

Municipal Services Commission Monthly Meeting  
August 19, 2021, 10:00 a.m.  
216 Chestnut Street New Castle, Delaware  
Meeting in person and via Zoom

The meeting was called to order at 10:05 a.m. with Dr. Roy Sippel, Commissioner, presiding.

Present: Dr. Roy J. Sippel, Commissioner, President  
Daniel F. Knox, Commissioner  
Mayor Michael J. Quaranta, Commissioner  
Scott L. Blomquist, Secretary

Staff in Attendance: Kendrick Natale, Comptroller  
Artie Granger, Manager, Electric Utility  
Jay Guyer, Manager, Water Utility

Mr. Blomquist stated that a Trencher discussion would be added to the Agenda under New Business.

Minutes

**A motion to approve the Minutes of the June 17, 2021, and the July 22, 2021, monthly meetings as presented and executive sessions was made, seconded and approved. Mayor Quaranta was not present at those meetings and abstained from voting.**

Corporate Resolutions

Corporate Resolution for National Financial Services identifying Scott Blomquist and Kendrick Natale as officers and authorized to transact business on the account.

**A motion to approve the Corporate Resolution identifying Scott Blomquist and Kendrick Natale as officers for National Financial Services and authorized to transact business on the account was made, seconded, and unanimously passed.**

Corporate Resolution for Vanguard naming Scott Blomquist and Kendrick Natale as officers and authorized to transact business on the account.

**A motion to approve the Corporate Resolution naming Scott Blomquist and Kendrick Natale as officers for Vanguard and authorized to transact business on the account was made, seconded and unanimously passed.**

Treasurer's & Human Resources Report – Mr. Natale reporting  
(See attached Report)

Operating cash	\$2.2M
Escrow Meter Deposit/Petty Cash	\$710,000
Total Cash	\$2.3M
Investments	\$2.3M

Mr. Natale clarified that historically the amount of cash deposits in escrow is typical. It was explained that reimbursement of the deposit for residential customers occurs after 24 months as long as there

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have been no delinquencies; and the deposit for business customers is held indefinitely. Mr. Blomquist noted that Techmer left the Centerpoint Industrial Park and a new customer is moving into the space.

Two large disbursements were made to DEMEC: one for payment of the substation and one for power purchases. In response to questions from Mayor Quaranta, Messrs. Natale and Blomquist explained several payments in further detail.

**A motion to approve the Treasurer's Report as presented was made, seconded and unanimously passed.**

Accounting & Customer Service Report – Mr. Natale reporting  
(See attached report)

Mr. Natale reported that:

- The investment performance report by security and capital projects summary reports were distributed to the Commissioners.
- MSC is waiting to receive the Verizon bill for the Delaware Street project to move aerial utilities to underground. Due to a lack of response to previous inquiries, Mr. Blomquist has reached out to Bonnie Metz at Verizon regarding the removal of their infrastructure from one pole at the intersection of 2<sup>nd</sup> and Delaware Streets.
- Pursuant to Charter requirements Financial Statements will be sent to the City and Trustees this month.
- The annual income from Techmer was approximately \$230,000 (2% of the budget) and Mr. Natale will keep the Commissioners informed of how that will affect MSC.
- Office salaries for general administrative expenses will be over budget; however, that will be relieved through a negative expense line in Water and Electric Departments.
- Repairs and maintenance of the substation is expected to be over budget and the Electric Department is evaluating their line items to ensure they do not go over budget. Messrs. Blomquist and Granger gave a further explanation of the Wilmington Road substation issue for Mayor Quaranta's benefit.

**A motion to approve disbursements was made, seconded and unanimously passed.**

Electric Department Report – Mr. Granger reporting  
(See attached report)

Mr. Granger reported the following:

Developer Projects

- 90 Lukens Drive – Mr. Granger will meet with the electrical contractor for the project next week. Mr. Blomquist provided additional history on the project.
- Historic Penn Farm Renovations – MSC is waiting to hear from the contractor. Mr. Blomquist received a call from Peter Toner, Trustee, stating that the Trustees are considering purchasing the light poles in the future in order to stay within budget, or purchasing a less expensive pole.

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Mr. Blomquist explained to Mr. Toner that if they choose a light pole that is not an MSC inventoried item MSC would probably not do the maintenance on them.

#### Capital Projects

- Van Dyke Village – Conduit installation is mostly complete on 14<sup>th</sup> Street and the crew is working on installing conduits to the customer's service location and repairing roads, sidewalks and driveways. The project is approximately half done with the pathway. A contractor was hired to bore under Moore's Lane and that is complete. It was noted that residents have had no negative comments regarding the project. Mr. Blomquist noted that Verizon poles will be left and if they choose to relocate their utility underground after the project is complete they will be responsible for installation. Mr. Blomquist added that MSC will no longer be doing tree trimming, which could potentially cause more outages for Verizon.
- System Underground Plan – Utility engineers reached out for the amounts of wire MSC has in the system and they should be able to provide more data in September. Mayor Quaranta suggested that MSC make a presentation to City Council of the high level future plan.
- EV Chargers – All EV chargers purchased have been received and MSC needs direction from the City regarding locations for installation. Mayor Quaranta suggested that the Historic Area/Central Business District be the focus of the next chargers to be installed which would benefit commercial and residential users. Mr. Blomquist noted that according to the recording, there are three vehicles using the 3rd Street Parking Lot EV charger. Mr. Knox opined that the chargers should go in common areas (parking lots, etc.) as opposed to residential areas. Mr. Blomquist noted a number of common locations that have been discussed. MSC is collecting data to establish a mechanism to charge EV charging station users through SemaConnect. Mayor Quaranta will provide MSC with the next location(s) for charging stations, concurring that they should be common areas.
- Dobbinsville Park – Victor Bryson contacted MSC about removing wooden pole stubs on the river side of Dobbinsville to allow for the Trustee's to replace / install a new fence. MSC contacted the Trustee's and was told to wait to hear from them before proceeding. MSC will wait to hear from the Trustee's and then remove and dispose of the wooden pole stubs.

#### Repairs and Maintenance

- Wilmington Road Substation – A service tech from GE inspected the 9100 Main Breaker and speculated that the problem is a bad bearing. A PO for the repair has been issued and scheduling is in process. The annual infrared scan of the system has been expanded to inspect some of the well locations, motors, etc., for potential problems.

Water Department Report – Mr. Guyer reporting  
(See attached report)

Mr. Guyer reported the following:  
Developer Projects

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- Riverbend Subdivision – New signs have been installed in the subdivision and mowing/bush hogging is being completed without Miss Utility. Mr. Guyer scheduled a meeting with Gemcraft and their contractors to discuss the project and work scheduling.

MSC Projects

- Advanced Metering Infrastructure – Messrs. Guyer and Blomquist worked with Scott Lynch of DEMEC and Brandon Poddany of AMP to update the AMI costs to reflect the three options, including MSC receiving the State Drinking Water Revolving Fund Loan. Mayor Quaranta noted that DEMEC's presentation of the project to City Council was very helpful. He opined, however, that the message that the meters are old and must be replaced and that the recommended solution was perceived to be more of a "nice-to-do" rather than a "must-do" project; and suggested that it would be helpful to clarify the need for the project to the residents. Mr. Guyer noted that the new meters have a 10-year warranty and a 15 year minimum life expectancy. Mr. Guyer went on to give a more detailed explanation of the current system and how ERT failure is affecting the process. Mr. Blomquist stated his intention was to present all questions he has received at the next Council meeting and provide answers. Mr. Blomquist further explained the proposals and noted that there would be no rate adjustment for 2022 and 2023; and the rate adjustment in 2024, 2025 and 2026 would calculate to a 1.5% increase.
- Cross Connection Control Program – Messrs. Guyer and Jaeger are reviewing Hydro Corp's proposal to manage MSC's Cross Connection Control Program and will prepare a recommendation for Commission consideration.
- PFAS Sampling – PFAS sampling was completed on July 9<sup>th</sup> and the results continue to indicate the carbon in Lead Vessel 2 is being consumed at a slow rate with minimum break through into Lag Vessel 1.
- New Castle Little League Baseball Field – The project is scheduled to being the week of August 23<sup>rd</sup>.
- Penn Farm House Renovation – MSC is working with Nowland Associates to coordinate installation of the new water service.
- Van Dyke Village – Water operators are working with the Electric crew and are making very good progress.
- School Lane and Frenchtown Road Well / VFD Drives – Final specs have been done on Frenchtown Road and drives will be ordered. Lead time is approximately 14-16 weeks. Specs for School Lane are still being worked on.
- 4<sup>th</sup> Street Well Abandonment – ACS mobilized to the site on August 2<sup>nd</sup> to complete abandonment of the three wells. During the process, it was discovered the 32" outer casing of the 12" well required sealing, which required additional time and materials causing the project to be over budget. AC Schultes will submit the appropriate forms to DNREC and will forward final approved copies to MSC.

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Reporting

- Americas Water Infrastructure Act of 2018 – Messrs. Guyer and Jaeger are updating the Emergency Response Plan for certification and will submit it to EPA by the December 30, 2021 deadline.
- DNREC Settlement – DNREC advised there is currently no process in place for handling the funds. Mr. Guyer discussed funding with Steven Smailer of DNREC, and he assured Mr. Guyer that service providers will be included in the plans for how the funds will be used.
- Improved City/MSD Communication – Messrs. Guyer, Granger and Blomquist met with City Administrator Bill Barthel and Building Official Jeff Bergstrom to review City and MSD projects, including Projects/Purchases that MSD has on its 5 Year Plan. Mr. Guyer thanked Mayor Quaranta for helping coordinate the meeting.
- US EPA WaterSense Program – Mr. Guyer is researching becoming a partner in the US EPA Watersense Program, which is a voluntary partnership promoting water efficient products and resources to help conserve water for future generations. After review with Mr. Blomquist a recommendation on membership will be made to the Commission.
- HomeServe – Mr. Guyer is exploring the option of MSD offering a water service line insurance program through HomeServe. After review of the program with Mr. Blomquist a recommendation on membership will be made to the Commission.

System Repairs and Maintenance

- School Lane Treatment Facility – The bi-annual service, calibration and certification of the Fluoride and Chlorine in-line analyzers and the pH and Temperature probe was made by Hach Service on August 2<sup>nd</sup>. The new pH and Temperature probe ordered in May has been received.

Grants and Revolving Funds

- DWSRF Program Loan – The completed application was submitted to DWSRF Program Administrator Sandi Spiegel on July 23<sup>rd</sup> for review and comment. Mr. Guyer will attend the October 20<sup>th</sup> Water Infrastructure Advisory Council Meeting to answer questions on the application. Mayor Quaranta noted a number of City initiatives that were awarded funding from the State and suggested that MSD making a presentation to the Bond Committee for MSD Capital Project funding.

Equipment

- 1999 Case CX 70 Tractor – Hooper completed A/C service and electrical system charging/drainage issue on the tractor.

Personnel and Training

- Operator Licenses – Several training webinars pertaining to water operations, treatment and safety were attended to maintain operator licenses.

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*Managers were thanked and excused from the meeting.*

Secretary's Report – Mr. Blomquist reporting

DEMEC – Mr. Blomquist reported that DEMEC did not hold a meeting in August.

Old Business

Electric Vehicle Charging Stations – Mayor Quaranta noted that the 3<sup>rd</sup> Street Parking Lot charger is now up on PlugShare. Mr. Blomquist noted that having additional use of the charger will assist in determining what to charge for usage.

Feasibility Study – GMB has concluded their designs to this point and it was determined that additional property would be required in order to obtain everything. Discussion included remodeling or expanding the existing Police Station. GMB was provided with the structural plans.

Charter Change – The Charter change has been signed by the Governor.

Comcast Agreement – Mr. Blomquist met with Comcast and Cohen Law. The pole attachment fee was originally calculated using Delaware PSC Regulations in 1989. Mr. Blomquist recalculated the fee at \$27 range per attachment and the engineers agreed it should certainly be in the \$20 range. In discussion it was noted that there are a number of other issues that should be discussed with Comcast. Mr. Blomquist noted that recent City infrastructure upgrades have significantly benefited Comcast. Mayor Quaranta suggested that MSC initiate a conversation with Bonnie Metz at Verizon to discuss mutually beneficial opportunities.

AMP/DEMEC AMI funding Opportunities/Presentation – Mayor Quaranta opined that the presentation was complicated and suggested that additional conversations be held to respond to questions.

New Business

Trencher Discussion – MSC has been renting a trencher for the Van Dyke project. The first 14 homes were all dug and a trencher was rented at a cost of \$8,600 to do the next 72 homes. The cost to rent a trencher for the remaining 85 homes is approximately \$10,200. The cost to purchase the same model being rented is \$14,000. The cost to purchase is \$4,000 more than the cost to rent for the remainder of the project. We would have the trencher for future projects. Mr. Knox indicated he would be in favor of purchasing the trencher.

Miscellaneous

Covid-19 Vaccinations – Mayor Quaranta asked for clarification of MSC's policy on employee vaccinations, noting there are a number of organizations that have mandated vaccinations or regular testing for their employees. Mr. Blomquist stated the MSC does not mandate that its employees receive a vaccination but would be open to discussion on the topic. Mayor Quaranta opined that anyone working for a utility should be required to receive the vaccination or be tested regularly. He noted that under the Fair Labor Law if an employer mandates that unvaccinated employees be tested they should be compensated for their time whether it is done during the normal work-day or after hours. The Mayor also opined that it is in everyone's benefit to have all employees vaccinated, and suggested that MSC research what other organizations are doing. Mr. Knox noted that no complaints have been

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received from employees due to a co-worker being unvaccinated. During further discussion it was suggested that all employees self-disclose if they have received the vaccination or not.

Newsletter – Mayor Quaranta noted he had some suggestions for the Newsletter to make it more readable for customers.

**A motion was made and seconded to move into executive session at 11:40 a.m. The motion was unanimously approved.**

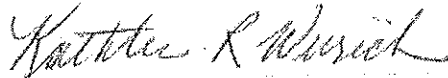
Commissioners returned to general session at 11:58 a.m.


Next Meeting

Commissioners set the next monthly Board meeting to be September 16, 2021, at 8:00 a.m. The meeting will be held in person only.

Adjournment

**A motion was made and seconded to adjourn the meeting. The motion received unanimous approval and the meeting was adjourned at 11:52 a.m.**

  
Kathleen R. Weirich, Stenographer

Approved: 

(Minutes transcribed from recording.)

# MUNICIPAL SERVICES COMMISSION

CITY OF NEW CASTLE, DELAWARE 19720-0208

P.O. BOX 208

<http://newcastlemsc.delaware.gov/>

Office: 302 323-2330 Utility Building: 302-323-2333 Fax: 302-323-2337

## Accounting & Customer Service Department Meeting Report

August 19, 2021

Prepared By: Ken Natale on August 12, 2021

- **Billing/Customer Service**

The CSD continues to perform normal everyday functions of assisting customers and preparing consumption reports and monthly billing.

- **Accounting**

Accounting provided Investment Performance by Security and Portfolio Holdings by Account at July 30, 2021.

Accounting provided a report on the capital budget for the quarter ended June 30, 2021.

Accounting provided the quarterly financial statements for the quarter ending June 30, 2021. The quarterly financial statements will be sent to the City and Trustees as required by Section 5(a) of the Charter.

Accounting reviewed the operating budget vs. actual for the four months ended July 30, 2021.

- A large commercial customer ceased operations and their electric account has been disconnected. The annual revenue from this customer was approximately \$230,000 per year (2% of annual revenues). The actual impact to the budget is still being analyzed. However, the impact is expected to be mitigated by a new customer taking over the space soon, and lower electric purchases from DEMEC. Accounting will be working with operations to determine how large of an impact this will have on the budget.
- Office Salaries in the General and Administrative expenses will show as over budget for the year as a result of leave payouts due to staff resignations/retirements. However, that amount is offset by a negative "Compensated Absences Expense" in the water and electric department budgets for leave that was accrued when earned in prior periods.
- As previously reported: Line item R & M Substation is expected to be over budget for the year due to unexpected repairs to the Wilmington Road circuit switcher. The electric department will reevaluate other budget line items and defer expenses. Overall the operating expenses are not expected to exceed budget for the fiscal year ended March 31, 2022.



Project	Description	Capital Budget 3/31/2022	Mat./Inventory as of 6/30/2021	Over(Under) Budget Completed Projects 6/30/2021	Remaining Bal as of 6/30/2021	MSC Labor 6/30/2021	MSC Equipment 6/30/2021	Total Capitalized 6/30/2021
<b>Electric Department</b>								
-200	VANDYKE VILLAGE UNDERGROUND	\$ 651,360.25	\$ 40,914.14		\$ (610,446.11)	\$ 134,785.00	\$ 89,696.88	
-201	MSC Aerial to Underground Delaware St (approved 4-30-2020)	\$ 770,000.00	\$ 683,583.20		\$ (86,616.80)	\$ 57,495.00	\$ 33,755.00	
-202	ELECTRIC SYSTEM WIDE UNDERGROUND EVALUATION (DESIGN & ENGINEERING	\$ 50,000.00	\$ 28,199.88		\$ (21,800.12)			
-203	AMI SYSTEM (\$1.3M) ELECTRIC/WATER OVER 2 YEARS	\$ 357,500.00	\$ -		\$ (357,500.00)			
<b>Water Department</b>								
9-202	WIAC AWP GRANT - MSC Asset Management Program 2 years \$100,000.00 RK&K Engineering (approved 07-01-19)	\$ 100,000.00	\$ 40,971.15		\$ (59,028.85)			
0-204	FTR WELL REHABILITATION \$35,000.00 (approved 4-30-2020)	\$ 35,000.00	\$ 35,863.28		\$ 863.28			\$ 35,863.28
12-201	6th and DE St Paving Project	\$ 42,500.00			\$ (42,500.00)			
12-202	SCHOOL LANE VFD/CADA PROGRAMMING \$26,000.00 (approved 4-20-2021)	\$ 26,000.00			\$ (26,000.00)			
12-203	AMI SYSTEM (\$1.3M) ELECTRIC/WATER OVER 2 YEARS	\$ 292,500.00			\$ (292,500.00)			
12-205	FTR VFD/CADA PROGRAMMING \$15,600.00 (approved 4-20-2021)	\$ 15,600.00			\$ (15,600.00)			
22-206	NEW CASTLE LITTLE LEAGUE WATER SERVICE - TRUSTEES	\$ 50,996.72			\$ (50,996.72)			
23-203	DELAWARE STREET 12" MAIN EXTENSION (10TH STREET CROSSING) \$37,000.00 (approved 4-20-2021)	\$ 42,410.00			\$ (42,410.00)			
23-204	DELAWARE STREET RAILROAD CROSSING (approved 4-20-2021)	\$ 37,500.00			\$ (37,500.00)			
<b>Facilities</b>								
19-200	Master Campus Plan/Admin Facility (approved \$10,000 6-27-19, \$9,000 12-19-19) END PHASE (\$50K shared with CNC)	\$ 19,000.00	\$ 20,380.44		\$ 1,380.44			
		\$ 15,000.00	\$ 4,386.33		\$ (10,663.67)			

Municipal Services Commission  
 Capital Budget  
 FYE 3/31/21

Project	Description	Capital Budget 3/31/2022	Mat. Inventory as of 6/30/2021	Over/(Under) Budget Completed Projects 6/30/2021	Remaining Bal as of 6/30/2021	MSC Labor 6/30/2021	MSC Equipment 6/30/2021	Total Capitalized 6/30/2021
9-200	Trucks/Large Equipment T-3 PICK UP TRUCK \$42,250.00 (approved 4-30-2020)	\$ 42,250.00	\$ 39,682.70		\$ (2,567.30)		\$	\$ 39,682.70
6-40-0	Trailer for Skid Steer (approved 4-30-2020)	\$ 12,500.00			\$ (12,500.00)		\$	\$
	Billing/Customer Svc/Administrative	\$ 6,050.00			\$ (6,050.00)			
	Accounting Policies/Procedure Manual							
		<u>\$ 2,566,166.97</u>	<u>\$ 893,731.12</u>	<u>\$ -</u>	<u>\$ (1,672,435.85)</u>	<u>\$ 192,280.00</u>	<u>\$ 123,451.88</u>	<u>\$ 75,545.98</u>

**MUNICIPAL SERVICES COMMISSION**  
**(A Component Unit of the City of New Castle)**  
**STATEMENTS OF NET POSITION**  
**June 30, 2021 AND May 31, 2021**

UNAUDITED

	June 2021	MAY 2021
<b>ASSETS AND DEFERRED OUTFLOWS OF RESOURCES</b>		
<b>ASSETS</b>		
Current Assets:		
Cash and cash equivalents	\$ 2,145,549	\$ 2,194,038
Investments	1,283,282	1,275,247
Accounts receivable, net	771,351	726,364
Grants receivable	55,932	54,553
Dividends receivable	93	87
Other receivables	3,153	3,080
Inventory	714,735	704,322
Prepaid expenses	124,250	123,345
<b>Total Current Assets</b>	<u>5,098,345</u>	<u>5,081,036</u>
Restricted Assets:		
Cash and cash equivalents - restricted	\$ 706,947	\$ 705,630
Noncurrent Assets:		
Land	45,386	45,386
Construction-in-progress	1,162,983	1,053,843
Property, plant and equipment	25,527,469	25,527,469
Less: Accumulated depreciation	(14,561,574)	(14,500,603)
<b>Total Noncurrent Assets</b>	<u>12,174,254</u>	<u>12,126,085</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
Deferred outflows - pension	164,836	164,836
Deferred outflows - regulatory accounting	3,124,345	3,124,345
<b>Total Deferred Outflows</b>	<u>3,289,181</u>	<u>3,289,181</u>
<b>TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES</b>	<u>\$ 21,268,727</u>	<u>\$ 21,201,932</u>
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND NET POSITION</b>		
<b>LIABILITIES</b>		
Current Liabilities:		
Accounts payable	\$ 633,585	\$ 592,256
Accrued expenses	-	-
Payroll withholdings payable	27,838	16,485
Accrued wages	37,183	23,075
Accrued appropriations	-	108,674
Developer deposits	8,173	6,455
Other liabilities	410	411
<b>Total Current Liabilities</b>	<u>707,189</u>	<u>747,356</u>
Noncurrent Liabilities:		
Escrow deposits	4,494	4,494
Customer deposits	702,453	701,136
Accrued compensated absences	411,922	441,567
Net pension liability	474,757	474,757
<b>Total Noncurrent Liabilities</b>	<u>1,593,626</u>	<u>1,621,954</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>		
Deferred inflows - pension	659,474	659,474
<b>NET POSITION</b>		
Net investment in capital assets	12,174,254	12,126,085
Unrestricted	6,134,184	6,047,063
<b>TOTAL NET POSITION</b>	<u>18,308,438</u>	<u>18,173,148</u>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND NET POSITION</b>	<u>\$ 21,268,727</u>	<u>\$ 21,201,932</u>

**MUNICIPAL SERVICES COMMISSION**  
**(A Component Unit of the City of New Castle)**  
**STATEMENTS OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION**  
**FOR THE THREE MONTHS ENDING JUNE 30, 2021 AND 2020**

UNAUDITED

	2021	2020
OPERATING REVENUES:		
User charges	2,617,236	2,433,240
City service charges	17,901	15,355
Free service	10,416	10,878
Miscellaneous	9,520	7,547
TOTAL OPERATING REVENUES	2,655,073	2,467,020
LESS: Free service	(1,713)	(1,741)
NET OPERATING REVENUES	2,653,360	2,465,279
 PURCHASE OF POWER AND WATER	 (1,521,396)	 (1,445,051)
 OPERATING EXPENSES	 (711,231)	 (693,101)
MISCELLANEOUS OPERATING EXPENSE		
 GENERAL AND ADMINISTRATIVE EXPENSES	 (347,193)	 (274,634)
 OPERATING INCOME	 73,540	 52,493
Capitalized Labor	146,355	13,587
Capitalized Material	93,095	7,761
OPERATING INCOME AFTER CAPITALIZED ITEMS	312,990	73,841
 NONOPERATING REVENUES (EXPENSES):		
Investment income	7,301	9,196
Investment expense	(725)	(678)
Grant Income	55,932	-
Grant Expense	(55,932)	(9,359)
Gain(Loss) on Sale of Investments	3,055	(5,147)
Realized Gain(Loss) on Sale of Assets	-	0
Other Expenses	(281)	-2185
Appropriations to the Mayor and Council of New Castle:		
Ordinary	(163,012)	(165,422)
City services	(7,337)	(6,384)
Special	(4,030)	(4,076)
Unrealized gain (loss) on investments	16,418	33,771
TOTAL NONOPERATING EXPENSES	(148,611)	(120,678)
 CAPITAL CONTRIBUTIONS		
Private developer contributions	-	-
 CHANGE IN NET POSITION	 164,379	 (46,837)
 NET POSITION, BEGINNING OF YEAR	 18,144,059	 17,397,603
 NET POSITION, END OF YEAR	 \$ 18,308,438	 \$ 17,350,766

**MUNICIPAL SERVICES COMMISSION**  
**(A Component Unit of the City of New Castle)**  
**STATEMENTS OF CASH FLOWS**  
**FOR THE THREE MONTHS ENDING JUNE 30, 2021**

UNAUDITED

	2021	Unaudited March 2021
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>		
Receipts from customers	\$ 2,415,930	\$ 11,125,462
Payments to suppliers for goods and services	(1,651,452)	(6,961,593)
Payments to employees for services	(739,327)	(2,374,299)
<b>NET CASH PROVIDED BY OPERATING ACTIVITIES</b>	<b>25,151</b>	<b>1,789,570</b>
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:</b>		
Appropriations to the Mayor and Council of New Castle	(167,042)	(695,858)
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</b>		
Capital improvements	(94,357)	(1,155,151)
Proceeds from sale of equipment		36,734
Capital grants	(51,016)	-
<b>NET CASH USED BY CAPITAL AND RELATED FINANCING ACTIVITIES</b>	<b>(145,373)</b>	<b>(1,118,417)</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES:</b>		
Purchase of investments	(5,620)	(51,656)
Investment income	6,746	45,622
<b>NET CASH PROVIDED BY INVESTING ACTIVITIES</b>	<b>1,126</b>	<b>(6,034)</b>
<b>NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS</b>	<b>(286,138)</b>	<b>(30,739)</b>
<b>CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR</b>	<b>3,138,634</b>	<b>3,169,373</b>
<b>CASH AND CASH EQUIVALENTS, END OF YEAR</b>	<b>\$ 2,852,496</b>	<b>\$ 3,138,634</b>
<b>RECONCILIATION OF OPERATING INCOME TO NET CASH PROVIDED BY OPERATING ACTIVITIES:</b>		
Operating income	\$ 73,540	\$ 1,349,347
Adjustments:		
Depreciation	182,545	753,923
Bad debt	7,060	8,663
Free service	(8,703)	(38,620)
(Increase) decrease in:		
Accounts receivable	(246,591)	154,388
Other receivables	1,678	18,923
Inventory	(22,555)	14,980
Prepaid expenses	4,652	(11,944)
Deferred outflows - pension	-	371,401
Deferred outflows - DEMEC	-	(305,492)
Increase (decrease) in:		
Accounts payable	79,188	(29,098)
Accrued expenses	-	4,891
Payroll withholdings payable	(9,360)	6,925
Accrued wages	(21,277)	(12,426)
Developer deposits	8,173	(448)
Other liabilities	-	2
Accrued compensated absences	(31,212)	(49,845)
Escrow deposits	-	46,441
Customer deposits	8,013	(1,023,580)
Net pension liability	-	531,139
Deferred inflows - pension	-	-
<b>NET CASH PROVIDED BY OPERATING ACTIVITIES</b>	<b>\$ 25,151</b>	<b>\$ 1,789,570</b>
<b>CASH AND CASH EQUIVALENTS:</b>		
Cash and cash equivalents	\$ 2,145,549	\$ 2,439,700
Restricted cash	706,947	698,934
<b>TOTAL CASH AND CASH EQUIVALENTS</b>	<b>\$ 2,852,496</b>	<b>\$ 3,138,634</b>
<b>NONCASH NONCAPITAL FINANCING ACTIVITIES:</b>		
Appropriation to the Mayor and Council of New Castle	\$ 7,337	\$ 26,131
<b>NONCASH CAPITAL AND RELATED FINANCING ACTIVITIES:</b>		
Contributions of infrastructure	\$ -	\$ 39,928
<b>NONCASH INVESTING ACTIVITIES:</b>		
Unrealized (loss)/gain on investments	\$ 16,418	\$ 5,599

**MUNICIPAL SERVICES COMMISSION**  
**(A Component Unit of the City of New Castle)**  
**COMBINING SCHEDULES OF REVENUES AND EXPENSES BY DEPARTMENT**  
**FOR THE THREE MONTHS ENDING JUNE 30, 2021 AND 2020**

	Water Department		Electric Department		Total	
	2021	2020	2021	2020	2021	2020
<b>OPERATING REVENUES:</b>						
User charges	554,113	463,188	2,063,123	1,970,052	2,617,236	2,433,240
City service charges	7,297	4,785	10,604	10,570	17,901	15,355
Free service	912	1,007	9,504	9,871	10,416	10,878
Miscellaneous	3,698	2,828	5,822	4,719	9,520	7,547
<b>TOTAL OPERATING REVENUES</b>	<b>566,020</b>	<b>471,808</b>	<b>2,089,053</b>	<b>1,995,212</b>	<b>2,655,073</b>	<b>2,467,020</b>
LESS: Free service	(925)	(705)	(788)	(1,036)	(1,713)	(1,741)
<b>NET OPERATING REVENUES</b>	<b>565,095</b>	<b>471,103</b>	<b>2,088,265</b>	<b>1,994,176</b>	<b>2,653,360</b>	<b>2,465,279</b>
<b>PURCHASE OF POWER AND WATER</b>	<b>(6,252)</b>	<b>(6,709)</b>	<b>(1,515,144)</b>	<b>(1,438,342)</b>	<b>(1,521,396)</b>	<b>(1,445,051)</b>
<b>OPERATING EXPENSES</b>	<b>(367,673)</b>	<b>(374,740)</b>	<b>(343,556)</b>	<b>(318,361)</b>	<b>(711,231)</b>	<b>(693,101)</b>
<b>GENERAL AND ADMINISTRATIVE EXPENSES</b>	<b>(130,447)</b>	<b>(103,506)</b>	<b>(216,746)</b>	<b>(171,128)</b>	<b>(347,193)</b>	<b>(274,634)</b>
<b>OPERATING INCOME</b>	<b>60,723</b>	<b>(13,852)</b>	<b>12,817</b>	<b>66,345</b>	<b>73,540</b>	<b>52,493</b>
Capitalized Labor	58,030	4,150	88,325	9,437	146,355	13,587
Capitalized Equipment	29,710	2,484	63,385	5,277	93,095	7,761
<b>OPERATING INCOME AFTER CAPITALIZED ITEMS</b>	<b>148,463</b>	<b>(7,218)</b>	<b>164,527</b>	<b>81,059</b>	<b>312,990</b>	<b>73,841</b>
<b>NONOPERATING REVENUES (EXPENSES):</b>						
Investment Income	1,096	1,337	6,205	7,859	7,301	9,196
Investment expense	(109)	(102)	(616)	(576)	(725)	(678)
Grant income	1,379	0	54,553	-	55,932	-
Grant expense	(1,379)	(4,212.00)	(54,553)	(5,147)	(55,932)	(9,359)
Private developer contributions	458	3,669.00	2,597	20,790	3,055	(4,212)
Realized Gain(Loss) on Sale of Investments						(5,147)
Realized Gain(Loss) on Sale of Assets						
Other Expense	(281)	(533)	-	(1,652)	(281)	(2,185)
Appropriations to the Mayor and Council of New Castle						
Ordinary	(29,342)	(29,497)	(133,670)	(135,925)	(163,012)	(165,422)
City services	(7,337)	(6,384)	-	0	(7,337)	(6,384)
Special	(137)	(1,569.00)	(3,893)	(2,507)	(4,030)	(4,076)
Unrealized Gains/(Losses) on investments	2,462	5,065	13,956	28,706	16,418	33,771
<b>TOTAL NONOPERATING REVENUES (EXPENSES)</b>	<b>(33,190)</b>	<b>(32,226)</b>	<b>(115,421)</b>	<b>(88,452)</b>	<b>(148,611)</b>	<b>(154,496)</b>
<b>CHANGE IN NET POSITION</b>	<b>\$ 115,273</b>	<b>\$ (39,444)</b>	<b>\$ 49,106</b>	<b>(7,393)</b>	<b>\$ 164,379</b>	<b>\$ (80,655)</b>

**MUNICIPAL SERVICES COMMISSION**  
(A Component Unit of the City of New Castle)  
**COMBINING SCHEDULES OF OPERATING EXPENSES BY DEPARTMENT**  
**FOR THE THREE MONTHS ENDING JUNE 30, 2021 AND 2020**

	Water Department		Electric Department		Total	
	2021	2020	2021	2020	2021	2020
OPERATING EXPENSES:						
Clothing allowance	\$ 365	\$ 677	\$ 3,070	\$ 1,939	\$ 3,435	\$ 2,616
Computer expense	3,496	2,298	2,327	2,766	5,823	5,064
Depreciation:						
Plant and equipment	81,810	94,481	51,963	52,862	133,773	147,343
Trucks and autos	7,713	4,614	19,992	18,630	27,705	23,244
Employee benefits	30,645	32,201	34,333	35,480	64,978	67,681
Engineering fees	-	-	-	-	-	-
Equipment rental	107	68	130	83	237	151
Insurance	12,458	15,140	15,226	12,420	27,684	27,560
Payroll taxes	11,724	10,956	10,754	11,290	22,478	22,246
Pension expense	22,636	23,252	21,055	21,900	43,691	45,152
Plant materials and supplies	288	875	560	343	848	1,218
Professional Fees	-	-	-	-	-	-
Repairs and maintenance:						
Buildings and grounds	1,687	1,687	675	675	2,362	2,362
Hydrants, mains, and valves	1,029	808	-	-	1,029	808
Lines and poles	-	-	10,245	485	10,245	485
Meters and services	3,561	1,079	806	682	4,367	1,761
Pumping stations	2,783	3,217	-	-	2,783	3,217
Street lights	-	-	992	205	992	205
Substations	-	-	15,355	5	15,355	5
Storm Damage	-	-	-	37	-	37
System Maintenance	-	-	-	-	-	-
Salaries and wages	161,215	161,598	144,110	151,592	305,325	313,190
Safety expense	55	-	208	351	263	351
Sampling and testing	1,970	-	170	-	2,140	-
Security	-	-	127	127	127	127
Seminars/Training	366	100	-	172	366	272
Tools & Equip Supplies	3,242	966	5,234	2,233	8,476	3,199
Truck expense	3,611	2,551	4,063	2,133	7,674	4,684
Utilities	5,997	6,494	2,163	1,951	8,160	8,445
Water Treatment Supplies	10,915	11,678	-	-	10,915	11,678
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 367,673</b>	<b>\$ 374,740</b>	<b>\$ 343,558</b>	<b>\$ 318,361</b>	<b>\$ 711,231</b>	<b>\$ 693,101</b>

**MUNICIPAL SERVICES COMMISSION**  
(A Component Unit of the City of New Castle)  
**COMBINING SCHEDULES OF GENERAL AND ADMINISTRATIVE EXPENSES BY DEPARTMENT**  
**FOR THE THREE MONTHS ENDING JUNE 30, 2021 AND 2020**

	Water Department		Electric Department		Total	
	2021	2020	2021	2020	2021	2020
<b>GENERAL AND ADMINISTRATIVE EXPENSES:</b>						
Administrative	\$ 9,671	\$ 4,542	12,267	10,513	21,938	\$ 15,055
Bad debts	-	-	7,060	4,509	7,060	4,509
Clothing	91	-	111	-	202	-
Computer expense	5,580	4,873	6,819	5,956	12,399	10,829
Depreciation - furniture and fixtures	4,263	4,263	6,871	7,036	11,134	11,299
Dues and subscriptions	1,682	744	688	909	2,350	1,553
Employee benefits	9,333	9,095	14,037	13,681	23,370	22,776
Insurance	3,700	3,883	4,523	4,357	8,223	8,240
Key Accounts	-	-	-	-	-	-
Office salaries	63,838	49,395	116,580	83,866	180,418	133,261
Office supplies	4,793	3,318	6,579	5,013	11,372	8,331
Payroll taxes	6,502	3,434	10,853	5,976	17,355	9,410
Pension expense	6,775	6,625	13,088	13,097	19,863	19,722
Professional fees	10,128	8,153	12,358	9,881	22,486	18,034
Repairs and maintenance - equipment/building/grounds	1,073	1,884	1,244	2,303	2,317	4,187
Security system	594	499	725	610	1,319	1,109
Telephone	1,816	1,909	2,220	2,334	4,036	4,243
Training - administrative	326	645	398	789	724	1,434
Utilities and other expenses	282	244	345	298	627	542
<b>TOTAL GENERAL AND ADMINISTRATIVE EXPENSES</b>	<b>\$ 130,447</b>	<b>\$ 103,506</b>	<b>\$ 216,746</b>	<b>\$ 171,128</b>	<b>\$ 347,193</b>	<b>\$ 274,634</b>





Municipal Services Com. of the City of New

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# Monthly Budget Report

## Group Summary

For Fiscal: 2021-2022 Period Ending: 07/31/2021

SubCategory	July Budget	July Activity	Variance		YTD Budget	YTD Activity	Variance		Total Budget
			Favorable (Unfavorable)	Percent Remaining			Favorable (Unfavorable)	Percent Remaining	
01 - Operating Fund	938,256.45	1,045,858.63	107,602.18	11.47 %	3,753,025.80	3,663,094.52	-89,931.28	-2.40 %	11,263,583.00
1 - User Charges	6,130.88	6,840.21	709.33	11.57 %	24,523.52	24,741.25	217.73	0.89 %	73,600.00
1 - City Service Charges	4,298.28	3,361.29	-936.99	-21.80 %	17,193.12	13,777.57	-3,415.55	-19.87 %	51,600.00
1 - Free Service Revenue	3,216.56	2,598.95	-617.61	-19.20 %	13,837.31	9,900.88	-3,936.43	-28.45 %	42,500.00
1 - Investment Income	5,414.50	4,609.68	-804.82	-14.86 %	22,359.64	13,054.07	-9,305.57	-41.62 %	65,000.00
1 - Miscellaneous Income	0.00	0.00	0.00	0.00 %	0.00	55,932.38	55,932.38	0.00 %	0.00
1 - Grant Income	468,283.86	603,778.51	-135,494.65	-28.93 %	1,875,135.44	1,966,514.04	-93,378.60	-4.99 %	5,621,655.00
1 - Purchase of Power/Water	52,865.84	52,887.00	-21.16	-0.04 %	211,463.36	211,548.00	-84.64	-0.04 %	634,644.00
1 - Purchase of Power Substation	608.09	603.94	4.15	0.68 %	2,432.36	2,317.02	115.34	4.74 %	7,300.00
1 - Free Service Expense	110,455.80	54,412.60	56,043.20	50.74 %	441,823.20	359,737.72	82,085.48	18.58 %	1,326,000.00
1 - Salaries and Wages	8,579.90	7,452.94	1,126.96	13.13 %	34,319.60	29,930.72	4,388.88	12.79 %	103,000.00
1 - Payroll Taxes	15,993.60	13,525.44	2,468.16	15.43 %	63,974.40	57,216.31	6,758.09	10.56 %	192,000.00
7 - Pension Expense	24,249.78	20,034.79	4,214.99	17.38 %	96,999.12	85,012.44	11,986.68	12.36 %	291,114.00
8 - Employee Benefits	9,287.95	9,589.91	-301.96	-3.25 %	37,151.80	37,274.02	-122.22	-0.33 %	111,500.00
0 - Insurance	3,313.24	2,471.74	841.50	25.40 %	13,252.96	10,631.74	2,621.22	19.78 %	39,775.00
1 - Utilities	208.25	0.00	208.25	100.00 %	833.00	0.00	833.00	100.00 %	2,500.00
2 - Storm Damage	649.74	0.00	649.74	100.00 %	2,598.96	0.00	2,598.96	100.00 %	7,800.00
6 - R&M System Maintenance	2,554.79	217.50	2,337.29	91.49 %	10,219.16	3,000.75	7,218.41	70.64 %	30,670.00
0 - Pumping Stations	4,616.48	7,422.41	-2,805.93	-60.78 %	18,465.92	18,337.49	128.43	0.70 %	55,420.00
1 - Water Treatment Supplies	1,441.92	74.36	1,367.56	94.84 %	5,767.68	1,103.61	4,664.07	80.87 %	17,310.00
0 - Hydrants, Mains and Valves	1,557.71	289.12	1,268.59	81.44 %	6,230.84	10,534.71	-4,303.87	-69.07 %	18,700.00
1 - Lines and Poles	541.45	380.15	161.30	29.79 %	2,165.80	1,371.99	793.81	36.55 %	6,500.00
2 - Street Lights	1,533.55	50.65	1,482.90	96.70 %	6,134.20	4,418.01	1,716.19	27.98 %	18,410.00
3 - Meters and Services	533.12	0.00	533.12	100.00 %	2,132.48	15,354.87	-13,222.39	-620.05 %	6,400.00
11 - Substation	870.48	1,050.00	-179.52	-20.62 %	3,481.92	3,412.50	69.42	1.99 %	10,450.00
14 - Building and Grounds	896.30	768.80	127.50	14.23 %	3,585.20	1,616.50	1,968.70	54.91 %	10,760.00
17 - Plant Materials and Supplies	3,895.52	5,557.55	-1,662.03	-42.67 %	15,582.08	13,231.71	2,350.37	15.08 %	46,765.00
50 - Truck Expense	0.00	-21,485.00	21,485.00	0.00 %	0.00	-114,705.00	114,705.00	0.00 %	0.00
51 - Allocated Equipment Costs	3,192.29	1,500.79	1,691.50	52.99 %	12,769.16	9,977.16	2,792.00	21.87 %	38,323.00
51 - Tools & Equip Supplies	185.92	77.40	108.52	58.37 %	743.68	314.36	429.32	57.73 %	2,320.00
52 - Equipment Rental	1,514.64	1,091.87	422.77	27.91 %	6,058.56	4,526.89	1,531.67	25.28 %	18,183.00
71 - Clothing Allowance	461.48	1,102.40	-640.92	-138.88 %	1,845.92	1,365.92	480.00	26.00 %	5,940.00
72 - Safety Expense	1,112.05	0.00	1,112.05	100.00 %	4,448.20	566.40	4,081.80	91.76 %	13,350.00
80 - Training/Seminars	2,236.36	2,469.60	-233.24	-10.43 %	8,945.44	8,293.19	652.25	7.29 %	26,847.14
82 - Computer Expense	583.10	0.00	583.10	100.00 %	2,332.40	0.00	2,332.40	100.00 %	7,000.00
84 - Professional Fees									

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For Fiscal: 2021-2022 Period Ending: 07/31/2021

Monthly Budget Report

SubCategory	July		YTD		YTD		YTD		Variance		Percent Remaining	Total Budget
	Budget	Activity	Budget	Activity	Budget	Activity	(Unfavorable)	Favorable	(Unfavorable)	Remaining		
- Security System	359.18	339.25	1,436.72	466.45	1,436.72	466.45	970.27	970.27	67.53 %	4,312.00		
- Sampling and Tasting	2,308.24	2,522.00	9,232.96	4,662.00	9,232.96	4,662.00	4,570.96	4,570.96	49.51 %	27,710.00		
- Depreciation-Plant and Equipment	50,238.23	39,893.94	200,952.92	173,607.49	200,952.92	173,607.49	27,345.43	27,345.43	13.61 %	603,100.00		
- Depreciation-Trucks and Auto	8,746.50	9,235.18	34,986.00	36,940.74	34,986.00	36,940.74	-1,954.74	-1,954.74	-5.59 %	105,000.00		
- Capitalized Labor	0.00	-31,220.00	0.00	-177,575.00	0.00	-177,575.00	177,575.00	177,575.00	0.00 %	0.00		
- Office Salaries	44,648.80	70,169.81	178,595.20	250,588.32	178,595.20	250,588.32	-71,993.12	-71,993.12	-40.31 %	536,000.00		
- Payroll Taxes	3,756.83	3,128.92	15,027.32	20,484.36	15,027.32	20,484.36	-5,457.04	-5,457.04	-36.31 %	45,100.00		
- Pension Expense	5,814.30	5,749.15	23,657.20	25,611.81	23,657.20	25,611.81	-1,954.61	-1,954.61	-8.26 %	71,000.00		
- Employee Benefits & Related Expenses	8,632.19	8,326.54	34,528.76	31,696.89	34,528.76	31,696.89	2,831.87	2,831.87	8.20 %	103,628.00		
- Professional Fees	5,853.88	6,480.83	23,415.52	28,966.39	23,415.52	28,966.39	-5,550.87	-5,550.87	-23.71 %	70,275.00		
- Insurance	2,748.90	2,931.17	10,995.60	11,153.90	10,995.60	11,153.90	-158.30	-158.30	-1.44 %	33,000.00		
- Utilities	274.89	496.12	1,099.56	1,123.22	1,099.56	1,123.22	-23.66	-23.66	-2.15 %	3,300.00		
- Bad Debts	1,291.15	1,707.76	5,164.60	8,768.17	5,164.60	8,768.17	-3,603.57	-3,603.57	-69.77 %	15,500.00		
- Administrative	10,379.15	15,675.66	41,516.60	37,613.48	41,516.60	37,613.48	3,903.12	3,903.12	9.40 %	124,600.00		
- R&M Equip/Bldg/Grounds	2,107.48	3,683.73	8,429.92	6,000.30	8,429.92	6,000.30	2,429.62	2,429.62	28.82 %	25,300.00		
- Office Supplies	1,965.88	1,274.69	7,853.52	7,347.04	7,853.52	7,347.04	516.48	516.48	6.57 %	23,600.00		
- Clothing	166.60	119.70	666.40	321.35	666.40	321.35	345.05	345.05	51.78 %	2,000.00		
- Training-Administrative	1,207.83	0.00	4,831.32	724.00	4,831.32	724.00	4,107.32	4,107.32	85.01 %	14,500.00		
- Dues and Subscriptions	566.44	263.48	2,265.76	2,613.91	2,265.76	2,613.91	-348.15	-348.15	-15.37 %	6,800.00		
- Computer Expense	4,048.36	5,120.78	16,293.44	17,520.15	16,293.44	17,520.15	-1,326.71	-1,326.71	-8.19 %	48,600.00		
- Office Supplies	2,540.65	3,963.63	10,162.60	9,263.58	10,162.60	9,263.58	899.02	899.02	8.85 %	30,500.00		
- Security System	399.84	390.50	1,599.36	1,709.50	1,599.36	1,709.50	-110.14	-110.14	-6.89 %	4,800.00		
- Telephone	1,499.40	1,920.55	5,997.60	5,956.22	5,997.60	5,956.22	41.38	41.38	0.69 %	18,000.00		
- Key Accounts	416.49	0.00	1,665.96	0.00	1,665.96	0.00	1,665.96	1,665.96	100.00 %	5,000.00		
- Depreciation-Furniture and Fixtures	3,998.40	3,711.26	15,993.60	14,845.05	15,993.60	14,845.05	1,148.55	1,148.55	7.18 %	48,000.00		
- Gain on Sale of Asset	0.00	0.00	0.00	-3,055.64	0.00	-3,055.64	3,055.64	3,055.64	0.00 %	0.00		
- Ordinary Appropriations	55,777.68	54,337.16	223,110.72	217,348.64	223,110.72	217,348.64	5,762.08	5,762.08	2.58 %	689,600.00		
- City Service Appropriations	2,249.10	2,992.54	8,996.40	10,329.57	8,996.40	10,329.57	-1,333.17	-1,333.17	-14.82 %	27,000.00		
- Special Appropriations	0.00	1,660.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %	0.00		
- Grant Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %	0.00		
- Change in Value of Investments	0.00	-7,453.17	7,453.17	0.00	0.00	0.00	0.00	0.00	0.00 %	0.00		
- Investment Expenses	0.00	739.73	-739.73	0.00	0.00	0.00	0.00	0.00	0.00 %	0.00		
- Other Expenses	0.00	140.42	-140.42	0.00	0.00	0.00	0.00	0.00	0.00 %	0.00		
<b>Total Fund: 01 - Operating Fund:</b>	<b>12,997.07</b>	<b>89,702.96</b>	<b>53,660.99</b>	<b>253,130.51</b>	<b>53,660.99</b>	<b>253,130.51</b>	<b>199,469.52</b>	<b>199,469.52</b>	<b>0.00 %</b>	<b>159,909.86</b>		
<b>Report Total:</b>	<b>17,997.07</b>	<b>89,702.96</b>	<b>53,660.99</b>	<b>253,130.51</b>	<b>53,660.99</b>	<b>253,130.51</b>	<b>199,469.52</b>	<b>199,469.52</b>	<b>0.00 %</b>	<b>159,909.86</b>		

Fund Summary

BOTH

Monthly Budget Report

Fund	July Budget		July Activity		YTD Budget		YTD Activity		Variance		Percent Remaining		Total Budget	
	Budget	Activity	Budget	Activity	Budget	Activity	Budget	Activity	Favorable (Unfavorable)	Remaining	Remaining	Remaining	Budget	Activity
01 - Operating Fund	12,997.07	89,702.96	53,660.99	253,130.51	53,660.99	253,130.51	199,469.52	199,469.52	159,909.86	159,909.86		159,909.86		
<b>Report Total:</b>	<b>12,997.07</b>	<b>89,702.96</b>	<b>53,660.99</b>	<b>253,130.51</b>	<b>53,660.99</b>	<b>253,130.51</b>	<b>199,469.52</b>	<b>199,469.52</b>	<b>159,909.86</b>	<b>159,909.86</b>		<b>159,909.86</b>		



Municipal Services Com. of the City of New

# Monthly Budget Report Group Summary

For Fiscal: 2021-2022 Period Ending: 07/31/2021

Job Category	July Budget	July Activity	Variance		YTD Budget	YTD Activity	Variance		Total Budget
			Favorable (Unfavorable)	Percent Remaining			Favorable (Unfavorable)	Percent Remaining	
01 - Operating Fund	748,675.41	864,933.83	116,258.42	15.53 %	2,994,701.64	2,928,056.98	-66,644.66	-2.23 %	8,987,700.00
- User Charges	3,831.80	3,857.43	25.63	0.67 %	15,327.20	14,461.72	-865.48	-5.65 %	46,000.00
- City Service Charges	3,748.50	3,054.88	-693.62	-18.50 %	14,994.00	12,559.14	-2,434.86	-16.24 %	45,000.00
- Free Service Revenue	3,040.45	2,294.86	-745.59	-24.52 %	12,161.80	8,499.99	-3,661.81	-30.11 %	36,500.00
- Investment Income	3,581.90	3,782.40	200.50	5.60 %	14,337.60	8,528.57	-5,799.03	-40.47 %	43,000.00
- Miscellaneous Income	0.00	0.00	0.00	0.00 %	0.00	54,552.98	54,552.98	0.00 %	0.00
- Grant Income	466,076.41	601,727.55	-135,651.14	-29.10 %	1,864,305.64	1,958,210.96	-93,905.32	-5.04 %	5,585,155.00
- Purchase of Power/Water	52,865.84	52,887.00	-21.16	-0.04 %	211,463.36	211,548.00	-84.64	-0.04 %	634,644.00
- Purchase of Power Substation	333.20	291.50	41.70	12.52 %	1,332.80	1,079.15	253.65	19.03 %	4,000.00
- Free Service Expense	55,561.10	10,825.94	44,735.16	80.52 %	222,244.40	154,935.75	67,308.65	30.29 %	667,000.00
- Salaries and Wages	4,331.60	3,594.56	737.04	17.02 %	17,326.40	14,348.21	2,978.19	17.19 %	52,000.00
- Payroll Taxes	7,996.80	6,512.23	1,484.57	18.56 %	31,987.20	27,566.69	4,420.51	13.82 %	96,000.00
- Pension Expense	13,139.32	10,705.73	2,433.59	18.52 %	52,557.28	45,038.28	7,519.00	14.31 %	157,735.00
- Employee Benefits	4,165.00	5,274.45	-1,109.45	-26.64 %	16,660.00	20,500.71	-3,840.71	-23.05 %	50,000.00
- Insurance	891.31	416.28	475.03	53.30 %	3,565.24	2,579.54	985.70	27.65 %	10,700.00
- Utilities	208.25	0.00	208.25	100.00 %	833.00	0.00	833.00	100.00 %	2,500.00
- Storm Damage	1,557.71	289.12	1,268.59	81.44 %	6,230.84	10,534.71	-4,303.87	-69.07 %	18,700.00
- Lines and Poles	541.45	380.15	161.30	29.79 %	2,165.80	1,371.99	793.81	36.65 %	6,500.00
- Street Lights	358.19	0.00	358.19	100.00 %	1,432.76	805.89	626.87	43.75 %	4,300.00
- Meters and Services	533.12	0.00	533.12	100.00 %	2,132.48	15,354.87	-13,222.39	-620.05 %	6,400.00
- Substation	249.90	300.00	-50.10	-20.05 %	999.60	975.00	24.60	2.46 %	3,000.00
- Building and Grounds	483.14	422.84	60.30	12.48 %	1,932.56	982.66	949.90	49.15 %	5,800.00
- Plant Materials and Supplies	2,249.10	1,469.76	779.34	34.65 %	8,996.40	5,532.59	3,463.81	38.50 %	27,000.00
- Truck Expense	0.00	-13,995.00	13,995.00	0.00 %	0.00	-77,505.00	77,505.00	0.00 %	0.00
- Allocated Equipment Costs	1,803.44	911.93	891.51	49.43 %	7,213.76	6,146.38	1,067.38	14.80 %	21,650.00
- Tools & Equip Supplies	124.95	42.57	82.38	65.93 %	499.80	172.90	326.90	65.41 %	1,500.00
- Equipment Rental	849.66	1,091.87	-242.21	-28.51 %	3,398.64	4,161.71	-763.07	-22.45 %	10,200.00
- Clothing Allowance	266.56	962.13	-695.57	-260.94 %	1,066.24	1,170.30	-104.06	-9.76 %	3,200.00
- Safety Expense	633.08	0.00	633.08	100.00 %	2,532.32	0.00	2,532.32	100.00 %	7,600.00
- Training/Seminars	1,199.52	884.15	315.37	26.29 %	4,798.08	5,211.25	1,586.83	33.07 %	14,400.00
- Computer Expense	333.20	0.00	333.20	100.00 %	1,332.80	0.00	1,332.80	100.00 %	4,000.00
- Security System	283.22	205.67	77.55	27.38 %	1,132.88	332.87	800.01	70.62 %	3,400.00
- Sampling and Testing	1,182.86	422.00	760.86	64.32 %	4,731.44	592.00	4,139.44	87.49 %	14,200.00
- Depreciation-Plant and Equipment	19,283.95	17,344.29	1,939.66	10.06 %	77,135.80	69,307.65	7,828.15	10.15 %	231,500.00
- Depreciation-Trucks and Auto	6,664.00	6,664.16	-0.16	0.00 %	26,656.00	26,656.66	-0.66	0.00 %	80,000.00

# ELECTRIC

For Fiscal: 2021-2022 Period Ending: 07/31/2021

**Monthly Budget Report**

SubCategory	July Budget	July Activity	Variance		YTD Budget	YTD Activity	Variance		Total Budget
			Favorable (Unfavorable)	Percent Remaining			Favorable (Unfavorable)	Percent Remaining	
- Capitalized Labor	0.00	-16,940.00	16,940.00	0.00 %	0.00	-105,265.00	105,265.00	0.00 %	0.00
- Office Salaries	28,322.00	41,504.95	-13,182.95	-46.55 %	113,288.00	158,085.37	-44,797.37	-39.54 %	340,000.00
- Payroll Taxes	2,332.40	1,945.61	386.79	16.58 %	9,329.60	12,798.64	-3,469.04	-37.18 %	28,000.00
- Pension Expense	4,081.70	3,831.05	250.65	6.14 %	16,326.80	16,918.67	-591.87	-3.63 %	49,000.00
- Employee Benefits & Related Expenses	5,127.60	5,040.85	86.75	1.69 %	20,510.40	19,078.40	1,432.00	6.98 %	61,556.00
- Professional Fees	3,208.08	3,564.46	-356.38	-11.11 %	12,832.32	15,922.22	-3,089.90	-24.08 %	38,512.50
- Insurance	1,457.75	1,612.14	-154.39	-10.59 %	5,831.00	6,134.65	-303.65	-5.21 %	17,500.00
- Utilities	149.94	272.88	-122.94	-81.99 %	599.76	617.78	-18.02	-3.00 %	1,800.00
- Bad Debts	1,082.90	1,707.76	-624.86	-57.70 %	4,331.60	8,768.17	-4,436.57	-102.42 %	13,000.00
- Administrative	6,082.97	11,448.74	-5,365.77	-88.21 %	24,331.88	23,715.30	616.58	2.53 %	73,025.00
- R&M Equip/Bldg/Grounds	1,175.36	2,026.05	-850.69	-72.38 %	4,701.44	3,269.89	1,431.55	30.45 %	14,110.00
- Office Supplies	1,274.49	1,054.42	220.07	17.27 %	5,097.96	4,718.92	379.04	7.44 %	15,300.00
- Clothing	83.30	65.84	17.46	20.96 %	333.20	176.75	156.45	46.95 %	1,000.00
- Training-Administrative	819.24	0.00	819.24	100.00 %	3,276.96	398.20	2,878.76	87.85 %	9,935.00
- Dues and Subscriptions	216.58	144.91	71.67	33.09 %	866.32	813.40	52.92	6.11 %	2,600.00
- Computer Expense	2,226.60	2,816.42	-589.82	-26.49 %	8,906.40	9,636.09	-729.69	-8.19 %	26,730.00
- Office Supplies	1,391.11	2,180.00	-788.89	-56.71 %	5,564.44	5,094.97	469.47	8.44 %	16,700.00
- Security System	216.58	214.78	1.80	0.83 %	866.32	940.24	-73.92	-8.53 %	2,600.00
- Telephone	824.67	1,056.32	-231.65	-28.09 %	3,298.58	3,275.95	22.73	0.69 %	9,900.00
- Key Accounts	229.07	0.00	229.07	100.00 %	916.28	0.00	916.28	100.00 %	2,750.00
- Depreciation-Furniture and Fixtures	2,499.00	2,290.27	208.73	8.35 %	9,996.00	9,161.08	834.92	8.35 %	30,000.00
- Gain on Sale of Asset	0.00	0.00	0.00	0.00 %	0.00	-2,597.29	2,597.29	0.00 %	0.00
- Ordinary Appropriations	44,923.69	44,510.89	412.80	0.92 %	179,694.76	178,180.95	1,513.81	0.84 %	539,300.00
- Special Appropriations	0.00	820.00	-820.00	0.00 %	0.00	4,712.61	-4,712.61	0.00 %	0.00
- Grant Expense	0.00	0.00	0.00	0.00 %	0.00	54,552.98	-54,552.98	0.00 %	0.00
- Change in Value of Investments	0.00	-6,335.19	6,335.19	0.00 %	0.00	-20,291.31	20,291.31	0.00 %	0.00
- Investment Expenses	0.00	628.77	-628.77	0.00 %	0.00	1,244.54	-1,244.54	0.00 %	0.00
<b>Total Fund: 01 - Operating Fund:</b>	<b>10,987.15</b>	<b>62,830.60</b>	<b>51,843.45</b>		<b>43,948.60</b>	<b>110,985.49</b>	<b>67,036.89</b>		<b>131,897.50</b>
<b>Report Total:</b>	<b>10,987.15</b>	<b>62,830.60</b>	<b>51,843.45</b>		<b>43,948.60</b>	<b>110,985.49</b>	<b>67,036.89</b>		<b>131,897.50</b>

# Fund Summary

*ELECTRIC*

Monthly Budget Report

Fund	July Budget		July Activity		Variance Favorable (Unfavorable)		Percent Remaining		YTD Budget		YTD Activity		Variance Favorable (Unfavorable)		Percent Remaining		Total Budget	
	Budget	Activity	Budget	Activity	Favorable	(Unfavorable)	Remaining	Remaining	Budget	Activity	Budget	Activity	Favorable	(Unfavorable)	Remaining	Remaining	Total Budget	Activity
01 - Operating Fund	10,987.15	62,830.60	62,830.60	62,830.60	51,843.45	(51,843.45)			43,948.60	110,985.49	43,948.60	110,985.49	67,036.89	(67,036.89)			131,897.50	131,897.50
<b>Report Total:</b>	<b>10,987.15</b>	<b>62,830.60</b>	<b>62,830.60</b>	<b>62,830.60</b>	<b>51,843.45</b>	<b>(51,843.45)</b>			<b>43,948.60</b>	<b>110,985.49</b>	<b>43,948.60</b>	<b>110,985.49</b>	<b>67,036.89</b>	<b>(67,036.89)</b>			<b>131,897.50</b>	<b>131,897.50</b>



Municipal Services Com. of the City of New

WATER

# Monthly Budget Report Group Summary

For Fiscal: 2021-2022 Period Ending: 07/31/2021

SubCategory	July Budget	July Activity	Variance		YTD Budget	YTD Activity	Variance		Total Budget
			Favorable (Unfavorable)	Percent Remaining			Favorable (Unfavorable)	Percent Remaining	
01 - Operating Fund	189,581.04	180,924.80	-8,656.24	-4.57 %	758,324.16	735,037.54	-23,286.62	-3.07 %	2,275,883.00
1 - User Charges	2,299.08	2,982.78	683.70	29.74 %	9,196.32	10,279.53	1,083.21	11.78 %	27,600.00
1 - City Service Charges	549.78	306.41	-243.37	-44.27 %	2,199.12	1,218.43	-980.69	-44.59 %	6,600.00
1 - Free Service Revenue	176.11	304.09	127.98	72.67 %	1,675.51	1,400.89	-274.62	-16.39 %	6,000.00
1 - Investment Income	1,832.60	827.28	-1,005.32	-54.86 %	8,032.04	4,525.50	-3,506.54	-43.56 %	22,000.00
1 - Miscellaneous Income	0.00	0.00	0.00	0.00 %	0.00	1,379.40	1,379.40	0.00 %	0.00
1 - Grant Income	2,207.45	2,050.96	156.49	7.09 %	8,829.80	8,303.08	526.72	5.97 %	26,500.00
1 - Purchase of Power/Water	274.89	312.44	-37.55	-13.66 %	1,099.56	1,237.87	-138.31	-12.58 %	3,300.00
1 - Free Service Expense	54,894.70	43,586.66	11,308.04	20.60 %	219,578.80	204,801.97	14,776.83	6.73 %	659,000.00
1 - Salaries and Wages	4,248.30	3,858.38	389.92	9.18 %	16,993.20	15,582.51	1,410.69	8.30 %	51,000.00
1 - Payroll Taxes	7,996.80	7,013.21	983.59	12.30 %	31,987.20	29,649.62	2,337.58	7.31 %	96,000.00
1 - Pension Expense	11,110.46	9,329.06	1,781.40	16.03 %	44,441.84	39,974.16	4,467.68	10.05 %	133,379.00
8 - Employee Benefits	5,122.95	4,315.46	807.49	15.76 %	20,491.80	16,773.31	3,718.49	18.15 %	61,500.00
0 - Insurance	2,421.93	2,055.46	366.47	15.13 %	9,687.72	8,052.20	1,635.52	16.88 %	29,075.00
1 - Utilities	649.74	0.00	649.74	100.00 %	2,598.96	0.00	2,598.96	100.00 %	7,800.00
6 - R&M System Maintenance	2,554.79	217.50	2,337.29	91.49 %	10,219.16	3,000.75	7,218.41	70.64 %	30,670.00
0 - Pumping Stations	4,616.48	7,422.41	-2,805.93	-60.78 %	18,465.92	18,337.49	128.43	0.70 %	55,420.00
1 - Water Treatment Supplies	1,441.92	74.36	1,367.56	94.84 %	5,767.68	1,103.61	4,664.07	80.87 %	17,310.00
0 - Hydrants, Mains and Valves	1,175.36	50.65	1,124.71	95.69 %	4,701.44	3,612.12	1,089.32	23.17 %	14,110.00
3 - Meters and Services	620.58	750.00	-129.42	-20.85 %	2,482.32	2,437.50	44.82	1.81 %	7,450.00
4 - Building and Grounds	413.16	345.96	67.20	16.26 %	1,652.64	633.84	1,018.80	61.65 %	4,960.00
17 - Plant Materials and Supplies	1,646.42	4,087.79	-2,441.37	-148.28 %	6,585.68	7,699.12	-1,113.44	-16.91 %	19,765.00
10 - Truck Expense	0.00	-7,490.00	7,490.00	0.00 %	0.00	-37,200.00	37,200.00	0.00 %	0.00
11 - Allocated Equipment Costs	1,388.85	588.86	799.99	57.60 %	5,555.40	3,830.78	1,724.62	31.04 %	16,673.00
11 - Tools & Equip Supplies	60.97	34.83	26.14	42.87 %	243.88	141.46	102.42	42.00 %	732.00
12 - Equipment Rental	664.98	0.00	664.98	100.00 %	2,659.92	365.18	2,294.74	86.27 %	7,983.00
71 - Clothing Allowance	194.92	140.27	54.65	28.04 %	779.68	195.62	584.06	74.91 %	2,340.00
72 - Safety Expense	478.97	0.00	478.97	100.00 %	1,915.88	366.40	1,549.48	80.88 %	5,750.00
30 - Training/Seminars	1,036.84	1,585.45	-548.61	-52.91 %	4,147.36	5,081.94	-934.58	-22.53 %	12,447.14
32 - Computer Expense	249.90	0.00	249.90	100.00 %	999.60	0.00	999.60	100.00 %	3,000.00
84 - Professional Fees	75.96	133.58	-57.62	-75.86 %	303.84	133.58	170.26	56.04 %	912.00
86 - Security System	1,125.38	2,100.00	-974.62	-86.60 %	4,501.52	4,070.00	431.52	9.59 %	13,510.00
87 - Sampling and Testing	30,854.28	22,489.65	8,464.63	27.35 %	123,817.12	104,299.84	19,517.28	15.76 %	371,600.00
91 - Depreciation-Plant and Equipment	7,082.50	2,571.02	-4,885.52	-23.46 %	8,330.00	10,284.08	-1,954.08	-23.46 %	25,000.00
93 - Depreciation-Trucks and Auto	0.00	-14,280.00	14,280.00	0.00 %	0.00	-72,310.00	72,310.00	0.00 %	0.00
98 - Capitalized Labor									

WATER

Monthly Budget Report

SubCategory	July Budget	July Activity	Variance		YTD Budget	YTD Activity	Variance		Total Budget
			Favorable (Unfavorable)	Percent Remaining			Favorable (Unfavorable)	Percent Remaining	
Office Salaries	16,326.80	28,664.86	-12,338.06	-75.57 %	65,307.20	92,502.95	-27,195.75	-41.56 %	196,000.00
Payroll Taxes	1,424.43	1,183.31	241.12	16.93 %	5,697.72	7,685.72	-1,988.00	-34.89 %	17,100.00
Pension Expense	1,832.60	1,918.10	-85.50	-4.67 %	7,330.40	8,693.14	-1,362.74	-18.59 %	22,000.00
Employee Benefits & Related Expenses	3,504.59	3,285.69	218.90	6.25 %	14,018.36	12,618.49	1,399.87	9.99 %	42,072.00
Professional Fees	2,645.80	2,916.37	-270.57	-10.23 %	10,583.20	13,044.17	-2,460.97	-23.25 %	31,762.50
Insurance	1,291.15	1,319.03	-27.88	-2.16 %	5,164.60	5,019.25	145.35	2.81 %	15,500.00
Utilities	124.95	223.24	-98.29	-78.66 %	499.80	505.44	-5.64	-1.13 %	1,500.00
Bad Debts	208.25	0.00	208.25	100.00 %	833.00	0.00	833.00	100.00 %	2,500.00
Administrative	4,296.18	4,226.92	69.26	1.61 %	17,184.72	13,898.18	3,286.54	19.12 %	51,575.00
R&M Equip/Bldg/Grounds	932.12	1,657.68	-725.56	-77.84 %	3,728.48	2,730.41	998.07	26.77 %	11,190.00
Office Supplies	691.39	220.27	471.12	68.14 %	2,765.56	2,628.12	137.44	4.97 %	8,300.00
Clothing	83.30	53.86	29.44	35.34 %	333.20	144.60	188.60	56.60 %	1,000.00
Training-Administrative	388.59	0.00	388.59	100.00 %	1,554.36	325.80	1,228.56	79.04 %	4,665.00
Dues and Subscriptions	349.86	118.57	231.29	66.11 %	1,399.44	1,800.51	-401.07	-28.66 %	4,200.00
Computer Expense	1,821.76	2,304.36	-482.60	-26.49 %	7,287.04	7,884.06	-597.02	-8.19 %	21,870.00
Office Supplies	1,149.54	1,783.63	-634.09	-55.16 %	4,598.16	4,168.61	429.55	9.34 %	13,800.00
Security System	183.26	175.72	7.54	4.11 %	733.04	769.26	-36.22	-4.94 %	2,200.00
Telephone	674.73	864.23	-189.50	-28.09 %	2,698.92	2,680.27	18.65	0.69 %	8,100.00
Key Accounts	187.42	0.00	187.42	100.00 %	749.68	0.00	749.68	100.00 %	2,250.00
Depreciation-Furniture and Fixtures	1,499.40	1,420.99	78.41	5.23 %	5,997.60	5,683.97	313.63	5.23 %	18,000.00
Gain on Sale of Asset	0.00	0.00	0.00	0.00 %	0.00	-458.35	458.35	0.00 %	0.00
Ordinary Appropriations	10,853.99	9,826.27	1,027.72	9.47 %	43,415.96	39,167.69	4,248.27	9.79 %	130,300.00
City Service Appropriations	2,249.10	2,992.54	-743.44	-33.05 %	8,996.40	10,329.57	-1,333.17	-14.82 %	27,000.00
Special Appropriations	0.00	840.00	-840.00	0.00 %	0.00	977.39	-977.39	0.00 %	0.00
Grant Expense	0.00	0.00	0.00	0.00 %	0.00	1,379.40	-1,379.40	0.00 %	0.00
Change in Value of Investments	0.00	-1,117.98	1,117.98	0.00 %	0.00	-3,580.83	3,580.83	0.00 %	0.00
Investment Expenses	0.00	110.96	-110.96	0.00 %	0.00	219.62	-219.62	0.00 %	0.00
Other Expenses	0.00	140.42	-140.42	0.00 %	0.00	420.80	-420.80	0.00 %	0.00
<b>Total Fund: 01 - Operating Fund:</b>	<b>2,009.92</b>	<b>26,872.36</b>	<b>24,862.44</b>	<b>0.00 %</b>	<b>9,712.39</b>	<b>142,145.02</b>	<b>132,432.63</b>	<b>0.00 %</b>	<b>28,012.36</b>
<b>Report Total:</b>	<b>2,009.92</b>	<b>26,872.36</b>	<b>24,862.44</b>		<b>9,712.39</b>	<b>142,145.02</b>	<b>132,432.63</b>		<b>28,012.36</b>



**Fund Summary**

*WATER*

Fund	July		YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD		Total Budget
	Budget	Activity					Budget	Activity	
01 - Operating Fund	2,009.92	26,872.36	9,712.39	142,145.02	132,432.63		9,712.39	142,145.02	28,012.36
<b>Report Total:</b>	<b>2,009.92</b>	<b>26,872.36</b>	<b>9,712.39</b>	<b>142,145.02</b>	<b>132,432.63</b>		<b>9,712.39</b>	<b>142,145.02</b>	<b>28,012.36</b>

**MUNICIPAL SERVICES COMMISSION**  
CITY OF NEW CASTLE, DELAWARE 19720-0208  
P.O. BOX 208

<http://newcastlemsc.delaware.gov/>

Office: 302 323-2330 Utility Building: 302-323-2333 Fax: 302-323-2337

**ELECTRIC DEPARTMENT COMMISSION REPORT**

**August 19, 2021**

**Prepared by Artie Granger on August 12, 2021**

**1. Developer Projects:**

**a. 90 Lukens Dr:**

- I. MSC met with the electrical contractor that is re-locating the feed to Probation and Parole to go over scheduling. MSC is waiting to hear from contractor.

**b. Riverbend Subdivision:**

- I. There has been no contact regarding this project over the last month.

**c. Historic Penn Farm Renovations**

- I. MSC has connected the temporary service. MSC will wait to hear from the contractor on when they need us to continue work.

**2. Capital Projects:**

**a. Van Dyke Village:**

- I. The Electric Department has continued to work on this project. Conduit installation is continuing along New Amstel Lane and Vandyke Drive. AUI Power has completed the road crossing at Moore's Lane.

**b. Delaware Street:**

- I. There has been no conversation over the past month regarding this project.

**c. System Undergrounding plan:**

- I. MSC provided Utility Engineering the amounts of Aerial and Underground single phase and three phase, both primary and secondary for them to use in there planning.

**d. EV Chargers:**

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- I. We have received the additional chargers and will work on installing them when we get some direction from the city on locations.

e. **6<sup>th</sup> St Traffic Light:**

- I. There has been no contact about this.

f. **Dobbinsville Park**

- I. Victor Bryson contacted MSC about removing wooden pole stubs on the river side of Dobbinsville to allow for the Trustee's to replace / install a new fence. MSC contacted the Trustee's and was told to wait to hear from them before proceeding. MSC will wait to hear from the Trustee's and then remove and dispose of the wooden pole stubs.

3. **Capital Purchases:**

- I. There have been no capital purchases over the last month.

4. **Operations:**

a. **Outages :**

- I. There have been no outages this month
- II. 8/01/2020 – 8/01/2021

<b>SAIDI (minutes)</b>	<b>SAIFI (number of interruptions)</b>	<b>CAIDI (minutes)</b>	<b>ASAI (percent)</b>
50.811	0.456	111.413	99.9903

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SAIDI - is the average outage duration for each customer served.

SAIFI - is the average number of interruptions that a customer would experience.

CAIDI - gives the average outage duration that any given customer would experience.

ASAI - is the Average Service Availability Index.

**5. Repairs and Maintenance:**

**a. Wilmington Road Substation:**

- I. We are coordinating the repair of the 9100 breaker with GE. The Electric Department performed the monthly inspection at this location.
- II. Security Instruments adjusted beam towers for the alarm system.

**b. Dobbinsville Substation:**

- I. The Electric Department performed the monthly inspection at this location.
- II. Security Instruments adjusted beam towers for the alarm system.

**c. System:**

- I. There is nothing to update at this time.

**6. Training:**

- I. There has been no training over the last month.

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## Water Department Commission Meeting Report

August 19, 2021

Prepared By: Jay Guyer on August 12, 2021

### 1. Developer Projects

#### A. Del DOT – SR 9 / SR 273 Delaware Street Railroad Crossing Safety Improvements

1. WUM Guyer has nothing to update on this project.

#### B. 6<sup>th</sup> and Delaware Street Traffic Light Replacement

1. WUM Guyer has nothing to update on this project.

#### C. Riverbend Subdivision

1. WUM Guyer observed new signs installed in the subdivision and mowing/bush hogging being completed without a Miss Utility. WUM Guyer reached out to Jeff Riley of GEM Craft Homes and discussed the project and concerns about recent activity. WUM Guyer will coordinate a meeting with MSC, City, and GEM Craft Homes representatives to discuss the project and work schedule.

### 2. MSC Projects

#### A. Advanced Metering Infrastructure – American Municipal Power (AMP)

1. WUM Guyer and GM Blomquist worked with Scott Lynch of DEMEC and Brandon Poddany of AMP to update the AMI Costs to reflect the 3 options including MSC receiving the State Drinking Water State Revolving Fund Loan. The revised costs were added to the DEMEC Presentation for City Council.

#### B. Cross Connection Control Program – Hydro Corp's Proposal

1. WUM Guyer and WUS Jaeger are reviewing Hydro Corp's proposal to manage MSC's Cross Connection Control Program and will prepare a recommendation for the Commissioners consideration.

#### C. PFAS Sampling - Vessel 2 Carbon Consumption

1. PFAS Sampling was completed on July 9<sup>th</sup> and the results continue to indicate the carbon in Lead Vessel 2 is being consumed at a slow rate with minimum break through into Lag Vessel 1.

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August 19, 2021

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### D. New Castle Little League Baseball Field – Water Service Upgrade

1. MSC received the majority of the materials for the project and has scheduled it begin the week of August 23<sup>rd</sup>. A Miss Utility Ticket has been called and the Contractor contacted and scheduled to perform the 12" X 4" wet tap.

### E. Penn Farm House Renovation – Trustees

1. MSC Water Operators excavated and disconnected the existing water service from the curb stop prior to the demolition of the Penn Farm House. MSC will schedule with Nowland Associates installation of the new water service and invoice the Trustees.

### F. Van Dyke Village – Undergrounding Electric System

1. Water Operators continue working with the Electric crew on the Van Dyke underground electric project. 2 - 3 Operators are assisting with test excavations, trenching, conduit installation, backfill, restoration, concrete, blacktop patching, and clean up.

### G. School Lane and Frenchtown Road Well - VFD Drives

1. WUM Guyer contacted United Electric and is working with their Drives Group to ensure the proper drives are specified. Updated specs and quotes were received and are being reviewed with EUM Granger.

### H. 4<sup>th</sup> Street Wells Abandonment – A.C. Schultes

1. A.C. Schultes (ACS) submitted a well abandonment plan to DNREC and received approval to perform the abandonment. ACS mobilized to the site on August 2<sup>nd</sup> starting and completing abandonment of the three (3) wells. They were sealed in place utilizing a cement/bentonite grout pumped in through a tremmie pipe in accordance with current regulations and the casings cut off to below grade. During the abandonment process, it was discovered the 12" well had a 32" outer casing that required sealing which required additional time and materials. AC Schultes will complete and submit the well abandonment forms to DNREC and will forward final approved copies to MSC.

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### 3. Operations

#### A. Outages

1. There were no planned or unplanned water outages for the month of July 2021.

#### B. Reporting

1. The Calgon Carbon Corporation (CCC) Pilot Study Test Skid Unit is ongoing collecting and transmitting daily data to CCC. MSC continues to collect bi-weekly PFAS samples. Evaluation and comparison of the sample results continues as additional data's collected.
2. Americas Water Infrastructure Act of 2018 – WUM Guyer and WUS Jaeger reviewed the updated and completed AWIA Risk and Resilience Assessment (RRA) with the Water Operators. WUM Guyer and WUS Jaeger have started updating our Emergency Response Plan (ERP) for certification which is due to EPA by December 30, 2021.
3. WUM Guyer and WUS Jaeger reviewed the Suez Water Tank Maintenance Program proposal and recommend not to move forward with their proposal. The cost for their services is substantially higher than managing Tank Maintenance in house with support from our water tank inspection company Mumford-Bjorkman Associates, Inc. (MBA).
4. WUM Guyer contacted Steven Smailer of Delaware Department of Natural Resources and Environmental Control (DNREC) in reference to the \$50MM Settlement the State made with DuPont, Chemours, and Corteva related to PFAS contamination. He advised DNREC is aware of the settlement however the process for determining how the funds will be allocated has not yet been established. He acknowledged my input and concerns and assured me they will be included in their discussions going forward. They also plan to have discussions and outreach with stakeholders for additional input. He requested I use him as my point of contact moving forward.
5. On July 8<sup>th</sup>, WUM Guyer, EUM Granger, and GM Blomquist attended our first quarterly meeting with City Administrator Bill Barthel and Building Official Jeff Bergstrom to improve communication and project coordination between the agencies. City and MSC projects were reviewed including Projects/Purchases MSC has on our 5 Year Plan.

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6. WUM Guyer is researching the option of MSC becoming a Partner in the US EPA WaterSense Program. WaterSense is a voluntary partnership program promoting water efficient products and resources for helping to conserve water for future generations. WUM Guyer and WUS Jaeger will review the program with GM Blomquist and make a recommendation on membership.
7. WUM Guyer is exploring the option of MSC offering a water service line insurance program through HomeServ. HomeServ is currently partnered with several other water utilities in the area offering warranty programs to their customers. Several MSC water customers have the service line insurance through Artesian Water Company. WUM Guyer and WUS Jaeger will review their program with GM Blomquist and make a recommendation on membership.

### C. System Repairs and Maintenance

1. Riverbend Subdivision – Flushed on July 21<sup>st</sup> to maintain Chlorine Residual.
2. Monthly Meter Reading – Completed on July 12<sup>th</sup>. Water Operators followed up on water check reads and missed reads. Replacement meter registers and ERT's are on order. Failing units will be replaced when they are received.
3. Water Operators continue using the tablet with ESRI On-Line Maps to verify MSC Water Assets have been GPS located correctly when marking MSC Water Infrastructure for Miss Utility Ticket requests.
4. Water Operators continue performing general water system maintenance including cutting the well head protected areas, bush hogging easements and right of ways, trimming around system fire hydrants, performing monthly site/equipment inspections, and reviewing the long term cut list for discrepancies.
5. School Lane Treatment Facility – On August 2<sup>nd</sup>, a Hach Service Technician was on-site at the School Lane Treatment Facility to perform bi-annual service, calibration, and certification of the Fluoride and Chlorine in-line analyzers and the pH and Temperature probe. The new pH and temperature probe ordered in May has been received.

### D. Grants and State Revolving Funds

1. Water Infrastructure Advisory Council (WIAC) Grants – WUM Guyer has nothing to update on the Asset Management Program Project.



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August 19, 2021

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2. WUM Guyer and Comptroller Natale reviewed and compiled the necessary information for the full Delaware Clean Water and Drinking Water State Revolving Loan Fund application. WUM Guyer completed updating the application and submitted it including the support information to DWSRF Program Administrator Sandi Spiegel on July 23<sup>rd</sup> for review and comment. WUM Guyer will attend the October Water Infrastructure Advisory Council Meeting on October 20<sup>th</sup> to answer questions on the application.

### E. Capital and Operation & Maintenance Budgets

1. WUM Guyer and WUS Jaeger reviewed the first quarter completed Capital and O & M Budgets answering accountings questions and providing support information as needed.

### F. Equipment

1. 1999 Case CX 70 Tractor – Delivered to Hooper's for A/C Service and electrical system charging/drainage issue. Issues have been diagnosed and parts are ordered.

### G. Personnel and Training

1. No personnel issues to report at this time.
2. WUM, WUS, and Water Operators have attended several training webinars in reference to water operations, treatment, and safety for continuing education hours to maintain their operator licenses.
3. On August 5<sup>th</sup>, GM Blomquist had a company organizational meeting with all MSC Staff to review the organizational structure, goals, policies/procedures, current/future projects, and answer any questions.

### H. Safety

1. MSC Water Operators hold daily morning Tailgate Talks discussing jobs/tasks to be performed each day.

## 3. Local, State, and Federal Agencies

### A. WSCC - Water Supply Coordinating Council

1. The next WSCC meeting is scheduled for September 23, 2021.

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## Water Department Commission Meeting Report

August 19, 2021

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2. The next Drought Advisory Guidelines Sub – Committee meeting is pending.

### **B. WRA – Water Resource Agency**

1. WUM Guyer resumed sending weekly pump data to the WRA Staff.

### **C. DEWARN – Delaware Water/Wastewater Agency Response Network**

1. The next DEWARN meeting is scheduled for September 2021.

### **D. Water Operator Advisory Council**

1. The next meeting is scheduled for September 2, 2021.

### **E. WIAC - Water Infrastructure Advisory Council**

1. The next meeting is scheduled for August 18, 2021.

### **F. Miss Utility of Delmarva Monthly Meeting**

1. The next meeting is scheduled for August 19, 2021 via Zoom.

### **End of Report**

**Attachments:** July 2021 Water Works Report  
July 2021 Water Outage Tracking Sheet

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## Monthly Water Works Report

July 1 - 31, 2020

Prepared By: Jay Guyer on August 12, 2021

Water Production		FT 300		Gallons	
Month	Year	Raw	Adjusted Finished	Raw	Finished
July	2020	14,490,300	14,488,700	12,854,700	12,782,625
July	2021	12,854,700	12,782,625	12,782,625	12,782,625
	Difference	-1,635,600	-1,706,075		-72,075
	Percentage Difference	-12.7	-13.3		0.6

NOTE: MSC 2021 Annual Hydrant Flushing was started on June 28th and completed on July 6th.

Well(s) in Operation Days Pumped	Basin Road	Frenchtown Road	School Lane	Cross Roads	MSC Average	Goal / Target Level	Range
	XXX	XXX	XXX	XXX	1.55 ppm	1.00 ppm	0.90 - 1.20 ppm
	1	6	28	28	7.0	7.6	7.4 - 7.8
					0.79 ppm	0.70 ppm	0.60 - 1.00 ppm

### General Water System Report

Routine Bacteria Sampling  
(Office of Drinking Water)

# Collected	10
Results	10 Absent
	0 Present

Miss Utility Locate Requests  
(Water and Electric Locates)

# Received	36
# Completed	36
# of Damages	0

Building Permit Review  
(Water Related Conflicts)

# Reviewed	25
# Approved	25
# Not Approved	0

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**Monthly Water Outages / Interruptions Report**

July 1 - 31, 2021

Prepared By: Jay Guyer on August 12, 2021

**Planned Outage / Interruptions**

Approximate  
Duration

Date Hours / Minutes

Location

No. of

Customers

Comments

No Planned Outages or Interruptions for the Month of July 2021.

**Unplanned Outage / Interruptions**

Approximate  
Duration

Date Hours / Minutes

Location

No. of

Customers

Comments

No Unplanned Outages or Interruptions for the Month of July 2021.

MSC Treasurer's Report Month End July 31, 2021  
 Prepared by: Ken Natale  
 Date prepared: August 10, 2021  
 Operating Cash April 2021- March 2022

	BEG.	CASH		OTHER		TOTAL		PAYROLL		TOTAL		OPERATING		Escrow/Mtr. Dep't		Total Cash
		RECEIPTS	CASH	CASH	CASH RECVD.	INVOICES	NSF, SVC FEES	CASH PAID	CASH	Petty cash	CASH	Petty cash				
April	\$2,436,805.14	\$774,811.65	\$79,514.99	\$854,326.64	\$769,284.43	\$195,045.65	\$984,310.08	\$2,307,379.93	\$699,917.90	\$3,007,297.83	\$699,917.90	\$2,307,379.93	\$699,917.90	\$3,007,297.83		
May	\$2,307,379.93	\$685,821.59	\$16,317.81	\$702,139.40	\$876,288.45	\$141,385.95	\$817,674.40	\$2,191,844.93	\$706,370.67	\$2,898,215.60	\$706,370.67	\$2,191,844.93	\$706,370.67	\$2,898,215.60		
June	\$2,191,844.93	\$983,780.39	\$3,183.61	\$986,964.00	\$831,012.75	\$102,987.59	\$1,034,000.34	\$2,144,808.59	\$707,687.26	\$2,852,495.85	\$707,687.26	\$2,144,808.59	\$707,687.26	\$2,852,495.85		
July	\$2,144,808.59	\$1,046,796.63	\$150.00	\$1,046,946.63	\$819,766.96	\$97,287.69	\$917,054.55	\$2,274,720.67	\$710,852.98	\$2,985,573.65	\$710,852.98	\$2,274,720.67	\$710,852.98	\$2,985,573.65		
Aug	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Sept	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Oct	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Nov	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Dec	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Jan	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Feb	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Mar	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		

Investments		Estimated		Fidelity Gov't		FIDELITY		Estimated		PGIM		Estimated		PIMCO		Estimated Yield
		Yield		MMKT	ADVISOR	Yield		Total Return Band	Yield	Yield	EMERGING MKT	Yield				
April	VANGUARD	\$101,427.58	3.04%	\$10,065.89	\$393,172.78	5.96%	\$449,164.48	3.91%	\$57,655.04	5.54%						
May		\$101,604.75	3.10%	\$10,065.98	\$394,600.67	5.90%	\$453,126.94	4.06%	\$58,549.61	6.11%						
June		\$101,427.58	4.29%	\$12,095.53	\$237,608.36	2.42%	\$237,192.49	2.57%	\$58,771.18	4.02%						
July		\$102,490.58	2.70%	\$11,641.06	\$240,175.92	2.35%	\$240,975.87	2.49%	\$59,279.30	4.05%						
Aug		\$0.00	0.00%	\$0.00	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%						
Sept		\$0.00	0.00%	\$0.00	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%						
Oct		\$0.00	0.00%	\$0.00	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%						
Nov		\$0.00	0.00%	\$0.00	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%						
Dec		\$0.00	0.00%	\$0.00	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%						
Jan		\$0.00	0.00%	\$0.00	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%						
Feb		\$0.00	0.00%	\$0.00	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%						
Mar		\$0.00	0.00%	\$0.00	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%						

T ROWE	PRICE GLOBAL	Estimated		ISHARES		Total Investments	
		Yield		Yield		Yield	
April	\$116,437.83	6.62%	\$141,682.20	0.12%	\$1,269,615.60	5.96%	\$449,164.48
May	\$117,280.93	6.72%	\$141,768.00	0.18%	\$1,276,996.88	5.90%	\$453,126.94
June	\$177,083.32	3.18%	\$459,455.44	0.46%	\$1,283,633.90	2.42%	\$237,192.49
July	\$178,638.16	3.19%	\$460,192.42	0.41%	\$1,293,594.33	2.35%	\$240,975.87
Aug	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
Sept	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
Oct	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
Nov	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
Dec	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
Jan	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
Feb	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
Mar	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00

For Controls Procedures:  
 Water Utility Manager, Jay Guyer reviewed the Bank Statements  
 I was able to answer his questions.  
 Investment review of portfolio performance to be done quarterly.  
 Quarterly statement to be distributed to commission.



Municipal Services Commission of the City of New Castle

Municipal Services Com. of the City of New

Check Report

By Check Number

Date Range: 07/01/2021 - 07/31/2021

Table with columns: Vendor Number, Vendor Name, Payment Date, Payment Type, Discount Amount, Payment Amount, Number. Lists various vendors like EyeMed, Colonial LI, DeptHRFin, etc.

Check Report

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
TheHRSpecialist	The HR Specialist	07/16/2021	Regular	0.00	211.00	17655
NewsJourn	The News Journal Company	07/16/2021	Regular	0.00	1,212.52	17656
TransUnion	Trans Union LLC	07/16/2021	Regular	0.00	444.70	17657
TriSupply&	TRI Supply & Equipment	07/16/2021	Regular	0.00	450.00	17658
TylerTech	Tyler Technologies Inc.	07/16/2021	Regular	0.00	33,998.35	17659
UNIEL1	United Electric Supply Co	07/16/2021	Regular	0.00	233.08	17660
VerizonWir	Verizon Wireless	07/16/2021	Regular	0.00	1,098.37	17661
WBMasonInc	W. B. MASON, CO., INC.	07/16/2021	Regular	0.00	37.23	17662
Council81	Council 81	07/23/2021	Regular	0.00	351.45	17663
MarChildSu	Maryland Child Support Account	07/23/2021	Regular	0.00	184.62	17664
NATRE1	Nationwide Retirement Sol	07/23/2021	Regular	0.00	2,996.27	17665
ActionUnli	Action Unlimited Resource, Inc.	07/26/2021	Regular	0.00	445.93	17682
AmericanWa	American Water Works Asso	07/26/2021	Regular	0.00	850.00	17683
AmGUARD Insurance Co	AmGUARD Insurance Company	07/26/2021	Regular	0.00	3,337.24	17684
AntoniosLa	Antonio's Lawn Service	07/26/2021	Regular	0.00	1,200.00	17685
ArtesianWa	Artesian Water Co., Inc.	07/26/2021	Regular	0.00	29.77	17686
Assurance	Assurance Media	07/26/2021	Regular	0.00	952.50	17687
ComcastBusiness	Comcast Business	07/26/2021	Regular	0.00	52.41	17688
ConsultDyn	Consult Dynamics, Inc./DCA Net	07/26/2021	Regular	0.00	20.00	17689
DEMECInc	DEMEC, Inc.	07/26/2021	Regular	0.00	1,255.73	17690
DiamondMat	Diamond Materials	07/26/2021	Regular	0.00	146.66	17691
DiamondTir	Diamond State Tire, Inc.	07/26/2021	Regular	0.00	1,421.00	17692
DoverPlumb	Dover Plumbing Supply Co.	07/26/2021	Regular	0.00	9,738.33	17693
EurofinsEa	Eurofins Eaton Analytical Inc.	07/26/2021	Regular	0.00	1,310.00	17694
George, Miles & Buhr	George, Miles & Buhr LLC	07/26/2021	Regular	0.00	1,388.01	17695
Grainger	Grainger	07/26/2021	Regular	0.00	44.64	17696
KDIINC	KDI Inc.	07/26/2021	Regular	0.00	774.25	17697
MarkatosSe	MARKATOS SERVICES	07/26/2021	Regular	0.00	122.50	17698
UNIELL	United Electric Supply Co	07/26/2021	Regular	0.00	25.50	17699
UtilityFi	Utility Financial Solutions, LLC	07/26/2021	Regular	0.00	915.00	17700
WBMasonInc	W. B. MASON, CO., INC.	07/26/2021	Regular	0.00	227.32	17701
PNC Bank	PNC BANK	07/06/2021	Bank Draft	0.00	3,057.21	DFT0001261
DEDivReven	Delaware Div. of Revenue	07/19/2021	Bank Draft	0.00	16,989.00	DFT0001269
DEMECInc	DEMEC, Inc.	07/19/2021	Bank Draft	0.00	52,887.00	DFT0001270
USTreasury	United States Treasury	07/09/2021	Bank Draft	0.00	8,679.79	DFT0001271
MDTAX	COMPTROLLER OF MARYLAND	07/09/2021	Bank Draft	0.00	293.02	DFT0001272
USTreasury	United States Treasury	07/09/2021	Bank Draft	0.00	9,103.18	DFT0001273
USTreasury	United States Treasury	07/09/2021	Bank Draft	0.00	2,128.96	DFT0001274
USTreasury	United States Treasury	07/09/2021	Bank Draft	0.00	3,579.56	DFT0001275
DEDivReven	Delaware Div. of Revenue	07/09/2021	Bank Draft	0.00	526,784.96	DFT0001276
DEMECInc	DEMEC, Inc.	07/19/2021	Bank Draft	0.00	1,230.25	DFT0001277
OpenEdge	OpenEdge	07/02/2021	Bank Draft	0.00	498.20	DFT0001278
OpenEdge	OpenEdge	07/03/2021	Bank Draft	0.00	6,448.27	DFT0001280
USTreasury	United States Treasury	07/23/2021	Bank Draft	0.00	324.53	DFT0001281
MDTAX	COMPTROLLER OF MARYLAND	07/23/2021	Bank Draft	0.00	7,389.28	DFT0001282
USTreasury	United States Treasury	07/23/2021	Bank Draft	0.00	1,728.10	DFT0001283
USTreasury	United States Treasury	07/23/2021	Bank Draft	0.00	2,950.33	DFT0001284
DEDivReven	Delaware Div. of Revenue	07/23/2021	Bank Draft	0.00		

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	118	85	0.00	175,697.22
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	32	16	0.00	644,069.64
EFT's	0	0	0.00	0.00
	150	101	0.00	819,766.86

### All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	118	85	0.00	175,697.22
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	32	16	0.00	644,069.64
EFT's	0	0	0.00	0.00
	<b>150</b>	<b>101</b>	<b>0.00</b>	<b>819,766.86</b>

### Fund Summary

Fund	Name	Period	Amount
01	Operating Fund	7/2021	819,766.86
			<b>819,766.86</b>