basis

Town of Pittsville  
**General Operating Account**  
 As of June 30, 2024

Type	Date	Num	Name	Memo	Split	Amount	Balance
TOTAL						-40,023.71	71,083.11

**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 June 30, 2024

Type	Date	Num	Name	Memo	Split	Amount	Balance
<b>100 · CASH &amp; EQUIVALENTS</b>							123,176.87
<b>120 · Water &amp; Sewer Fund</b>							123,176.87
<b>129 · FBW UTILITY OPERATING ACC 1996</b>							123,176.87
General Journal	06/03/2024	6989	Deposit	4118	-SPLIT-	1,304.70	124,481.57
General Journal	06/03/2024	6990	Deposit	4119	-SPLIT-	1,070.99	125,552.56
General Journal	06/04/2024	6992	Deposit	4123	152 · W...	1,725.50	127,278.06
General Journal	06/04/2024	6994	Deposit	4128	152 · W...	762.04	128,040.10
General Journal	06/05/2024	6995	Deposit	4130	152 · W...	249.78	128,289.88
General Journal	06/05/2024	6996	Deposit	4131	152 · W...	250.32	128,540.20
Bill Pmt -Check	06/05/2024	4072	Atlantic Traffic Safety, ....	Inv # 2024-143	320 · W...	-1,840.00	126,700.20
Bill Pmt -Check	06/05/2024	4073	Cummins-Wagner Co,....	Inv # SAL01874	320 · W...	-504.50	126,195.70
Bill Pmt -Check	06/05/2024	4074	Dennis Sales & Servic...	Inv # 24-4697	320 · W...	-1,928.42	124,267.28
Bill Pmt -Check	06/05/2024	4075	DP LS#1 White Richa...	5501 4225 615	320 · W...	-39.16	124,228.12
Bill Pmt -Check	06/05/2024	4076	DP LS#2 Old Ocean ...	5501 1246 422	320 · W...	-85.15	124,142.97
Bill Pmt -Check	06/05/2024	4077	DP LS#3_ Friendship ...	5500 6957 173	320 · W...	-132.11	124,010.86
Bill Pmt -Check	06/05/2024	4078	DP LS#4 Gumboro 62...	5501 1296 278	320 · W...	-36.12	123,974.74
Bill Pmt -Check	06/05/2024	4079	DP LS#5 Railroad 744...	5501 1317 447	320 · W...	-31.85	123,942.89
Bill Pmt -Check	06/05/2024	4080	DP LS#6 Legacy Lane...	5501 1316 936	320 · W...	-69.32	123,873.57
Bill Pmt -Check	06/05/2024	4081	DP WWTP 3731-U	5501 1013 731	320 · W...	-2,544.23	121,329.34
Bill Pmt -Check	06/05/2024	4082	Intercoastal Trading-U	1068	320 · W...	-2,770.50	118,558.84
Bill Pmt -Check	06/05/2024	4083	Link Computer Corpor...	17679	320 · W...	-451.82	118,107.02
Bill Pmt -Check	06/05/2024	4084	One Call Concepts Inc...	0001040	320 · W...	-11.50	118,095.52
Bill Pmt -Check	06/05/2024	4085	U.F.U., Inc.	Inv # 2024-0143,0411	320 · W...	-9,391.00	108,704.52
Bill Pmt -Check	06/05/2024	4086	USA Blue Book - U	143290	320 · W...	-1,127.17	107,577.35
General Journal	06/05/2024	7084	Deposit	4109	-SPLIT-	2,101.24	109,678.59
General Journal	06/05/2024	7085	Deposit	4120	152 · W...	4,905.53	114,584.12
General Journal	06/06/2024	7090	Deposit	4134	152 · W...	942.97	115,527.09
General Journal	06/06/2024	7091	Deposit	4135	-SPLIT-	1,078.87	116,605.96
General Journal	06/07/2024	7088	Deposit	4132	-SPLIT-	4,789.47	121,395.43
General Journal	06/07/2024	7089	Deposit	4133	152 · W...	380.50	121,775.93
General Journal	06/07/2024	7092	Deposit	4136	152 · W...	3,401.41	125,177.34
General Journal	06/07/2024	7093	Deposit	4137	-SPLIT-	2,586.16	127,763.50
General Journal	06/10/2024	7008	Transfer	Transfer to fund payroll acct	112 · FB...	-1,500.00	126,263.50
General Journal	06/10/2024	7096	Deposit	4140	152 · W...	480.42	126,743.92
General Journal	06/11/2024	7035	Deposit	Chase Dykes/ Sewer Reservation ...	154 · Mi...	1,100.00	127,843.92
General Journal	06/11/2024	7095	Deposit	4139	152 · W...	264.90	128,108.82
Bill Pmt -Check	06/13/2024	4087	Atlantic Pumping Inc -U	Inv # 365145	320 · W...	-320.00	127,788.82
Bill Pmt -Check	06/13/2024	4088	Belair Road Supply Co	Inv # 573929	320 · W...	-5,666.16	122,122.66
Bill Pmt -Check	06/13/2024	4089	Chesapeake Employe...	Workers Comp	320 · W...	-868.00	121,254.66
Bill Pmt -Check	06/13/2024	4090	Disney Sand & Gravel...	Inv # 37157	320 · W...	-2,351.90	118,902.76
Bill Pmt -Check	06/13/2024	4091	Kelly & Associates Ins...	July 2024 Health Insurance	320 · W...	-1,147.41	117,755.35
Bill Pmt -Check	06/13/2024	4092	Shorite Controls	Inv # 18105	320 · W...	-814.93	116,940.42
Bill Pmt -Check	06/13/2024	4093	Wicomico County Soli...	3025	320 · W...	-703.50	116,236.92
General Journal	06/13/2024	7038	Transfer	Transfer to fund payroll	112 · FB...	-1,500.00	114,736.92
General Journal	06/13/2024	7103	Deposit	4147	154 · Mi...	1,500.00	116,236.92
General Journal	06/14/2024	7104	Deposit	4148	152 · W...	238.00	116,474.92
General Journal	06/14/2024	7105	Deposit	4149	152 · W...	177.19	116,652.11
Bill Pmt -Check	06/27/2024	4094	Intercoastal Trading-U	1068	320 · W...	-3,653.10	112,999.01
Bill Pmt -Check	06/27/2024	4095	T.K. Construction, Inc	Inv # 24-0061	320 · W...	-1,440.00	111,559.01
Bill Pmt -Check	06/27/2024	4096	USA Blue Book - U	143290	320 · W...	-269.70	111,289.31
Bill Pmt -Check	06/27/2024	4097	Water Testing Laborat...	Inv # SAL7836	320 · W...	-166.00	111,123.31
Bill Pmt -Check	06/27/2024	4098	WEX Bank Valero Fle...	0496-00-633067-4	320 · W...	-386.54	110,736.77
General Journal	06/28/2024	7097	Deposit	4141	152 · W...	1,790.35	112,527.12
Bill Pmt -Check	06/30/2024	4099	Retallack & Sons, Inc.	Inv # 1384	320 · W...	-15,000.00	97,527.12
Total 129 · FBW UTILITY OPERATING ACC 1996						-25,649.75	97,527.12
Total 120 · Water & Sewer Fund						-25,649.75	97,527.12
Total 100 · CASH & EQUIVALENTS						-25,649.75	97,527.12
<b>TOTAL</b>						<b>-25,649.75</b>	<b>97,527.12</b>

**Approved :**

X

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Sean McHugh  
President

X

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Roland Adkins  
Vice President

X

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Bethany Miller  
Commissioner

X

---

John Palmer  
Commissioner

X

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David Carozza  
Commissioner



**TOWN OF PITTSVILLE**  
**Fund Balances**  
**As of 12 Jul 24**

**GENERAL FUND**

1) Operating Account: \$198,211.00

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

2) Capital Improvement Account: \$ 81,000.00

3) Highway User Fee Account: \$171,222.00

4) Speed Camera Account: \$5,344.00

5) Reserve Account: \$ 239,329.00

**TOTAL: \$695,006.00**

**AMERICAN RESCUE PLAN FUND: \$161,735.00**

**MARYLAND LOCAL GOVERNMENT INVESTMENT POOL/MLGIP (interest earned as of 18 Apr 23) \$141,625.39 (daily interest as of 11 Jul 24: (5.35%))**

a) General Fund:	\$77,893.90	55%
b) Water Fund:	\$18,411.29	13%
c) Sewer Fund:	\$45,320.20	32%



**WATER FUND**

1) Operating Account; \$45,000.00

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

2) Capital Improvement Account: \$ 145,967.00

3) Reserve Account: \$ 69,707.00.

**TOTAL: \$260,674.00**

Water/Loan Debt: (\$ 386,618.00)

**SEWER FUND**

1) Operating Account: \$45,000.00

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

2) Capital Improvement Account: \$ 369,692.00

3) Reserve Account: \$ 177,810.00

**TOTAL: \$ 592,502.00**

**TOTAL AVAILABLE MUNICIPAL FUNDS: \$1,851,542.30\***

Total available funds are down due to the payment for the park project. However, the Town will be reimbursed within the month by DNR for this expense. Our MLGIP interest was down by \$1900 last month also due to this payment needing to be made.

MARYLAND LOCAL GOVERNMENT INVESTMENT POOL/MLGIP  
As of 10 Jul 24

INTEREST RATE: 5.35% as of 10 Jul 24

INVESTMENT INCOME

<i>FY23 (since 18 Apr 23)</i>	<i>FY24 (Full FY)</i>	<i>Since Inception date</i>
General Fund: \$13,221.18	\$64,672.72	\$77,893.90
Water Fund: \$3,125.00	\$15,286.29	\$18,411.29
Sewer Fund: \$7,692.32	\$37,626.88	\$45,320.20
Grand Total: \$24,038.50	\$117,586.79	\$141,625.39

**GENERAL FUND: 55%**

**WATER FUND: 13%**

**SEWER FUND: 32%**

## TOWN MANAGER MONTHLY MEETING REPORT

15 Jul 24

- First, I would like to announce that the DHCD has approved our Town Manager/Circuit Rider grant application at our requested amount of \$52,000 which is a 4% increase, the first increase in 5 years! This puts me here for another year UNLESS someone has "other" ideas!
- DNR has notified me that our grant reimbursement request for the \$3,619.50 for Phase II Park Capital Improvement Project will be here in 2 weeks, and our recent grant reimbursement request for \$268,131.38 for Phase III will be forthcoming in about one month! Once the funds are received, Ana will ship them up to MLGIP. We still have around \$20,000 in this grant to use for the park, but must do so within reason. So, people we need ideas soon! My deadline is 1 Aug to receive comments. After that "we are moving on" with completing the project. Next grant application is due late August. We are planning to draft and submit another grant application to the DNR Community Parks/Playground Program to continue our park capital improvement park project/Phase IV.
- We are planning on scheduling a pre-construction meeting with TALKIE COMMUNICATIONS before granting the ROW permit for work on Friendship Road.
- Our Town Engineer will be contacting Wicomico County regarding the trash racks installed that we believe have hindered the storm water from departing the Town of Pittsville. I will keep you up to date on this matter.
- I have completed and submitted a grant application for \$250,000 to the RURAL MARYLAND COUNCIL to help defray the local share costs for the WTP UPGRADE/Phase IV. However, I have just been notified today (July 15) that the Governor is proposing to cut the RURAL MARYLAND COUNCIL's budget by 25%! This proposal from the Governor goes to the Maryland Board of Public Works on July 17 and guess who the Chairman of that Board is!
- Pittsville Ford has provided preliminary plans to build a 36,000 sq ft building on the land that was annexed back in 2019. The proposed structure will service commercial large vehicles for repair and maintenance
- The Town has been approached by UGEI a solar power installation company to construct a major solar panel project on the remaining Sandyfield subdivision which is zoned Central Residential/CR and at present does not permit solar panel projects (aside from individual units) They would need a change to the zoning code with a special exception use permitted.
- Dale Withers subdivision is continuing-just need the public works agreement signed (being reviewed now by his buyer/developer) and sewer impact fees need to be paid.
- Chase Dykes subdivision in final review by the Public Facilities Advisory Committee
- Kevin Bailey subdivision of 4 lots on Main Street approved years ago and all impact fees paid will be sold to a developer who plans to construct 4 single family homes.

- No word regarding new proposal from Tim Ramey on the proposed 7 lot "Addition to Sandyfield" He has until November 7 to receive final Planning/Zoning Commission approval or it becomes null and void.
- There was no Planning/Zoning Commission meeting held this month
- PEDC will be meeting on Wednesday, July 24 at 5:30 pm in Town Hall
- Pursuant to a request from Town Commissioner Miller, a monthly schedule of municipal events will be posted on the Town's web site and face book. The Town Clerk has been assigned the difficult task of reminding the Town Manager!
- I will be attending the MARYLAND PLANNING COMMISSIONERS ASSOCIATION regional workshop in Crisfield on July 25 and I did attend the Lower Shore's Regional Meeting held in Salisbury on July 12 to hear comments from the Secretary of Planning and MDOP staff and also to share all that we in PITTSVILLE were doing.

Since our Town Engineer could not attend tonight's meeting, I will give his report





## Town of Pittsville Drinking Water Treatment Plant

PWSID 0220009

### Singh Operational Services - Quarter 2, 2024 Overview

	Well 1 total	Well 2 Total	Well 1 + Well 2 total	Well 1 Average	Well 2 Average
April	0	3,267,260	3,267,260	0	108,909
May	4,423,490	273,420	4,696,910	152,534	136,710
June	5,901,293	0	5,901,293	196,710	0

#### 2024

Total gallons for Q1 – 8,819,178  
Total gallons for Q2 – 13,592,043

#### 2023

Total gallons for Q1 – 7,415,340  
Total gallons for Q2 – 8,251,680  
Total gallons for Q3 – 9,917,460  
Total gallons for Q4 – 9,923,020

Total gallons for all 2023 – 35,507,500

Iron average for Q2 - .19 mg/L  
pH average for Q2 – 7.58  
Chlorine free average for Q2 - .60 mg/L

#### Q2 2024 Distribution Lab Results/ Info-

Total Coliform & E. Coli Bacteria results – ABSENT – April, May, June 2024

Disinfection Byproducts Monitoring – All results sampled this quarter continue to be below Maximum Contaminant Level (MCL) and allowable limits

Had CES pump and clean out the backwash tank to removed buildup of residual iron. Cleaned out the lines and the pumps. Manual backwashes to get the filters cleaned out has resulted in increased wasting of the clarifiers and drying beds.

Investigated leaking valves from the filters to the backwash tank. Communicated with DBF and Joe Mangini. (acquired quotes to replace valves and actuators for V1, V4, V5 on each filter)

Still investigating reason for increased water usage. Operators have been communicating with Dale and Sean from Wastewater. There was a significant drop in water usage, not sure what was found by the Public Works Dept., there were no changes made by the water operators. It was mentioned to our operator about an open hydrant at the waste water plant.

For any further information, feel free to reach out to myself or my team, at any time via our main office phone number 717-464-7395.

Thank you,

Singh Operational Services, Inc.



**TOWN ENGINEER'S REPORT  
TOWN OF PITTSVILLE**

**July 15, 2024**

Ring W. Lardner, P.E.  
W. Zachary Creuch, P.E.  
Michael E. Wheelwright, AIA, LEED GA  
Jasmin P. Lujan, P.E.  
Jamie L. Sechler, P.E.

**SOLOMON'S VILLAGE SUBDIVISION**

Awaiting final plans from design engineer for final approval.

**TOWNWIDE STORMWATER STUDY**

In progress, wrapping up. Coordination with County Roads regarding trash racks pending.

**WATER TREATMENT PLANT UPGRADE – PHASE 4**

Project approved by MDE Board of Public Works. Scheduling Notice to Proceed with contractor.

Water treatment plant filter valves. The contractor, M2 Construction, is providing all new valves for the filter building, however, they are not compatible with the existing valves and actuators in the plant. M2 Construction attempted to assist the Town by providing existing valves they had on the shelf in the facility. They were unable to be determine compatibility.

**WASTEWATER TREATMENT PLANT OPERATIONS**

- Railroad Avenue Pump Station cost estimate provided; \$109,592.00
- WWTP Influent Screen being designed
- WWTP UV design upgraded and provided to Sean T.

**WWTP Upgrade Study**

In progress, wrapping up this summer.

**WATER SERVICE LINE INVENTORY**

Compiling data and inputting customer information into the MDE spreadsheet for submission to MDE by October 16<sup>th</sup>.

**PRESTON FORD PRO ELITE**

Reviewing design submission.

## Town of Pittsville General Operating Account As of July 31, 2024

Type	Date	Num	Name	Memo	Split	Amount	Balance
<b>100 · CASH &amp; EQUIVALENTS</b>							67,367.34
<b>110 · General Fund</b>							67,367.34
<b>128 · FBW - General Operating 1541</b>							67,367.34
General Journal	07/01/2024	7193	Lincoln National Life Insur...	July 2024 LT/ST/ Life Insurance	686-0...	-638.26	66,729.08
General Journal	07/02/2024	7099	Deposit	4143	145 ...	96.75	66,825.83
General Journal	07/02/2024	7354	Deposit	Repayment from Skip/ Used Town Card	148 ...	105.98	66,931.81
General Journal	07/02/2024	7356	Deposit	Tshirt Sale Strawberry Festival	148 ...	25.00	66,956.81
General Journal	07/05/2024	7187	Transfer	Payroll 07/05/24	112 ...	-6,500.00	60,456.81
General Journal	07/10/2024	7113	Deposit	4158	142 ...	795.97	61,252.78
Bill	07/10/2024	Transf...	Town of Pittsville- G	Transfer to general account	310 ...	65,000.00	126,252.78
Bill Pmt -Check	07/10/2024	3858	Capital Bank & Trust Co.	Retirement Contr. April-June 2024	310 ...	-11,800.99	114,451.79
Bill Pmt -Check	07/10/2024	3859	Choptank Electric - G	9912566701	310 ...	-123.00	114,328.79
Bill Pmt -Check	07/10/2024	3860	Colonial Life	Inv#5277330-0607421	310 ...	-112.28	114,216.51
Bill Pmt -Check	07/10/2024	3861	Curtis Lane Equipment	Inv # P02536	310 ...	-106.72	114,109.79
Bill Pmt -Check	07/10/2024	3862	DP Chatham Mnr 8081-G	5501 0728 081	310 ...	-82.22	114,027.57
Bill Pmt -Check	07/10/2024	3863	DP Lions 2539-(LC) - G	5501 8592 539	310 ...	-53.66	113,973.91
Bill Pmt -Check	07/10/2024	3864	DP Park 1649	5503 6071 649	310 ...	-30.23	113,943.68
Bill Pmt -Check	07/10/2024	3865	DP Town Lights 578-G	5501 0728 578	310 ...	-3,640.55	110,303.13
Bill Pmt -Check	07/10/2024	3866	DP Town Warehouse 767...	5500 6957 678	310 ...	-60.70	110,242.43
Bill Pmt -Check	07/10/2024	3867	DPSCS - ITCD	Inv # AB4-06-483	310 ...	-21.00	110,221.43
Bill Pmt -Check	07/10/2024	3868	Fogle's	Inv # 168075	310 ...	-200.00	110,021.43
Bill Pmt -Check	07/10/2024	3869	Joseph A. Mangini Jr	Pay June 23- July 6	310 ...	-1,950.00	108,071.43
Bill Pmt -Check	07/10/2024	3870	Kelly & Associates Insura...	August 2024 Health Insurance	310 ...	-3,513.16	104,558.27
Bill Pmt -Check	07/10/2024	3871	Link Computer Corporation	17679	310 ...	-451.82	104,106.45
Bill Pmt -Check	07/10/2024	3872	Lisa Tubbs	Inv # 1059	310 ...	-700.00	103,406.45
Bill Pmt -Check	07/10/2024	3873	Mediacom - Town Hall	8384500090090174	310 ...	-229.95	103,176.50
Bill Pmt -Check	07/10/2024	3874	MML-Parks & Recreation	Inv # 24-25	310 ...	-35.00	103,141.50
Bill Pmt -Check	07/10/2024	3875	ShoreScan - G&U	Inv # 9255	310 ...	-95.00	103,046.50
Bill Pmt -Check	07/10/2024	3876	Simple Computing LLC	Inv # 1116	310 ...	-1,500.00	101,546.50
General Journal	07/10/2024	7352	Transfer	Transfer to fund Health Savings Acco...	119 ...	-5,000.00	96,546.50
General Journal	07/11/2024	7134	Deposit	4162	142 ...	1,281.81	97,828.31
General Journal	07/11/2024	7136	Deposit	4164	142 ...	630.60	98,458.91
General Journal	07/12/2024	7188	Transfer	Payroll 07/05/24	112 ...	-6,500.00	91,958.91
Bill Pmt -Check	07/17/2024	3877	Bennett Termite & Pest S...	Inv # 817966	310 ...	-82.40	91,876.51
Bill Pmt -Check	07/17/2024	3878	Bethany Miller	Town Meeting 7/15	310 ...	-75.00	91,801.51
Bill Pmt -Check	07/17/2024	3879	Cash	Cash Drawer Reimb.	310 ...	-18.25	91,783.26
Bill Pmt -Check	07/17/2024	3880	Chesapeake Employers I...	Workers Comp	310 ...	-868.00	90,915.26
Bill Pmt -Check	07/17/2024	3881	David Carozza	Town Meeting 7/15	310 ...	-75.00	90,840.26
Bill Pmt -Check	07/17/2024	3882	Gannett Delaware LocalIQ	Inv # 0006530551	310 ...	-1,617.45	89,222.81
Bill Pmt -Check	07/17/2024	3883	Lexipol LLC	Inv # Invlex11237957	310 ...	-1,918.99	87,303.82
Bill Pmt -Check	07/17/2024	3884	Roland Adkins	Town Meeting 7/15	310 ...	-75.00	87,228.82
Bill Pmt -Check	07/17/2024	3885	Sean McHugh	Town Meeting 7/15	310 ...	-100.00	87,128.82
General Journal	07/19/2024	7150	Deposit	4178	-SPLIT-	808.65	87,937.47
General Journal	07/19/2024	7189	Transfer	Payroll 07/19/24	112 ...	-6,000.00	81,937.47
General Journal	07/19/2024	7257	Deposit	4196	148 ...	25.00	81,962.47
General Journal	07/22/2024	7154	Deposit	4182	-SPLIT-	458.40	82,420.87
Bill Pmt -Check	07/24/2024	3886	Alarm Engineering, Inc -U	Inv # 710221	310 ...	-230.14	82,190.73
Bill Pmt -Check	07/24/2024	3887	Inacom Information Syste...	58872	310 ...	-14,507.29	67,683.44
Bill Pmt -Check	07/24/2024	3888	Joseph A. Mangini Jr	Pay July 7- 20	310 ...	-2,010.00	65,673.44
Bill Pmt -Check	07/24/2024	3889	LGIT	Insurance 2024-2025	310 ...	-12,538.00	53,135.44
Bill Pmt -Check	07/24/2024	3890	Lincoln National Life Insur...	August 2024- LT/ST/ Life	310 ...	-423.96	52,711.48
Bill Pmt -Check	07/24/2024	3891	Verizon-G&U	Inv # 9969091991	310 ...	-934.24	51,777.24
Bill Pmt -Check	07/24/2024	3892	WEX Bank Valero Fleet ...	0496-00-633067-4	310 ...	-666.34	51,110.90
General Journal	07/25/2024	7252	Deposit	4191	-SPLIT-	313.80	51,424.70
General Journal	07/26/2024	7190	Transfer	Payroll 07/26/24	112 ...	-6,500.00	44,924.70
General Journal	07/26/2024	7253	Deposit	4192	-SPLIT-	1,213.90	46,138.60
General Journal	07/26/2024	7255	Deposit	4194	-SPLIT-	354.60	46,493.20
General Journal	07/26/2024	7261	Deposit	4200	148 ...	42.00	46,535.20
General Journal	07/29/2024	7263	Deposit	4202	148 ...	100.00	46,635.20
General Journal	07/29/2024	7265	Deposit	4204	148 ...	750.00	47,385.20
General Journal	07/29/2024	7267	Deposit	4206	148 ...	3,500.00	50,885.20
General Journal	07/30/2024	7249	Deposit	4187	-SPLIT-	8,188.95	59,074.15
General Journal	07/30/2024	7271	Deposit	4210	-SPLIT-	457.60	59,531.75
General Journal	07/31/2024	7273	Deposit	4214	-SPLIT-	1,224.00	60,755.75
General Journal	07/31/2024	7274	Deposit	4215	-SPLIT-	4,155.97	64,911.72
Total 128 · FBW - General Operating 1541						-2,455.62	64,911.72
Total 110 · General Fund						-2,455.62	64,911.72
Total 100 · CASH & EQUIVALENTS						-2,455.62	64,911.72
<b>TOTAL</b>						<b>-2,455.62</b>	<b>64,911.72</b>

**Approved :**

**X**

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Sean McHugh  
President

**X**

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Roland Adkins  
Vice President

**X**

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Bethany Miller  
Commissioner

**X**

---

John Palmer  
Commissioner

**X**

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David Carozza  
Commissioner



## Town of Pittsville Utility Operating Account As of July 31, 2024

Type	Date	Num	Name	Memo	Split	Amount	Balance
100 · CASH & EQUIVALENTS							60,488.43
120 · Water & Sewer Fund							60,488.43
129 · FBW UTILITY OPERATING ACC 1996							60,488.43
General Journal	07/03/2024	7107	Deposit	4151	152 · W...	268.95	60,757.38
General Journal	07/05/2024	7187	Transfer	Payroll 07/05/24	112 · FB...	-2,800.00	57,957.38
General Journal	07/08/2024	7108	Deposit	4152	152 · W...	1,846.23	59,803.61
General Journal	07/09/2024	7109	Deposit	4154	152 · W...	1,003.98	60,807.59
General Journal	07/09/2024	7110	Deposit	4155	152 · W...	909.31	61,716.90
General Journal	07/10/2024	7111	Deposit	4156	152 · W...	497.05	62,213.95
General Journal	07/10/2024	7112	Deposit	4157	152 · W...	1,399.60	63,613.55
Bill Pmt -Check	07/10/2024	4100	Bruce Lewis	Inv # 883,882.884	320 · W...	-1,950.00	61,663.55
Bill Pmt -Check	07/10/2024	4101	Capital Bank & Trust ...	Retirement	320 · W...	-2,366.40	59,297.15
Bill Pmt -Check	07/10/2024	4102	Davis, Bowen & Fridel...	Engineering	320 · W...	-2,955.00	56,342.15
Bill Pmt -Check	07/10/2024	4103	DP LS#1 White Richa...	5501 4225 615	320 · W...	-42.86	56,299.29
Bill Pmt -Check	07/10/2024	4104	DP LS#2 Old Ocean ...	5501 1246 422	320 · W...	-67.84	56,231.45
Bill Pmt -Check	07/10/2024	4105	DP LS#3 Friendship ...	5500 6957 173	320 · W...	-105.60	56,125.85
Bill Pmt -Check	07/10/2024	4106	DP LS#4 Gumboro 62...	5501 1296 278	320 · W...	-36.36	56,089.49
Bill Pmt -Check	07/10/2024	4107	DP LS#5 Railroad 744...	5501 1317 447	320 · W...	-31.86	56,057.63
Bill Pmt -Check	07/10/2024	4108	DP LS#6 Legacy Lane...	5501 1316 936	320 · W...	-51.64	56,005.99
Bill Pmt -Check	07/10/2024	4109	DP WTP 0821-U	5501 1810 821	320 · W...	-721.88	55,284.11
Bill Pmt -Check	07/10/2024	4110	DP WWTP 3731-U	5501 1013 731	320 · W...	-2,712.75	52,571.36
Bill Pmt -Check	07/10/2024	4111	Intercoastal Trading-U	1068	320 · W...	-2,770.50	49,800.86
Bill Pmt -Check	07/10/2024	4112	Kelly & Associates Ins...	August 2024 Health Insurance	320 · W...	-1,147.41	48,653.45
Bill Pmt -Check	07/10/2024	4113	Layfield Litter Service-U	Inv # 62324TP	320 · W...	-735.75	47,917.70
Bill Pmt -Check	07/10/2024	4114	Napa Auto Parts - New	Inv # 490062	320 · W...	-18.54	47,899.16
Bill Pmt -Check	07/10/2024	4115	One Call Concepts Inc...	0001040	320 · W...	-13.45	47,885.71
Bill Pmt -Check	07/10/2024	4116	Tac Corp	Inv1024	320 · W...	-1,100.00	46,785.71
Bill Pmt -Check	07/10/2024	4117	Town of Ocean City -U	178/178	320 · W...	-475.00	46,310.71
Bill Pmt -Check	07/10/2024	4118	Wicomico County Soli...	3020	320 · W...	-165.49	46,145.22
Bill Pmt -Check	07/10/2024	4119	Wicomico County Soli...	3025	320 · W...	-627.12	45,518.10
General Journal	07/10/2024	7352	Transfer	Transfer to fund Health Savings A...	119 · FB...	-5,000.00	40,518.10
General Journal	07/11/2024	7132	Deposit	4160	152 · W...	510.46	41,028.56
General Journal	07/11/2024	7133	Deposit	4161	152 · W...	882.00	41,910.56
General Journal	07/11/2024	7135	Deposit	4163	152 · W...	1,020.33	42,930.89
General Journal	07/12/2024	7137	Deposit	4165	152 · W...	983.06	43,913.95
General Journal	07/12/2024	7138	Deposit	4166	152 · W...	251.40	44,165.35
General Journal	07/12/2024	7188	Transfer	Payroll 07/05/24	112 · FB...	-3,000.00	41,165.35
General Journal	07/14/2024	5495-5	United States Depart...	USDA Loan Pmt 07/14/24	378 · MT...	-6,067.00	35,098.35
General Journal	07/15/2024	7139	Deposit	4167	152 · W...	950.31	36,048.66
General Journal	07/15/2024	7140	Deposit	4168	152 · W...	242.93	36,291.59
General Journal	07/16/2024	7130	Deposit	4153	152 · W...	6,918.65	43,210.24
General Journal	07/16/2024	7131	Deposit	4159	152 · W...	1,258.76	44,469.00
General Journal	07/16/2024	7141	Deposit	4169	152 · W...	151.86	44,620.86
General Journal	07/16/2024	7142	Deposit	4170	152 · W...	15,597.90	60,218.76
General Journal	07/16/2024	7207	Deposit	Dale Withers Subdiviosn / 38 lots ...	154 · Mi...	3,800.00	64,018.76
Bill Pmt -Check	07/17/2024	4120	Dennis Sales & Servic...	Inv # 24-4749	320 · W...	-1,949.10	62,069.66
Bill Pmt -Check	07/17/2024	4121	The Hardware Store	Inv # 526431	320 · W...	-83.37	61,986.29
Bill Pmt -Check	07/17/2024	4122	U. F. U., Inc.		320 · W...	-4,430.00	57,556.29
Bill Pmt -Check	07/17/2024	4123	USA Blue Book - U	143290	320 · W...	-239.65	57,316.64
Bill Pmt -Check	07/17/2024	4124	Kuhne's Stationary En...	Inv # 1114	320 · W...	-22,500.00	34,816.64
General Journal	07/17/2024	7143	Deposit	4171	152 · W...	489.94	35,306.58
General Journal	07/17/2024	7144	Deposit	4172	152 · W...	254.64	35,561.22
General Journal	07/18/2024	7146	Deposit	4174	152 · W...	302.70	35,863.92
General Journal	07/18/2024	7147	Deposit	4175	152 · W...	252.21	36,116.13
General Journal	07/19/2024	7145	Deposit	4173	-SPLIT-	9,908.15	46,024.28
General Journal	07/19/2024	7149	Deposit	4177	-SPLIT-	29,303.08	75,327.36
General Journal	07/19/2024	7151	Deposit	4179	152 · W...	416.16	75,743.52
General Journal	07/19/2024	7152	Deposit	4180	152 · W...	238.51	75,982.03
General Journal	07/19/2024	7189	Transfer	Payroll 07/19/24	112 · FB...	-3,000.00	72,982.03
General Journal	07/22/2024	7153	Deposit	4181	152 · W...	764.73	73,746.76
General Journal	07/22/2024	7155	Deposit	4183	152 · W...	511.38	74,258.14
Bill Pmt -Check	07/24/2024	4125	Bruce Lewis		320 · W...	-450.00	73,808.14
Bill Pmt -Check	07/24/2024	4126	Comptroller of MD BRF	BRF April-June 2024	320 · W...	-10,303.85	63,504.29
Bill Pmt -Check	07/24/2024	4127	Evoqua Water Techno...	Shaft WWTP	320 · W...	-9,100.00	54,404.29
Bill Pmt -Check	07/24/2024	4128	LGIT	LGIT 2024-2025	320 · W...	-8,000.00	46,404.29
Bill Pmt -Check	07/24/2024	4129	Lincoln National Life I...	August 2024- LT/ST/ Life	320 · W...	-214.30	46,189.99
Bill Pmt -Check	07/24/2024	4130	Rick's Auto Clinic	Inv # 19808	320 · W...	-558.00	45,631.99
Bill Pmt -Check	07/24/2024	4131	Town of Ocean City -U	178/178	320 · W...	-380.00	45,251.99
Bill Pmt -Check	07/24/2024	4132	U. F. U., Inc.	34566 Railroad Water Leak Repai...	320 · W...	-3,000.00	42,251.99
Bill Pmt -Check	07/24/2024	4133	WEX Bank	0496-00-587961-4	320 · W...	-155.20	42,096.79
General Journal	07/25/2024	7250	Deposit	4189	152 · W...	238.17	42,334.96
General Journal	07/25/2024	7251	Deposit	4190	152 · W...	519.54	42,854.50
General Journal	07/26/2024	7190	Transfer	Payroll 07/26/24	112 · FB...	-3,000.00	39,854.50
General Journal	07/26/2024	7254	Deposit	4193	152 · W...	146.00	40,000.50
General Journal	07/29/2024	7232	PNC Bank	Credit Card Pmt/ 7/29/24	351 · PN...	-29,283.75	10,716.75
General Journal	07/29/2024	7256	Deposit	4195	152 · W...	505.11	11,221.86
General Journal	07/29/2024	7269	Deposit	4208	154 · Mi...	13,000.00	24,221.86
General Journal	07/30/2024	7248	Deposit	4184	-SPLIT-	20,523.65	44,745.51

3:01 PM

08/16/24

Accrual Basis

**Town of Pittsville**  
**Utility Operating Account**  
 As of July 31, 2024

Type	Date	Num	Name	Memo	Split	Amount	Balance
General Journal	07/30/2024	7270	Deposit	4209	152 W	519.81	45,265.32
General Journal	07/31/2024	7272	Deposit	4213	152 W	747.87	46,013.19
General Journal	07/31/2024	7275	Deposit	4216	152 W	4,606.64	50,619.83
Check	07/31/2024			Service Charge	814 Ba.	-40.00	50,579.83
Total 129 FBW UTILITY OPERATING ACC 1996						-9,908.60	50,579.83
Total 120 Water & Sewer Fund						-9,908.60	50,579.83
Total 100 CASH & EQUIVALENTS						-9,908.60	50,579.83
<b>TOTAL</b>						<b>-9,908.60</b>	<b>50,579.83</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 16 Aug 24**

**GENERAL FUND**

1) Operating Account: \$199,634.00

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

2) Capital Improvement Account: \$ 81,000.00

3) Highway User Fee Account: \$197,387.00

4) Speed Camera Account: \$15,340.00

5) Reserve Account: \$ 239,329.00

**TOTAL: \$ 732,690.00**

**AMERICAN RESCUE PLAN FUND: \$148,622.00**

**MARYLAND LOCAL GOVERNMENT INVESTMENT POOL/MLGIP Interest Earned/FY 25 (daily interest as of 9 Aug 24: (5.33%))**

a) General Fund:	\$4,014.09	50%
b) Water Fund:	\$1,204.23	15%
c) Sewer Fund:	\$2,809.86	35%

Total Interest Earned/FY 25: \$8,028.18

**WATER FUND**

1) Operating Account; \$83,289.00

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

2) Capital Improvement Account: \$ 100,967.00

3) Reserve Account: \$ 69,707.00.

**TOTAL: \$253,963.00**

**Water/Loan Debt: (\$ 381,113.00)**

**SEWER FUND**

1) Operating Account: \$83,289.00

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

2) Capital Improvement Account: \$ 369,692.00

3) Reserve Account: \$ 177,810.00

**TOTAL: \$ 630,791.00**

**TOTAL AVAILABLE MUNICIPAL FUNDS: \$1,774,094.10\***

**Total available funds are down due to the payment for the park project not yet received from the State of Maryland. However, the Town will be reimbursed within the month by DNR for this expense.**

## RMC FY2025 Grant Application Status - Not Selected for Funding

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**From:** Rural Maryland Council <administrator@grantinterface.com>  
**To:** <bluehen1@peoplepc.com>  
**Subject:** RMC FY2025 Grant Application Status - Not Selected for Funding  
**Date:** Aug 14, 2024 8:58 AM

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Dear Joseph,

On behalf of the RMC Grant Review Board, I want to express our sincere appreciation for your Fiscal Year 2025 grant application. After careful consideration, I regret to inform you that your organization's proposal, **Water Treatment Plant Upgrade/Phase IV**, was not selected to receive funding this year. The Board invites you to reapply next year with a complete application.

The selection process was particularly challenging as the Council received 204 applications this grant funding year, with requests totaling over \$19 million, far exceeding the available funds of \$6,878,964. *Note this number reflects the \$2.25 million budget reduction the Council received this past July.* The Grant Review Board, composed of representatives from six state agencies - the Department of Agriculture, the Department of Housing and Community Development, the Department of Natural Resources, the Department of Commerce, Maryland Department of Health, and the Rural Maryland Council conducted a thorough and rigorous evaluation of each proposal. As mandated by state law, the decisions made by the Grant Review Board are final and binding.

We understand that this news may be disappointing, especially considering the hard work and dedication that went into preparing your proposal. We value your commitment to serving rural Maryland and wish you success in your important work.

Sincerely,  
Megan

Megan D'Arcy  
Program Administrator  
Rural Maryland Council

**TOWN OF PITTSVILLE  
RESOLUTION # 2024-02**

**A RESOLUTION OF THE PRESIDENT AND COMMISSIONERS OF THE TOWN OF PITTSVILLE, MARYLAND EXTENDING THANKS AND APPRECIATION TO ROBYN CAROZZA FOR HER DILIGENT EFFORTS IN ORGANIZING AND MANAGING THE TOWN'S "STRAWBERRY FESTIVAL"**

**WHEREAS**, the Town of Pittsville holds a "special" town event called the "Pittsville Strawberry Festival" annually, and

**WHEREAS**, Robyn Carozza volunteered her time and energy to organize and manage this year's "2024 Pittsville Strawberry Festival", and

**WHEREAS**, the "2024 Pittsville Strawberry Festival" by all accounts was a tremendous success and thoroughly enjoyed by all who attended, and

**WHEREAS**, it was largely due to the tireless and diligent efforts of Robyn Carozza that the "2024 Pittsville Strawberry Festival" was such an enormous success.

**NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE PRESIDENT AND COMMISSIONERS OF THE TOWN OF PITTSVILLE, MARYLAND** that appreciation and thanks are extended to Robyn Carozza for all the hard work and tireless effort she rendered in the successful undertaking in organizing and managing the Town's "2024 Strawberry Festival" held on Saturday, June 8, 2024.

**AND BE IT FURTHER RESOLVED** by the President and Commissioners of the Town of Pittsville, Maryland that this resolution is hereby adopted and becomes effective upon its approval on the 19<sup>th</sup> day of August, 2024

**ATTEST:**

\_\_\_\_\_  
**Paul Wilber  
Town Attorney**

\_\_\_\_\_  
**Sean McHugh, President  
Town Commissioners**

\_\_\_\_\_  
**Roland Adkins, Vice-President  
Town Commissioners**

\_\_\_\_\_  
**Bethany Miller Commissioner**



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**John Palmer, Commissioner**

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**David Carozza, Commissioner**

**TOWN OF PITTSVILLE**  
**AMENDED BUDGET ORDINANCE**  
**July 1, 2023-June 30, 2024**  
**Ordinance No. 2024-04**

**AN ORDINANCE OF THE TOWN OF PITTSVILLE TO AMEND THE FY 24 MUNICIPAL OPERATING BUDGET of the period July 1, 2023 to June 30, 2024**

**WHEREAS**, the Commissioners of Pittsville have reviewed the revenues and expenditures projected for the July 1, 2023 to June 30, 2024 fiscal year, in order to amend the municipal operating budget for that period, and

**WHEREAS**, the Commissioners of Pittsville have determined the final actual revenues and expenditures of the FY 24 Municipal Operating Budget for adjustment.

**NOW, THEREFORE BE IT HEREBY ORDAINED** by the Commissioners of the Town of Pittsville, Maryland that the Municipal Operating Budget for the period of July 1, 2023 to June 30, 2024 attached here to shall be and is hereby amended.

**AND BE IT FURTHER RESOLVED , ENACTED, AND ORDAINED** by the Commissioners of the Town of Pittsville that this amended budget ordinance shall take effect from and after date of passage.

The above ordinance was introduced and read by the Commissioners of the Town of Pittsville, Maryland at a meeting held on the 19<sup>th</sup> day of August, 2024, and by the Town Charter duly published twice in a newspaper of general circulation within the Town was finally adopted and passed on the 16<sup>th</sup> day of September, 2024

**ATTEST:**

\_\_\_\_\_  
**Erica M. Witz, Town Attorney**

\_\_\_\_\_  
**Sean McHugh, President**  
**Town Commissioners**

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

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

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

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

**Town of Pittsville  
General Operating Budget  
July 1, 2023 To June 30, 2024**

<b>Revenues</b>	<b>Budget</b>	<b>Actual</b>
Real Estate Taxes	\$ 285,000.00	\$ 290,197.00
Corporate Property Taxes	\$ 60,000.00	\$ 62,377.00
State Income Tax	\$ 140,000.00	\$ 170,643.00
Franchise Fees	\$ 20,000.00	\$ 18,767.00
County Shared Taxes	\$ 350.00	\$ 350.00
Business Licenses / Permits	\$ 7,500.00	\$ 15,031.00
Interest Income/MLGIP	\$ 45,000.00	\$ 64,672.00
Miscellaneous Income	\$ 5,000.00	\$ 15,685.00
State Police Aid	\$ 9,000.00	\$ 8,424.00
Traffic Violations	\$ 6,000.00	\$ -
CDBG Grant/ TMCR	\$ 50,000.00	\$ 50,000.00
Speed Camera Program	\$ 70,000.00	\$ 59,197.00
Rental Housing Licenses	\$ 15,000.00	\$ 15,000.00
FY 23 Surplus	\$ 439,329.08	\$ 439,329.08

**Total Revenues**

<b><u>\$ 1,152,179.08</u></b>	<b><u>\$ 1,209,672.08</u></b>
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**Expenses**

Salaries	\$ 138,955.00	\$ 142,042.00
FICA	\$ 10,630.00	\$ 10,866.00
Health Insurance	\$ 25,000.00	\$ 22,964.00
Operating Expense	\$ 6,000.00	\$ 4,000.00
Retirement Expense	\$ 15,102.00	\$ 15,109.00
Office Expense/Postage	\$ 20,000.00	\$ 16,423.00
Telephone/Internet	\$ 8,000.00	\$ 6,629.00
Equipment/Building Mtns/Repair	\$ 7,500.00	\$ 9,870.00
Insurance	\$ 8,000.00	\$ 8,114.00
Workers Comp	\$ 2,300.00	\$ 1,694.00
Accounting Audit	\$ 13,000.00	\$ 12,500.00
Single Audit	\$ 3,000.00	\$ -
Legal Retainer	\$ 25,000.00	\$ 32,113.00
Public Notices	\$ 3,000.00	\$ 4,954.00
Miscellaneous Expenses	\$ 12,500.00	\$ 21,018.00
Council Allowances	\$ 7,500.00	\$ 5,975.00
IT Development + Expenses	\$ 10,000.00	\$ 2,250.00
Dues & Subscription	\$ 10,000.00	\$ 9,767.00
CDBG/ TMCR Expense	\$ 50,000.00	\$ 50,000.00
Parks/Rec/Community Affairs	\$ 10,000.00	\$ 18,123.00
Planning and Zoning Expense	\$ 2,000.00	\$ 1,000.00

Admin Training	\$	1,000.00		
MD State Retirement Actuary	\$	5,000.00		
EDC	\$	5,000.00	\$	425.00
Town Manager	\$	90,000.00	\$	15,000.00
<b>Total Expenses</b>			<b>\$</b>	<b>488,487.00</b>
			<b>\$</b>	<b>410,836.00</b>

Police	\$	318,886.88	\$	257,028.00
Fire Company	\$	10,000.00	\$	10,000.00
EMS	\$	10,000.00	\$	10,000.00
Code Enforcement	\$	3,000.00		
Rental Housing Inspection	\$	1,000.00		
<b>Total Public Safety</b>			<b>\$</b>	<b>342,886.88</b>
			<b>\$</b>	<b>277,028.00</b>

Street Lighting	\$	47,000.00	\$	45,767.00
Vehicle Main./ Repair/ Fuel	\$	5,000.00	\$	3,000.00
Mosquito Control	\$	2,000.00	\$	1,786.00
Ditch Cutting Expenses	\$	12,000.00	\$	13,706.00
<b>Total Public Works</b>			<b>\$</b>	<b>66,000.00</b>
			<b>\$</b>	<b>64,259.00</b>

<b>Reserve Contingency Fund</b>	<b>\$</b>	<b>254,805.20</b>	<b>\$</b>	<b>457,549.08</b>
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**General Fund  
Highway User Revenue  
July 1, 2023 To June 30, 2024**

**Revenue**

Highway User Revenue (carry over from previous years)	\$	180,000.00	\$	316,149.00
Highway User Revenue FY 2024	\$	135,000.00	\$	132,006.00
<b>Total</b>	<b>\$</b>	<b>315,000.00</b>	<b>\$</b>	<b>448,155.00</b>

**Expenses**

FY 2024 Street Projects	\$	150,000.00	\$	230,389.00
Roads/ Equipment Maint.	\$	20,000.00	\$	20,000.00

<b>Remaining Balance HUR</b>	<b>\$</b>	<b>145,000.00</b>	<b>\$</b>	<b>197,766.00</b>
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**Trash Removal Enterprise Fund**  
**July 1, 2023 To June 30, 2024**

Trash Removal Revenue	\$ 92,000.00	\$ 92,000.00
Trash Removal Expenses	\$ 92,000.00	\$ 92,000.00
Remaining Balance	<u>\$ -</u>	<u>\$ -</u>

**Town of Pittsville**  
**Utility Operating Budget**  
**July 1, 2023 To June 30, 2024**

<b>Revenues</b>	<b>Water</b>		<b>Wastewater</b>	
	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>
User Fees	\$ 247,593.00	\$ 250,646.00	\$ 269,812.00	\$ 259,055.00
Front Footage Assessment	\$ 60,113.00	\$ 60,115.00	\$ 31,137.00	\$ 31,282.00
Availability of Use	\$ 3,800.00	\$ 4,882.00	\$ 4,510.00	\$ 4,366.00
Impact Fees	\$ 225,000.00	\$ 15,000.00	\$ 225,000.00	\$ 28,100.00
Connection Fees	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Interest Income/MLGIP	\$ 10,000.00	\$ 15,286.00	\$ 23,000.00	\$ 37,626.00
Misc. Income	\$ 1,000.00	\$ 1,500.00	\$ 1,000.00	\$ 1,500.00
MDE Grant/WTP Upgrade/WWTP Study	\$ 1,106,000.00		\$ 20,000.00	
<b>Total Revenues</b>	<b>\$ 1,658,506.00</b>	<b>\$ 352,429.00</b>	<b>\$ 579,459.00</b>	<b>\$ 366,929.00</b>

<b>Expenses</b>				
Salaries	\$ -		\$ 90,000.00	\$ 85,392.00
FICA	\$ -		\$ 6,885.00	\$ 6,529.00
Health Insurance	\$ -		\$ 11,000.00	\$ 8,219.00
Workers Comp	\$ -		\$ 5,800.00	\$ 5,800.00
Education	\$ -		\$ 1,000.00	\$ 275.00
Retirement Expense	\$ -		\$ 13,500.00	\$ 10,329.00
Engineering	\$ 1,000.00	\$ 2,592.00	\$ 1,000.00	\$ 9,141.00
Equipment/Building Mnts/Repair	\$ 40,000.00	\$ 50,819.00	\$ 30,000.00	\$ 68,996.00
Supplies	\$ 7,000.00	\$ 2,577.00	\$ 5,000.00	\$ 13,860.00
Chemicals	\$ 23,000.00	\$ 44,129.00	\$ 9,000.00	\$ 3,265.00
Accounting-Audit	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
Electricity	\$ 10,000.00	\$ 15,546.00	\$ 35,000.00	\$ 33,623.00
Testing Fees	\$ 12,000.00	\$ 8,354.00	\$ 5,000.00	\$ 5,530.00
Sludge Removal	\$ 9,000.00	\$ 12,274.00	\$ 40,000.00	\$ 9,046.00
Vehicle Expenses	\$ 2,000.00	\$ 1,388.00	\$ 3,500.00	\$ 6,595.00
Dues & Subscriptions	\$ 2,500.00	\$ 2,096.00	\$ 2,500.00	\$ 1,536.00
Single Audit	\$ 3,000.00		\$ 3,000.00	\$ -
SOS Operations	\$ 175,000.00	\$ 172,243.00	\$ -	\$ -
Debt Payments	\$ 28,000.00	\$ 25,000.00	\$ -	\$ -
Bank Fees and Misc. Charges	\$ 1,000.00	\$ 2,477.00	\$ 1,000.00	\$ 11,262.00
Insurance	\$ 2,421.00	\$ 2,421.00	\$ 5,000.00	\$ 3,672.00
Capital Improvement	\$ 1,106,000.00		\$ 10,000.00	\$ 17,500.00
<b>Total Expenses</b>	<b>\$ 1,427,921.00</b>	<b>\$ 347,916.00</b>	<b>\$ 284,185.00</b>	<b>\$ 306,570.00</b>
Reserve Contingency Fund	<b>\$ 230,585.00</b>	<b>\$ 4,513.00</b>	<b>\$ 295,274.00</b>	<b>\$ 60,359.00</b>

## Police Budget 2023-2024

	Budget Officer	Budget Admin	Budget New Officer
Salary	\$ 73,500.00	\$ 27,456.00	\$ 53,000.00
FICA	\$ 5,622.75	\$ 2,100.38	\$ 4,054.50
Workers Comp	\$ 4,814.25	\$ 50.00	\$ 3,471.50
Health Insurance	\$ 12,024.00		\$ 7,200.00
LT/ST Disability	\$ 1,836.90		\$ 1,380.00
Retirement	\$ 8,820.00		\$ 4,770.00
Overtime	\$ 2,500.00		\$ 6,000.00
<b>Total Salary Related Costs</b>	<b>\$ 109,117.90</b>	<b>\$ 29,606.38</b>	<b>\$ 79,876.00</b>
Liability Insurance	\$ 807.00		
Vehicle Insurance	\$ 1,686.00		\$ 843.00
<b>Total Insurance</b>	<b>\$ 2,493.00</b>	<b>\$ -</b>	<b>\$ 843.00</b>
Uniforms	\$ 1,000.00	\$ 500.00	\$ 1,000.00
<b>Firearms</b>			
Vest			\$ 1,000.00
Duty Gear			\$ 750.00
Pistol	\$ 250.00		\$ 1,000.00
Patrol Rifle/ Mags/ Equip	\$ 500.00		\$ 2,500.00
Ammo	\$ 3,000.00		\$ 1,500.00
Radio	\$ -		\$ -
Computer Replacement	\$ 5,000.00		
Computer Eq.&Repair/IT Developme	\$ 16,000.00		
Subscriptions, Dues & Travel	\$ 7,000.00	\$ 700.00	\$ 700.00
Training	\$ 4,250.00	\$ 500.00	\$ 500.00
Supplies	\$ 3,800.00		
<b>Total Uniforms &amp; Equipment</b>	<b>\$ 40,800.00</b>	<b>\$ 1,700.00</b>	<b>\$ 8,950.00</b>
Fuel	\$ 5,000.00		\$ 6,000.00
Vehicle Maint.	\$ 2,500.00		\$ 3,500.00
<b>Total Vehicle Costs</b>	<b>\$ 7,500.00</b>	<b>\$ -</b>	<b>\$ 9,500.00</b>
Grants	\$ 5,000.00		
Bldg Maint.	\$ 7,500.00		
Utilities	\$ 12,000.00		
Special Events	\$ 4,000.00		
<b>Total Misc. Expenses</b>	<b>\$ 28,500.00</b>		<b>\$ -</b>
<b>Total Police Base Expenses</b>	<b>\$ 188,410.90</b>	<b>\$ 31,306.38</b>	<b>\$ 99,169.00</b>
<b>Total Police Department</b>	<b>\$ 318,886.28</b>		

## Police Budget 2023-2024

	Actual Chief	Remaining Chief	Actual Admin	Remaining Admin
Salary	\$ 73,486.40	\$ 13.60	\$ 25,276.00	\$ 2,180.00
FICA	\$ 5,621.72	\$ 1.03	\$ 1,933.76	\$ 166.62
Workers Comp	\$ 3,492.00	\$ 1,322.25	\$ -	\$ 50.00
Health Insurance	\$ 12,042.94	\$ (18.94)	\$ -	\$ -
LT/ST Disability	\$ 1,272.10	\$ 564.80	\$ -	\$ -
Retirement	\$ 9,022.61	\$ (202.61)	\$ -	\$ -
Overtime	\$ -	\$ 2,500.00	\$ -	\$ -
<b>Total Salary Related Costs</b>	<b>\$ 104,937.77</b>	<b>\$ 4,180.13</b>	<b>\$ 27,209.76</b>	<b>\$ 2,396.62</b>
Liability Insurance	\$ 961.00	\$ (154.00)	\$ -	\$ -
Vehicle Insurance	\$ 2,048.00	\$ (362.00)	\$ -	\$ -
<b>Total Insurance</b>	<b>\$ 3,009.00</b>	<b>\$ (516.00)</b>	<b>\$ -</b>	<b>\$ -</b>
Uniforms	\$ 598.49	\$ 401.51	\$ 424.93	\$ 75.07
<b>Firearms</b>	\$ -	\$ -	\$ -	\$ -
Vest	\$ -	\$ -	\$ -	\$ -
Duty Gear	\$ -	\$ -	\$ -	\$ -
Pistol	\$ -	\$ 250.00	\$ -	\$ -
Patrol Rifle/ Mags/ Equip	\$ 2,451.79	\$ (1,951.79)	\$ -	\$ -
Ammo	\$ -	\$ 3,000.00	\$ -	\$ -
Radio	\$ -	\$ -	\$ -	\$ -
Computer Replacement	\$ 4,984.63	\$ 15.37	\$ -	\$ -
Computer Eq.&Repair/IT Development	\$ 14,170.20	\$ 1,829.80	\$ -	\$ -
Subscriptions, Dues & Travel	\$ 8,468.85	\$ (1,468.85)	\$ -	\$ 700.00
Training	\$ 200.00	\$ 4,050.00	\$ 95.00	\$ 405.00
Supplies	\$ 3,475.17	\$ 324.83	\$ -	\$ -
<b>Total Uniforms &amp; Equipment</b>	<b>\$ 34,349.13</b>	<b>\$ 6,450.87</b>	<b>\$ 519.93</b>	<b>\$ 1,180.07</b>
Fuel	\$ 1,924.06	\$ 3,075.94	\$ -	\$ -
Vehicle Maint.	\$ 1,065.58	\$ 1,434.42	\$ -	\$ -
<b>Total Vehicle Costs</b>	<b>\$ 2,989.64</b>	<b>\$ 4,510.36</b>	<b>\$ -</b>	<b>\$ -</b>
Grants	\$ 1,930.00	\$ 3,070.00	\$ -	\$ -
Bldg Maint.	\$ 4,478.93	\$ 3,021.07	\$ -	\$ -
Utilities	\$ 4,620.18	\$ 7,379.82	\$ -	\$ -
Special Events	\$ 2,685.64	\$ 1,314.36	\$ -	\$ -
<b>Total Misc. Expenses</b>	<b>\$ 13,714.75</b>	<b>\$ 14,785.25</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Chief/Admin Actual and Remaining</b>	<b>\$ 159,000.29</b>	<b>\$ 29,410.61</b>	<b>\$ 27,729.69</b>	<b>\$ 3,576.69</b>
<b>Total Police Department Spent</b>	<b>\$ 257,028.38</b>			
<b>Total Police Department Left</b>	<b>\$ 61,857.90</b>			



## Police Budget 2023-2024

	Actual	Remaining	Total Remaining
	New Officer	New Officer	Police Department
Salary	\$ 49,341.84	\$ 3,658.16	\$ 5,851.76
FICA	\$ 1,636.40	\$ 2,418.10	\$ 2,585.75
Workers Comp	\$ -	\$ 3,471.50	\$ 4,843.75
Health Insurance	\$ 3,269.31	\$ 3,930.69	\$ 3,911.75
LT/ST Disability	\$ 104.68	\$ 1,275.32	\$ 1,840.12
Retirement	\$ 2,828.94	\$ 1,941.06	\$ 1,738.45
Overtime	\$ -	\$ 6,000.00	\$ 8,500.00
<b>Total Salary Related Costs</b>	<b>\$ 57,181.17</b>	<b>\$ 22,694.83</b>	<b>\$ 29,271.58</b>
Liability Insurance	\$ -	\$ -	\$ (154.00)
Vehicle Insurance	\$ -	\$ 843.00	\$ 481.00
<b>Total Insurance</b>	<b>\$ -</b>	<b>\$ 843.00</b>	<b>\$ 327.00</b>
Uniforms	\$ 1,502.41	\$ (502.41)	\$ (25.83)
Firearms	\$ -	\$ -	\$ -
Vest	\$ 1,145.72	\$ (145.72)	\$ (145.72)
Duty Gear	\$ 695.50	\$ 54.50	\$ 54.50
Pistol	\$ 865.99	\$ 134.01	\$ 384.01
Patrol Rifle/ Mags/ Equip	\$ 982.66	\$ 1,517.34	\$ (434.45)
Ammo	\$ 4,330.03	\$ (2,830.03)	\$ 169.97
Radio	\$ -	\$ -	\$ -
Computer Replacement	\$ -	\$ -	\$ 15.37
Computer Eq.&Repair/IT Developme	\$ -	\$ -	\$ 1,829.80
Subscriptions, Dues & Travel	\$ 456.04	\$ 243.96	\$ (524.89)
Training	\$ 1,064.99	\$ (564.99)	\$ 3,890.01
Supplies	\$ 1,122.71	\$ (1,122.71)	\$ (797.88)
<b>Total Uniforms &amp; Equipment</b>	<b>\$ 12,166.05</b>	<b>\$ (3,216.05)</b>	<b>\$ 4,414.89</b>
Fuel	\$ 720.20	\$ 5,279.80	\$ 8,355.74
Vehicle Maint.	\$ 230.98	\$ 3,269.02	\$ 4,703.44
<b>Total Vehicle Costs</b>	<b>\$ 951.18</b>	<b>\$ 8,548.82</b>	<b>\$ 13,059.18</b>
Grants	\$ -	\$ -	\$ 3,070.00
Bldg Maint.	\$ -	\$ -	\$ 3,021.07
Utilities	\$ -	\$ -	\$ 7,379.82
Special Events	\$ -	\$ -	\$ 1,314.36
<b>Total Misc. Expenses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,785.25</b>
<b>New Offc. Actual and Remaining</b>	<b>\$ 70,298.40</b>	<b>\$ 28,870.60</b>	<b>\$ 61,857.90</b>

## American Rescue Plan Expense Sheet

<b>Beginning Balance :</b>	1st Payment American Rescue Plan	<u>\$ 713,680.50</u>
	2nd Payment American Rescue Plan	<u>\$ 713,680.50</u>
	<b>Total</b>	<u>\$ 1,427,361.00</u>
<b>Expenses :</b>		
	<b>Date</b>	<b>Project</b>
Completed	5/4/2021	WWTP Steel Roof Sludge Beds
		\$ 19,750.00
Completed	10/28/2021	WWTP Sludge Bed Resurfacing
		\$ 19,129.00
Completed	11/16/2021	WTP Removal and disposal of insulation
		\$ 8,190.00
Completed	12/3/2021	WTP Replacement of Electrical Panel
		\$ 5,795.00
Completed	2/21/2022	WTP to Replace 4 Exhaust Fans (up to)
		\$ 29,963.60
Issued check	1/19/2022	Cameras at the park
		\$ 5,198.49
Initial set up	4/11/2022	New Computer for Live Stream
		\$ 2,064.00
1st draw	4/11/2022	Police Building
		\$ 244,733.54
		Solar Panels Police Building
		\$ 29,610.00
		Solar Panels Fence
		\$ 9,950.00
Transformer	5/24/2022	WTP Repairs
		\$ 108,763.02
In Progress	5/24/2022	WWTP Mini Upgrade
		\$ 202,853.99
Engineering		WWTP Pole Building
		\$ 164,891.48
1st draw		Utility Infrastructure Mapping
		\$ 33,170.00
Engineering	6/8/2022	Town Hall Addition
		\$ 11,924.70
Engineering	8/1/2022	WWTP Sludge Bed Project
		\$ 171,934.30
Purchase	8/22/2022	Police Vehicle
		\$ 32,635.23
Purchase	8/24/2022	WWTP Tractor
		\$ 25,509.00
	6/12/2023	Water/wastewater to park
		\$ 19,162.92
	7/18/2023	Fire Truck Engine
		\$ 100,000.00
	10/26/2023	Test Well
		\$ 23,040.00
	2/22/2024	Storm Water Management Study
		\$ 10,470.00
		<u>\$ 1,278,738.27</u>
<b>Total Completed :</b>		
<b>Ending Balance :</b>		<u>\$ 148,622.73</u>
In Progress		WWTP Pole Building
		\$ -
In Progress		Utility Infrastructure Mapping
		\$ -
In Progress		WWTP Sludge Bed Resurfacing
		\$ -
Projected		Live Streaming
		\$ -
Projected		Storm Water Management Study
		\$ 29,530.00
Projected		WTP Repairs
		\$ 26,286.98
Projected		WWTP Mini Upgrade
		\$ 50,579.29
Projected		Test Well
		\$ 36,960.00
Projected		Police Building
		\$ 5,266.46
<b>Total Projected :</b>		<u>\$ 148,622.73</u>
<b>Total Expenses :</b>		<u>\$ 1,427,361.00</u>

**TOWN OF PITTSVILLE  
AMENDED BUDGET ORDINANCE  
July 1, 2024-June 30, 2025  
Ordinance No. 2024-05**

**AN ORDINANCE OF THE TOWN OF PITTSVILLE TO AMEND THE FY 25 MUNICIPAL OPERATING  
BUDGET of the period July 1, 2024 to June 30, 2025**

**WHEREAS**, the Commissioners of Pittsville have reviewed the revenues and expenditures projected for the July 1, 2024 to June 30, 2025 fiscal year, in order to amend the municipal operating budget for that period, and

**WHEREAS**, the Commissioners of Pittsville have determined that due to the final actual revenues and expenditures of the FY 24 Municipal Operating Budget having been received that the FY 25 Municipal Operating Budget also must be amended.

**NOW, THEREFORE BE IT HEREBY ORDAINED** by the Commissioners of the Town of Pittsville, Maryland that the Municipal Operating Budget for the period of July 1, 2024 to June 30, 2025 attached here to shall be and is hereby amended.

**AND BE IT FURTHER RESOLVED , ENACTED, AND ORDAINED** by the Commissioners of the Town of Pittsville that this amended budget ordinance shall take effect from and after date of passage.

The above ordinance was introduced and read by the Commissioners of the Town of Pittsville, Maryland at a meeting held on the 19<sup>th</sup> day of August, 2024, and by the Town Charter duly published twice in a newspaper of general circulation within the Town was finally adopted and passed on the 16<sup>th</sup> day of September, 2024

**ATTEST:**

\_\_\_\_\_  
**Erica M. Witz, Town Attorney**

\_\_\_\_\_  
**Sean McHugh, President  
Town Commissioners**

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

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

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

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

**Town of Pittsville  
General Operating Budget  
July 1, 2024 To June 30, 2025**

**Revenues**

Real Estate Taxes	\$ 325,000.00
Corporate Property Taxes	\$ 70,000.00
State Income Tax	\$ 145,000.00
Franchise Fees	\$ 19,000.00
County Shared Taxes	\$ 350.00
Business Licenses / Permits	\$ 12,000.00
Interest Income/MLGIP	\$ 70,000.00
Miscellaneous Income	\$ 10,000.00
State Police Aid	\$ 16,000.00
Traffic Violations	\$ 1,000.00
CDBG Grant/ TMCR	\$ 52,000.00
Speed Camera Program	\$ 50,000.00
Rental Housing Licenses	\$ 21,000.00
Community Events	\$ 5,000.00
FY 24 Surplus	\$ 457,549.00

**Total Revenues**

\$ 1,253,899.00

**Expenses**

Salaries	\$ 168,100.00
FICA	\$ 12,860.00
Health Insurance	\$ 30,000.00
Operating Expense	\$ 6,000.00
Retirement Expense	\$ 17,600.00
Office Expense/Postage	\$ 20,000.00
Telephone/Internet	\$ 8,000.00
Equipment/Building Mtns/Repair	\$ 15,000.00
Insurance	\$ 10,000.00
Workers Comp	\$ 3,500.00
Accounting Audit	\$ 12,500.00
Single Audit	\$ 2,500.00
Legal Retainer	\$ 35,000.00
Public Notices	\$ 5,000.00
Miscellaneous Expenses	\$ 15,000.00
Council Allowances	\$ 7,500.00
IT Development + Expenses	\$ 10,000.00
Dues & Subscription	\$ 12,000.00
CDBG/ TMCR Expense	\$ 50,000.00
Parks/Rec/Community Affairs	\$ 25,000.00
Planning and Zoning Expense	\$ 2,500.00
Admin Training	\$ 1,000.00



MD State Retirement Actuary	\$ 5,000.00
EDC	\$ 2,500.00
Town Manager	\$ 90,000.00
<b>Total Expenses</b>	<b><u>\$ 566,560.00</u></b>

Police	\$ 344,352.00
Fire Company	\$ 12,500.00
EMS	\$ 12,500.00
Code Enforcement	\$ 1,000.00
Rental Housing Inspection	\$ 4,500.00
<b>Total Public Safety</b>	<b><u>\$ 374,852.00</u></b>

Street Lighting	\$ 48,000.00
Vehicle Main./ Repair/ Fuel	\$ 5,000.00
Mosquito Control	\$ 2,000.00
<b>Total Public Works</b>	<b><u>\$ 55,000.00</u></b>

<b>Reserve Contingency Fund</b>	<b><u>\$ 257,487.00</u></b>
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**General Fund  
Highway User Revenue  
July 1, 2024 To June 30, 2025**

**Revenue**

Highway User Revenue	\$ 197,766.00
(carry over from previous years)	
Highway User Revenue FY 2024	\$ 158,000.00
<b>Total</b>	<b><u>\$ 355,766.00</u></b>

**Expenses**

FY 2024 Street Projects	\$ 250,000.00
Roads/ Equipment Maint.	\$ 50,000.00

<b>Remaining Balance HUR</b>	<b><u>\$ 55,766.00</u></b>
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**Trash Removal Enterprise Fund  
July 1, 2024 To June 30, 2025**

Trash Removal Revenue	\$ 92,000.00
Trash Removal Expenses	\$ 92,000.00
Remaining Balance	<u>\$ -</u>

**Stormwater Management Enterprise Fund  
July 1, 2024 to June 30, 2025**

Stormwater Management Fees	\$ 24,000.00
Ditch Maint. and Stormwater Projects	\$ 24,000.00
Remaining Balance	<u>\$ -</u>

**Water Fund Capital Projects Budget  
July 1, 2024 to June 30, 2025**

<b>Project:</b>	WTP / Phase IV	
<b>Revenue:</b>	MDE Grant/ Loan Forgiveness	\$ 1,500,000.00
	Town Local Share	\$ 1,219,016.00
	Grants	\$ -
	<b>Total</b>	<u><b>\$ 2,719,016.00</b></u>
<b>Expense:</b>	Total Project Cost Expense	\$ 2,719,016.00
	Remaining Balance	\$ -

**Town of Pittsville  
Utility Operating Budget  
July 1, 2024 To June 30, 2025**

<b>Revenues</b>	<b>Water</b>	<b>Wastewater</b>
User Fees	\$ 255,000.00	\$ 277,900.00
Front Footage Assessment	\$ 69,632.00	\$ 39,200.00
Availability of Use	\$ 5,000.00	\$ 4,500.00
Impact Fees	\$ 75,000.00	\$ 375,000.00
Connection Fees	\$ 25,000.00	\$ 25,000.00
Interest Income/MLGIP	\$ 16,000.00	\$ 39,000.00
Misc. Income	\$ 1,000.00	\$ 1,000.00
WWTP Study		\$ 20,000.00
<b>Total Revenues</b>	<b><u>\$ 446,632.00</u></b>	<b><u>\$ 781,600.00</u></b>
<b>Expenses</b>		
Salaries	\$ -	\$ 106,740.00
FICA	\$ -	\$ 8,166.00
Health Insurance	\$ -	\$ 11,000.00
Workers Comp	\$ -	\$ 7,000.00
Education	\$ -	\$ 1,000.00
Retirement Expense	\$ -	\$ 12,900.00
Engineering	\$ 2,500.00	\$ 10,000.00
Equipment/Building Mnts/Repair	\$ 50,000.00	\$ 85,000.00
Supplies	\$ 7,000.00	\$ 16,000.00
Chemicals	\$ 35,000.00	\$ 9,000.00
Accounting-Audit	\$ 6,000.00	\$ 6,000.00
Electricity	\$ 18,000.00	\$ 35,000.00
Testing Fees	\$ 12,000.00	\$ 5,000.00
Sludge Removal	\$ 11,000.00	\$ 12,000.00
Vehicle Expenses	\$ 2,000.00	\$ 6,000.00
Dues & Subscriptions	\$ 2,500.00	\$ 2,500.00
Single Audit	\$ 3,000.00	\$ 3,000.00
SOS Operations	\$ 190,000.00	\$ -
Debt Payments	\$ 25,000.00	\$ -
Bank Fees and Misc. Charges	\$ 1,500.00	\$ 1,500.00
Insurance	\$ 3,000.00	\$ 6,000.00
Impact Fee Fund	\$ 75,000.00	\$ 375,000.00
<b>Total Expenses</b>	<b><u>\$ 443,500.00</u></b>	<b><u>\$ 718,806.00</u></b>
Reserve Contingency Fund	<b><u>\$ 3,132.00</u></b>	<b><u>\$ 62,794.00</u></b>

## Police Budget 2024-2025

Description	Budget		
	Chief	Officer	Admin
Salary	\$ 81,000.00	\$ 56,774.00	\$ 32,994.00
FICA	\$ 6,388.00	\$ 4,802.00	\$ 2,524.00
Workers Comp	\$ 4,860.00	\$ 3,653.00	\$ 528.00
Health Insurance	\$ 12,027.00	\$ 6,802.00	
LT/ST Disability	\$ 1,527.00	\$ 1,476.00	
Retirement	\$ 10,020.00	\$ 7,533.00	
Overtime	\$ -	\$ 8,500.00	
<b>Total Salary Related Costs</b>	<b>\$ 115,822.00</b>	<b>\$ 89,540.00</b>	<b>\$ 36,046.00</b>
Liability Insurance	\$ 1,922.00		
Vehicle Insurance	\$ 3,072.00		
<b>Total Insurance</b>	<b>\$ 4,994.00</b>		
Uniforms	\$ 2,500.00		
Firearms		\$ 500.00	
Pistol		\$ 500.00	
Patrol Rifle / Mags/ Equip		\$ 1,000.00	
Ammo		\$ 7,000.00	
Duty Gear	\$ 500.00		
Computer Replacement	\$ 3,000.00		
Computer Eq.& Repair/IT Development	\$ 16,000.00		
Subscription, Dues & Travel	\$ 7,800.00		
Travel, lodging	\$ 9,950.00		
Training	\$ 6,000.00		
Supplies	\$ 3,500.00		
<b>Total Uniforms &amp; Equipment</b>	<b>\$ 57,750.00</b>		
Fuel	\$ 7,000.00		
Vehicle Maint.	\$ 4,500.00		
<b>Total Vehicle Costs</b>	<b>\$ 11,500.00</b>		
Grants	\$ 5,000.00		
Building Maint.	\$ 7,500.00		
Utilitites	\$ 8,200.00		
Special Events	\$ 8,000.00		
<b>Total Misc. Expenses</b>	<b>\$ 28,700.00</b>		
<b>Total Police Base Expences</b>	<b>\$ 344,352.00</b>		