

## **Business Manager's Report – December 12, 2023**

### **Needing Board Approval:**

- 2024 Budget and Position Modification Request
  1. Increase ES8130.51000.JS2HR Personal Services Hourly \$45,001.00
  2. Decrease ES8130.51000.JS2HR Personal Services Hourly (Op I/Op. Trainee) \$45,001.00
  
- 2024 Position Modification Request
  1. Increase ES8130.51000.JS2HR Personal Services Hourly (Mechanic) \$65,852.00
  2. Decrease ES8130.51000.JS2HR Personal Services Hourly (Mechanics Asst) \$58,489.00  
ES8130.51000.JS2HR Personal Services Hourly (Operator III) \$7,363.00
  
- Refuse Hauling and Recycling

*Every practical effort has been made to include all business discussion items at least 24 hours in advance of scheduled Board meetings. But this is a real-time operating Plant and some items may come up that cannot wait a month for permissions or action.*



# Legislative Branch

RL Number: \_\_\_\_\_

Date Submitted: \_\_\_\_\_

City Clerk, City Hall, Binghamton, NY 13901 607-772-7005

## REQUEST FOR LEGISLATION

*Requests for Legislation (RLs) may be submitted to the City Clerk's Office for possible consideration at City Council Work Sessions. RLs generated by City Departments must be signed by the Mayor, Comptroller, and Corporation Counsel prior to submission. Incomplete/incorrect RLs will be returned to applicant for revisions.*

### Applicant Presenting RL at Work Session

Billie J. Goodson

Business Manager

607-772-7029

(Print Name)

(Title)

(Phone number)

Signature: \_\_\_\_\_

Date: 12/12/2023

### To Be Completed By Applicant

**Proposed Title:** Ordinance to amend the BJCSB 2024 Budget to increase hourly rates due to 2.66% CPI increase and change the position count by defunding a position.

**Executive Summary (Explain why legislation is necessary):** The Binghamton-Johnson City Joint Sewage Board requests the owners pass legislation to amend the 2024 Budget to increase hourly rates by 2.66%. The resulting increase will be offset by defunding one Operator I/Operator Trainee position.

There will be no change to funding in the 2024 Budget.

Effective Date: (if applicable) 01/01/2024

**Budget transfer or amendment:** RL Budget Transfer Worksheet must be attached w/ Dep. Head signature.

**RL related to a grant:** RL Grant Worksheet must be attached. Deadline for Council to act by: \_\_\_\_\_

**RL related to previously adopted legislation:** Perm. number \_\_\_\_\_, adoption date \_\_\_\_\_

**Contract:** Person/Company \_\_\_\_\_ Start/End Date \_\_\_\_\_

Total Cost \_\_\_\_\_ Funds available in Budget Line \_\_\_\_\_ Title \_\_\_\_\_

**Public Hearing required?** Yes ☐ No ☒

**SEQRA required?** Yes ☐ No ☒

**Additional information related to this RL attached?** Yes ☒ No ☐

### OFFICE USE ONLY

Mayor: \_\_\_\_\_

Comptroller: \_\_\_\_\_

Corp. Counsel: \_\_\_\_\_

Finance ☐ Planning ☐ MPA ☐ PW/Parks ☐ Employees ☐ Rules/Special Studies ☐



# CITY OF BINGHAMTON

## Request for Transfer of Funds

Transfer requests of \$2500 or less must be approved by the Comptroller.  
Transfer requests over \$2500 and not in excess of \$10,000 must be approved by Board of E&A and Chair of Finance Committee.  
Transfer requests in excess of \$10,000 must be approved by City Council.

*This worksheet must be attached to any RL submitted to the Clerk's Office that includes a budget funding transfer or amendment. For additional instructions, see 'RL Instructions' document.  
Incomplete/incorrect RLs to be returned to applicant for revisions. Additional transfer lines in the same format may be attached.*

Adopted Budget Year Amended: 2024

Department: BJCJSTP

Department Head Signature: \_\_\_\_\_

Transfers						
Transfer From (Decrease)			→	Transfer To (Increase)		
Amount	Budget Line	Budget Line Title		Amount	Budget Line	Budget Line Title
\$ 45,001.00	ES8130.51000.JS2HR	Personal Services Hourly (Op I/Op. Trainee)		\$ 5,490.00	ES8130.51000.JS2HR	Personal Services-Hourly (Shift Lead Op)
				\$ 3,495.00	ES8130.51000.JS2HR	Personal Services-Hourly (Operator III)
				\$ 6,518.00	ES8130.51000.JS2HR	Personal Services-Hourly (Operator II)
				\$ 1,516.00	ES8130.51000.JS2HR	Personal Services-Hourly (Maintainer)
				\$ 3,096.00	ES8130.51000.JS2HR	Personal Services-Hourly (Motor Equip Op
				\$ 3,294.00	ES8130.51000.JS2HR	Personal Services-Hourly (Lab Tech)
				\$ 1,765.00	ES8130.51000.JS2HR	Personal Services-Hourly (CMMS Clerk)
				\$ 6,826.00	ES8130.51000.JS2HR	Personal Services-Hourly (Mechanic)
				\$ 4,326.00	ES8130.51000.JS2HR	Personal Services-Hourly (Mechanics Asst)
				\$ 2,069.00	ES8130.51000.JS2HR	Personal Services-Hourly (Bldg Maint Help
				\$ 1,707.00	ES8130.51000.JS2HR	Personal Services-Hourly (Electrician)
				\$ 1,486.00	ES8130.51000.JS2HR	Personal Services-Hourly (Electrician's Hel
\$ 45,001.00				\$ 41,588.00	Continued on Page 2	

Revenue & Fund Balance Amendments				
Amount	Increase/Decrease	Revenue/Expense / Fund Balance	Budget Line	Budget Line Title

<b>Office Use Only for Transfers Under \$10,000</b>	
I hereby certify that the above funds are unencumbered and available for Transfer. Certified by the Comptroller.	Signature: _____ Date: _____
I hereby certify that the above described funds have been transferred, in accordance with the Code of the City of Binghamton Chapter9, Appropriations. Certified by the Treasurer.	Signature: _____ Date: _____
Transfer of funds Approved ___ / Denied ___ on ___ / ___ / _____. Certified by the Secretary of the Board of Estimate and Apportionment.	Signature: _____ Date: _____
Transfer of funds reviewed by the Binghamton City Council Finance Chair. Recommendations to be attached.	Signature: _____ Date: _____



# CITY OF BINGHAMTON

## Request for Transfer of Funds

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Adopted Budget Year Amended: 2024

Department: BJCJSTP

Department Head Signature: \_\_\_\_\_

Transfers						
Transfer From (Decrease)				Transfer To (Increase)		
Amount	Budget Line	Budget Line Title		Amount	Budget Line	Budget Line Title
\$ 45,001.00	ES8130.51000.JS2HR	Personal Services Hourly (Op I/Op. Trainee)	➡	\$ 41,588.00	ES8130.51000.JS2HR	Personal Services Hourly (Cont)
			➡	\$ 3,413.00	ES8130.51000.JS2HR	Personal Services Hourly (Inst. Tech)
\$ 45,001.00				\$ 45,001.00		

Revenue & Fund Balance Amendments				
Amount	Increase/Decrease	Revenue/Expense / Fund Balance	Budget Line	Budget Line Title

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Transfer of funds Approved ___ / Denied ___ on ___ / ___ / _____. Certified by the Secretary of the Board of Estimate and Apportionment.	Signature: _____ Date: _____
Transfer of funds reviewed by the Binghamton City Council Finance Chair. Recommendations to be attached.	Signature: _____ Date: _____

**REQUEST FOR LEGISLATION  
TO THE  
BOARD OF TRUSTEES  
OF THE  
VILLAGE OF JOHNSON CITY**

Requested by: Binghamton-Johnson City Joint Sewage Board  
Title & Department, if applicable: POC: Billie J. Goodson  
Address: 4480 Vestal Road  
Vestal, NY 13850  
Telephone: 729-2975

**SUGGESTED TITLE:** Ordinance to amend the BJCSB 2024 Budget to increase hourly rates due to 2.66% CPI increase and change the position count by defunding a position.

**PURPOSE OF LEGISLATION:** To increase 2024 hourly rates due to the 2.66% CPI increase.

**SUGGESTED CONTENT:** The Binghamton-Johnson City Joint Sewage Board requests the owners pass legislation to amend the 2024 Budget to increase hourly rates by 2.66%. The resulting increase will be offset by defunding one Operator I/Operator Trainee position. There will be no change to funding in the 2024 Budget.

## PROPOSED 2024 JSB BUDGET AND POSITION MODIFICATIONS TO INCLUDE CPI RATE INCREASE

(presented: 12/12/2024 JSB Meeting)

### NOTES:

1) The Joint Sewage Board proposes to modify the 2024 JSB Budget effective January 1, 2024 to include CPI rate increase, payroll taxes and benefits.

2) Decrease one open Operator I/Op. Trainee position

The proposed Budget Modifications to accomplish these changes are as follows:

for ITEM 2), above

BUDGET LINE/NAME			NET TOTAL MODIFICATION FOR BUDGET LINE
	Proposed Increase	Adopted Decrease	
ES8130.51000.JS2HR <b>Personal Services</b>	\$ 2,169,315.00	\$ (2,169,315.00)	\$ -
Shift Lead Operator - 3.00 @ up to \$33.95/hr - 1.00	@ \$ 211,847.00	\$ 206,357.00	\$ 5,490.00
Operator III - 3.00 @ up to 32.42/hr - 1.00	@ \$ 134,868.00	\$ 131,373.00	\$ 3,495.00
Operator II - 3.00 @ up to 30.23/hr - 1.00	@ \$ 251,543.00	\$ 245,025.00	\$ 6,518.00
Operator I/Op. Trainee - 7.00 @ up to 28.70/hr - 1.00	@ \$ 432,859.00	\$ 477,860.00	\$ (45,001.00)
Maintainer - 1.00 @ up to 28.12/hr - 1.00	@ \$ 58,488.00	\$ 56,972.00	\$ 1,516.00
Motor Equipment Operator - 2.00 @ up to 28.72/hr - 1.00	@ \$ 119,452.00	\$ 116,356.00	\$ 3,096.00
Lab Tech - 2.00 @ up to 30.55/hr - 1.00	@ \$ 127,097.00	\$ 123,803.00	\$ 3,294.00
CMMS Clerk - 1.00 @ up to 32.75/hr - 1.00	@ \$ 68,118.00	\$ 66,353.00	\$ 1,765.00
Mechanic - 4.00 @ up to 31.66/hr - 1.00	@ \$ 263,415.00	\$ 256,589.00	\$ 6,826.00
Mechanic's Assistant - 3.00 @ up to 28.12/hr - 1.00	@ \$ 166,920.00	\$ 162,594.00	\$ 4,326.00
Building Maintenance Helper - 2.00 @ up to 19.18/hr - 1.00	@ \$ 79,820.00	\$ 77,751.00	\$ 2,069.00
Electrician - 1.00 @ up to 31.66/hr - 1.00	@ \$ 65,855.00	\$ 64,148.00	\$ 1,707.00
Electrician's Helper - 1.00 @ up to 29.49/hr - 1.00	@ \$ 57,325.00	\$ 55,839.00	\$ 1,486.00
Instrumentation Tech - 2 @ up to 31.66/hr - 1.00	@ \$ 131,708.00	\$ 128,295.00	\$ 3,413.00



# Legislative Branch

RL Number:	_____
Date Submitted:	_____

City Clerk, City Hall, Binghamton, NY 13901 607-772-7005

## REQUEST FOR LEGISLATION

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### Applicant Presenting RL at Work Session

Billie J. Goodson	Business Manager	607-772-7029
(Print Name)	(Title)	(Phone number)

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### To Be Completed By Applicant

**Proposed Title:** Ordinance to amend the BJCSB 2024 Budget position count to defund one Mechanics Assistant and fund one Mechanics position.

**Executive Summary (Explain why legislation is necessary):** The Binghamton-Johnson City Joint Sewage Board requests the owners pass legislation to amend the 2024 Budget position count by decreasing the Mechanics Assistant position by one and increasing the Mechanics position by one. The remaining amount will be offset by holding one open Operator III position from being filled for 3 pay periods. There will be no change to funding in the 2024 Budget.

**Effective Date:** (if applicable) 01/01/2024

**Budget transfer or amendment:** RL Budget Transfer Worksheet must be attached w/ Dep. Head signature.

**RL related to a grant:** RL Grant Worksheet must be attached. Deadline for Council to act by: \_\_\_\_\_

**RL related to previously adopted legislation:** Perm. number \_\_\_\_\_, adoption date \_\_\_\_\_

**Contract:** Person/Company \_\_\_\_\_ Start/End Date \_\_\_\_\_

**Total Cost** \_\_\_\_\_ **Funds available in Budget Line** \_\_\_\_\_ **Title** \_\_\_\_\_

**Public Hearing required?** Yes ☐ No ☒

**SEQRA required?** Yes ☐ No ☒

**Additional information related to this RL attached?** Yes ☒ No ☐

### OFFICE USE ONLY

Mayor: \_\_\_\_\_

Comptroller: \_\_\_\_\_

Corp. Counsel: \_\_\_\_\_

Finance ☐ Planning ☐ MPA ☐ PW/Parks ☐ Employees ☐ Rules/Special Studies ☐



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Adopted Budget Year Amended: 2024

Department: BJCJSTP

Department Head Signature: \_\_\_\_\_

Transfers							
Transfer From (Decrease)			    	Transfer To (Increase)			
Amount	Budget Line	Budget Line Title		Amount	Budget Line	Budget Line Title	
\$ 58,489.00	ES8130.51000.JS2HR	Personal Services Hourly (Mechanics Asst)		\$ 65,852.00	ES8130.51000.JS2HR	Personal Services Hourly (Mechanic)	
\$ 7,363.00	ES8130.51000.JS2HR	Personal Services Hourly (Operator III)					
\$ 65,852.00			\$ 65,852.00				

Revenue & Fund Balance Amendments				
Amount	Increase/Decrease	Revenue/Expense / Fund Balance	Budget Line	Budget Line Title

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OF THE  
VILLAGE OF JOHNSON CITY**

Requested by: Binghamton-Johnson City Joint Sewage Board  
Title & Department, if applicable: POC: Billie J. Goodson  
Address: 4480 Vestal Road  
Vestal, NY 13850  
Telephone: 729-2975

**SUGGESTED TITLE:** Ordinance to amend the BJCSB 2024 budget position count to defund one Mechanics Assistant and fund one Mechanic's position.

**PURPOSE OF LEGISLATION:** To provide restructured organizational roster for Personnel Services to allow availability of higher-level positions and defund lower-level positions. This will allow for internal growth and movement.

**SUGGESTED CONTENT:** The Binghamton-Johnson City Joint Sewage Board requests the Owners to pass legislation to amend the 2024 Budget position count by decreasing the Mechanics Assistant position by one and increasing the Mechanics position by one. The remaining amount will be offset by holding one open Operator III position from being filled for 3 pay periods. There will be no change to funding in the 2024 Budget.

**PROPOSED 2024 JSB POSITION COUNT MODIFICATIONS TO DEFUND (1) MECHANICS ASSISTANT TO FUND (1) MECHANIC**

(presented: 12/12/2023 JSB Meeting)

**NOTES:**

- 1) The Joint Sewage Board proposes to modify the 2024 JSB Position count effective January 1, 2024 to include Personal Service increase and corresponding incidentals to allow for internal growth and movement.
- 2) Defund one Mechanics Assistant position, decrease an open Operator III position by 2.839 pay periods and (b)create/fund one Mechanic position

Trainee position.

**The proposed Budget Modifications to accomplish these changes are as follows:**

( based on Section 8.1.3 CBA-established "New Hire" Rates )

for ITEM 2), above	Mechanics Asst Operator III		Mechanic					
BUDGET LINE /NAME	-1 @ up to \$28.12/hr.   -up to \$32.42/hr.   +1 @ up to \$31.66/hr.							
ES8130.51000.JS2HR <b>Personal Services</b>	\$	(58,489.00)	\$	(7,363.00)	\$	65,852.00	\$	-

## BJCWWTP Bid Tabulation

Thursday, December 7, 2023

Project: Solid Refuse and Waste Collection and Disposal Services

Name of Contractor(s):	Bert Adams Disposal			
Non-Collusion Statement/Affidavit Attached:	Yes			
Bid Bond or Check Attached:	Yes			
Signed Proposal Sheet Attached:	Yes			
Contact/Ordering Information Attached:	Yes			
Item	Bid Unit Price	Total	Bid Unit Price	Total
Grit/Barscreen - Estimated Quantity 48	\$ 285.00	\$ 13,680.00		\$ -
Rags (Finescreen) - Estimated Quantity 48	\$ 285.00	\$ 13,680.00		\$ -
C&D (Trash) - Estimated Quantity 12	\$ 285.00	\$ 3,420.00		\$ -
Recyclables - Estimated Quantity 1	\$ 165.00	\$ 165.00		\$ -
Total Bid Price:		\$ 30,945.00		\$ -