



# 2025-26 FY BUDGET

Presented to the Village of Chittenango Board of Trustees and Released to the Public on April 1, 2025. A Budget Workshop is scheduled at the Village Office on March 28, 2025, at 10:00 am. A Public Hearing is scheduled to take in-person comments on April 7, 2025, at 7:00 pm. The final budget will be presented and adopted by the Village of Chittenango Board of Trustees at its April 24, 2025 meeting at 7:00 pm.

Respectfully submitted,

Bob Freunscht

Village Administrator / Budget Officer

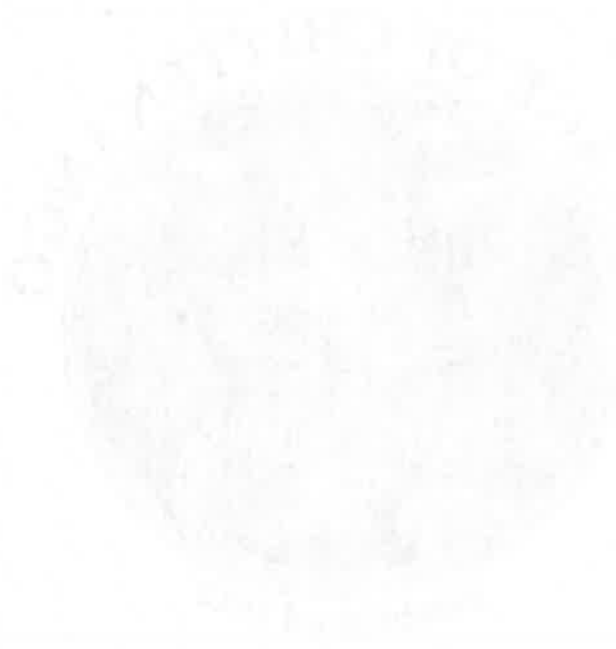
*"where the water runs north"*

222 GENESEE STREET

CHITTENANGO, NEW YORK 13037

PHONE: (315) 687- 3936 FAX: (315) 687 – 6622

[www.chittenango.org](http://www.chittenango.org)



2025-2026

BUDGET

The Chittenango National Wildlife Refuge is a 1,000-acre refuge located in Chittenango, New York. It is a part of the National Wildlife Refuge System, which is managed by the U.S. Fish and Wildlife Service. The refuge is dedicated to the conservation of native wildlife and their habitats. It is a popular destination for bird watching and other outdoor activities. The refuge is home to a variety of native species, including the Chittenango Darter, a rare fish species found only in the refuge's waters. The refuge is also home to a variety of birds, including the Bald Eagle, the Golden Eagle, and the Common Raven. The refuge is a beautiful and scenic area, with a mix of forest, wetlands, and open fields. It is a great place to enjoy nature and learn about the local wildlife.

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# Village of Chittenango Budget 2025-2026 Budget Detail

## GENERAL FUND

### Revenue

#### Real Property Taxes

##### A.1001 - Real Property Taxes

Real property taxes comprise the largest proportion of revenue in the Village's budget. Estimated from an assessment of \$213,804,951 up from \$211,289,494 in 2023-24 FY, not including exempted properties by a property tax rate of 6.82 per \$1000 of assessed value.

The increase in the real property tax revenue this year is \$17,152.

The State mandated tax cap allows for up to a 2% tax cap without a referendum. No change to the property tax rate from the previous fiscal year.

*100% Collection of Revenue* - Madison County makes the Village whole for that amount by levying the amount in the county tax bill and collection.

##### *Looking forward*

As a bedroom community, the Village of Chittenango continues to benefit from the rising prices of suburban homes, as some neighborhoods have seen substantial increases in the price paid for homes in recent years. Increases in the market value of homes in the village increase the tax revenue received.

Per New York State Tax and Finance, "A property's assessment is based on its *market value*. Market value is how much a property would sell for under normal conditions." Additionally, all properties in a municipality (except in New York City and Nassau County) are required to be assessed at a *uniform percentage of market value* each year; that is all taxable properties must be assessed at market value or at the same percentage of market value. The Village's property tax levy is based on the total assessed value of the properties in the Village.

## A.1081 - Other Payments in Lieu of Taxes

In 2021-22 FY a PILOT was approved for Superior Metals. The first 5 years the payment is based on 25% of assessed value. The Village anticipates that, at keeping the tax rate at 6.95 per \$1,000 of assessed value, a payment of \$12,510

In 2022-2023 FY, a PILOT agreement was approved for Alliance Apartments (old Lake Street School). The Village anticipates that, at keeping the tax rate at 6.95 per \$1,000 of assessed value, a payment of \$ 1,460 This is based on assessment of \$420,000 (10 units)

## A.1090 - Interest & Penalties on Real Property Taxes

Estimated from the average of the past two years of interest and penalties received.

## Non-Property Tax Items

Non-property taxes, such as sales and use taxes, utility gross receipts taxes, mortgage recording taxes, and various other relatively volatile taxes are difficult to predict. Although rates rarely change, the revenue base can be highly erratic. Many of these items are based on consumer usage and therefore dependent on the state of the local, regional, and national economies. Past experience can provide some guidance, but current and future economic trends are better to use in estimating these revenues.

## A.1120 - Non-Property Tax (Sales Tax)

Estimated from the average of the past three years of sales tax distributed from Madison County.

## A.1130 - Utilities Tax

1% tax collected from utilities with business service. Estimated from the three year average of tax collected. **Village will need to put in a program to ensure full compliance with this tax.**

## A.1170 - Franchise Tax

Tax collected on Spectrum franchise. Estimated from an average of the past three years. Franchise Fee is 5% and it appears as a separate line on a customer's bill.

## Department Income

Departmental income generally involves fees charged to customers for various services provided and should be included in the revenue estimates received from the department heads. These revenues can be significant, particularly if the local government operates facilities and provides services financed by user fees. Home and community services, such as providing refuse disposal, and other similar services financed by rents or fees are also included in this category. User fee revenue is based on consumer demand for the applicable service and the local government's ability to supply it. Consumer demand may fluctuate based on current economic conditions as well as the quality of the services provided. Past trends can provide useful data and department head predictions are also helpful. Changes in fee schedules should also be considered, particularly if the services are intended to be self-sustaining. Any changes in local conditions may also impact these revenue items.

### A.1225 - Clerk Fees

New line. Assumes \$0.00 the first year.

### A.1230 - Treasurer Fees

Fees collected for services rendered by the Village Treasurer, generally tax searches at \$35 each.

### A.1289 - Other Income

Revenue collected from the EV charging stations and other income that is otherwise not accounted for in the budget.

### A.2715 - Found Property

From the sale of unclaimed property, or unclaimed property, ensuring due diligence to find the owner.

### A.1520 - Police Fees

Fees collected for services rendered by the Police Department, specifically Carfax searches and fingerprinting..

### A.1589 Other Public Safety - School Safety

Revenue received from the Chittenango School District for their portion of the Safety Resource Officer at the Chittenango High School, in accordance with the agreement with the Chittenango School District.

### A.2115 Planning/ZBA Fees

Fees collected from applications to the Village's Planning Board. Assumes \$500 annually.

### A.2130 Trash Fees

Fees collected for special garbage, such as chairs, mattresses, etc. as well as payments for additional trash collection. In the 2022-23 FY, changes to the Village's Garbage, Rubbish and Refuse Law (Chapter 87 of the Village of Chittenango Code) and rules updated the fees charged for garbage collection beyond the average weekly collection. Based on the new bulk waste collection fees set on April 1, 2022 and fees collected for the second 96 gallon totes at approximately 131 properties the revenue is forecasted to be \$15,000, an increase of \$12,000 of revenue. Typically forecasted based on the average of two years of fees collected, rounded down to closest \$500.

### A.2189 Community Service/Lawn Mowing

Fee collected for Village mowing of private properties that exceed the allowable height of grass. Estimated from the average of the past five years of fees received, rounded to the nearest \$500

## Intergovernmental Charges

Intergovernmental charges are hybrid revenues. Although often subject to set contractual rates, total revenues generated from other local governments can vary with the level of services provided. That level of service is the crux of the forecast. Some service levels (and revenues) are fixed by contract and easily forecasted. Other services are per-unit type arrangements, and revenues will vary based on demand and usage.

### A.2210 General Services, Other Governments

Receipt of funds from other police departments for Phase two training for New York State DCJS police certification. Assuming \$0 because no in-house Phase two training is planned for the 2025-26 FY.

### A.2260 Public Safety Services Other Governments

No funds expected.

### A.2261 Public Safety Services - STOP DWI

Funds received from Madison County. Assumes 90 hours per year at \$28/hour, rounded to the nearest \$100. Madison County did not pursue the grant in previous years because of COVID.

### A.2310 Haulers Permits

Annual permit (\$50/year) for trash and recycling haulers and dumpsters. The Village must actively pursue and track haulers to ensure that this fee is collected.

## Use of Money and Property

### A.2401 Interest & Earnings

NYS General Municipal Law allows the Village to invest village monies not required for immediate expenditure. The Village chooses to invest in NYCLASS, which is a short-term, highly liquid investment fund designed specifically for the public sector. Village will also invest money at Community Bank at the same rate as NYCLASS.

### A.2410 Rental Real Property

Rentals collected on Village-owned properties, specifically the cell tower. Budgeted the minimum amount to be paid by the contract.

## Licenses and Permits

### A.2501 Business & Occupational Licenses

Fees collected for solicitation license.

## **A.2555 Building/Alteration/Pool/Sign Permits**

Fees collected for building and other code enforcement permits. Estimated based on a two year average of fees collected, omitting the fees collected from the construction of Specialty Metals Manufacturing as an additional factory is not likely to be built in the near future.

## **Fines and Forfeitures**

### **A.2610 Fines & Forfeited Bail**

Estimated based on a two year average of fines and forfeited bail received. The Village will resume a five year average in the future, but there has been a significant decrease in fines collection as a result of the 2019 Bail Reform Law, as well as New York State no longer allows courts to suspend drivers licenses for failure to pay fines. This severely reduces the incentive to pay traffic fines, anticipated to be half of those processed.

Fine collection has also declined as a result of the Traffic Diversion Program implemented by Madison County, which takes a percentage of the fines collected as a fee for the services for the District Attorney's office.

Also includes the revenue received from the Madison County Traffic Diversion program.

### **A.2625 Police Crimes Proceeds**

Forfeiture of Crime Proceeds.

## **Sale of Property & Compensation for Loss**

### **A.2655 Minor Sales**

Abandoned property sold, not including surplus capital equipment.

### **A.2655C Community Events**

Available for collecting partners' costs of fees and purchases for community events.

### **A.2665 Sale of Equipment**

Funds received from the sale of capital equipment are now deposited to the appropriate capital fund through an interfund transfer. All minor sales are deposited A2655

### **A.2680 Insurance Recoveries**

Funds received from insurance claims.

### **A.2690 Other Compensation for Loss**

Funds received from non-insurance claims for damage to Village property.

## Miscellaneous Local Sources

### A.2701 Refunds of Prior Years Expenditures

Refunds collected for expenditures in a prior fiscal year.

### A.2705 Gifts and Donations

Gifts and Donations received by the Village in memory of.

### A.2706 Tree Grant

Assumes that the Village will begin applying for the NYSDEC tree grant program again (will need to create a line under State Aid). Will look into National Grid's tree grant also.

### A.2725 Tribal Compact Moneys

The funds received through Madison County from the Oneida Indian Nation to alleviate the loss of property tax revenue from lands which have become part of the Oneida's sovereign nation. Funds received from shared slot revenue from the Oneida Indian Nation's casino in the Village boundary, on sovereign land, is now received into the Community Investment Reserve Fund to be used in accordance to the enacting resolution passed in 2021.

### A.2750 AIM-Related Payments

Revenue sharing, named Aid and Incentives for Municipalities (AIM) in 2005, was created by the State as an annual appropriation in the State budget, and is unrestricted aid that may be spent by villages for any proper purpose. Traditionally, AIM payments to villages, cities and towns are funded by the State to address the cost of unfunded mandates.

The 2025-26 Executive Budget proposes to hold steady AIM funding levels and sources for villages. NYCOM is actively lobbying for significant increases in AIM funding. However, it is not likely to be in the State's Enacted Budget.

### A.2770 Other Unclassified Revenue

Assumes no revenue.

## State Aid

### A.3001 State Revenue Sharing (per Capita)

Additional revenue (Gap Elimination Funds) from the State.

### A.3005 Mortgage Tax

Funds received from Madison County collected on behalf of the Village for the Mortgage Tax plus Gap Elimination Adjustment received twice a year. Estimated based on a five year average of taxes received, rounded to the nearest \$500.00



## A.3060 Records Management

Assumes that the Village will not receive funds for a Records Management grant during the 2025-26 FY.

## A.3388 State Aid - Body Armor Grant

State Aid toward new body armor.

## A.3389 State Aid - Misc. Grants

Misc. Grants that the Village may have applied for.

## A.3501.3 CHIPS

Dedicated revenue received from New York State through the CHIPS, PAVE-NY and Extreme Winter Recovery (EWR) funding programs.

Eighty seven percent of roads in the State of New York are considered local roads, making funding streams such as CHIPS essential. This funding is of utmost importance as only 10 percent of local roads are eligible for the latest federal infrastructure legislation, the \$1.2 trillion Infrastructure Investment and Jobs Act, but the federal highway aid to New York was increased by 52 percent.

Funding for CHIPS, PAVE-NY and EWR in the 2025-26 Executive Budget is anticipated to remain at the current year levels of \$538 million, \$150 million and \$100 million, respectively. The new Pave our Potholes (POP) will continue at \$100 million also.

The New York State Enacted Budget, legally required to be passed before April 1st of each year, will be the final determiner of the amount of funds the Village can expect to receive for CHIPS and other road maintenance designated funding programs.

See A.5112.43 for a complete list of paving projects in 2025-26 FY.

Program	Remaining from Previous Year(s)	New Funds	Available for Paving
		2025-26 FY	2025-26 FY
CHIPS	\$60,765	\$118,767	\$179,532
PAVE NY	\$0.00	\$28,718	\$28,718
EWR	\$0.00	\$21,806	\$21,806
POP	\$0.00	\$19,145	\$19,145
<b>TOTAL</b>	<b>\$60,765</b>	<b>\$ 188,436</b>	<b>\$249,201</b>

CHIPS revenue is received in one lump sum and in addition to the direct reimbursement for expenditures (A.5112.43 CHIPS).

## Federal Aid

### A.4389 Federal Aid - Body Armor Grant

Assumes zero for the 2025-26 FY. Typically assumes \$2000 in state-funded body armor grant.

### A.4997 FEMA Grant Funds

No emergency reimbursement is currently expected.

## Interfund Transfers

### A.5031 Interfund Transfers

Capital reserve funds are created by the resolution by the Village Board of Trustees. Spending of capital funds are restricted to only the purpose outlined in the enacting resolution. The following are the funds from these capital funds expected to be transferred into the General Fund to fund planned capital expenditures.

Capital Reserve Fund Anticipated Transfer into the 2025-26 FY Budget	
A231 Building Improvements	\$0.00
A232 Employee Benefit Reserve	\$0.00
A233 Equipment (DPW)	\$0.00
A234 Snow/Ice Removal & Road Repair	\$0.00
A235 Police Vehicles	\$0.00
A236 Community Investment	\$0.00

## Proceeds of Obligations

### A.5720 Statutory Installment Bonds

No bond funds are expected to be received.

## A.5721 BAN

No revenue anticipated from a Bond Anticipation Note.

## A.8031 Prior Period Adjustment

No adjustments anticipated.

# Expenditures

## General Government Support

### Board of Trustees

#### A1010.1 Board of Trustees - Personal Services

Monthly stipend paid to the trustees from the General Fund.

#### A1010.4 Board of Trustees - Contractual

General expenses and NYCOM training for the Village Trustees. Assumes that trustees will only attend the NYCOM Spring Training.

### Village Justice

#### A.1110.1 Village Justice - Personal Services

Stipend for elected justice.

#### A.1110.11 Village Justice - Acting Justice

Stipend for appointed acting justice.

#### A.1110.15 Village Justice - Court Clerk Services

Personnel costs for court clerk and part-time assistant court clerk.

The court clerks' workloads have increased substantially since the changes to New York State Law in 2019, specifically Bail Reform. The caseload handled by the Village of Chittenango court remains level. However, without the incentive of bail, it falls onto the court clerks to ensure that defendants return to court through frequent communication. Meanwhile, Madison County has established the traffic diversion program. The court clerks maintain the same workload, but as the program is run by the county the fine and forfeiture revenue is substantially decreased.

There is less money but more is mandated to do by the court clerks. Still, the Village court is a service to the residents and visitors of the Village that provides value.

#### A.1110.16 Village Justice - Court Security

Personnel cost for police officers scheduled specifically for the Village courtroom. Court security is currently provided by the Chittenango police officers and will be scheduled by the Police Administrator. Officers scheduled for court security will be guaranteed four hours; however, if court needs are less than four hours then the officer will report to road patrol and serve the full four hours.

#### A.1110.2 Village Justice - Equipment

Equipment necessary for the operation of the Village Court. Assumes \$0 as no equipment purchases are anticipated. The Court Clerk will consider applying for a grant for a court seal for behind the bench.

#### A.1110.42 Village Justice - Software/Publications

Software and hardware purchases for the Village court. Assumes no new software or hardware purchases this fiscal year. All software is provided by NYS Courts.

#### A.1110.43 Village Justice - Training/Benefits

Training costs for Village Court justices and staff, including NYS Court Clerks Conference (assumes shared room cost with Town Court Clerk) for court clerk; NYS Magistrate's Conference; and 12 months attendance of the Madison County court clerk dinners.

#### A.1110.44 Village Justice - Communications

The phone for the justices is no longer needed and will be discontinued now that Madison County has centralized arraignment.

#### A.1110.45 Village Justice - Main Agree/Contracts

Assumes \$500.00 annually for copier lease.

#### A.1110.46 Village Justice - Supplies

Miscellaneous supply costs. Continues to assume that the new 2019 Discovery Laws will double the cost of supplies to meet the new requirements beginning in 2020.

### Mayor

#### A.1210.1 Mayor - Personal Services

Stipend for Mayor from the General Fund. 75% General / 25% Sewer.

#### A.1210.2 Mayor - Equipment

General equipment purchase at the direction of the Mayor.

#### A.1210.42 Mayor - Publications/Software

Hardware/software and printing costs by the Village Board at the direction of the Mayor.

#### A.1210.43 Mayor - Training/Benefits

Mayor training and travel, including Association of Mayors of Madison County and Onondaga County Mayors meetings and Mayor's attendance at the three major NYCOM trainings each year. Increased in 2023-24 FY, as the mayor previously only attended the Spring NYCOM training. Assumes that the mayor will be doing more advocating for the village at the Winter NYCOM legislative meeting and with the mayors of Madison and Onondaga Counties.

#### A.1210.44 Mayor - Communications

Funds a cell phone for the Mayor. Assumes \$700/year should the Mayor take a phone. Assumes a free phone from the wireless provider.

#### A.1210.441 Mayor - Community Memberships

Assumes Village membership with the Village's two museums, the Greater Sullivan Chamber of Commerce and other village organizations, as appropriate.

#### A.1210.46 Mayor - Supplies

Miscellaneous supplies purchased by the Mayor and Trustees, including but not limited to awards, cards, flowers as appropriate. Assumes \$750 annually.

### Auditor

#### A.1320.4 Auditor - Contractual

Annual auditing costs, as needed, and assistance with preparing the annual review

The Village currently fulfills its statutory auditing obligations through the monthly trustee audits. However, regular and successful outside audits can decrease the cost of the Village's insurance.

### Budget Officer

#### A.1340.1 Budget Officer - Personnel

Personnel costs for the Village Administrator from the General Fund. Consistent with other cost of living for staff. 75% General / 25% Sewer.

#### A.1340.4 Budget Officer - Contractual

Training for Village Administrator, membership to Madison County Association of Highway Supervisors plus miscellaneous purchases, as needed.

## Village Clerk

### A.1410.1 Village Clerk/Treasurer - Personal Serv

Personnel costs for the Clerk/Treasurer and Deputy Clerk/Treasurer. Records management assistance to come from A.3060.1 Records Management.

### A1410.12 Village Clerk/Treasurer -Clerk Assistance

Personnel costs for an assistant who comes in during collection of Village taxes and as needed.

### A.1410.2 Village Clerk/Treasurer - Equipment

Equipment necessary for the operation of the Clerk/Treasurer.

### A.1410.42 Village Clerk/Treasurer - Pub/Software

Miscellaneous hardware, software and printing costs of the Village Clerk, including the cost of pre-printed checks and sewer bill templates. Includes costs previously paid from A.1410.46 Supplies.

The Village of Chittenango will no longer be paying to advertise public notices. However, newspapers will continue to be notified of public meetings, hearings and workshops in accordance with New York State Village Law.

### A.1410.43 Village Clerk/Treasurer - Train/Benefits

Training and travel of Village Clerk staff provided by the State and/or NYCOM. Clerk/Treasurer and Deputy Clerk/Treasurer.

### A.1410.45 Village Clerk/Treasurer - Main Agree/Contr

Tax programs, accounting programs, and other programs for use by Clerks; shredding and payroll software, code update (E-360) and other contracts necessary for the operation of the Clerk's Office. The Williamson software for accounting and payroll cost has increased 15% this year. The Harris tax program also increased in cost. However, in 2022 the Village changed shredding contractors at a significant savings.

Includes the cost of the copier for the Clerks, but the Village may again look at moving to a single copier contract for all departments, at a significant savings, when copiers become more available again.

### A.1410.46 Village Clerk/Treasurer - Supplies

Miscellaneous supply costs of the Village Clerk's office. Also includes pre-printed office supplies purchased in bulk through the County. Paper purchase. An additional decrease because costs previously paid through this line will now be paid through A.1410.42 as well as the savings through central purchasing.

## Attorney

The Village contracts with Costello, Cooney & Fearon, specifically appointing attorney Nadine Bell (with assistance from Bob Stamey for labor counsel) at a rate of \$180/hour. An attorney attends Village Board meetings as well as advises on an as-needed basis, and only when needed.

### A.1420.45 Attorney - Main Agree/Contracts

Payment to Village Attorneys for services rendered. Services for codes, planning- and zoning-related issues billed to the appropriate department.

## Consultants

### A.1440.4 Engineer

General miscellaneous engineering costs not specifically tied to sewer or wastewater.

### A.1440.41 Consultants

Various consultants to include grant writer, surveyor, or other professionals.

## Elections

### A.1450.4 Elections - Contractual

Costs related to the holding of elections every two years.

## Records Management

### A.1460.1 Personnel Services

Covers the cost of the former clerk to maintain the file storage mandated by state law. Assumes 20 hours total.

## Operation of Buildings (Municipal)

Expenses related to operation of Village office building.

### A.1620.1 Buildings - Personnel

Personnel cost for building cleaner for Village Office. Includes a small increase in the number of budgeted hours weekly beginning in the 2025-26 FY.

## A.1620.2 Buildings (Municipal) - Equipment

General equipment costs for the purchase or rental of cleaners as well as building IT servers and routers for Village IT security; building security such as cameras, fencing, and electronic systems and village clock service contract.

## A.1620.45 Buildings (Municipal) - Main Agree/Contra

Service agreement for IT services for the Village (google annual fee, and annual update and Integra Consulting fees), plus building security, fire services, clock service contract and Amazon Prime membership.

## A.1620.46 Buildings (Municipal) - Supplies

Miscellaneous supplies specific to the operation of the building, including water service. The Village has recently changed the source of water at a significant savings.

## A.1620.49 Buildings (Municipal) - Bldg Utilities

Utility (OCWA, Northland, and National Grid) costs for all the Village buildings (not WWTP and pumping stations). Based on previous years costs.

The Village will complete previous efforts to offer community choice aggregation, to use economies of scale to reduce the energy bills of residents and businesses in the Village, and will take advantage of programs to reduce the Village's energy costs as well.

## A.1620.491 Buildings (Municipal) - Repairs/Main

Repairs and planned improvements to the Village office. The Police Department and DPW have department-specific repair budgets for use within assigned building space.

This fiscal year the Village will need to replace the front door to the Village office. The Village is also considering facade improvements (*i.e.*, overhangs, columns and new outdoor sconces).

## Central Office Supply Account

### A.1660.4 Central Office Supply Account

Large volume purchases for the use by all departments. Increased significantly for the 2020-21 FY as the Village Clerk, with the assistance of the Village Administrator, returned to being the only purchaser of supplies for the buildings for, but not limited to, office supplies; cleaning supplies; toilet paper and paper goods; water and filters. The Village Clerk minimizes cost by buying on a larger scale.

Clerks copier cost will be shared 75%/25% with the Sewer Fund.



## A.1660.41 Central Office Supply-Postage

All postage related costs for all departments.

## General Government Support

### A.1910.4 Unallocated insurance

Payments for the insurance for vehicles, buildings and other Village property and general liability. Currently provided by Haylor, Freyer and Coon. Assumes a 15% increase over prior year. Cost is shared 75%/25% with the Sewer Budget.

### A.1920.4 Municipal Association Dues

Dues for New York Conference of Mayors and Municipal Officials plus the Onondaga County Mayors Association. Beginning in 2022-23 FY sharing 75%/25% with Sewer Fund as so much of the NYCOM trainings are recently focused on infrastructure, and the sheer amount of money required to maintain these systems.

### A.1989.4 Bank Charges

Fees charged by banks and financial institutions, such as late fees.

### A.1990.4 Contingent Account

Legally, the Village can set aside a maximum of 10 percent of the total of other appropriations excluding debt service and judgments for contingencies that are not otherwise appropriated.

## Capital Reserve

Specific Capital Reserve Funds have been established by the Village Board to commit funds for specific purposes, specifically building renovations, land acquisition, DPW equipment, road repair from snow and ice, and police vehicles. These lines are used to fund the capital reserve funds from the budget.

**The Clerk will fund the appropriate capital reserve fund on the first business day of the 2025-26 FY.**

### A.1997.4 Building Renovations

Funds A231 Building Improvement Capital Reserve Fund. This capital reserve fund was not funded this fiscal year.

### A.1997.41 Land Acquisition

No longer funded.

## A.1997.42 Equipment

Funds A233 Equipment (DPW) Capital Reserve Fund

## A.1997.43 Snow/Ice Removal

Not currently funded. There is currently \$10,000 in this fund and its continued existence will be considered during the 2025-26 FY Capital Planning.

## A.1997.44 Cap Reserve Police Vehicles

Funds A235 for police vehicles. This fund is for the

# Police

Beginning with the 2025-26 FY budget, the Village of Chittenango Police Department will employ 16 to 22 mixed full time and part time officers. The department continues in a professional manner, comprising all certified police officers.

Chittenango Police Department employs police officers that meet the same standard as officers in every other police department in New York State. The Village is making the structural change to a mix of a part-time and full-time force in an effort to attract and retain the highest quality police officers that the Village's limited budget allows. The Village will be making hourly pay rates for officers competitive with other Madison County police departments and non-police similar positions.

By attracting both seasoned officers, will be complemented by the young officers that the Village has had success with, and will continue to, over the years. The ultimate goal is to maintain a balanced, respected and professional police department that provides the best value to the citizens of the Village.

There is a general shortage of police officers in Central New York, and armed security guards are being paid up to \$37.00/hour in our area, with the Syracuse Airport Security paying officers \$40.00/hour.

Other changes this fiscal year:

- A part-time Administrative Sergeant is not anticipated in the 2025-26 FY, paid at the Part-Time Officers Years of Service Scale. However, the post will remain, but unfilled. Administrative Sergeant is no longer salaried and is paid at the rate based on their salary. No civil service sergeant will be hired in the 2025-26 FY. No corporal promotions are expected for the 2025-26 FY.
- The Village will continue to employ a part-time police clerk.
- The Village anticipates hiring two more part-time competitive police officers and one full-time police officer. The part-time positions are not a guarantee of more than 20 hours per week, but this civil service designation allows the police department to schedule part-time police officers to 30 hours, when necessary. The one full-time officer will be required to work 40 hours minimum a week.

The Chittenango Police Department will continue:

- The policy continued to be that the Chittenango Police Department will not accept any applicants who have not completed a minimum of NYS DCJS certified Phase one police academy nor completed a psychological evaluation or medical physical evaluation.
- The recruit pay will be a reduced amount of \$21.00/hour beginning the first day of training until field training is successfully completed.
- Chittenango Police Department will only take on a maximum of two new recruits at any given time in the 2025-26 FY.
- The Village amended its policy in 2025-26 FY on field training and now pays for the recruit's ammunition. The estimated average ammunition cost is \$200.00 per recruit.

### A.3120.1 Police - Personal Services

Regular payroll costs for police staff, including the police chief, police administrator, captain, administrative sergeant, school resource officer (SRO) and part-time officers, along with three full-time officers. The cost of the SRO is shared with the Chittenango School District. The School Districts' contribution is budgeted in A.1589 Other Public Safety - School Safety.

### A.3120.11 Police - Personal Services - O/T

Overtime costs for full-time officers. Remains stable under the new structure.

### A.3120.12 Police - Personal Services - Holiday Pay

Overtime at time and a half for working on specific holidays (4th of July, Labor Day, Thanksgiving, Christmas day, New Years Day and Memorial Day). These are non-floating holidays.

### A.3120.14 Police - Personal Services - Village Special Events \$12,000

appropriation for extra detail officers for special events such as Oz-Stravaganza, Village Tree Lighting, 9/11 Memorial, as well as other small events such as Erie on the Erie, Shop Small Halloween, motorcycle rallies and weekly artisan market.

### A.3120.15 Police - Training

Personnel costs for mandated NYS training and mandatory police events. Increased to \$25,000 for the 2025-26 FY.

### A.3120. 2 Police - Equipment

Police cars are now planned in a capital budget. Appropriation for annual ammunition costs \$4500.00; 6 weapon flashlights at \$200 each; \$2000 to repair or replace the Armor Shields for active shooter. 20 Special Police tourniquets and holders at \$50.00 each.

Even though Madison County is assuming IT administration for local police departments like the

Village's, eventually, this year the Village will need to purchase two new mobile radio units, for two patrol vehicles, these will be paid for by the state grant funds elicited last year. The Village will, if allowed purchase through the County's contract to save, money.

Body Armor grant revenue is accounted for in A.3388 State Aid – Body Armor Grant and A.4389 federal Aid – Body Armor grant. Assumes that new officers will use existing body armor owned by the Village. Some officers have body armor that is set to expire in this fiscal year and will be paid for out of the uniform line and then reimbursement will be thought through State and Federal grants.

The Village has moved to purchase police cars every four years as part of capital planning to save administration costs with an annual purchase and anticipates purchasing off the State Bid for police vehicles.

#### A.3120.41 Police – Postage

Assumes \$0 as the Village moves to centralized postage procurement (see A. 1660.41).

#### A.3120.42 Police - Publications/Software

Misc. Software and hardware plus the required cost of law update services. Madison County has committed to the purchase of software for policing; however, there will be supply costs (e.g., bar code stickers).

#### A.3120.43 Police - Training/Benefits

Miscellaneous training for police officers, to pay for instructors and/or tuition for schools. \$3000 to cover reimbursement of the Fraternal Order of Police membership.

#### A.3120.431 - Uniforms

Uniform replacement, as needed, and outlined in the General Orders.

#### A.3120.44 Police - Communications

MIFI jetpacks or phones. Also includes the cost of leasing radios for special events.

#### A.3120.441 Police - Community Events

General outreach to the public, DARE program, Tree Lighting chili cook-off, and Halloween. Stuffed animals for child protective services responses and Light sticks.

#### A.3120.45 Police - Main Agree/Contracts

Copier, Background search engine, Range fees per year, RICI, Microsoft computer licensing, etc.

#### A.3120.46 Police - Supplies

Miscellaneous supplies specific to the operation of the police department.

### A.3120.47 Police - Fuel

Typically estimated based on five year average fuel costs; however, this year estimated based on last year's usage plus an additional \$2000 to plan for the increase expected in the next fiscal year. One hundred percent of the fuel usage for patrols is from the Chittenango School District fuel depot, which generously shares the facility at their cost. Occasionally, patrol cars leave the Village jurisdiction, such as to Albany, to pick up someone or something and reimbursement is made. One patrol vehicle leaves the Village jurisdiction when the Captain is on-call.

### A.3120.48 Police - Vehicle Repairs

Regular maintenance and repair on the police fleet, including tire rotation. Budgeted amount reduced as a result of the police car capital plan, which replaces four cars every four years, begun in the 2020-21 FY.

The police cars will transfer to all season snow tires all year round, changed accordingly.

### A.3120.49 Police - Building Utilities/Repairs

Repairs and supplies for the operation of the police department, specifically remodeling the kitchen and CID room.

## Code Enforcement

The Code Enforcement Officer (CEO) administers the Village's building permit program, follows up on complaints of violations and regularly inspects businesses for violations.

### A. 3989.1 Code Enforcement - Personal Services

Personnel costs for one full-time CEO officer for 40 hours/week.

### A.3989.11 Code Enforcement - Personal Services O/T

Overtime for CEO. Appropriated at a maximum of \$3000 annually.

### A.3989.2 Code Enforcement - Equipment

For the purchase of miscellaneous office equipment for the work of the CEO, as needed.

### A.3989.42 Code Enforcement - Publications/Software

\$1750 for NFPA subscriptions. This is no longer available in a printed version. The Village is currently receiving the ICC on-line subscription for free.

### A.3989.43 Code Enforcement - Training/benefits

For attendance at the Central Chapter of NY Building Officials Conference, membership dues, plus general training, and equipment purchases (boots, work gloves, safety glasses, Village shirts).

#### A.3989.44 Code Enforcement - Communications

Appropriates annual \$1000 annually for phone and tablet, plus an additional \$300 for a phone replacement.

#### A.3989.45 Code Enforcement - Main Agree/Contracts

BAS IPS program and CEO mobile app.

The Village will explore collecting code enforcement fees via on-line payment.

#### A.3989.451 Code Enforcement - Legal fees

Court fees and advising from legal counsel. Assume no engineering costs for code enforcement.

#### A.3989.46 Code Enforcement - Supplies

\$750 annual for Codes specific costs, tool purchases and misc. CEO will coordinate with the Clerk to identify any supplies that can be added to bulk purchases and paid for by the A.1660.4 Central Office Supply.

CEO will always fill up the CEO car tank at the School District, except for travel for training.

#### A.3989.48 Code Enforcement - Vehicle Repair

Assumes \$1500 annually because of the low miles of the vehicle. Anticipate future increases, particularly when brakes are due to repair at ~ 30,000 miles or greater.

Based on advice, the Village will wear the winter tires for the rest of the year and then, if the original tires are all-season tires, run those for another year. We anticipate that at ~50,000 miles a new set of all-season tires will suffice, and a second set of snow tires will not be necessary.

### Transportation

In addition to regular summer paving, the DPWs planned projects for the 2025-26 FY

- Replace Stickles Park gazebo with green metal roof to match other park facilities. Bathrooms to be included in future grant applications.

DPW will spend the bulk of the summer with paving projects. Please view the CHIPS subsection for a complete list of streets to be included.

### Public Health

#### A.4020.4 Contractual Registrar Vital Statistics

## A.4489.1 Vital Statistics

### Street Maintenance

#### A.5110.1 Street Maintenance - Personal Services

Personnel cost of the DPW employees for five full-time MEOs, plus three part-time laborers at an average of 28 hours per week. Includes chief differential paid to Mark Adams when the Crew Chief is on vacation.

#### A.5110.11 Street Maintenance - Personal Serv OT

Overtime pay for DPW employees.

#### A.5110.2 Street Maintenance - Equipment

Miscellaneous equipment purchase plus planned equipment purchases. Reduced from previous years because most equipment purchases are now part of the capital equipment plan.

The capital purchase of the automated garbage and totes were made in the 2022-23 FY. The Village bonded also for a replacement truck chassis for Truck #9. The Village will hold the money in a cash account until Madison County makes a decision on recycling and the need for recycling trucks and will assess how to move forward.

#### A.5110.42 Street Maintenance - Publications/Software

Hardware, software and publication costs for the DPW. Software for GIS Program & license fee.

#### A.5110.43 Street Maintenance - Training/Benefits

For training for DPW employees such as Cornell Local Roads training, Safety Days, or specific training as necessary. DPW employees participate in CPR training every three years, and should be scheduled to attend Madison County's training in 2025-26 FY.

#### A.5110.44 Street Maintenance - Communications

For the cost of cell phone replacements as well as cellular service monthly costs. Village DPW workers now use Bluetooth connections to their Village issued cell phones, allowing complete hands-free communication.

#### A.5110.45 Street Maintenance - Maintenance Agreements/Contracts

Funds for regular contracts such as Haun welding tank rentals, General Security for the DPW building as well as the STP building that houses the new automated garbage truck, fire alarm inspections, fire extinguisher maintenance, tub grinding brush split with the Town, internet services and Dig Safely. No regular cost for the new DPW cameras.

#### A.5110.451 Street Maintenance - Tree Maintenance

For emergency and regular tree service.

#### A.5110.46 Street Maintenance - Supplies

For general supplies not attributed to any specific project.

#### A.5110.461 Street Maintenance - Signs/Posts

For general purchases for signs and posts for replacement after vandalism, and any new signs required from Village Board action.

#### A.5110.47 Street Maintenance - Fuel

Fuel is contracted with the school. Smaller equipment is now fueled at the DPW. The Village no longer purchases diesel at Sav-On.

#### A.5110.48 Street Maintenance - Vehicle Repairs

Assumes \$50,000 annually for general maintenance and regular service of vehicles.

#### A.5110.49 Street Maintenance - BLDG Utilities/Repairs

Regular building service/replace/upgrade at DPW garage. Coat roof with sealant

#### A.5110.491 Street Maintenance - Road Maintenance

For funds for pothole repair costs not part of New York State's Pave Our Pothole program (see A.5112.44).

### CHIPS

#### A.5112.43 CHIPS - Capital Expenses

Planned paving projects in 2025-26 FY.

This completes the paving of the Lake Street neighborhood. Other streets listed below have not been paved in over 10 years and are in need of repair.

<b>CHIPS Capital Expenses</b>	
<b>Streets to be paved Length x Width</b>	<b>Total cost assuming \$1/sq'</b>
Race Street	
North Street	
Catherine Street	



Rouse Street	
So Berkey Dr	
Laura Court	
Naymik Dr	

#### B

Price fluctuation potential ----	\$6,000.00
Milling x 2 days (\$5,000/day) ----	\$10,000.00
Total Estimated Cost	

## Snow Removal

### A.5142.4 Snow Removal - Contractual

Salt & Stone Dust purchased for winter snow removal. Assumes \$30,000 annually.

## Street Lighting

### A.5182.4 Street Lighting - Contractual

National Grid charge for Village street lights.

### A.5182.41 Street Lighting - Purchase

Replacement light poles and lamps for Village-owned street lights. Also covers cost to repair Village owned lights.

## Sidewalks

### A.5410.4 Sidewalks - Contractual

Cost of materials for installing or repairing sidewalks and walking trails in the Village.

# Economic Assistance and Opportunity

## Publicity

### A.6410.4 Publicity - Contractual

Village's share of the mailer sent to residents, collaboration with Greater Sullivan Area Chamber of Commerce.

## Community Events

### A.6520.41 Summer Playutility

Assumes no funding this fiscal year.

### A.6520.42 Ozstravaganza

\$18,000 is budgeted to account for: 1) fireworks (up to \$7500) and then porta potty rentals, tents, insurance to cover the event, with any available remaining funds to be used for special guest's traveling expenses and hotels. The Village is acknowledged as a Major sponsor of this event.

Beginning 2022-23 FY, the Village prepaid for the fireworks to receive the pre-payment preference. So, an anticipated \$6000 will remain unspent until the last quarter.

### A.6520.43 9/11 Program

Assumes the continuation of the 9/11 remembrance program in 2023.

### A.6540.44 Tree Lighting

Financial support for the Community's Tree Lighting event the first Saturday of December. Funds appropriated cover the wagon rides, if needed; DPW-built projects and miscellaneous supplies.

### A.6520.45 Community Events - Farmer's Market

Financial support of the summer artisan market and fall festival, particularly the bands. Assumes \$5000 annually, if needed because sponsors are not available.

### A6520.46 Other Community Events

Financial support of one-time community events, such as grand openings or celebrations, such as the Halloween Shop Small and support of the Lions Botanical Park Halloween event.

## Programs For the Aging

### A.6772.4 Programs for the Aging

Village assistance for the Town of Sullivan bus trip.

## Culture and Recreation

### Parks

#### A.7110.2 Parks - Capital

Completion of the Creek Walk is planned this year.

#### A.7110.41 Parks - Skateboard Park

DPW has extra replacement panels, so assumes no cost.

#### A.7110.42 Parks - Community Recognition Park/ Canal Tent Site

Maintenance and improvement of park/tent sites.

#### A7110.43 Parks - Trails Development

Funds requested and used by the Creek Walk Advisory Committee for the installation of the Village's Creek Walk system of trails and accessories.

## Playgrounds & Recreation Centers

As the Chittenango Creek Walk along Chittenango Creek comes to completion it is time to refocus on all the parks. The Village will reassign the Creek Walk Committee and budget line to the Chittenango Parks and Trails Committee to continue to expand the Creek Walk and Neighborhood Trail system but to also reimage and update the Village's parks and open space. Morph Creek Walk Committee into Parks Committee

#### A.7140.1 Playgrounds & Rec Centers - Pers Serv

Mower will work an estimated 20 hours a week for 31 weeks, with DPW staff completing the rest of the necessary mowing.

#### A.7140.11 Playgrounds & Rec Centers - Personal Services

As of June 1, 2022 this person has retired. Will delete this line next fiscal year.

#### A.4140.2 Playgrounds & Rec Centers - Equipment

Appropriating \$18,000 fund balance from the last three fiscal years, plus an additional \$6000 for equipment at Schuyler Park.

#### A.7140.45 Playgrounds & Rec Ctrs - Main Agree/Cont

Appropriated cost of the porta potties at the parks based on the rate negotiated with the supplier and rental of the bathrooms across from Recognition Park. Includes the two additional porta potties at Dr. West Park to serve the Artisan Market. Porta potties are removed by the end of October, and not before Fall Fest and the Eerie on the Erie run except for the two at Dr. West Park which are removed after the Tree Lighting ceremony.

Portapotty Locations	# of Months		Total Cost	
	Monthly Fee			
Kirschenheiter Park: Handicap	\$150	7	\$1,050	Apr 1 – Oct 31 2025
Dr. West Park: Handicap	\$150	8.5	\$1,275	Apr 1 – Dec 8 2025
Legion Dr.: Standard	\$120	7	\$840	Apr 1 – Oct 31 2025
Stooks Park: Standard	\$120	7	\$840	Apr 1 – Oct 31 2025
Dyke Rd: Standard	\$120	7	\$840	Apr 1 – Oct 31 2025

**Total: \$4,845.00**

This does not include the cost of additional porta potties for Oz-Stravaganza, which are funded in A.6520.42.

#### A.7140.46 Playgrounds & Rec Ctrs - Supplies

Miscellaneous supplies to maintain Village parks. Assumes \$8000 annually, and includes mulch and doggie doo stations.

### Museums

#### A.7450.4 Museums - Cultural Activities & Facility

Financial support of the Village's museums. No additional direct financial support to museums this fiscal year.

### Historian

#### A.7510.1- Historian - Personal Services

Personnel costs for one part-time historian and one part-time assistant historian. The part-time historian position is currently vacant.

#### A.7510.4 Historian - Contractual

Training, archival supplies and office equipment for the Historian, Assistant Historian and the office.

## Home and Community Services

### Planning Board/ ZBA

#### A.8020.1 Planning Board - Personal Services

Personnel costs for the chair, member and clerks for the Personal Board.

#### A.8020.4 Planning Board - Contractual

Legal fees, engineering costs, or training costs for the Planning Board.

#### A.8020.45 Planning Board - Master Plan Expenses

No Master Plan activities are currently planned.

### Storm Sewers

#### A.8140.4 Storm Sewers - Contractual

Costs associated with the installation of and maintenance of the Village's storm system, specifically catchment basins.

### Refuse & Garbage

#### A.8160.4 Contractual

Cost of printing violation notices/other printing.

## A.8160.45 Refuse & Garbage - Landfill Expenses

Tipping fees paid for use of the Madison County Solid Waste facility. Average number of tons in past five years (1550 tons) x \$114 = \$177,000

FYI 2024 Rate \$84

2025 Rate \$114

## A8160.541 Refuse & Garbage - Recycling

Tipping fees paid for use of the Madison County Solid Waste facility for recycling. This is the first year that we were required to pay for recycling

FYI 2025 Rate \$35

## A.8170.4 Street Cleaning - Contractual

Assumes no costs related to street cleaning. Street sweeper parts are accounted for under vehicle repair.

# Downtown Revitalization

The Village funds activities which are focused on the Downtown area but also along other commercial areas, particularly flower pots and hanging flowers, but also benches, trees, garbage cans and general beautification in commercial areas.

## A.8510.1 ARPA Funded Personnel

## A.8510.45 Downtown Revitalization - Main Agree/Cont

Annual cost for herbicide spraying and other costs.

## A.8510.46 Downtown Revitalization - Supplies

Includes general supplies for the beautification of the Village's Downtown and commercial areas, downtown flower pots and hanging baskets plus mulch, and replacement/maintenance of trash cans. Also includes \$4000 annually for the replacement of downtown light holiday decorations (light pole wraps).

# OCWA

## A.8989.41 O.C.W.A. - Customer Service Expenses

Out-of-District charges for water service. Based on the agreement with O.C.W.A. and based on the total assessed value in the district.

## A.8989.45 O.C.W.A. - Hydrant Expenses

Hydrant fee collected semi-annually paid to O.C.W.A.

# Employee Benefits

## A.9010.8 State Retirement

Estimated by NYS Comptroller (included in Budget Supplement). Shares cost 75%/25% with Sewer Fund the non-police retirement costs. The Village pays the pre-payment amount to take advantage of the savings.

## A.9030.8 Social Security

Estimated from personnel costs for the budget year. Apply 6.4% to the total cost of personnel in the general fund.

## A.9040.8 Worker's Compensation

Estimated by PERMA audit (included in Budget Supplement) Shares cost with Sewer Fund 75%/25%.

## A.9045.8 Life Insurance

Estimated by Brown & Brown, Village insurance brokers. Life insurance is provided for the Board of Trustees, full-time employees and part-time police leadership.

## A.9050.8 Unemployment Insurance

Billed from the NYS Department of Labor based on employees which file for unemployment.

## A.9055.8 Disability Insurance

Billed from Village insurance carrier, currently the Hartford.

## A.9060.8 Hospital & Medical Insurance

Village's costs for health and dental insurance for employees.

Estimated by Haylor, Freyor & Coon for health and medical insurance for full-time employees, plus part-time employees to whom the Village is mandated to provide insurance. Shares with Sewer Fund - 11 months 1 month. Amount paid, adjusted by the 25% employee cost share

Dental insurance forecasted from January insurance premiums. Not shared with the sewer fund.

In 2023, the Village transitioned to an Health Reimbursement Account program and the Village decreased the per employee premium costs significantly. Instead, the Village reimburses employees for co-pays and co-insurance, up to the amount of the plan's deductible.

## A.9060.81 HRA Fund

Amount needed to fund the Health Reimbursement Account at 60 percent to reimburse employees' deductible for hospital & medical insurance. Funds the HRA Account. New expenditure line

## A.9089.8 Compensated Absences

Contributions to the Compensated Absences capital reserve account in anticipation of liability for sick leave buyout for the remaining eligible three village employees. The fund is fully funded for the 2025-26 FY.

# Debt Service

## Statutory Installment Bonds

A.9720.62 Serial Bond - Principal Payment for principal on automatic garbage truck bond.

## A.9720.72 Serial Bond - Interest

Payment for interest on automatic garbage truck bond

# SEWER

## Transfers to Other Funds

### Necessary Repairs and Upgrades

In the 2022-23 FY, the Village replaced the electrical box at the Poolsbrook Sewer District Lift Station, which was in desperate need of an upgrade to prevent further shortages and catastrophic failures. Additionally, multiple pumps were replaced at the Poolsbrooke Sewer District lift station.

In the 2023-24 FY the Village can only afford to upgrade the clarifiers at the wastewater treatment plant, which was a project originally slated for the 2006 wastewater treatment plant upgrade. The Village will rebuild the capital fund and fund balance after the final payment, as the Village WWTP operator estimates that the next upgrade will cost \$20 million.

The design of a replacement pump station, non-corroding, for the Legion Drive pump station is on-hold until additional funds can be found.



## Outside Sewer Districts

The Village sewer system also serves three outside sewer districts:

- Poolsbrooke Sewer District in the Town of Sullivan, Madison County
- Megnin Farms Sewer District in the Town of Manlius, Onondaga County
- Oneida Indian Nation Improvement District

The Village anticipates beginning negotiations for the Poolsbrook District agreement with the Town of Sullivan this fiscal year. The intermunicipal agreement with the Town of Sullivan to accept and treat sewer flows from the Poolsbrooke Sewer District and to maintain the system is set to expire December 31, 2025.

## Leachate

No longer receiving – line to be removed next year.

## Wastewater Treatment Plant

The State Pollution Discharge Elimination System (SPDES) permit for the Village's wastewater treatment plant was renewed in 2019. The following was published in the May 15, 2019 Environmental Notice Bulletin:

Permittee Name: Chittenango, Village of  
Facility Name: Chittenango - V STP  
Facility Address: Towpath Rd Chittenango NY 13037  
Facility Type: Sewerage Systems  
(C)ity, (T)own, (V)illage: Town of Sullivan  
Deadline for Comments: Friday, June 14, 2019  
DEC Number: 7-2548-00005/00001  
SPDES Number: NY0021539  
Ranking Score: N/A  
Receiving Waters: Chittenango Creek Water Classification: C(T)  
Type of Waste/Flow Rate: Sanitary/ 1.3000 MGD

## Revenue

### Real Property Taxes

#### G.1028 Special Assessment - Capital Improvements

Estimated from an assessment of \$229,403,904 of Village properties (SP481), this includes exempted properties. Using a property tax rate of \$0.95 per \$1000 of assessed value.

### Departmental Income

#### G.2120 Sewer Rents

The revenue collected from sewer use fees collected based on residential, commercial and industrial consumption in the Village. In 2025-26 FY, the rate will increase 30 cents per 1000 gallons. Previous increases in rent were from \$6.25 per 1000 gallons to \$6.30 per 1000 gallons in 2021-22 FY and another \$0.05 increase to \$6.35 per 1000 gallons 23-24 FY.

Based on the average of the past three years.

The Village will increase the minimum sewer bill this fiscal year to \$37.50.

#### Year Minimum Sewer Bill

2016	\$25.00
2017	\$30.00
2018	\$35.00
2019-21	\$35.00
2023	\$37.50

#### G.2128 Interest & Penalties

Interest and late fees on sewer bills.

### Intergovernmental Charges

#### G.2374 Leachate

Assumes \$0.00 in annual revenue.

#### G.2374MFS Megnin Farms Sewer District

Based on intermunicipal agreement and lease with the Town of Manlius the Village estimates billing the Town of Manlius. The Town of Manlius bills the Megnin Farms Sewer District residents based on the Village's invoice. There are 82 homes in the Megnin Farms Sewer District.

#### G.2374ONS Oneida Indian Nation Improvement Sewer District

Based on the agreement with the Oneida Indian Nation. The Village invoices the Oneida Indian Nation semi-annually.

Amount billed is based on the sewer contract with Oneida Indian Nation, billed annually in July for the prior year usage.

## G.2374PSD Poolsbrooke Sewer District

Based on intermunicipal agreement and lease with the Town of Sullivan. The Village of Chittenango bills Poolsbrooke Sewer District residents directly on an annual basis, incurring printing and postage costs annually. There are 155 houses in Poolsbrooke Sewer District served by the Village of Chittenango. Estimated based on last years' billing.

## Use of Money and Property

### G.2401 Interest & Earnings

NYCLASS/ Community Bank interest earned. Based on the current interest rate of 4%

## Sale of Property & Compensation for

### G.2655 Minor Sales

Any minor sale from treatment plant.

### G.2655PCI Capital Improvement Fees

\$1000 special fee collected from sale of homes \$1000 special fee in Poolsbrook.

### G.2655PSR Poolsbrooke

Previously used to track sewer rents from Megnin Farms and Poolsbrook. Replaced with G2374MFS and G.2374PSD and G2374ONS so revenues can be tracked separately. First year of two before can be deleted

### G.2680 Insurance Recoveries

Any insurance recovery regarding treatment plant.

## Miscellaneous Local Sources

### G.2701 Refunds of Prior Years Expenditures

Assume \$500 annually

## Interfund Transfers

### G.5031 Interfund Transfers

## Proceeds of Obligations

G.5721 BAN

Anticipated revenue from a Bond Anticipation Note

## **Expenditures**

### **General Government Support**

#### **Board of Trustees**

G.1010.1 Board of Trustees - Personal Services

Monthly stipend paid to the trustees from the Sewer Fund.

G.1010.4 Board of Trustees - Contractual

General expenses and NYCOM training for the Village Trustee who serves as Sewer Commissioner. Assumes that the trustee will only attend the NYCOM Spring Training.

#### **Mayor**

G.1210.1 Mayor - Personal Services

Personnel cost share for the Mayor from the Sewer Fund.

#### **Auditor**

G.1320.4 Auditor - Contractual

Towards an outside audit.

#### **Budget Officer**

G.1340.1 Budget Officer - Personnel

Personnel costs for the Village Administrator from the Sewer Fund. General 75% / Sewer 25%

G.1340.4 Budget Officer - Contractual

School, training events and meetings.

#### **Fiscal Agent Fees - Contractual**

## G.3180.4 Fiscal Agent Fees - Contractual

Consultant fee.

## Clerk/Typist

### G.1410.1 Village Clerk/Treasurer - Personal Serv

Personnel costs for the Clerk/Treasurer and Deputy Clerk/Treasurer as well as an assistant who comes in during collection of Village taxes. Records management assistance to come from A.3060.1 Records Management.

### G.1410.12 Clerk Assistance

25% share of clerk assistance

### G.1410.2 Village Clerk/Treasurer - Equipment

Equipment necessary for the operation of the Clerk/Treasurer.

### G.1410.41 Village Clerk/Treasurer - Postage

Based on a postage cost of \$540 per sewer bill quarterly billing plus other related sewer fund-related postage costs. Increased in the 2025-26 FY to cover the full postage cost of sewer billing in the Sewer Fund.

### G.1410.42 Village Clerk/Treasurer - Pub/Software

Hardware, software and printing costs of the Village Clerk. Specifically, include the cost of the sewer bill templates, Williamson Law Books sewer program and the equivalent of one month of accounting and payroll software.

### G.1410.45 Village Clerk/Treasurer - Main Agree/Contr

One month share of the machine contract to be paid in the first month of the fiscal year, and three months share of the copier contract. The postage machine and copier lease were not previously included in the Sewer Fund.

## Attorney

### G.1420.45 Attorney - Contractual

Assumes \$5,000 annually. Budgeting an additional \$10,000 for negotiating with the Town of Sullivan on the Poolsbrook Sewer District intermunicipal agreement, expiring in 2025. .

## Engineer

### G.1440.4 Engineer - Contractual

Engineer fee for STP Projects.

## Central Office Supplies

### G1660.4 Central Office Supplies - Contractual

Supplies specific to sewer billing.

## Special Items

### G.1910.4 Unallocated insurance

Payments for the insurance for vehicles, buildings and other Village property and general liability. Currently provided by Haylor, Freyer and Coon. Assumes a 15% increase over prior year. Cost is shared 75%/25% with the General Fund Budget.

### G.1911.4 Flood Insurance

Flood insurance for the wastewater treatment plant (not the pole barn). Usually based on the bill provided by the insurer. In 2025-26 FY, calculated from previous year.

The Village will provide flood insurance coverage to the STP storage barn at the wastewater treatment plant.

### G.1920.4 Municipal Association Dues

Dues for New York Conference of Mayors and Municipal Officials. Beginning in 2022-23 FY sharing 75%/25% with Sewer Fund as so much of the NYCOM training is recently focused on infrastructure, and the sheer amount of money required to maintain these systems.

### G.1990.4 Contingent Account

Legally the Village can set aside a maximum of 10 percent of the total of other appropriations excluding debt service and judgments for contingencies that are not otherwise appropriated.

### G.1997.42 Capital Reserve - Capital Improvements

Capital reserve funding will begin again after the completion of the Clarifier Upgrade project.

### G.1997.43 Capital Reserve - Cap Improvement

Capital improvements for sewer projects. Assumes \$25,000 annually.

## Home and Community Services

### Sewer Administration

#### G.8110.1 Sewer Administration - Equipment

Office equipment for sewer related operations.

#### G.8110.4 Sewer Administration - Contractual

These costs are now accounted for in G.1410.45 beginning in the 2023-24FY.

### Sanitary Sewers

#### G.8120.1 Sanitary Sewers - Personal Services

The Sewer Fund share of the DPW personnel.

#### G.8120.2 Sanitary Sewers - Equipment

General equipment required to repair Village sewers. Assumes \$5000 annually

#### G.8120.21, G.8120.22, G.8120.23

New lines added in the 2023-24 FY to track the equipment upgrade costs for each of the Village's outside sewer districts. Budgeting \$0.00 initially.

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#### G.8120.4 Sanitary Sewers - Contractual

Koester service agreement for maintenance on the pump stations.

#### G.8140.41, G.8140.22, G.8140.23

New lines added in the 2023-24 FY to track the contractual costs for each of the Village's outside sewer districts. Budgeting \$0.00 initially.

### Sewage Treatment & Disposal

#### G.8130.2 Sewage Treatment/Disposal - Equipment

Assumes no equipment purchases.

#### G.8130.4 Sewage Treatment/Disposal - Plant Operate

Consulting fees to New Water Technologies for the operation of the Village's wastewater treatment plant.

#### G.8130.41 Sewage Treatment/Disposal - Capital

Anticipated operation & maintenance for operation of the plant.

#### G.8130.42 Sewage Treatment/Disposal - Permts/Licen

Permit and licensing fees charged by the NYSDEC

#### G.8130.43 Sewage Treatment/Disposal - Sludge/Waste

Previously estimated based on 600 tons/month at \$88/ton plus trucking plus tipping fees and laboratory testing (CES laboratories), plus the plastic liner for the trucking company.

#### G.8130.45 Sewage Treatment/Disposal - Lab Tests/Supplies

Outside laboratory testing as required permit plus on-site testing for operation control

#### G.8130.46 Sewage Treatment/Disposal - Chemicals

Chemicals needed for plant operation, based on the total amount of wastewater processed. An 11% decrease.

#### G.8130.47 Sewage Treatment/Disposal - Fuel

Fuel for the generator at the wastewater treatment plant

#### G.8130.48 Sewage Treatment/Disposal - Equip Repairs

Emergency generator repairs, electric motor replacement, miscellaneous equipment repair, decontamination pumps and building repair supplies.

#### G.8130.49 Sewage Treatment/Disposal - Utilities

Appropriations for electric, gas and phone.

#### G.8130.491 Sewage Treatment/Disposal - Bldg Main/Supp

Testing equipment maintenance such as flow meter calibration, backflow meter/testing and fire extinguisher testing.

### Employee Benefits

#### G.9010.8 State Retirement

Estimated by NYS Comptroller (included in Budget Supplement). Shares cost 75%/25% with the General Fund for non-police retirement. See A.9010.8 for assumption. The Village pays the pre-payment amount to take advantage of the savings.



### G.9030.8 Social Security

Estimated from personnel costs for the budget year. Apply 6.4% to the total cost of personnel in the Sewer Fund.

### G.9040.8 Worker's Compensation

Estimated by PERMA audit (included in Budget Supplement) Shares cost with Sewer Fund 75%/25%.

### A.9060.8 Hospital & Medical Insurance

Estimated by Brown & Brown for health and medical insurance for full-time employees, and certain part-time employees. Premiums are shared with General Fund 11 month/1month. Amount paid, adjusted by the 25% employee cost share.

On January 1, 2023 the Village moved to an HRA fund, which significantly reduced premium costs for the Village and employees.

## Debt Service

### Stat Install Bonds

### Serial Bonds

#### G.9720.6 Serial Bond - Principal

Payment for principal on WWTP bond.

#### G.9720.7 Serial Bond - Interest

Payment for interest on WWTP bond

### Bond Anticipation Notes

#### G.9730.6 Bond Anticipation Notes - Principal

Annual payment towards principal. Paid in November and May.

#### G.9730.7 Bond Anticipation Notes - Interest

Annual payment towards interest. Paid in November and May.

