CITY COUNCIL READ FILE COVER SHEET

Subject: Ordinance 1124 concerning Approving Budget Amendment 2024-03 Automate the Meter Vault on Rt 40

(Public Hearing & 2nd Reading)

Date: 9/19/2023

<u>Notice</u> :	Any comments made after 5:00 p.m. on the Thursday before the Council Meeting will not be seen in the agenda packet.			
<u>Purpose:</u>		FYI Read and Comment as Needed Action Required by October 2, 2023 In Confidential File Drawer		
<u>Approve:</u> Johnny Boker Comment:		□ Yes	□ No	□ No Comment
Casi Boyer		□ Yes	□No	□ No Comment
Vicki Jones		□ Yes	□ No	☐ No Comment
Jim Ringsaker Comment:		□ Yes	□ No	☐ No Comment
Jason Robertson Comment:		□ Yes	□ No	☐ No Comment
Tammy Lynn Schneegas Comment:		□ Yes	□ No	□ No Comment

Note: N/A

1	CITY COUNCIL					
2	OF					
3	HAVRE DE GRACE, MARYLAND					
4						
5	ORDINANCE NO. 1124					
6	DUDGET AMENDMENT 2024 02					
7 8	BUDGET AMENDMENT 2024-03					
9						
10 11	Introduced by Council Member Robertson					
12						
13	AN ORDINANCE BY THE MAYOR AND CITY COUNCIL OF HAVRE					
14	DE GRACE BY THE AUTHORITY OF ARTICLE XI-E OF THE					
15	MARYLAND CONSTITUTION, THE LOCAL GOVERNMENT					
16	ARTICLE OF THE ANNOTATED CODE OF MARYLAND AND					
17	SECTION 37 OF THE HAVRE DE GRACE CITY CHARTER FOR THE					
18	PURPOSE OF AMENDING THE CITY BUDGET FOR FISCAL YEAR					
19	2024 TO AUTOMATE THE METER VAULT ON ROUTE 40					
20						
21	One Contoning 19, 2022					
22	On: <u>September 18, 2023</u>					
23	at: 7:00 p.m.					
24 25	Ordinance introduced, read first time, ordered posted and public hearing scheduled.					
26						
27	PUBLIC HEARING					
28	A Public Hearing is scheduled for October 2, 2023					
29 30						
31						
51	EXPLANATION					
	<u>Underlining</u> indicates matter added to existing law.					
	[Bold Brackets] indicate matter deleted from existing law.					
	Amendments proposed prior to final adoption will be noted on a separate page with line references or by handwritten					
32	changes on the draft legislation.					

Ordinance No. 1124 George DeHority – 9/12/2023

33 34 35 36	corporation, is required to establish an annu	ouncil of Havre de Grace, a Maryland municipal al projection of anticipated revenues and proposed Havre de Grace for the fiscal year beginning July l, as fiscal year 2024; and				
37 38 39	establishing the budget for Fiscal Year on June 20	il of Havre de Grace passed the Budget Ordinance 1109, , 2023, pursuant to the Havre de Grace Charter Section nt Article of the Annotated Code of Maryland; and				
40 41	WHEREAS, Budget Ordinance 110 completion on best estimates and timetables wh	9 projected revenue, expenses and capital project nen proposed; and				
42 43 44 45	WHEREAS, timing of the close out of one fiscal year and the opening of a new fiscal year, requires the Finance Department to forensically account for (1) those billing cycles that require expenditures get properly allocated, (2) the status of closure on project completion and (3) unanticipated revenues; and					
46 47 48	WHEREAS, Section 37 of the Charter states "No officer or employee of the City shall expend money that is not appropriated", and the majority of this budget amendment is for time sensitive Capital Project carry-over, to financially sustain and complete those projects; and					
49 50	WHEREAS , the City has entered into a on June 16, 2020; and	an agreement to supply water to the City of Aberdeen				
51 52	WHEREAS, the City Council approved, affirmed and ratified the agreement with Aberdeen through Ordinance 1104 on May 1, 2023; and					
53 54	WHEREAS, the City Council has approved \$2,926,300 in funding to establish a water supply line along Maryland Rout 40 in order to perform under this agreement; and					
55 56	WHEREAS , the City has determined that it is beneficial for employee safety and operational efficiency to automate the metering of the water supplied to Aberdeen under this agreement.					
57 58 59 60 61 62	NOW THEREFORE, it is determin Budget Amendment 2024-03 (Exhibit A) be incl ATTEST:	ed, decided, and ordained by the City Council that uded as part of the Fiscal Year 2024 Budget. MAYOR AND CITY COUNCIL OF HAVRE DE GRACE				
64 65	Stephen J. Gamatoria	William T. Martin				
66 67 68	Director of Administration	Mayor				
69 70 71	Introduced/First Reading: 9/18/2023 Public Hearing: Second Reading/Adopted:					
72	Effective Date:					

Exhibit A



INTER-CITY MEMORANDUM

To: City Council President James E. Ringsaker, Jr.

From: Mayor William T. Martin

Date: 9/7/2023

RE: Proposed Budget Amendment 2024-03

The City is completing the water line along Route 40 in anticipation of supplying water to Aberdeen consistent with the MOU approved in 2019.

The connection with Aberdeen will occur at a meter vault near Gashey's Creek. The City has the ability to manually turn water on and off manually. The City has determined that it is in our best interest to automate the valve operation and monitoring for both employee safety and operational efficiency, please see the attached email memorandum.

The estimate to automate the operation is \$159,500. The City currently has \$674,000 in additional funds remaining from fiscal year 2023 that have not been obligated. I am therefore requesting that we obligate \$159,500 of these funds in order to fund this improvement.

Please contact George DeHority, EL Millisor or Steve Gamatoria if you have any questions or require additional information regarding this budget amendment request.

9/7/23, 8:30 AM

City of Havre de Grace Mail - Re: Rte 40 Meter Vault Upgrade - Proposal



George DeHority <georged@havredegracemd.com>

Re: Rte 40 Meter Vault Upgrade - Proposal

1 message

EJ Millisor <ejm@havredegracemd.com>

Tue, Sep 5, 2023 at 3:58 PM

To: George DeHority <georged@havredegracemd.com>

Good afternoon George,

As requested, please see attached budget transfer request for the Route 40/Aberdeen water line project with the justification for the request elaborated beneath the total.

SCADA: \$68,500 Goetner: \$20,336

Vault Parts & Materials: \$43,204.52

Electrical: > \$5,000 (Awaiting Kyle Torrester's meter number for account creation, Rodney to coordinate with BGE.)

Shed: \$6,889

Labor for Shed Install: Approx: \$1,000

144929.52 x %10 factor

Total Budget Transfer Request =159,422.47

Currently as the Route 40 meter vault stands, we have the bare bones necessary to manually deliver water to Aberdeen. This project is an investment to protect our labor force from confined space entry, physical meter readings, and potential hazardous exposure down in the meter vault on Route 40. This project will help remotely monitor the amount of water delivered to Aberdeen, lower long term maintenance costs by preventing wear and tear, and provide a water quality checkpoint in case of any dispute between municipalities.

Respectfully,

EJ

BUDGET AMENDMENT September 7, 2023 Amendment # 2024-03 SOURCE OF FUNDS Amount Account Number Account Title Water and Sewer Fund 9 \$159,500.00 09-0001-49-01 Beginning Fund Balance Total Sources \$159,500.00 **USE OF FUNDS** Amount Account Number Account Title Water and Sewer Fund 9 \$159,500.00 09-1232-9051 Route 40 Water Transmission Line Total Uses \$159,500.00 REASON FOR ADJUSTMENT To automate the meter vault on Route 40 AUTHORITY City Council on 09/18/23. APPROVAL

Ordinance No. 1124 George DeHority – 9/12/2023

Date:

Date:

Date:

MAYOR

ADMINISTRATION

FINANCE