



Wes Moore GOVERNOR

Aruna Miller LT. GOVERNOR

Charles Glass, Ph.D., P.E. EXECUTIVE DIRECTOR

March 15, 2024

Town of Myersville
Kristin Aleshire, Town Manager
301 Main Street
P O Box 295
Myersville, MD 21773

Dear Mr. Aleshire:

Maryland Environmental Service (MES) is pleased to present for your review the FY 2025 operations & maintenance budget for the wastewater treatment plant in the amount of \$212,716 and for the water treatment plant in the amount of \$139,975. We at MES are working with our vendors and staff to keep the cost of plant operations to the minimum necessary to achieve compliance with the safe drinking water and bay restoration programs.

If the budgets meet with your approval, please sign one copy of each and email them to Cynthia James at cjames@menv.com or return them to our Millersville office within 30 days.

If you have any questions or need additional information, please contact me or Joseph Wright, Dep. Division Chief, Water and Wastewater Operations, at 410-729-8200.

Sincerely,

Timothy D. Barr

Timothy D. Barr, Managing Director
Water and Wastewater

cc: Dave Coale
Tiff Bradshaw

**Maryland Environmental Service
Operations & Maintenance Estimated FY 2025 Budget
for the
Town of Myersville WWTP**

**Operations
BU # 2233-1200**

TOTAL LABOR COSTS	104,618	Salaries + Fringe Benefits + Overhead
Equipment Repair	6,653	Generators serviced/SBR Mixer serviced
MES Lab Services	17,694	Lab services for permit and regulatory compliance
MES Collection Svcs.	0	To provide for lab sample collection
Sludge Processing	15,728	Fees for off-site sludge processing
Pump & Haul	15,339	To remove excess sludge and clean tanks
Service Contracts	1,500	Generators serviced/Mission Unit Cost (\$250)
MES Contractual Services	4,737	Biosolids Management Fee
CONTRACT SERVICES	61,651	
Sludge Gen. Fees	585	Sludge generation fees, payable to MDE
Permitting Fees	30	fee
TECH & SPECIAL	615	
Mileage	5,000	For transportation cost associated with routine service
VEHICLE O&M	5,000	
Bldg & Household	85	Building and janitorial supplies such as paint, towels and cleaners
Lab	750	Supplies and equipment for on-site lab analysis To effect preventive and minor corrective maintenance activities
Small Tools	250	To provide operational staff with uniforms
Uniforms	275	Flow charts, recorder pens and specialized equipment
Technical	750	Process treatment chemicals
Chemical	1,250	Safety shoes, first aid kits and fire extinguishers
Safety	250	
Stone, Sand, Gravel, Clay	3,500	
Lubricants	50	Grease and oil
Office Supplies	100	To prepare reports and maintain facility records
Repair Parts	2,500	To effect preventive and minor corrective repairs
SUPPLIES	9,760	

**Maryland Environmental Service
 Operations & Maintenance Estimated FY 2025 Budget
 for the
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Operations

BU # 2233-1200

Postage	10	For submittal of facility reports
Cellular Phones	425	Cell Phones
COMMUNICATION	435	

SUB-TOTAL **\$182,079** **Operations 2233-1200**

Maintenance Services

BU #2233-1201

TOTAL LABOR COSTS **18,086** **Salaries + Fringe Benefits + Overhead**

Other O&M	8,372	Other O&M Maintenance
Mileage	1,679	For transportation cost associated with routine service
VEHICLE O&M	10,051	

Repair Parts	2,500	To effect preventive and minor corrective repairs
SUPPLIES	2,500	

SUB-TOTAL **\$30,637** **Maintenance 2233-1201**

TOTAL BUDGET **\$212,716** **Operations & Maintenance**

APPROVED BY **DATE**

**Maryland Environmental Service
Operations & Maintenance Estimated FY 2025 Budget
for the
Town of Myersville WTP**

**Operations
BU # 2232-1200**

TOTAL LABOR COSTS	95,244	Salaries + Fringe Benefits + Overhead
Equipment Repair	2,500	Equipment repair services by outside contractor
Service Contracts	400	New Generator Service & CCR
Pump & Haul	650	Filter Mud well annual pumping
MES Lab Services	6,630	Lab services for permit and regulatory compliance
MES Contractual Services	350	Fees for off-site sludge processing
CONTRACT SERVICES	10,530	
Mileage	4,800	For transportation cost associated with routine service
VEHICLE O&M	4,800	
Office Supplies	100	To prepare reports and maintain facility records
Bldg & Household	150	Building and janitorial supplies such as paint, towels and cleaners Supplies and equipment for on-site lab analysis; includes pH meter and colorimeter
Lab	1,000	
Small Tools	200	To effect preventive and minor corrective maintenance activities
Uniforms	175	To provide operational staff with uniforms
Technical	1,000	Flow charts, recorder pens and specialized equipment
Chemical	9,750	Process treatment chemicals
Safety	75	Safety shoes, first aid kits and fire extinguishers
Stone, Sand, Gravel, Clay	300	
Repair Parts	2,000	To effect preventive and minor corrective repairs
Lubricants	50	Grease and oil
SUPPLIES	14,800	
Cellular Phones	430	Cellular Phones
COMMUNICATION	430	
Sub-total	\$125,804	Operations

**Maryland Environmental Service
Operations & Maintenance Estimated FY 2025 Budget
for the
Town of Myersville WTP**

**MES Maintenance Services
BU #2232-1201**

TOTAL LABOR COSTS	9,758	Salaries + Fringe Benefits + Overhead
Other O&M	2,392	Hrly. Rate for Maintenance Vehicles
Mileage	521	For transportation cost associated with routine service
VEHICLE O&M	2,913	
Repair Parts	1,500	To effect preventive and minor corrective repairs
SUPPLIES	1,500	
Sub-total	\$14,171	Maintenance
TOTAL BUDGET	\$139,975	Operations & Maintenance

APPROVED BY _____ **DATE** _____