

ORDINANCE 2-2010

INTRODUCED BY: \_\_\_\_\_

AN ORDINANCE OF THE TOWN OF TRAPPE ADOPTING A GENERAL BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2010 AND ENDING JUNE 30, 2011, AND ESTABLISHING A TAX RATE OF \$.29 PER \$100 OF ASSESSED REAL PROPERTY VALUE AND A TAX RATE OF \$.54 PER \$100 ON ALL COMMERCIAL OR BUSINESS PERSONAL PROPERTY AND PUBLIC UTILITIES; AND ALSO ADOPTING AN ENTERPRISE BUDGET FOR THE TOWN'S WATER AND SEWER OPERATIONS

WHEREAS, Article VI, Section 603 of the Trappe Town Charter requires the Town to operate on an annual budget; and

WHEREAS, Article VI, Section 604 of the Trappe Town Charter requires submission of a budget at least thirty-two days prior to the beginning of the fiscal year containing estimates of anticipated revenues and proposed expenditures for the coming year;

WHEREAS, the budget for the fiscal year beginning on July 1, 2010 and ending June 30, 2011, was submitted at the Town Council meeting on April 7, 2010, and is attached hereto as Exhibit "A" ("General Budget"); and

WHEREAS, the Town has determined that is desirable and in the public interest, and consistent with state law, to adopt an enterprise budget for the Town's water and sewer operations, which is attached hereto as Exhibit "B" ("Enterprise Budget"); and

WHEREAS, Article VI, Section 605 of the Trappe Town Charter requires, prior to the adoption of the budget, the holding of a public hearing after two weeks notice in a newspaper, and the Town, having held a public hearing on the General Budget and the Enterprise Budget on \_\_\_\_\_; and

NOW THEREFORE, the Council of the Town of Trappe hereby ordains as follows:

~~Section 1.~~ That the Town of Trappe hereby adopts, for the fiscal year beginning July 1, 2010, and ending June 30, 2011, the General Budget attached hereto as Exhibit "A"; and the Enterprise Budget attached hereto as Exhibit B, which are incorporated by reference herein.

Section 2. That the tax rate for the Town of Trappe for the fiscal year beginning July 1, 2010, and ending on June 30, 2011, shall be \$.29 per \$100 of assessed real

property value and \$.54 per \$100 of assessed value on all commercial business, personal property and public utilities.

This ordinance shall become effective on the first day of July, 2010.

\_\_\_\_\_  
Robert Crosswell

\_\_\_\_\_  
Walter Chase

\_\_\_\_\_  
Norm Fegel

\_\_\_\_\_  
Rosalee Potter

\_\_\_\_\_  
Richard Dorbin

I hereby certify that the above Ordinance was adopted by a yea and nay vote of the Council this \_\_\_\_ day of \_\_\_\_\_, 2010.

\_\_\_\_\_  
Joedy Cecil, Town Clerk

**Town of Trappe, Inc.**  
**FY 2010-2011 General Budget**

**EXHIBIT A**

	FY 2009-2010	FY 2010-2011
CHARGE PER ACCOUNT FOR TRASH PICKUP (yearly)	60.00	\$90.00

**ORDINARY INCOME / EXPENSE****INCOME****Grant Income**

4450.1 · Grant- From Rocks Engineering	150,000.00	
Planning Department		71,850.00
Law enforcement		85,000.00
4450.4 · Grant Law Enforcement	5,000.00	5,000.00
<b>Total Grant Income</b>	<b>155,000.00</b>	<b>161,850.00</b>

**Licenses and Permits**

4110.1 · Building Permits & Fees	5,000.00	3,500.00
4111.1 · Annexations & Subdivisions	325.00	250.00
4220.1 · Traders Licenses	6.29	22.00
5320.1 · MDIA Inspection Fees (revenue)	0.00	2,000.00
Licenses and Permits - Other	150.00	150.00
<b>Total Licenses and Permits</b>	<b>5,481.29</b>	<b>5,922.00</b>

**General Revenue Income**

4300.1 · Other General Revenues	1,500.00	100.00
4300.2 · Other Revenue-Law Enforcement	0.00	0.00
4310.1 · Interest on Investments-General	4,000.00	3,500.00
4320.1 · Franchise Fee - Cable	5,000.00	3,200.00
4340.1 · Animal Registration	10.00	10.00
4350.1 · Income from pottery	250.00	250.00
4380.1 · Garbage Collection (Revenue)	23,000.00	35,100.00
----- Special Trash Pickup (Revenue)		1,000.00
4392 - Trappetoberfest Income		4,600.00
----- - Employee contribution to Health Ins.E51		3,200.00
4700.1 · Book Sales	120.00	150.00
<b>Total General Revenue Income</b>	<b>33,880.00</b>	<b>51,110.00</b>

**Tax Revenue**

4000.1 · Real Estate	165,000.00	186,135.00
4010.1 · Tax Discount	-6,203.65	-141.20
4020.1 · Penalties & Interest	650.00	1,000.00
4030.1 · Incorporated business taxes	12,000.00	8,000.00
4040.1 · Unincorporated business taxes	0.00	2,500.00
4200.1 · Local Income Tax	72,542.48	92,000.00
4210.1 · Highway User Revenue	18,815.65	6,500.00
4230.1 · State Share - Business License	100.00	100.00
<b>Total Tax Revenue</b>	<b>262,904.48</b>	<b>296,093.80</b>

**Town of Trappe, Inc.**  
**FY 2010-2011 General Budget**

**EXHIBIT A**

<b>EXPENSE</b>	(NR = Non-reimbursable)	
<b>Engineering</b>		
5033.1 · Engineering Expense (NR)	2,497.50	2,500.00
<b>Total Engineering</b>	<b>2,497.50</b>	<b>2,500.00</b>
<b>Financial Administration Expenses</b>		
5009.1 · Employee Disability Insurance	3,000.00	3,000.00
5020.1 · Employee Health Ins.	16,000.00	16,000.00
5030.1 · Accounting & Auditing	6,000.00	11,000.00
5023.1 · Advertising	2,500.00	2,500.00
5050.1 · Computer & Equipment	250.00	250.00
----- Water & Sewer (town Hall)		564.00
5035.1 · Electric (town Hall)	3,000.00	2,700.00
----- Gas (Town Hall)		3,500.00
5032.1 · Legal Fees	16,000.00	14,000.00
5040.1 · Maintenance	1,000.00	1,000.00
5025.1 · Office Expense	16,000.00	12,500.00
Housekeeping		1,400.00
5000.1 · Salaries-(Town Office)	42,000.00	50,000.00
5001.1 · Salaries-Part Time temporary	2,299.00	0.00
----- Professional growth & Education		150.00
5026.1 · Telephone & Internet	3,400.00	2,800.00
5042.0 - Administrative Expenses - Other		100.00
<b>Total Financial Administration Expenses</b>	<b>111,449.00</b>	<b>121,464.00</b>
<b>Legislation</b>		
5075.1 · Town Commissioners Salary (5)	6,800.00	6,800.00
5076.1 · Planning Commission (5)	2,000.00	2,000.00
5077.1 · Zoning Administration (1)	400.00	400.00
5078.1 · Board of Appeals (4)	800.00	800.00
5079.1 · Election Expense	0.00	600.00
5080.1 · Newsletter	400.00	400.00
<b>Total Legislation</b>	<b>10,400.00</b>	<b>11,000.00</b>
<b>Other Expenses (Miscellaneous Expense)</b>		
5010.1 · Bad Checks and Charges	0.00	0.00
5018.1 · Workman's Comp	600.00	600.00
5015.1 · Insurance (fire / liability)	15,000.00	15,000.00
----- Park maintenance		500.00
----- Grass Cutting		1,200.00
5042.1 · Pottery (Purchase for resale)	0.00	0.00
5072.1 · Other Expense - miscellaneous	1,500.00	500.00
----- Employee Recognition & Awards		1,500.00
----- Hospitality & Sympathy		200.00
5320.1 · MDIA Inspections (expense)	2,000.00	2,000.00
5400.1 · Family and Community Services	243.20	250.00
Rural Life Museum Membership		100.00
5400.2 - Trappetoberfest (& street banners)	4,741.00	8,500.00

**Town of Trappe, Inc.**  
**FY 2010-2011 General Budget**

**EXHIBIT A**

5400.3 - Economic Development	0.00	0.00
5715.1 - Christmas Decorations	394.68	150.00
<b>Total Other Expense</b>	<b>24,478.88</b>	<b>30,500.00</b>
<b>Planning Department</b>		
5105.1 - Other Planning Expenses (NR)	3,000.00	2,500.00
5105.1 - Fees & Dues (NR)		200.00
5023 - Travel Expenses (NR)		750.00
----- Professional growth & Education (NR)		150.00
----- Annual MML conference (NR)		1,000.00
5022.1 - Reimbursable Other Expenses	1,600.00	1,600.00
5024.1 - Reimbursable Salary and Ins	70,000.00	70,250.00
<b>Total Planning Department</b>	<b>74,600.00</b>	<b>76,450.00</b>
<b>Public Safety</b>		
5200.1 - Volunteer Fire Dept.	15,000.00	15,000.00
5250.1 - Law Enforcement (Non-Reimbursable)	19,300.00	
----- Vehicle operation & maintenance - (20% NR)		3,000.00
----- Salary & Ins.- additional officer (NR)		0.00
----- Salary - Temp. Office Help (NR)		4,900.00
----- Professional growth & Education (NR)		150.00
----- Other Law Enforcement expenses (NR)		4,000.00
5251.1 - Law Enf. - Reimbursable Salary, & ins.	70,000.00	70,000.00
5252.1 - Reimbursable Other Expense	2,000.00	2,000.00
----- Reimbursable Vehicle expenses (80% R)		12,000.00
5253.1 - Reimbursable Interest on Loan	1,000.00	1,000.00
<b>Total Public Safety</b>	<b>107,300.00</b>	<b>112,050.00</b>
<b>Public Works</b>		
<b>Garbage Collection</b>		
5330.1 - Garbage Collection	60,000.00	33,500.00
Garbage Disposal - (Landfill)		36,000.00
5335.1 - Special Pick -Up	5,755.00	5,000.00
<b>Total Garbage Collection</b>	<b>65,755.00</b>	<b>74,500.00</b>
<b>Stormwater Management</b>		
5300.1 - Storm Water Repairs & Maintenance	1,000.00	2,000.00
Asmussen field drain		5,000.00
Stormwater Engineering		1,500.00
Stormwater - Other	0.00	0.00
<b>Total Stormwater</b>	<b>1,000.00</b>	<b>8,500.00</b>
<b>Streets</b>		
5341.1 - Snow Removal	2,000.00	6,000.00
5343.1 - Repairs & Maintenance	1,021.00	6,912.80
5350.1 - Street Lighting	26,000.00	24,000.00
<b>Total Streets</b>	<b>29,021.00</b>	<b>36,912.80</b>

**Town of Trappe, Inc.**  
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**EXHIBIT A**

Public Works Other Expense		
---- - Tools & equipment	0.00	0.00
5345.1 - Public Works Other	1,000.00	500.00
5310.1 - Mosquito Control	900.00	1,200.00
5342.1 - Grass cutting & weed control	4,000.00	4,000.00
<b>Total Public Works Other Expense</b>	<b>5,900.00</b>	<b>5,700.00</b>
<b>Total Public Works</b>	<b>101,676.00</b>	<b>125,612.80</b>
Payroll Expenses		
5013.1 - Fica	12,000.00	12,000.00
5014.1 - Medicare	2,600.00	2,600.00
6560 - Md. Unemployment Tax	2,000.00	2,000.00
<b>Total Payroll Expenses</b>	<b>16,600.00</b>	<b>16,600.00</b>
Debt Service		
5600.1 - Debt Service Account. 111642860	8,000.00	8,000.00
5600.1 - Debt Service. (police HQ)		3,100.00
<b>Total Debt Service</b>	<b>8,000.00</b>	<b>11,100.00</b>
<b>OTHER INCOME / EXPENSE</b>		
Other Income		
4370.1 - Reimbursed Engineering Expenses	170.00	
9500 - Loan Proceeds		
FY-2009-2010 street paving & repair	21,450.00	0.00
FY-2010-2011 Building renovations		14,000.00
<b>Total Other Income</b>	<b>21,620.00</b>	<b>14,000.00</b>
Other Expense		
Capital Improvements Outlay		
Storage Barn	4,999.00	4,999.00
Park Improvements	0.00	1,500.00
Repair and widen parking area at town hall	0.00	1,200.00
Building Renovations (police hq)	0.00	14,000.00
Repaving Hurst Avenue	0.00	0.00
Revaving Slaughter Lane	0.00	0.00
Repaving Greenfield Avenue	0.00	0.00
Repaving Seymour Dr. section	21,450.00	0.00
Reimbursable Engineering Expense	0.00	
<b>Total Other Expense</b>	<b>26,449.00</b>	<b>21,699.00</b>
<b>TOTAL ORDINARY INCOME</b>	<b>457,265.77</b>	<b>514,975.80</b>
<b>TOTAL OTHER INCOME</b>	<b>21,620.00</b>	<b>14,000.00</b>
<b>TOTAL INCOME</b>	<b>478,885.77</b>	<b>528,975.80</b>
<b>TOTAL ORDINARY EXPENSES</b>	<b>457,001.38</b>	<b>507,276.80</b>

**Town of Trappe, Inc.  
FY 2010-2011 General Budget**

**EXHIBIT A**

TOTAL OTHER EXPENSEES	26,449.00	21,699.00
TOTAL EXPENSES	<b>483,450.38</b>	<b>528,975.80</b>
Contingency Fund	-4,564.61	0.00
TOTAL INCOME - TOTAL EXPENSE	<b>0.00</b>	<b>-0.00</b>

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**Town of Trappe, Inc.**  
**FY 2010-2011 Enterprise Budget**

**EXHIBIT B**

	FY-2009-2010	FY2010-2011
<b>ORDINARY INCOME / EXPENSE</b>		
<b>INCOME</b>		
<b>Bay Restoration Fees</b>		
4430.2 · Bay Restoration	14,000.00	15,167.24
4431.2 · Bay Restoration Septic Fee	1,000.00	1,000.00
4432.2 · Bay Restoration (LC)	200.00	200.00
4432.3 · Bay Restoration Sewer (LC)	10.00	10.00
<b>Total Bay Restoration Fees</b>	<b>15,210.00</b>	<b>16,377.24</b>
<b>Water &amp; Sewer Services Revenue</b>		
4442.2 - Meter Admin. Commercial (MAC)		1,200.00
4441.2 - Meter Admin. Residential (MAR)		42,000.00
----- - Basic Sewer Service (BSS)		138,000.00
----- - Basic Water Service (BWS)		64,000.00
4400.2 · Connection Fees	24,940.00	25,000.00
4410.2 · Water Service Charge (WATR)	226,662.00	70,000.00
4420.2 · Sewer Service Charge (SEWR)	254,103.00	164,000.00
4440.2 · Late Charges	4,658.00	6,500.00
<b>Total Water &amp; Sewer Services</b>	<b>510,363.00</b>	<b>510,700.00</b>
<b>Other Enterprise Ordinary Revenue</b>		
----- - Employee contribution to Health Insurance		2,560.00
4310.2 · Interest on Investments-W/S	50.00	50.00
4300.1 · Other Revenues	500.00	500.00
4370.1 · Reimbursed Engineering Expenses	170.00	0.00
<b>Total Other Enterprise Ordinary Revenue</b>	<b>720.00</b>	<b>3,110.00</b>
<b>ORDINARY EXPENSES</b>		
<b>Bay Restoration</b>		
5080.2 · Bay Restoration Payment	14,000.00	14,000.00
<b>Total Bay Restoration</b>	<b>14,000.00</b>	<b>14,000.00</b>
<b>Engineering</b>		
----- - Engineering expense (Enterprise NR)	0.00	0.00
<b>Total Engineering</b>	<b>0.00</b>	<b>0.00</b>
<b>Financial Administration</b>		
5020.1 · Employee Health Insurance	7,700.00	12,800.00
5009.1 · Disability Insurance	2,000.00	1,250.00
5023.1 · Advertising	450.00	450.00
5025.1 · Office Expense	500.00	500.00
5026.1 · Telephone & Internet	4,000.00	4,000.00
5030.1 · Accounting & Auditing	5,000.00	0.00

**Town of Trappe, Inc.**  
**FY 2010-2011 Enterprise Budget**

**EXHIBIT B**

5032.1 - Legal Fees	0.00	0.00
5040.1.x - Maintenance (non-system)	500.00	500.00
5044.1 Professional Fees (other than legal)	0.00	0.00
5050.1 - Computer & Equipment	1,320.00	0.00
xxxx - Meter reading system expenses		2,230.00
<b>Total Financial Administration</b>	<b>21,470.00</b>	<b>21,730.00</b>
<b>Miscellaneous Expense</b>		
5010.1 - Bad Checks and fees	78.11	78.11
5015.1 - Insurance (fire / liability)	5,000.00	5,000.00
5018.1 - Workman's Comp	3,500.00	3,500.00
5072.1 - Other Expense - miscellaneous	300.00	300.00
<b>Total Miscellaneous Expense</b>	<b>8,878.11</b>	<b>8,878.11</b>
<b>Water and Sewer Expenses</b>		
5075 - Mileage Reimbursements		150.00
5075 - Truck Expenses		1,200.00
5002 - Contract Labor	24,000.00	24,000.00
5042 - Grass Cutting	4,600.00	4,600.00
5035.1 - Electric (water & sewer operations)	59,000.00	56,000.00
5044 - Repairs and Maintenance - regular	42,320.83	35,000.00
Biolac air diffusers replace		0.00
Chemical Flash Mixer repair (est. \$500)		0.00
CCT Drain gate repair		0.00
Pond areator motor repair		0.00
Effluent Flow Meter repair/replace		0.00
Spare pump for Rt. 50 station		0.00
Spare pump for White Marsh Station (\$3980)		0.00
Spare pump for Marvel Drive (\$2250)		0.00
Spare Biolac Blower (est \$3500)		3,500.00
Spare Water Champ or Chlor-A-Vac (\$6k to \$8k)		0.00
Spare parts for pump station controls		0.00
xxxx - Preventative Maintenance		0.00
Water Tower Maintenance		0.00
Quarterly Pump Station Cleaning		5,200.00
Aux. Generator Maintenance contract		0.00
Collection system Maintenance		0.00
5047 - Consumable Supplies (except lab)	19,000.00	36,500.00
5049 - Tools & Equipment	4,263.45	1,000.00
Lift / Transport for pumps		0.00
Snow Blower		0.00
Utility Trailer		0.00
5065 - Lab Expenses - WWTP	12,000.00	12,000.00
Portable DO Meter		0.00
5070 - Miscellaneous Expense	1,000.00	300.00
5072 - Health & Safety	0.00	0.00
5073 - Fees & Dues	1,300.00	750.00
<b>Total Water and Sewer Expenses</b>	<b>167,484.28</b>	<b>180,200.00</b>

**Town of Trappe, Inc.**  
**FY 2010-2011 Enterprise Budget**

**EXHIBIT B**

<b>9000.1 - Enterprise Payroll -Wages &amp; Salaries</b>		
<b>9004.1 - Enterprise Salaries</b>	93,000.00	115,000.00
<b>9004.2 - Enterprise Salary Overtime</b>		3,000.00
<b>9010.1 - Enterprise Hourly Wages</b>	16,000.00	0.00
<b>9000.1 - Enterprise Payroll Expenses - Other</b>	0.00	0.00
<b>Total 9000.1 - Enterprise Payroll Wages &amp; Salaries</b>	<b>109,000.00</b>	<b>118,000.00</b>
<b>Enterprise Payroll Expenses</b>		
<b>5013.1 - Fica</b>	6,700.00	6,700.00
<b>5014.1 - Medicare</b>	1,600.00	1,600.00
<b>6560 - Md Unemployment tax</b>	300.00	300.00
<b>Total Enterprise Payroll Expenses</b>	<b>8,600.00</b>	<b>8,600.00</b>
<b>Debt Service</b>		
<b>5620.2 - State of MD Sewer</b>	1,872.00	1,872.00
<b>5621.2 - Interest Expense Water</b>	275.00	275.00
<b>5630.2 - Bond Coupon Sewer</b>	144,050.00	144,050.00
<b>Principal payments on capital improvements</b>	60,000.00	60,000.00
<b>Total Debt Service</b>	<b>206,197.00</b>	<b>206,197.00</b>
<b>OTHER INCOME / EXPENSE</b>		
<b>Other Income</b>		
<b>Loan Proceeds</b>	0.00	0.00
<b>9501 - Bad Checks Fee Income</b>	343.17	0.00
<b>Total Other Income</b>	<b>343.17</b>	<b>0.00</b>
<b>Other Expense</b>		
<b>Capital Outlay</b>		
<b>5725.2 - Sewer Upgrade Expenses</b>	0.00	0.00
<b>Rehabilitation well # 5 (urgent - \$ unknown)</b>	0.00	0.00
<b>Replacement of Rumsey Drive Pump Station</b>	0.00	0.00
<b>Upgrade Lover's Ln Pump Station</b>	0.00	0.00
<b>Upgrade Greenfield Ave. Pump Station</b>	0.00	0.00
<b>Upgrade S. Main St. Pump Station</b>	0.00	0.00
<b>Howell Point Rd. Sewer Extension</b>	0.00	0.00
<b>Total Capital Outlay</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL ORDINARY INCOME</b>	526,293.00	530,187.24
<b>TOTAL OTHER INCOME</b>	343.17	0.00
<b>TOTAL INCOME</b>	<b>526,636.17</b>	<b>530,187.24</b>
<b>TOTAL ORDINARY EXPENSES</b>	535,629.39	557,605.11
<b>TOTAL OTHER EXPENSES</b>	0.00	0.00

**Town of Trappe, Inc.  
FY 2010-2011 Enterprise Budget**

<b>TOTAL EXPENSES</b>	<b>535,629.39</b>	<b>557,605.11</b>
Contingency Fund	0.00	0.00
<b>TOTAL INCOME - TOTAL EXPENSE</b>	<b>-8,993.22</b>	<b>-27,417.87</b>

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