

ORDINANCE 2-2022

Introduced by: Pritchett

AN ORDINANCE OF THE TOWN OF TRAPPE ADOPTING A GENERAL BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2022 AND ENDING JUNE 30, 2023, AND ESTABLISHING A TAX RATE OF \$.33 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 ESTABLISHING AN ANNUAL FEE OF \$182.00 PER RESIDENTIAL HOUSEHOLD FOR TRASH COLLECTION SERVICES, 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, 2022 and ending June 30, 2023, was submitted at the Town Council meeting on May 4, 2022, and is attached hereto as Exhibit "A" ("General Budget");

WHEREAS, the Town has determined that it is desirable and in the public interest, and consistent with state law, to establish an annual fee of \$182.00 per residential household for trash collection services; and

WHEREAS, the Town is authorized to establish rates, fees and charges necessary to cover the expenses associated with the operation of its water and wastewater system; 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 June 1, 2022; and

NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY THE COUNCIL OF TRAPPE AS FOLLOWS:

Section 1. That the Council of Trappe hereby adopts, for the fiscal year beginning July 1, 2022, and ending June 30, 2023, the General Budget attached hereto as Exhibit A and incorporated by reference herein.

Section 2. That the tax rate for the Town of Trappe for the fiscal year beginning July 1, 2022, and ending on June 30, 2023, shall be \$.33 per \$100 of assessed real property value and \$.54 per \$100 of assessed value on all commercial business, personal property and public utilities.

Section 3. That the Council of Trappe hereby establishes an annual fee of \$182.00 per residential household for trash collection services.

Section 4. That the Council of Trappe hereby adopts an Enterprise Budget for the operation of the Town's water and wastewater system, attached hereto as Exhibit B, which are incorporated by reference herein.

Section 5. If any section, subsection, sentence, clause or phrase of this Ordinance is, for any reason, held to be unlawful or unconstitutional, such decision shall not affect the validity of the remaining portions of this Ordinance. The Town Council hereby declares that they would have passed this Ordinance, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unlawful or unconstitutional.

This ordinance shall become effective ~~on~~ the first day of July, 2022.



Nicholas Newnam



Brian Schmidt



Walter Chase



Tonya Pritchett

I hereby certify that the above Ordinance was adopted by a yea and nay vote of the Council this 8th day of June, 2022.



Erin Braband, Town Administrator/Town Clerk

**Town of Trappe
General Fund
July 2022 through June 2023**

Jul '22 - Jun 23

Income

Grant Income

4450 · Grant from Rocks Engineering

4470 · Planning Department

65,000.00

Total 4450 · Grant from Rocks Engineering

65,000.00

Total Grant Income

65,000.00

Interest Income

4200 · Interest on Investments

4,500.00

Total Interest Income

4,500.00

Licenses and Permits Income

4110 · Building Permits & Inspections

15,000.00

4122 · Rental License

4,625.00

4160 · Franchise Fee - Cable

2,500.00

4180 · State Share - Business License

1,000.00

Total Licenses and Permits Income

23,125.00

Other Income

4300 · Regular Trash Pick-up

78,260.00

Total Other Income

78,260.00

Tax Income

4000 · Real/Personal Prop. Taxes

239,738.00

4030 · Corporation Taxes

35,000.00

4050 · Local Income Tax

75,000.00

4060 · Highway User Revenue

59,264.00

Total Tax Income

409,002.00

Total Income

579,887.00

Expense

Administrative Expenses

5000.1 · Town Office Wages & Salaries

77,000.00

5001.5 · Retirement Employer Contributi

3,520.00

5009.1 · Insurance Employee Disability G

750.00

5010 · Bad Checks and Charges

5010.1 · MD Sales and Use Tax Paid

10.00

Total 5010 · Bad Checks and Charges

10.00

5015.1 · Insurance - fire liab/bonding G

3,200.00

5018.1 · Workman's Comp - G

3,000.00

5020 · Insurance Employee Health

18,700.00

5021.1 · Advertising - G

2,000.00

5022.1 · Office Expense - G

20,000.00

5026.1 · Telephone & Internet - G

3,900.00

5030 · Accounting & Auditing

20,000.00

**Town of Trappe
General Fund
July 2022 through June 2023**

	Jul '22 - Jun 23
5032 · Legal Fees - G	18,000.00
5034 · Electric (Town Hall)	1,500.00
5041 · Employee Recognition & Awards	500.00
5043 · Computer Related Equipment	6,000.00
5050 · Profession Growth & Ed.(office)	
5050.1 · Council Members	500.00
5050.2 · Office Staff	1,500.00
Total 5050 · Profession Growth & Ed.(office)	2,000.00
5051.1 · Other Administrative Expense G	1,600.00
5052 · Christmas Decorations	500.00
5053 · Travel Reimbursement	150.00
6210 · Volunteer Fire Dept.	20,000.00
Total Administrative Expenses	202,330.00
Code Enforcement	
6410 · Other Code Enforcement Expense	300.00
6420 · MDIA Inspection	10,000.00
Total Code Enforcement	10,300.00
Debt Service - Interest	
5617 · Line of Credit - Acct. ***880	4,000.00
Total Debt Service - Interest	4,000.00
Debt Service Principal	
5605 · Line of Credit - Acct. ***880	25,000.00
Total Debt Service Principal	25,000.00
Legislation	
6010 · Town Commissioners Salary (5)	10,000.00
6020 · Planning Commission (5)	5,000.00
6040 · Election Board	400.00
6030 · Board of Appeals (4)	600.00
Total Legislation	16,000.00
Payroll Expenses	
5013.1 · Fica - G	8,200.00
5014.1 · Medicare - G	2,500.00
6560.1 · MD Unemployment Tax - G	1,500.00
6561.1 · Bonus - G	600.00
Total Payroll Expenses	12,800.00
Planning Department	
6100 · Fees & Dues	200.00
6110 · Other Planning Expenses (NR)	20,000.00
6120 · Travel Expenses	150.00
6150 · Reimbursable Salary and Ins (Expenses)	40,000.00
6152 · Retirement employer contributio	755.00
6160 · Pro. Growth & Ed (Planning)	1,000.00
Total Planning Department	62,105.00

**Town of Trappe
General Fund
July 2022 through June 2023**

	Jul '22 - Jun 23
Public Works	
Garbage Collection	
6360 · Garbage Collection	78,260.00
Total Garbage Collection	78,260.00
Streets	
6391 · Snow Removal	7,000.00
6392 · Repairs & Maintenance	7,500.00
6393 · Street Lighting	34,000.00
Total Streets	48,500.00
6301 · Enterprise Reimbursed Salaries	12,940.00
6302 · Public Works - Hourly	24,723.00
6310 · Park Maintenance (except grass)	6,000.00
6350 · Mosquito Control	1,550.00
6395 · Grass Cutting & Lawn Maintenan	2,000.00
6396 · Fire Siren	280.00
Total Public Works	174,253.00
Stormwater Management	
6320 · Stormwater Repairs & Maintenanc	2,000.00
Total Stormwater Management	2,000.00
5700.1 · Capital Improvement	
Reserve Funds	26,099.00
9532 · Street Improvements	45,000.00
Total 5700.1 · Capital Improvement	71,099.00
Total Expense	579,887.00

Town of Trappe
Enterprise Fund
July 2022 through June 2023

Jul '22 - Jun 23

Income

Bay Restoration Fees Income

4700 · Bay Restoration	31,680.00
4710 · Bay Restoration Septic Fee	1,700.00
4720 · Bay Restoration (LC) (Late Charge)	200.00
4730 · Bay Restoration Sewer (LC)	5.00

Total Bay Restoration Fees Income 33,585.00

Interest Income

4250 · Interest on Investments-W/S	3,000.00
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Total Interest Income 3,000.00

Other Income

4390.2 · Miscellaneous Other - E	500.00
4405 · Bad Checks Fee	100.00

Total Other Income 600.00

Water & Sewer Services Income

4810 · Basic Sewer Service Charge (BSS)	376,960.00
4820 · Basic Water Service (BWS)	112,160.00
4830 · Metered Adm. Commercial (MAC)	4,550.00
4840 · Metered Adm. Residential (MAR)	43,600.00
4850 · Water Usage Charge (WATER)	117,500.00
4860 · Sewer Usage Charge (SEWR)	274,500.00
4870 · Late Charges	4,000.00
4871 · Turn on Turn off fees (ONF)	7,000.00

Total Water & Sewer Services Income 940,270.00

Total Income 977,455.00

Expense

Administrative Expenses

5009.2 · Insurance Employee Disability E	750.00
5015.2 · Insurance - fire liab/bonding E	7,000.00
5018.2 · Workman's Comp - E	3,000.00
5021.2 · Advertising - E	500.00
5022.2 · Office Expense - E	1,500.00
5026.2 · Telephone & Internet - E	5,600.00
5032.1 · Legal Fees - E	2,500.00
5036 · Maintenance (WWTP Office Lab)	500.00
5043 · Computer Related Equipment	1,000.00
5046 · Meter Reading/Billing Sys. Fees	20,000.00
5050 · Profession Growth & Ed.(office)	
5050.4 · Enterprise	1,000.00

Total 5050 · Profession Growth & Ed.(office) 1,000.00

5051.2 · Other Administrative Expense E 2,000.00

5061 · Employee Uniform Allowances 1,500.00

Total Administrative Expenses 46,850.00

**Town of Trappe
Enterprise Fund
July 2022 through June 2023**

	Jul '22 - Jun 23
Debt Service - Interest	
5610 · DHCD Loan	80,800.00
5614 · Well 6	1,900.00
Total Debt Service - Interest	82,700.00
Debt Service Principal	
5602 · DHCD Loan	94,500.00
5604 · Line of Credit -	31,000.00
5614.2 · Well 6	15,504.00
Total Debt Service Principal	141,004.00
Enterprise Wages & Benefits	
9004.1 · Enterprise Wages & Salaries	74,700.00
9004.2 · Enterprise Wages & Salary OT	6,000.00
9010.1 · Enterprise Hourly Wages	90,307.00
Total Enterprise Wages & Benefits	171,007.00
Payroll Expenses	
5013.1 · Fica - G	8,500.00
5014.1 · Medicare - G	2,000.00
6151 · Retirement - employer contribut	5,305.00
6560.1 · MD Unemployment Tax - G	1,500.00
Total Payroll Expenses	17,305.00
Water and Sewer Expenses	
5002 · Supervisory Ser.	
5002 · Supervisory Ser. - Other	8,000.00
Total 5002 · Supervisory Ser.	8,000.00
5003 · Grass Cutting - Enterprise Lo.	1,000.00
5004 · Repairs and Maintenance	80,000.00
5021 · Water Tower Maintenance	18,300.00
5047 · Consumable Supplies-Tr. Process	80,000.00
5049 · Tools & Equipment	8,500.00
5063 · Scheduled Preventative Maint.	
Aux. Generator Maint. Contract	3,000.00
Jetting/Camering of sewer line	5,000.00
PM Maintenance for gas Chlor. S	1,750.00
Quarterly Pump Station Cleaning	5,200.00
Total 5063 · Scheduled Preventative Maint.	14,950.00
5066 · Contracted Lab Services	10,000.00
5070 · Other Water & Sewer Expense	500.00
5071 · Electricity - W/S operations	50,000.00
5073 · Fees & Dues	250.00
5074 · Health & Safety	500.00
5075 · Truck Expenses	10,000.00
5078 · Bay Restoration Payment	33,380.00
Total Water and Sewer Expenses	315,380.00

Town of Trappe
Enterprise Fund
July 2022 through June 2023

	<u>Jul '22 - Jun 23</u>
5700.1 · Capital Improvement	
Other	<u>203,209.00</u>
Total 5700.1 · Capital Improvement	<u>203,209.00</u>
Total Expense	<u><u>977,455.00</u></u>

