



# ERIE COUNTY WATER AUTHORITY

## INTEROFFICE MEMORANDUM

October 7, 2022

To: Steve D'Amico, Business Office Manager

From: Clayton J. Johnson, Production Engineer

A handwritten signature in blue ink, appearing to read "CJJ", is written to the right of the "From:" line.

Subject: 2022 O&M Budget Transfer  
Control Department Budget for Power Purchased  
ECWA Project No. 202000258

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The Engineering Department is requesting the transfer of funds to the Control Department budget for Power Purchased. Funds for pump station power are currently insufficient (\$1,260,000) due to inflation and price escalations throughout the past year.

The funds are being transferred from six budget line items: Control Supervision, Control Labor, Control Fringe Benefits, Meter Shop Labor, Meter Shop Fringe Benefits, and General Expenses – Miscellaneous Expenses.

A total of \$1,000,000 is being requested to be transferred to cover the remaining power costs for 2022.

CJJ:jmf

Attachments

cc: R.Stoll

K.Prendergast

M.Wymer

L.Lester

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 –  
Control Department Budget for Power Purchased

**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>Leonard F. Konalick</u> - For M. Wymer	Date: 10/10/2022
<input checked="" type="checkbox"/> Chief Operating Officer	<u>Russell J. Steel</u>	Date: 10/10/2022
<input checked="" type="checkbox"/> Executive Engineer	<u>Leonard F. Konalick</u>	Date: 10/10/2022
<input type="checkbox"/> Director of Administration	_____	Date: _____
<input type="checkbox"/> Risk Manager	_____	Date: _____
<input checked="" type="checkbox"/> Chief Financial Officer	<u>Karen A. Bendugast</u>	Date: 10/10/2022
<input type="checkbox"/> Legal	_____	Date: _____

**APPROVED FOR BOARD RESOLUTION:**

<input checked="" type="checkbox"/> Secretary to the Authority	<u>[Signature]</u>	Date: 10/11/22
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**Remarks:** \_\_\_\_\_  
\_\_\_\_\_

**Resolution Date:** \_\_\_\_\_ **Item No:** \_\_\_\_\_

# Budget Transfer Authorization

**Budget Transfer No:** \_\_\_\_\_

**Date:** 10/05/2022

**Transfer From:**

Unit	Dept	Exp/Capital No.	Description	Amount
1020	Control	401000 620300	Supervision	105,000
1020	Control	401000 620301	Labor	100,000
1020	Control	401000 620308	Fringe Benefits	105,882
4040	Meter Shop	401000 662102	Labor	280,000
4040	Meter Shop	401000 662108	Fringe Benefits	115,000
7510	General Exp	401000 924020	Miscellaneous Exp	294,118

**Transfer To:**

Unit	Dept	Exp/Capital No.	Description	Amount
1020	Control	401000 620314	Power Purchased	1,000,000

**Statement as to Necessity of Budget Transfer:**

Transfer of funds to Control Dept. budget for Power Purchased. Due to price escalations throughout the year, insufficient funds are available for pump station power.

**Required Approvals\*:**

<b>Unit Head:</b>	<u>Clyde J. John</u>	<u>10/05/22</u>
<b>Dept. Head:</b>	<u>Michael W. [Signature]</u> 10/6/2022	_____
<b>Business Office Manager:</b>	<u>Steven V. [Signature]</u>	_____
<b>Executive Engineer:</b>	<u>Leonard J. [Signature]</u> 10/06/2022	
<b>Comptroller:</b>	<u>[Signature]</u> 10/06/2022	
<b>Chief Financial Officer:</b>	<u>Karen A. [Signature]</u> 10/06/2022	
<b>Chief Operating Officer:</b>	<u>Russell J. [Signature]</u> 10/6/22	
<b>Board Resolution Date:</b>	_____	

\* 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

