



ERIE COUNTY WATER AUTHORITY
INTEROFFICE MEMORANDUM

January 9, 2023

To: Terrence D. McCracken, Secretary to the Authority

From: Michael Wymer, Senior Production Engineer *MW*

Subject: 2022 O&M Budget Transfer of Funds

Unit 1010, Sturgeon Point WTP – Line 13 Chemicals
Unit 1015 Van de Water WTP – Line 13 Chemicals

Unit 1010, Sturgeon Point WTP – Line 14 Power Purchased
Unit 1015 Van de Water WTP – Line 14 Power Purchased
Unit 1020 Control – Line 14 Power Purchased

Unit 1010, Sturgeon Point WTP – Line 22 Light and Heat
Unit 1015 Van de Water WTP – Line 22 Light and Heat
Unit 1020 Control – Line 22 Light and Heat

The Engineering Department is requesting the transfer of funds to the Production Department units referenced above to cover the increase in overall chemical costs for the Van de Water and Sturgeon Point Water Treatment Plants, and the increase in overall power costs to the Van de Water and Sturgeon Point Water Treatment Plants and Control pumping stations across the system.

To cover the costs for chemicals, we are requesting a total transfer of \$130,000.00 to Unit 1010 and Unit 1015, O&M Budget Item 13, Chemicals.

To cover the costs for power, we are requesting a total transfer of \$1,100,000.00 to Units 1010, 1015, and 1020, O&M Budget Item 14, Power Purchased, and a transfer of \$120,000.00 to Units 1010, 1015, and 1020, O&M Budget Item 22, Light and Heat.

Funds for this transfer would originate from Units 2010, 2030, and 3023, O&M Items 02 Labor and 08 Fringe Benefits as noted on the Budget Transfer Authorization Form.

MWW:mww

Attachment

ERIE COUNTY WATER AUTHORITY
AUTHORIZATION FORM
For Approval/Execution of Documents
(check which apply)

Contract: _____ **Project No.:** 2020000258
Project Description: 2022 O&M Budget Amendment (see attached) – Budget Transfer –
Units 1010, 1015, 1020 - O&M Items 13 Chemicals, 14 Power Purchased , and 22 Light and Heat

Item Description:





<input type="checkbox"/> Agreement	<input type="checkbox"/> Professional Service Contract	<input checked="" type="checkbox"/> Amendment	<input type="checkbox"/> Change Order
<input type="checkbox"/> BCD	<input type="checkbox"/> NYSDOT Agreement	<input type="checkbox"/> Contract Documents	<input type="checkbox"/> Addendum
<input type="checkbox"/> Recommendation for Award of Contract	<input type="checkbox"/> Recommendation to Reject Bids		
<input type="checkbox"/> Request for Proposals			
<input type="checkbox"/> Other _____			

Action Requested:


<input checked="" type="checkbox"/> Board Authorization to Execute	<input type="checkbox"/> Legal Approval
<input type="checkbox"/> Board Authorization to Award	<input type="checkbox"/> Execution by the Chairman
<input type="checkbox"/> Board Authorization to Advertise for Bids	<input type="checkbox"/> Execution by the Secretary to the Authority
<input type="checkbox"/> Board Authorization to Solicit Request for Proposals	
<input type="checkbox"/> Other _____	

Approvals Needed:

APPROVED AS TO CONTENT:

<input checked="" type="checkbox"/> Sr. Production Engineer	<u></u>	Date: <u>1/9/2023</u>
<input checked="" type="checkbox"/> Chief Operating Officer	<u></u>	Date: <u>1/9/2023</u>
<input checked="" type="checkbox"/> Executive Engineer	<u></u>	Date: <u>01/09/2023</u>
<input type="checkbox"/> Director of Administration	_____	Date: _____
<input type="checkbox"/> Risk Manager	_____	Date: _____
<input checked="" type="checkbox"/> Chief Financial Officer	<u></u>	Date: <u>01/09/2023</u>
<input type="checkbox"/> Legal	_____	Date: _____

APPROVED FOR BOARD RESOLUTION:

<input checked="" type="checkbox"/> Secretary to the Authority	<u></u>	Date: <u>1/10/23</u>
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Remarks: _____

Resolution Date: _____ **Item No:** _____

Budget Transfer Authorization

Budget Transfer No: _____

Date: 1/9/2023

Transfer From:

Unit	Dept	Exp/Capital No.	Description	Amount
2010	200	02	Labor	\$ 350,000.00
2010	200	08	Fringe Benefit Costs	\$ 175,000.00
2030	200	02	Labor	\$ 500,000.00
2030	200	08	Fringe Benefit Costs	\$ 250,000.00
3023	200	02	Labor	\$ 75,000.00

Transfer To:




Unit	Dept	Exp/Capital No.	Description	Amount
1010	100	14	Power Purchased	\$ 945,000.00
1015	100	14	Power Purchased	\$ 147,000.00
1020	100	14	Power Purchased	\$ 8,000.00
1010	100	13	Chemicals	\$ 105,000.00
1015	100	13	Chemicals	\$ 25,000.00
1010	100	22	Light and Heat	\$ 20,000.00
1015	100	22	Light and Heat	\$ 50,000.00
1020	100	22	Light and Heat	\$ 50,000.00

Statement as to Necessity of Budget Transfer:

Transfer of funds to Units 1010, 1015, and 1020 are required to balance the 2022 O&M budget for Item 13
 Chemicals, Item 14, Power Purchased, and Item 22 Light and Heat due to the unexpected increase in unit costs for
 these items.

Required Approvals*:

Unit Head:

 1/09/23
 1/9/2023  1/9/2023

Dept. Head:

Business Office Manager:

Executive Engineer:

Comptroller:

Chief Financial Officer:

Chief Operating Officer:

Board Resolution Date:

* See Back of Form for "Outline of Approvals Required for Budget Transfers", Schedule A and "Approvals Required for Creation of New Budget Items", Schedule B