

**Millersville Board of Commissioners  
Regular Meeting Agenda**

**Monday, December 18, 2023 at 6:00 P.M.  
at Millersville City Hall**

1. Call to Order.
2. Invocation and Pledge of Allegiance.
3. Approve the Minutes from the November 21, 2023 Commission Meeting.
4. Approve the Minutes from the November 8, 2023 Special Commission Meeting.
5. Approve the November 2023 Financial Report.
6. **First Reading on Ordinance 23-806** An ordinance to Repeal Ordinance 22-781 Fire Sprinklers in One- and Two-Family Dwellings and Amend 22-788 Sprinkler Chart.
7. **Resolution 23-R-26** A Resolution to Adopt the OHM Right of Way Phase Engineering Design Agreement.
8. **Resolution 23-R-27** A Resolution to Award the Property Appraisal Services Agreement.
9. **Resolution 23-R-28** A Resolution to Declare Items Surplus Property and Authorize the Sale or Disposal of Property.
10. Discussion on Ordinances 23-804 and 23-805.
11. Discussion on Bulk pick up.
12. Citizen Comments
13. City Attorney Comments.
14. City Manager Comments.
15. Commissioner Comments
16. Adjournment.

**Millersville Board of Commissioners  
Minutes of Regular Meeting  
Tuesday, November 21, 2023 at 6:00 P.M.  
at Millersville City Hall**

The Millersville Board of Commissioners held their regular meeting at City Hall on Tuesday, November 21, 2023 at 6:00 P.M. with the following board members present: Tommy Long, Mayor; Milton Dorris, Vice Mayor; Commissioners: David Gregory and Cristina Templet. Also present: Scott Avery, City Manager; Holly Murphy, City Recorder/Finance Director, Vanessa Johnson, Assistant City Recorder, and Jack Freedle, City Attorney.

1. Call to Order.  
Mayor Long called the meeting to order at 6:00 P.M.
2. Invocation and Pledge of Allegiance.  
Mayor Long gave the invocation followed by the Pledge of Allegiance to the Flag.
3. Approve the minutes from the September 19, 2023 Regular Commission Meeting.  
**Commissioner Gregory made a motion to approve the minutes from the September 19, 2023 Regular Commission Meeting, seconded by Commissioner Templet. (Vote 4 yea – 0 nay.) Motion carried.**
4. Approve the minutes from the October 17, 2023 Regular Commission Meeting.  
**Commissioner Gregory made a motion to approve the minutes from the October 17, 2023 Regular Commission Meeting, seconded by Commissioner Templet. (Vote 4 yea – 0 nay.) Motion carried.**
5. Approve the minutes from the November 8, 2023 Special Commission Meeting.  
**Commissioner Gregory made a motion to approve the September 2023 Financial Report. Commission Meeting, no seconded motion made. (Vote 4 yea – 0 nay.) Motion carried.**
6. Approve the October 2023 Financial Report.  
**Commissioner Gregory made a motion to approve the October 2023 Financial Report, seconded by Commissioner Templet. (Vote 4 yea – 0 nay.) Motion carried.**
7. **Public hearing on Ordinance 23-799**, an ordinance amending Ordinance 23-794 the 2023-2024 fiscal year budget to reflect the actual revenue and expenses in multiple line items amendment #1.
  - a. Open public hearing on Ordinance 23-799.  
Mayor Long opened public hearing.  
There were no comments.
  - b. Close public hearing on Ordinance 23-799  
Mayor Long closed public hearing.
8. **Second reading on Ordinance 23-799**, an ordinance amending Ordinance 23-794 the 2023-2024 fiscal year budget to reflect the actual revenue and expenses in multiple line items amendment #1.  
**Commissioner Gregory made a motion to approve the Second reading of Ordinance 23-799, seconded by Commissioner Templet. Mayor Long called for a Roll Call Vote on Ordinance 23-799 (Vote 4 yea – 0 nay) Vote unanimous. Motion carried.**
9. **First reading on Ordinance 23-804**, an ordinance amending Chapter 19 Stormwater Management, by adopting the changes in attachment A to comply with TDEC requirements.  
**Commissioner Gregory made a motion to approve the first reading on Ordinance 23-804, seconded by Commissioner Templet. Mayor Long called for a Roll Call Vote on Ordinance 23-804 (Vote 4 yea- 0 nay) Vote unanimous. Motion carried.**
10. **Resolution 23-R-25**, a Resolution to adopt the Sumner County Multijurisdictional Hazard Mitigation Plan and

authorize the City Manager to sign.

**Commissioner Gregory made a motion to approve Resolution 23-R-25, seconded by Commissioner Templet. Mayor Long called for a Roll Call Vote on Resolution 23-R-25. (Vote 4 yea- 0 nay) Vote unanimous. Motion carried.**

11. Discussion on Christmas Party.

December 21 from 6-8 pm at the Community Center

12. Citizen comments.

None

13. City Attorney comments.

None

14. City Manager comments.

Mr. Avery spoke about the Annual Christmas Parade that will be happening at the Community Center on December 9 from 1-5 pm. The Community Center is still accepting float and chili cook-off entries. Afterwards there will be a chili cook-off, Santa photos, and the Annual Christmas tree lightening.

15. Commissioner comments.

Commissioner Gregory thanked Mr. Avery for all his work when it came to the hiring of the Police Chief and how he involved the City, citizens, police department, and the Board of Commissioner's. He also thanked Mr. Freedle, Mrs. Chadwick, Mr. Powell, and all others that helped. And all four of the Commissioners were in favor of Mr. Richman for Chief. He also thanked the Friends of the Library and spoke about how the library has progressed. Please keep Amy and Cristina in your prayers as they are having surgery.

Everyone have a great Thanksgiving!

Commissioner Templet thanked Scott for all his work when it came to the hiring of the Police Chief and the citizens that came together for the Police Chief interviews. She believes it will be good going forward and turning things around. Misses Amy and didn't realize that she was out. Appreciates Commissioner Gregory for bringing the library info up here and will miss her because she has a good vibe when she comes to the meetings. Hope everyone has a good holiday and stay safe during the holidays.

Vice Mayor Dorris wishes everyone a Happy Thanksgiving!

Mayor Long has the same comments as the rest of the Commissioners and Happy Thanksgiving and don't eat too much.

16. Motion to go into Executive Session

**Commissioner Gregory made a motion to go into Executive Session, seconded by Commissioner Templet. (Vote 4 yea – 0 nay.) Motion carried at 6:23 pm.**

17. Motion to go into Regular Session

**Commissioner Gregory made a motion to go into Regular Session, seconded by Commissioner Templet. (Vote 4 yea – 0 nay.) Motion carried at 6:51pm.**

18. Adjournment

**Commssioner Gregory made a motion to adjourn, seconded by Vice Mayor Dorris. (Vote 4 yea – 0 nay). Motion carried.**

**Meeting adjourned at 6:53 P.M.**

Respectfully Submitted,

Vanessa Johnson,  
Assistant City Recorder



**Millersville Board of Commissioners  
Minutes of Special Meeting  
Wednesday, November 8, 2023 at 6:00 P.M.  
at Millersville City Hall**

The Millersville Board of Commissioners held a special meeting at City Hall on Wednesday, November 8, 2023 at 6:00 P.M. with the following board members present: Tommy Long, Mayor; Milton Dorris, Vice Mayor; Commissioners: David Gregory and Cristina Templet. Also present: Scott Avery, City Manager; Holly Murphy, City Recorder/Finance Director; and Jack Freedle, City Attorney

1. Call to Order.

Mayor Long called the meeting to order at 6:00 P.M.

2. Invocation and Pledge of Allegiance.

Mayor Long gave the invocation followed by the Pledge of Allegiance to the Flag.

3. Interview of two Police Chief Candidates.

The two police chief candidates gave individual presentations, followed by questions from the Commission.

4. Adjournment.

**Commissioner Gregory made a motion to adjourn, seconded by Vice Mayor Dorris. (Vote 4 yea – 0 nay). Motion carried.**

**Meeting adjourned at 7:10 P.M.**

Respectfully Submitted,

Holly L. Murphy,  
City Recorder/Finance Director

## BALANCE SHEET

AS OF: NOVEMBER 30TH, 2023

10 -General Fund

## BALANCE

## ASSETS

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Current AssetsChecking/Savings

1000	General Fund - Farmers Bk	350,566.23
1001	Reserve Fund MM-Farmers Bk	1,325,201.71
1004	Renew Crew - Farmers Bk	2,067.67
1009	Police Explorers - Farmers Bk	716.21
1010	Christmas For Kids-Farmers Bk	2,910.35
1012	Healthcare Acct/HCS-FarmersBk	6,173.15
1013	General Escrow Acct-Farmers Bk	579.00
1015	City Court Account-Farmer's Bk	42,633.37
1017	Healthcare Resv Acct-FarmersBk	95,155.84
1018	Healthcare Acct/Ameriflex-F.Bk	112,783.62
1019	ARPA Fund - Farmer's Bk	15,606.92
1020	Series 2022 Const Acct-Farmers	0.00
Total Checking/Savings		1,954,394.07

Current Assets

1110	Cash on Hand - Petty Cash	56.77
1111	Cash on Hand - Cash Drawers	500.00
1112	Petty Cash - PD	400.00
1113	Petty Cash - Cctr	0.00
1200	Accounts Receivable	0.00
1201	Allow for Bad Debts	( 47,069.75)
1205	Intergovernmental Receivable	320,931.00
1210	Prop.Tax Receivable - Current	0.00
1211	Prop.Tax Receivable - Delinq	52,034.00
1212	Prop.Tax Recvble-Next Yr Levy	1,372,631.00
1220	A/R - Other	( 9,020.40)
1222	A/R-Other (Mowing/liens)	6,456.25
1224	A/R Other - OHM Credit	29,788.50
1226	A/R Payroll (D.Scott)	590.43
1250	Prepaid Insurance	0.00
Total Current Assets		1,727,297.80

Total Current Assets 3,681,691.87

Other AssetsFixed Assets

1407	Construction in Progress	0.00
Total Fixed Assets		0.00

## BALANCE SHEET

AS OF: NOVEMBER 30TH, 2023

10 -General Fund

## BALANCE

Transfers

1500	Inter Fund Transfer	0.00
1620	Due To / From Sewer Fund	38,768.59
1630	Due To / From Street Fund	( 143,475.67)
1640	Due To / From Solid Waste Fund	22,204.04
1650	Due To / From Drug Fund	10,742.09
1660	Due To / From Stormwater Fund	12,964.88
Total Transfers		( 58,796.07)

Total Other Assets	( 58,796.07)
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TOTAL ASSETS	3,622,895.80
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LIABILITIES & EQUITYCurrent LiabilitiesCurrent Liabilities

2000	Accounts Payable	4,684.21
2001	A/P - Other	( 3,895.55)
2004	A/P-State Traffic Fines&Fees	7,230.40
2005	A/P-Business Tax (State)	0.00
2007	GF Escrow Pending Acct	579.00
2008	Boger-5% Retainage/CHall	0.00
2010	Renew Crew Donations	2,067.67
2012	Police Exp Donations	716.21
2014	Christmas For Kids Donations	2,910.35
2015	Healthcare EAP Acct/HCS	111,173.15
2016	Overpmt-P.Tax/to be refunded	0.00
2017	Ovrpmt-Court/to be refunded	0.00
2018	Healthcare HRA Acct/Ameriflex	102,783.61
2020	Deposit - Fire Hydrants	1,250.00
2022	Deposit - Comm.Ctr Rental	11,360.00
2050	Sumner Co Bonds payable	0.00
2100	Wages Payable	0.00
2101	Accrued Wages Payable	11,036.07
2104	State WH - KY	0.00
2105	Federal Withholding	0.00
2106	Social Security - Employee	0.00
2107	Medicare - Employee	0.00
2108	Accrued SS & Medicare	844.26
2110	Retirement - Employee	6,863.88
2111	Cobra-Health/Dental Ins.	0.00
2114	MedChild - Employee	( 441.71)
2116	MedSpouse - Employee	6,656.34
2118	MedFam - Employee	7,234.46
2124	DentalChild - Employee	( 93.57)
2126	DentalSpouse - Emp	783.10
2128	DentalFam - Employee	1,568.37

## BALANCE SHEET

AS OF: NOVEMBER 30TH, 2023

10 -General Fund

## BALANCE

2130	Vision - Employee	327.79
2131	VisionCH - Employee	( 40.88)
2132	Vision & 1 - Employee	489.48
2134	VisionFam - Employee	443.45
2136	Heart - Employee	257.86
2138	Hospital - Employee	( 120.66)
2139	Hosp/MedBridge-Emp	250.49
2140	Accident - Employee	148.57
2141	Life Ins/COL-Emp	877.37
2142	Life Ins/LICOA - Emp	( 501.41)
2143	Life Ins/CINC - Emp	0.00
2144	Cancer - Employee	615.54
2148	Disability - Employee	1,921.81
2149	Critical Illness-Emp	489.34
2150	Pre-Paid Legal - Emp	522.29
2152	Chapter 13 Trustee	0.00
2153	Garnishments	0.00
2154	Child Support	0.00
2155	401/457 Empower	0.00
2200	Deferred Revenue	1,372,631.00
2211	Other Rev/Collected in Advance	33,656.00
Total Current Liabilities		1,687,278.29

Total Current Liabilities 1,687,278.29

Long Term Liabilities

Total Long Term Liabilities 0.00

TOTAL LIABILITIES 1,687,278.29

Equity

2710	Fund Balance-Unreserved	575,183.52
2714	Fund Bal-Resvd for Renew Crew	0.00
2720	Fund Balance-Nonspendable	0.00
2730	Fund Balance-Restricted	0.00
2740	Fund Balance-Committed	0.00
2760	Fund Balance-Unassigned	1,695,858.28
Net Income		( 335,424.29)

Total Equity 1,935,617.51

TOTAL LIABILITIES & EQUITY 3,622,895.80



CITY OF MILLERSVILLE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2023

10 -General Fund

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>Property Tax - Current</b>						
10-3000 Sumner Co. - Current	897,002	59,177.00	59,691.00	0.00	837,311.00	6.65
10-3002 Robertson Co. - Current	448,337	57,053.00	57,053.00	0.00	391,284.00	12.73
TOTAL Property Tax - Current	1,345,339	116,230.00	116,744.00	0.00	1,228,595.00	8.68
<b>Property Tax - Delinq.</b>						
10-3010 Sumner Co. - Delinq	0	1,438.00	14,682.00	0.00 (	14,682.00)	0.00
10-3012 Robertson Co. - Delinq	0	1,456.00	4,431.00	0.00 (	4,431.00)	0.00
10-3015 Interest - Property Tax	7,000	880.04	2,567.04	0.00	4,432.96	36.67
10-3018 Prop. Tax Refund (Prior yrs)	0	0.00	0.00	0.00	0.00	0.00
TOTAL Property Tax - Delinq.	7,000	3,774.04	21,680.04	0.00 (	14,680.04)	309.71
<b>Local Tax</b>						
10-3020 Local Sales Tax - Sumner	475,000	43,782.35	242,424.80	0.00	232,575.20	51.04
10-3021 Local Sales Tax - Robt	375,000	34,248.25	167,917.28	0.00	207,082.72	44.78
10-3022 Wholesale Beer Tax	80,000	6,672.88	34,925.77	0.00	45,074.23	43.66
10-3023 Cable TV Franchise Fee	50,000	0.00	20,586.46	0.00	29,413.54	41.17
10-3025 Business Tax-City	45,000	588.49	10,958.89	0.00	34,041.11	24.35
10-3027 Beer Privilege Tax	800	0.00	51.23	0.00	748.77	6.40
10-3028 Wholesale Liquor Tax	10,000	662.24	3,049.78	0.00	6,950.22	30.50
10-3029 Hotel/Motel Tax	2,500	95.43	709.15	0.00	1,790.85	28.37
TOTAL Local Tax	1,038,300	86,049.64	480,623.36	0.00	557,676.64	46.29
<b>State Tax</b>						
10-3030 State Sales Tax	745,000	61,469.32	310,632.20	0.00	434,367.80	41.70
10-3031 State Income Tax (Hall's Tax)	0	0.00	0.00	0.00	0.00	0.00
10-3032 State Beer Tax	2,900	0.00	1,517.36	0.00	1,382.64	52.32
10-3033 State-City Street/Petroleum	11,527	961.63	4,808.22	0.00	6,718.78	41.71
10-3034 State Telecom Interstate Tax	1,300	103.50	510.72	0.00	789.28	39.29
10-3035 Bank Excise Tax	5,000	0.00	0.00	0.00	5,000.00	0.00
10-3036 TVA Gross Receipts	75,735	19,298.69	19,298.69	0.00	56,436.31	25.48
10-3037 Telecom Privilege Tax	0	0.00	0.00	0.00	0.00	0.00
10-3039 State-Sportsbetting Payment	11,000	2,205.30	2,205.30	0.00	8,794.70	20.05
10-3040 State-Local Occupancy Tax	6,000	591.52	6,451.49	0.00 (	451.49)	107.52
10-3041 State-Mixed Drink Tax	0	0.00	0.00	0.00	0.00	0.00
TOTAL State Tax	858,462	84,629.96	345,423.98	0.00	513,038.02	40.24
<b>Payment in Lieu of Taxes</b>						
10-3099 Sewer In Lieu of Taxes	0	0.00	0.00	0.00	0.00	0.00
TOTAL Payment in Lieu of Taxes	0	0.00	0.00	0.00	0.00	0.00

## REVENUE &amp; EXPENSE REPORT (UNAUDITED)

AS OF: NOVEMBER 30TH, 2023

10 - General Fund

% OF YEAR COMPLETED: 41.67

## REVENUES

CURRENT  
BUDGETCURRENT  
PERIODYEAR TO DATE  
ACTUALTOTAL  
ENCUMBEREDBUDGET  
BALANCE% YTD  
BUDGET

## Court Fines &amp; Fees

10-3200 City Court Fines & Costs	320,000	11,146.50	85,997.00	0.00	234,003.00	26.87
10-3202 City Court Litigation Tax	25,000	871.50	6,980.00	0.00	18,020.00	27.92
10-3203 Court Erticket Fees	0	50.00	396.00	0.00	(396.00)	0.00
10-3205 Sumner Co. Court Fines	10,000	1,161.03	3,437.17	0.00	6,562.83	34.37
10-3206 Robertson Co. Court Fines	4,000	389.50	2,122.30	0.00	1,877.70	53.06
10-3220 Police Reports	25	2.40	3.75	0.00	21.25	15.00
10-3221 Police Dept-Other	1,000	0.00	947.44	0.00	52.56	94.74
10-3222 PD Tow/Storage Fees	0	0.00	0.00	0.00	0.00	0.00
10-3223 Police Erticket Fees	0	200.00	1,584.00	0.00	1,584.00	0.00
TOTAL Court Fines & Fees	360,025	13,820.93	101,467.66	0.00	258,557.34	28.18

## Licenses &amp; Permits

10-3301 Beer License	0	0.00	250.00	0.00	(250.00)	0.00
10-3302 Building Permits	200,000	32,725.65	66,696.96	0.00	133,303.04	33.35
10-3303 Liquor Store License	0	0.00	300.00	0.00	(300.00)	0.00
10-3304 Burn Permits	400	5.00	90.00	0.00	310.00	22.50
10-3320 Special/Other Permits	0	0.00	0.00	0.00	0.00	0.00
TOTAL Licenses & Permits	200,400	32,730.65	67,336.96	0.00	133,063.04	33.60

## Other Revenue

10-3499 P&Z-Engineering Fees/CHM	15,000	0.00	2,000.00	0.00	13,000.00	13.33
10-3500 P&Z Fees/Application Fees	25,000	700.00	3,350.00	0.00	21,650.00	13.40
10-3501 Interest Earnings	1,300	0.00	219.65	0.00	1,080.35	16.90
10-3504 Miscellaneous Income	25,000	501.79	8,022.81	0.00	16,977.19	32.09
10-3505 Insurance Proceeds	0	0.00	19,102.69	0.00	19,102.69	0.00
10-3506 Sale of Assets (Auction)	0	3,850.00	13,250.00	0.00	13,250.00	0.00
10-3507 Seizures/Auction	0	0.00	200.00	0.00	(200.00)	0.00
10-3508 Sale of Fixed Assets	0	0.00	0.00	0.00	0.00	0.00
10-3510 Fire Dept-Other	0	0.00	0.00	0.00	0.00	0.00
10-3512 Donations	0	0.00	50.00	0.00	(50.00)	0.00
10-3517 Donations-Literacy Program	0	0.00	0.00	0.00	0.00	0.00
10-3522 Community Center	0	0.00	0.00	0.00	0.00	0.00
10-3524 Community Ctr-Special Events	0	9,202.50	26,632.50	0.00	26,632.50	0.00
10-3530 Fire Inspection Fees	50,000	0.00	850.00	0.00	49,150.00	1.70
10-3530 Fire Alarm Fees	0	0.00	0.00	0.00	0.00	0.00
10-3540 Fire Alarm Fees	0	0.00	0.00	0.00	0.00	0.00
10-3600 Grant Proceeds	140,993	0.00	0.00	0.00	140,993.00	0.00
10-3601 Grant-St of TN Local Support	0	0.00	0.00	0.00	0.00	0.00
10-3602 DTF Reimbursement	0	0.00	0.00	0.00	0.00	0.00
10-3603 Grant-TN CARES ACT	0	0.00	0.00	0.00	0.00	0.00
10-3605 ARP Grant Proceeds	0	0.00	0.00	0.00	0.00	0.00
10-3606 Loan/Bond Proceeds	0	0.00	0.00	0.00	0.00	0.00
10-3607 Insurance Dividend	0	0.00	0.00	0.00	0.00	0.00
10-3608 OtherFinSource/Orig Bond Prem	0	0.00	0.00	0.00	0.00	0.00
TOTAL Other Revenue	257,293	14,254.29	73,677.65	0.00	183,615.35	28.64

CITY OF MILLERSVILLE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2023

10 -General Fund

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>Transfers</u>						
10-3710 From Fund Balance-General Fund	277,088	0.00	0.00	0.00	277,088.00	0.00
10-3711 From Street Fund	158,000	0.00	0.00	0.00	158,000.00	0.00
10-3712 From Fund Bal-GF/Loan Proceeds	0	0.00	0.00	0.00	0.00	0.00
TOTAL Transfers	435,088	0.00	0.00	0.00	435,088.00	0.00
TOTAL REVENUE	4,501,907	351,489.51	1,206,953.65	0.00	3,294,953.35	26.81

CITY OF MILLERSVILLE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2023

10 - General Fund

DEPARTMENT - Administration

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>Salaries</b>						
10-410-1100 Salaries - Administrative	333,482	23,728.68	114,629.06	0.00	218,852.94	34.37
10-410-1101 Overtime - Administrative	1,000	415.26	2,322.99	0.00	1,322.99	232.30
10-410-1105 Salaries - City Commission	24,850	1,650.00	8,392.90	0.00	16,457.10	33.77
10-410-1108 Longevity Pay	2,650	0.00	0.00	0.00	2,650.00	0.00
<b>TOTAL Salaries</b>	<b>361,982</b>	<b>25,793.94</b>	<b>125,344.95</b>	<b>0.00</b>	<b>236,637.05</b>	<b>34.63</b>
<b>Other Personnel Costs</b>						
10-410-1200 SS & Medicare	27,692	1,964.49	10,255.54	0.00	17,436.46	37.03
10-410-1300 Employee Health Insurance	53,548	1,500.00	9,402.33	0.00	44,145.67	17.56
10-410-1400 Retirement	23,498	0.00	7,113.13	0.00	16,384.87	30.27
10-410-1500 Unemployment Insurance	126	0.00	11.52	0.00	114.48	9.14
<b>TOTAL Other Personnel Costs</b>	<b>104,864</b>	<b>3,464.49</b>	<b>26,782.52</b>	<b>0.00</b>	<b>78,081.48</b>	<b>25.54</b>
<b>Other Expenses</b>						
10-410-2000 Other Medical Expense	250	0.00	158.00	0.00	92.00	63.20
10-410-2002 Education & Training	4,000	0.00	450.00	0.00	3,550.00	11.25
10-410-2014 Worker's Comp. Insurance	814	0.00	572.57	0.00	241.43	70.34
10-410-2016 Liability & Property Ins.	128,000	0.00	156,755.00	0.00	(28,755.00)	122.46
10-410-2100 Utilities	38,000	0.00	7,956.55	0.00	30,043.45	20.94
10-410-2102 Telephone/Internet	13,000	912.68	5,228.16	0.00	7,771.84	40.22
10-410-2104 Gas, Oil, Diesel Fuel	1,200	195.63	661.50	0.00	538.50	55.13
10-410-2106 Publicity, Subscripts & Dues	13,000	35.00	4,764.26	0.00	8,235.74	36.65
10-410-2200 Repair & Maintenance	0	0.00	0.00	0.00	0.00	0.00
10-410-2202 Vehicle Repair/Maintenance	500	0.00	114.26	0.00	385.74	22.85
10-410-2204 Equip Repair & Maintenance	0	0.00	0.00	0.00	0.00	0.00
10-410-2206 Bldg Repair & Maintenance	4,000	0.00	172.50	0.00	3,827.50	4.31
10-410-2207 City Property Maintenance	2,000	0.00	300.00	0.00	1,700.00	15.00
10-410-2210 Contractual/Svc Agreements	167,246	10,703.14	81,332.36	0.00	85,913.64	48.63
10-410-2300 Operating Supplies	3,000	209.02	1,020.51	0.00	1,979.49	34.02
10-410-2302 Office Supplies	3,200	351.72	1,261.00	0.00	1,939.00	39.41
10-410-2306 Misc Expense RE:COVID-19	0	0.00	0.00	0.00	0.00	0.00
10-410-2310 Miscellaneous/Sundry	4,000	17.57	1,040.33	0.00	2,959.67	26.01
10-410-2312 Minor Equipment	2,800	0.00	1,236.60	0.00	1,563.40	44.16
10-410-2316 Postage & Machine Rental	2,000	0.00	165.87	0.00	1,834.13	8.29
10-410-2322 Interest Expense	138,288	0.00	69,143.75	0.00	69,144.25	50.00
10-410-2326 Recording Documents	0	0.00	0.00	0.00	0.00	0.00
10-410-2332 Meals & Entertainment	2,000	0.00	100.00	0.00	1,900.00	5.00
10-410-2700 Donation to Library	2,500	0.00	0.00	0.00	2,500.00	0.00
10-410-2702 Bad Debt Expense (Prop.Tax)	2,917	0.00	0.00	0.00	2,917.00	0.00
10-410-2745 Summer-Property TR Match	4,500	0.00	0.00	0.00	4,567.00	1.49
10-410-2750 Robt-Property TR Match	1,600	0.00	67.00	0.00	1,600.00	0.00
10-410-2800 Furniture/Fixtures-CH Addit	0	0.00	0.00	0.00	0.00	0.00
10-410-4000 Professional Services	0	0.00	500.00	0.00	(500.00)	0.00
10-410-4014 Legal Services	36,000	0.00	11,040.00	0.00	24,960.00	30.67
10-410-4016 Accounting & Auditing	12,400	0.00	0.00	0.00	12,400.00	0.00
10-410-4026 Promotional	1,200	0.00	0.00	0.00	1,200.00	0.00
10-410-6000 Building Imp's/CH Reno	0	5,096.52	23,260.22	0.00	(23,260.22)	0.00

CITY OF MILLERSVILLE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2023

10 - General Fund  
DEPARTMENT - Administration

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
10-410-6014 Machinery & Equipment	0	0.00	0.00	0.00	0.00	0.00
10-410-6016 Property Purchase	0	0.00	0.00	0.00	0.00	0.00
10-410-6020 Debt Service-Prin/Bond	275,000	0.00	0.00	0.00	275,000.00	0.00
10-410-6022 Other Capital Projects	0	0.00	0.00	0.00	0.00	0.00
10-410-6023 Bond Issuance Costs	0	0.00	0.00	0.00	0.00	0.00
10-410-7000 Reserve	0	0.00	0.00	0.00	0.00	0.00
10-410-7002 Txfr To Street	0	0.00	0.00	0.00	0.00	0.00
10-410-7006 Transfer to Stormwater	0	0.00	0.00	0.00	0.00	0.00
10-410-7008 Transfer to Sewer	0	0.00	0.00	0.00	0.00	0.00
TOTAL Other Expenses	863,415	17,521.28	367,166.44	0.00	496,248.56	42.52
TOTAL Administration	1,330,261	46,779.71	519,293.91	0.00	810,967.09	39.04

CITY OF MILLERSVILLE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2023

10 -General Fund  
DEPARTMENT - Building/Codes

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>Salaries</b>						
10-411-1100 Salaries - Bldg/Codes	47,050	2,995.00	13,795.00	0.00	33,255.00	29.32
10-411-1101 Overtime - Bldg/Codes	0	0.00	7.50	0.00	7.50	0.00
10-411-1108 Longevity Pay	1,150	0.00	0.00	0.00	1,150.00	0.00
<b>TOTAL Salaries</b>	<b>48,200</b>	<b>2,995.00</b>	<b>13,802.50</b>	<b>0.00</b>	<b>34,397.50</b>	<b>28.64</b>
<b>Other Personnel Costs</b>						
10-411-1200 SS & Medicare	3,687	226.23	1,199.58	0.00	2,487.42	32.54
10-411-1300 Employee Health Insurance	26,100	250.00	1,408.98	0.00	24,691.02	5.40
10-411-1400 Retirement	3,360	0.00	916.39	0.00	2,443.61	27.27
10-411-1500 Unemployment Ins.	42	0.00	5.76	0.00	36.24	13.71
<b>TOTAL Other Personnel Costs</b>	<b>33,189</b>	<b>476.23</b>	<b>3,530.71</b>	<b>0.00</b>	<b>29,658.29</b>	<b>10.64</b>
<b>Other Expenses</b>						
10-411-2000 Other Medical Expense	150	0.00	158.00	0.00	8.00	105.33
10-411-2002 Education & Training	4,500	0.00	0.00	0.00	4,500.00	0.00
10-411-2010 Planning & Zoning	0	0.00	0.00	0.00	0.00	0.00
10-411-2014 W.Comp Insurance	73	0.00	1,496.19	0.00	1,423.19	2,049.58
10-411-2102 Telephone/Internet	1,500	68.04	307.54	0.00	1,192.46	20.50
10-411-2104 Gas & Oil	1,000	46.35	196.43	0.00	803.57	19.64
10-411-2106 Publicity, Subscriptions&Due	500	0.00	0.00	0.00	500.00	0.00
10-411-2202 Vehicle Repair&Maintenance	800	0.00	1,759.72	0.00	959.72	219.97
10-411-2210 Contractual/Svc Agreements	15,000	32.38	6,129.52	0.00	8,870.48	40.86
10-411-2212 Contractual-Plan Review	0	0.00	0.00	0.00	0.00	0.00
10-411-2214 Contractual Bldg Insp	60,000	0.00	4,000.00	0.00	56,000.00	6.67
10-411-2300 Operating Supplies	2,000	0.00	0.00	0.00	2,000.00	0.00
10-411-2302 Office Supplies	1,000	0.00	0.00	0.00	1,000.00	0.00
10-411-2310 Miscellaneous/Sundry	250	0.00	0.00	0.00	250.00	0.00
10-411-2312 Minor Equipment	2,500	0.00	76.49	0.00	2,423.51	3.06
10-411-2316 Postage	0	0.00	0.00	0.00	0.00	0.00
10-411-2324 Clothing & Uniforms	300	0.00	749.36	0.00	449.36	249.79
10-411-2326 Recording Documents	0	0.00	0.00	0.00	0.00	0.00
10-411-2332 Meals & Entertainment	350	0.00	0.00	0.00	350.00	0.00
10-411-4000 Professional Services	0	0.00	0.00	0.00	0.00	0.00
10-411-6014 Machinery&Equipment-Codes	40,000	4,156.25	14,108.27	0.00	25,891.73	35.27
<b>TOTAL Other Expenses</b>	<b>129,923</b>	<b>4,303.02</b>	<b>28,981.52</b>	<b>0.00</b>	<b>100,941.48</b>	<b>22.31</b>
<b>TOTAL Building/Codes</b>	<b>211,312</b>	<b>7,774.25</b>	<b>46,314.73</b>	<b>0.00</b>	<b>164,997.27</b>	<b>21.92</b>

CITY OF MILLERSVILLE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2023

10 -General Fund  
DEPARTMENT - Municipal Court

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>Salaries</b>						
10-412-1100 Salaries - Court Clerk	40,841	3,462.40	18,317.89	0.00	22,523.11	44.85
10-412-1101 Overtime - Court Clerk	0	110.48	125.22	0.00	125.22	0.00
10-412-1108 Longevity Pay	1,000	0.00	0.00	0.00	1,000.00	0.00
<b>TOTAL Salaries</b>	<b>41,841</b>	<b>3,572.88</b>	<b>18,443.11</b>	<b>0.00</b>	<b>23,397.89</b>	<b>44.08</b>
<b>Other Personnel Costs</b>						
10-412-1200 SS & Medicare	3,201	273.31	1,410.85	0.00	1,790.15	44.08
10-412-1300 Employee Health Insurance	9,288	375.00	1,835.99	0.00	7,452.01	19.77
10-412-1400 Retirement	2,916	0.00	1,036.44	0.00	1,879.56	35.54
10-412-1500 Unemployment Insurance	21	0.00	0.00	0.00	21.00	0.00
<b>TOTAL Other Personnel Costs</b>	<b>15,426</b>	<b>648.31</b>	<b>4,283.28</b>	<b>0.00</b>	<b>11,142.72</b>	<b>27.77</b>
<b>Other Expenses</b>						
10-412-2000 Other Medical Expenses	50	0.00	0.00	0.00	50.00	0.00
10-412-2002 Education & Training	250	0.00	0.00	0.00	250.00	0.00
10-412-2014 W.Comp Insurance	64	0.00	47.38	0.00	16.62	74.03
10-412-2106 Publicity/Subscriptions	100	0.00	0.00	0.00	100.00	0.00
10-412-2210 Contractual/Svc Agreements	8,220	340.00	2,986.93	0.00	5,233.07	36.34
10-412-2300 Operating Supplies	500	0.00	0.00	0.00	500.00	0.00
10-412-2302 Office Supplies	500	17.39	97.08	0.00	402.92	19.42
10-412-2310 Miscellaneous/Sundry	5,500	0.00	0.00	0.00	5,500.00	0.00
10-412-2312 Minor Equipment-Court	1,000	0.00	0.00	0.00	1,000.00	0.00
10-412-4000 Professional Services	0	0.00	0.00	0.00	0.00	0.00
10-412-4014 City Judge	6,000	500.00	2,500.00	0.00	3,500.00	41.67
<b>TOTAL Other Expenses</b>	<b>22,184</b>	<b>857.39</b>	<b>5,631.39</b>	<b>0.00</b>	<b>16,552.61</b>	<b>25.38</b>
<b>TOTAL Municipal Court</b>	<b>79,451</b>	<b>5,078.58</b>	<b>28,357.78</b>	<b>0.00</b>	<b>51,093.22</b>	<b>35.69</b>

REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 202310 -General Fund  
DEPARTMENT - Police Dept

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>Salaries</b>						
10-421-1100 Salaries - Clerical PD	78,624	6,043.32	33,549.14	0.00	45,074.86	42.67
10-421-1101 Overtime - Clerical PD	0	134.67	864.30	0.00	( 864.30)	0.00
10-421-1105 Salaries - Police	969,591	57,305.02	302,904.30	0.00	666,686.70	31.24
10-421-1106 Overtime - Police	10,000	7,920.37	48,847.30	0.00	( 38,847.30)	488.47
10-421-1107 THSO Grant/Traffic Enf	25,000	169.43	3,337.64	0.00	21,662.36	13.35
10-421-1108 Longevity Pay	3,300	0.00	0.00	0.00	3,300.00	0.00
TOTAL Salaries	1,086,515	71,572.81	389,502.68	0.00	697,012.32	35.85
<b>Other Personnel Costs</b>						
10-421-1200 SS & Medicare	77,151	5,262.24	28,538.25	0.00	48,612.75	36.99
10-421-1300 Employee Health Insurance	193,426	7,644.10	32,809.71	0.00	160,616.29	16.96
10-421-1400 Retirement	70,293	0.00	21,631.94	0.00	48,661.06	30.77
10-421-1500 Unemployment Insurance	357	0.00	62.34	0.00	294.66	17.46
TOTAL Other Personnel Costs	341,227	12,906.34	83,042.24	0.00	258,184.76	24.34
<b>Other Expenses</b>						
10-421-2000 Other Medical Expense	4,100	210.00	1,842.00	0.00	2,258.00	44.93
10-421-2002 Education & Training	18,000	800.00	1,445.77	0.00	16,554.23	8.03
10-421-2014 W.Comp Insurance	27,665	0.00	48,503.34	0.00	( 20,838.34)	175.32
10-421-2100 Utilities	0	0.00	0.00	0.00	0.00	0.00
10-421-2102 Telephone & jetpacks	10,000	556.22	2,289.92	0.00	7,710.08	22.90
10-421-2104 Gas, Oil, Diesel Fuel	50,000	3,139.31	14,732.68	0.00	35,267.32	29.47
10-421-2106 Publicity, Subscripts & Dues	2,500	36.75	716.75	0.00	1,783.25	28.67
10-421-2200 Repair & Maintenance	0	0.00	0.00	0.00	0.00	0.00
10-421-2202 Vehicle Repair&Maintenance	18,000	638.51	13,561.72	0.00	4,438.28	75.34
10-421-2204 Equip Repair & Maintenance	1,000	0.00	0.00	0.00	1,000.00	0.00
10-421-2206 Bldg Repair & Maintenance	0	0.00	0.00	0.00	0.00	0.00
10-421-2210 Contractual/Svc Agreements	41,700	172.61	3,416.16	0.00	38,283.84	8.19
10-421-2212 SCECC Contractual Svc	208,000	0.00	0.00	0.00	208,000.00	0.00
10-421-2300 Operating Supplies	5,000	162.72	2,800.08	0.00	2,199.92	56.00
10-421-2302 Office Supplies	1,800	79.74	723.34	0.00	1,076.66	40.19
10-421-2310 Miscellaneous/Sundry	350	0.00	785.81	0.00	( 435.81)	224.52
10-421-2312 Minor Equipment-Police	161,993	7,495.55	9,834.30	0.00	152,158.70	6.07
10-421-2316 Postage	0	0.00	0.00	0.00	0.00	0.00
10-421-2322 Interest Expense	0	0.00	0.00	0.00	0.00	0.00
10-421-2324 Clothing & Uniforms	15,000	5,188.21	7,862.76	0.00	7,137.24	52.42
10-421-2332 Meals & Entertainment	500	0.00	114.39	0.00	385.61	22.88
10-421-4000 Professional Services	0	0.00	0.00	0.00	0.00	0.00
10-421-4002 Vehicle Towing Service	1,000	0.00	0.00	0.00	1,000.00	0.00
10-421-4026 Promotional/PD	1,000	0.00	1,106.80	0.00	( 106.80)	110.68
10-421-6000 Capital Project/Police	0	0.00	0.00	0.00	0.00	0.00
10-421-6002 Debt Svc-Lease/BodyCams	12,500	0.00	0.00	0.00	12,500.00	0.00
10-421-6014 Machinery&Equipment-Police	122,000	0.00	121,800.75	0.00	199.25	99.84
TOTAL Other Expenses	702,108	18,479.62	231,536.57	0.00	470,571.43	32.98
TOTAL Police Dept	2,129,850	102,958.77	704,081.49	0.00	1,425,768.51	33.06



AS OF: NOVEMBER 30TH, 2023

10 -General Fund

DEPARTMENT - Fire Dept

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>Salaries</b>						
10-422-1100 Salaries - Fire Department	200,927	9,465.02	50,616.67	0.00	150,310.33	25.19
10-422-1101 Overtime - Fire Department	0	0.00	480.28	0.00	480.28	0.00
10-422-1105 Volunteer Pay	35,000	0.00	4,820.00	0.00	30,180.00	13.77
10-422-1108 Longevity Pay	850	0.00	0.00	0.00	850.00	0.00
TOTAL Salaries	236,777	9,465.02	55,916.95	0.00	180,860.05	23.62
<b>Other Personnel Costs</b>						
10-422-1200 SS & Medicare	18,113	715.76	4,232.14	0.00	13,880.86	23.37
10-422-1300 Employee Health Insurance	18,576	750.00	3,671.98	0.00	14,904.02	19.77
10-422-1400 Retirement	14,064	0.00	2,901.74	0.00	11,162.26	20.63
10-422-1500 Unemployment Insurance	42	0.00	0.00	0.00	42.00	0.00
TOTAL Other Personnel Costs	50,795	1,465.76	10,805.86	0.00	39,989.14	21.27
<b>Other Expenses</b>						
10-422-2000 Other Medical Expense	50	0.00	0.00	0.00	50.00	0.00
10-422-2002 Education & Training	5,000	0.00	95.75	0.00	4,904.25	1.92
10-422-2014 W.Comp Insurance	9,953	0.00	9,144.61	0.00	808.39	91.88
10-422-2100 Utility Services	8,000	166.83	1,240.44	0.00	6,759.56	15.51
10-422-2102 Telephone & aircards	2,500	106.02	423.34	0.00	2,076.66	16.93
10-422-2104 Gas, Oil, Diesel Fuel	7,500	624.96	2,719.02	0.00	4,780.98	36.25
10-422-2106 Publicity,Subscripts & Dues	2,170	0.00	1,572.00	0.00	598.00	72.44
10-422-2200 Repair & Maintenance	0	0.00	0.00	0.00	0.00	0.00
10-422-2202 Vehicle Repair&Maintenance	15,000	0.00	2,950.10	0.00	12,049.90	19.67
10-422-2204 Equip. Repair & Maintenance	4,000	565.29	695.30	0.00	3,304.70	17.38
10-422-2206 Bldg Repair & Maint-Sta 2	4,000	0.00	104.14	0.00	3,895.86	2.60
10-422-2207 Property Rep&Maint - Sta 2	0	0.00	0.00	0.00	0.00	0.00
10-422-2210 Contractual/Svc Agreements	26,500	2,457.42	3,454.37	0.00	23,045.63	13.04
10-422-2300 Operating Supplies	6,300	496.86	2,009.56	0.00	4,290.44	31.90
10-422-2302 Office Supplies	500	39.87	103.51	0.00	396.49	20.70
10-422-2304 Fire Foam	3,500	0.00	0.00	0.00	3,500.00	0.00
10-422-2310 Miscellaneous/Sundry	500	0.00	0.00	0.00	500.00	0.00
10-422-2312 Minor Equip-Turnout Fire	20,600	605.56	5,082.87	0.00	15,517.13	24.67
10-422-2314 Minor Equip-Turnout Gear	34,000	0.00	42.00	0.00	33,958.00	0.12
10-422-2316 Postage	0	0.00	0.00	0.00	0.00	0.00
10-422-2322 Interest Expense	4,888	407.36	2,538.97	0.00	2,349.03	51.94
10-422-2324 Clothing & Uniforms	7,000	0.00	28.30	0.00	6,971.70	0.40
10-422-2332 Meals & Entertainment	500	0.00	0.00	0.00	500.00	0.00
10-422-4000 Professional Services	0	0.00	0.00	0.00	0.00	0.00
10-422-4026 Promotional/Fire Prevention	1,000	0.00	0.00	0.00	1,000.00	0.00
10-422-6000 Building Improvements-Sta2	0	0.00	0.00	0.00	0.00	0.00
10-422-6004 Debt Svc-Fire Engine	39,505	0.00	39,505.43	0.00	0.43	100.00
10-422-6014 Machinery & Equipment-Fire	0	0.00	0.00	0.00	0.00	0.00
10-422-7000 Reserved for Equipment/FD	0	0.00	0.00	0.00	0.00	0.00
TOTAL Other Expenses	202,966	5,136.51	71,709.71	0.00	131,256.25	35.33
TOTAL Fire Dept	490,538	16,067.29	138,432.52	0.00	352,105.48	28.22

CITY OF MILLERSVILLE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2023

10 -General Fund  
DEPARTMENT - Development Services

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>Salaries</b>						
10-440-1100 Salaries - Development Svcs	52,003	1,727.25	18,080.12	0.00	33,922.88	34.77
10-440-1101 Overtime-Dev Services	0	0.00	0.00	0.00	0.00	0.00
10-440-1108 Longevity Pay	50	0.00	0.00	0.00	50.00	0.00
TOTAL Salaries	52,053	1,727.25	18,080.12	0.00	33,972.88	34.73
<b>Other Personnel Costs</b>						
10-440-1200 SS & Medicare	3,982	118.16	1,320.26	0.00	2,661.74	33.16
10-440-1300 Employee Health Insurance	13,050	375.00	1,835.99	0.00	11,214.01	14.07
10-440-1400 Retirement	3,628	0.00	1,139.80	0.00	2,488.20	31.42
10-440-1500 Unemployment Ins.	21	0.00	0.00	0.00	21.00	0.00
TOTAL Other Personnel Costs	20,681	493.16	4,296.05	0.00	16,384.95	20.77
<b>Other Expenses</b>						
10-440-2000 Other Medical Expense	0	0.00	0.00	0.00	0.00	0.00
10-440-2002 Education & Training	400	0.00	0.00	0.00	400.00	0.00
10-440-2010 P&Z (& Recording Fees)	0	0.00	0.00	0.00	0.00	0.00
10-440-2014 W.Comp Insurance	81	0.00	60.32	0.00	20.68	74.47
10-440-2102 Telephone/Internet	650	72.00	287.26	0.00	362.74	44.19
10-440-2104 Gas & Oil	500	0.00	0.00	0.00	500.00	0.00
10-440-2106 Publicity, Subscriptions, Due	500	0.00	0.00	0.00	200.00	0.00
10-440-2202 Vehicle Repair & Maintenance	500	0.00	111.56	0.00	388.44	22.31
10-440-2204 Equipment Repair & Maint	0	0.00	0.00	0.00	0.00	0.00
10-440-2210 Contractual/Svc Agreements	47,750	13,588.02	15,902.08	0.00	31,847.92	33.30
10-440-2212 Contractual - Plan Review	8,000	0.00	7,890.25	0.00	109.75	98.63
10-440-2214 Contractual P&Z - Pierri	0	0.00	0.00	0.00	0.00	0.00
10-440-2300 Operating Supplies	300	0.00	0.00	0.00	300.00	0.00
10-440-2302 Office Supplies	500	300.95	306.09	0.00	193.91	61.22
10-440-2310 Miscellaneous/Sundry	0	0.00	0.00	0.00	0.00	0.00
10-440-2312 Minor Equipment	0	0.00	11.99	0.00	11.99	0.00
10-440-2316 Postage	0	0.00	0.00	0.00	0.00	0.00
10-440-2324 Clothing & Uniforms	100	0.00	0.00	0.00	100.00	0.00
10-440-2332 Meals & Entertainment	300	0.00	88.86	0.00	211.14	29.62
10-440-4000 Professional Services	0	0.00	0.00	0.00	0.00	0.00
10-440-4014 Legal Services	0	0.00	0.00	0.00	0.00	0.00
TOTAL Other Expenses	59,281	13,960.97	24,658.41	0.00	34,622.59	41.60
TOTAL Development Services	132,015	16,181.38	47,034.58	0.00	84,980.42	35.63

AS OF: NOVEMBER 30TH, 2023

10 -General Fund  
DEPARTMENT - Community Ctr/Parks

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>Salaries</b>						
10-444-1100 Salaries - Parks	39,312	2,882.29	15,867.31	0.00	23,444.69	40.36
10-444-1101 Overtime - Parks	2,500	21.27	495.81	0.00	2,004.19	19.83
10-444-1108 Longevity Pay	0	0.00	0.00	0.00	0.00	0.00
<b>TOTAL Salaries</b>	<b>41,812</b>	<b>2,903.56</b>	<b>16,363.12</b>	<b>0.00</b>	<b>25,448.88</b>	<b>39.13</b>
<b>Other Personnel Costs</b>						
10-444-1200 SS & Medicare	3,199	220.53	1,243.83	0.00	1,955.17	38.88
10-444-1300 Employee Health Insurance	9,288	375.00	1,708.57	0.00	7,579.43	18.40
10-444-1400 Retirement	2,914	0.00	938.12	0.00	1,975.88	32.19
10-444-1500 Unemployment Ins.	21	0.00	11.86	0.00	9.14	56.48
<b>TOTAL Other Personnel Costs</b>	<b>15,422</b>	<b>595.53</b>	<b>3,902.38</b>	<b>0.00</b>	<b>11,519.62</b>	<b>25.30</b>
<b>Other Expenses</b>						
10-444-2000 Other Medical Expense	50	0.00	0.00	0.00	50.00	0.00
10-444-2002 Education & Training	500	0.00	405.00	0.00	95.00	81.00
10-444-2014 W.Comp Insurance	61	0.00	45.60	0.00	15.40	74.75
10-444-2100 Utilities	18,000	0.00	4,424.38	0.00	13,575.62	24.58
10-444-2102 Telephone&Internet	2,700	37.98	670.99	0.00	2,029.01	24.85
10-444-2104 Gas & Oil	0	0.00	64.10	0.00	64.10	0.00
10-444-2106 Publicity, Subscriptions,Du	250	0.00	2,349.00	0.00	2,099.00	939.60
10-444-2200 Repair & Maintenance	0	0.00	0.00	0.00	0.00	0.00
10-444-2202 Vehicle Repair&Maintenance	0	0.00	0.00	0.00	0.00	0.00
10-444-2204 Equip Repair&Maintenance	2,000	0.00	0.00	0.00	2,000.00	0.00
10-444-2206 Bldg Repair & Maintenance	6,000	0.00	3,543.60	0.00	2,456.40	59.06
10-444-2207 Parks Property Maintenance	3,000	0.00	5,350.00	0.00	2,350.00	178.33
10-444-2210 Contractual/Svc Agreements	14,535	960.00	7,945.95	0.00	6,589.05	54.67
10-444-2300 Operating Supplies	1,000	103.41	180.54	0.00	819.46	18.05
10-444-2302 Office Supplies	250	0.00	133.64	0.00	116.36	53.46
10-444-2310 Miscellaneous/Sundry	400	25.62	546.16	0.00	146.16	136.54
10-444-2312 Minor Equipment-C.Center	2,500	0.00	159.66	0.00	2,340.34	6.39
10-444-2324 Clothing&Uniforms	0	0.00	0.00	0.00	0.00	0.00
10-444-2332 Meals & Entertainment	0	0.00	0.00	0.00	0.00	0.00
10-444-3000 Special Events	17,000	0.00	0.00	0.00	0.00	0.00
10-444-4026 Marketing/Promotional	3,000	1,081.41	8,957.04	0.00	8,042.96	52.69
10-444-6000 Building Imp's-C.Ctr	0	0.00	0.00	0.00	3,000.00	0.00
10-444-6001 Park Imp's - C.Ctr	0	0.00	0.00	0.00	0.00	0.00
10-444-6004 Debt Svc-Comm.Ctr Loan Pmt	0	0.00	0.00	0.00	0.00	0.00
10-444-6010 Furniture & Fixtures-C.Ctr	0	0.00	0.00	0.00	0.00	0.00
10-444-6014 Machinery & Equipment	0	0.00	0.00	0.00	0.00	0.00
10-444-6018 Park Dev/Playgrounds&Imp's	0	0.00	3,821.77	0.00	3,821.77	0.00
<b>TOTAL Other Expenses</b>	<b>71,246</b>	<b>2,208.42</b>	<b>38,597.43</b>	<b>0.00</b>	<b>32,648.57</b>	<b>54.17</b>
<b>TOTAL Community Ctr/Parks</b>	<b>128,480</b>	<b>5,707.51</b>	<b>58,862.93</b>	<b>0.00</b>	<b>69,617.07</b>	<b>45.81</b>
<b>TOTAL EXPENDITURES</b>	<b>4,501,907</b>	<b>200,547.49</b>	<b>1,542,377.94</b>	<b>0.00</b>	<b>2,959,529.06</b>	<b>34.26</b>

CITY OF MILLERSVILLE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2023

10 -General Fund  
DEPARTMENT - Community Ctr/Parks

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE OVER/ (UNDER) EXPENDITURES	0	150,942.02 (	335,424.29)	0.00	335,424.29	0.00

## BALANCE SHEET

AS OF: NOVEMBER 30TH, 2023

20 -Sewer Fund

## BALANCE

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ASSETS

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Current AssetsChecking/Savings

1000	Sewer Fund - Farmers Bank	1,997,272.14
1001	Phase II Sewer - Farmers Bk	591,175.85
1005	Sewer Fund MM-Farmers Bk	348,604.50
Total Checking/Savings		2,937,052.49

Current Assets

1100	Cash Reserves - State of TN	24.00
1110	Cash on Hand-Petty Cash	300.00
1200	Accounts Receivable	128,272.19
1201	Allowance For Uncollectible	( 165,444.76)
1202	A/R - KVS Bad Debt	45,432.44
1203	A/R - Incode Bad Debt	119,225.29
1204	UNAPPLIED CREDITS	( 10,494.04)
1220	A/R - Other	118,089.52
1250	Prepaid Insurance	0.00
1260	Postage Dep (Utility Billing)	2,231.00
1300	Inventory Asset	31,835.74
1302	Inventory - Pumps	0.00
Total Current Assets		269,471.38

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Total Current Assets	3,206,523.87
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Other AssetsFixed Assets

1400	Land - City Hall	47,268.00
1401	Buildings	134,211.59
1402	Furniture & Equipment	437,396.72
1403	Vehicles	194,921.71
1404	Dump Truck	0.00
1405	Machinery & Equipment	0.00
1406	Sewer Collection System	9,866,189.33
1407	Construction in Progress	( 0.12)
1450	Net Pension Asset	58,958.00
1455	Deferred Outflows for Pension	26,887.69
1499	Accumulated Depreciation	( 5,385,087.21)
Total Fixed Assets		5,380,745.71

## BALANCE SHEET

AS OF: NOVEMBER 30TH, 2023

20 -Sewer Fund

## BALANCE

Transfers

1500	Inter Funds Transfer	0.00
1610	Due To / From General Fund	( 38,768.59)
1630	Due To / From Street Fund	0.00
1640	Due To / From Solid Waste Fund	( 98,593.41)
1650	Due To / From Drug Fund	0.00
1660	Due To / From Stormwater Fund	( 25,460.94)
Total Transfers		( 162,822.94)

Total Other Assets 5,217,922.77

TOTAL ASSETS 8,424,446.64

LIABILITIES & EQUITYCurrent LiabilitiesCurrent Liabilities

2000	Accounts Payable	0.00
2001	A/P - Other	110.30
2002	A/P-Retainage Acct (5%)	0.00
2016	Ovrpmt-Sewer/to be refunded	0.00
2030	REFUNDS PAYABLE	56.38
2052	Accrued Interest Payable	0.00
2056	SRF Loan Payable-Current	21,348.00
2101	Accrued Wages Payable	886.69
2108	Accrued SS & Medicare	67.83
2109	Accrued Compensated Absences	6,466.73
2250	Deferred Inflows for Pension	44,259.00
Total Current Liabilities		73,194.93

Total Current Liabilities 73,194.93

Long Term LiabilitiesLong Term Liabilities

2455	Unamortized Premium on Bonds	0.00
2456	Unamortized Chrg-Refund'g Bond	0.00
2457	Amort. of Premium on Bonds	0.00
2458	Amort.of Loan Chrg-Refd'g Bond	0.00
2460	SRF Loan Payable-LT	347,183.00
2505	State Grants-SRF Forgiveness	0.00
Total Long Term Liabilities		347,183.00

Total Long Term Liabilities 347,183.00

TOTAL LIABILITIES 420,377.93

BALANCE	
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<u>Equity</u>	
2700 Retained Earnings	1,696,541.79
2710 Fund Balance/Net Assets	969,115.93
2713 Net Assets/Capital & Debt	5,225,785.44
Net Income	112,625.55
<hr/>	
Total Equity	8,004,068.71
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TOTAL LIABILITIES & EQUITY	8,424,446.64
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CITY OF MILLERSVILLE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2023

20 - Sewer Fund

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>Sewer Revenue</b>						
20-3000 Operating Revenue-Sewer	1,480,000	92,591.96	612,160.51	0.00	867,839.49	41.36
20-3001 Tap Fees	60,000	13,600.00	30,600.00	0.00	29,400.00	51.00
TOTAL Sewer Revenue	1,540,000	106,191.96	642,760.51	0.00	897,239.49	41.74
<b>Other Revenue</b>						
20-3400 Sewer Fees/Insp, Permits, etc	4,000	0.00	0.00	0.00	4,000.00	0.00
20-3499 Engineering Fees/Sewer	0	0.00	0.00	0.00	0.00	0.00
20-3501 Interest Income	2,000	0.00	316.62	0.00	1,683.38	15.83
20-3503 Sewer Tank/Pump Pkgs	0	0.00	0.00	0.00	0.00	0.00
20-3504 Miscellaneous Income	42,000	4,070.57	20,098.52	0.00	21,901.48	47.85
20-3505 Insurance Proceeds	0	0.00	0.00	0.00	0.00	0.00
20-3506 Sale of Assets	0	0.00	0.00	0.00	0.00	0.00
20-3600 Grant Proceeds	0	0.00	0.00	0.00	0.00	0.00
20-3605 Pension Income	0	0.00	0.00	0.00	0.00	0.00
20-3610 SRF Loan Proceeds	0	0.00	0.00	0.00	0.00	0.00
TOTAL Other Revenue	48,000	4,070.57	20,415.14	0.00	27,584.86	42.53
<b>Transfers</b>						
20-3701 From Fund Balance-Sewer Fund	528,511	0.00	0.00	0.00	528,511.00	0.00
20-3702 From General/ARPs	588,900	0.00	0.00	0.00	588,900.00	0.00
TOTAL Transfers	1,117,411	0.00	0.00	0.00	1,117,411.00	0.00
<b>TOTAL REVENUE</b>	2,705,411	110,262.53	663,175.65	0.00	2,042,235.35	24.51



REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 202320 -Sewer Fund  
DEPARTMENT - Sewer

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>Salaries</b>						
20-522-1100 Salaries - Sewer	177,598	12,126.46	64,773.25	0.00	112,824.75	36.47
20-522-1101 Overtime - Sewer	10,000	938.68	3,431.24	0.00	6,568.76	34.31
20-522-1108 Longevity Pay	2,750	0.00	0.00	0.00	2,750.00	0.00
<b>TOTAL Salaries</b>	<b>190,348</b>	<b>13,065.14</b>	<b>68,204.49</b>	<b>0.00</b>	<b>122,143.51</b>	<b>35.83</b>
<b>Other Personnel Costs</b>						
20-522-1200 SS & Medicare	14,562	955.82	4,164.70	0.00	10,397.30	28.60
20-522-1300 Employee Health Insurance	50,201	1,875.00	7,769.82	0.00	42,431.18	15.48
20-522-1400 Retirement	13,267	0.00	2,941.47	0.00	10,325.53	22.17
20-522-1500 Unemployment Insurance	84	0.00	0.00	0.00	84.00	0.00
<b>TOTAL Other Personnel Costs</b>	<b>78,114</b>	<b>2,830.82</b>	<b>14,875.99</b>	<b>0.00</b>	<b>63,238.01</b>	<b>19.04</b>
<b>Other Expenses</b>						
20-522-2000 Other Medical Expense	500	197.00	663.00	0.00	163.00	132.60
20-522-2002 Education & Training	2,000	0.00	0.00	0.00	2,000.00	0.00
20-522-2014 Worker's Comp Insurance	5,000	0.00	4,836.42	0.00	163.58	96.73
20-522-2016 Liability & Property Ins.	11,000	0.00	14,062.00	0.00	3,062.00	127.84
20-522-2100 Utilities	14,000	0.00	3,440.91	0.00	10,559.09	24.58
20-522-2102 Telephone	1,100	87.98	350.44	0.00	749.56	31.86
20-522-2104 Gas, Oil, Diesel Fuel	11,000	721.20	3,152.20	0.00	7,847.80	28.66
20-522-2106 Publicity, Subscripts & Dues	4,000	356.50	392.70	0.00	3,607.30	9.82
20-522-2200 System Rep&Maintenance	15,000	0.00	0.00	0.00	15,000.00	0.00
20-522-2202 Vehicle Repair&Maintenance	6,000	128.72	3,577.30	0.00	2,422.70	59.62
20-522-2204 Equip. Repair & Maintenance	6,000	145.90	228.45	0.00	5,771.55	3.81
20-522-2206 Bldg Repair & Maintenance	300	13.52	158.52	0.00	141.48	52.84
20-522-2210 Contractual/Svc Agreements	22,300	1,191.93	8,980.21	0.00	13,319.79	40.27
20-522-2300 Operating Supplies	60,000	1,553.95	31,085.66	0.00	28,914.34	51.81
20-522-2302 Office Supplies	1,000	137.00	375.12	0.00	624.88	37.51
20-522-2310 Miscellaneous/Sundry	12,000	0.00	0.00	0.00	12,000.00	0.00
20-522-2312 Minor Equipment-Sewer	2,000	0.00	135.00	0.00	1,865.00	6.75
20-522-2316 Postage	500	0.00	0.00	0.00	500.00	0.00
20-522-2324 Clothing & Uniforms	4,000	0.00	386.68	0.00	3,613.32	9.67
20-522-2334 Rental Equip. & Machinery	0	0.00	0.00	0.00	0.00	0.00
20-522-2702 Bad Debt Expense	0	0.00	0.00	0.00	0.00	0.00
20-522-2706 Payments In Lieu Of Taxes	0	0.00	0.00	0.00	0.00	0.00
20-522-2708 Depreciation	305,000	0.00	0.00	0.00	305,000.00	0.00
20-522-2710 Amortization Exp - Bonds	0	0.00	0.00	0.00	0.00	0.00
20-522-4000 Professional Services	0	0.00	0.00	0.00	0.00	0.00
20-522-4004 Sewage Transport-Civille	150,000	8,159.12	33,799.38	0.00	116,200.62	22.53
20-522-4006 Sewage Treatment-Metro	385,000	20,531.01	88,271.67	0.00	296,728.33	22.93
20-522-4008 WHUD Readings	11,700	0.00	1,952.00	0.00	9,748.00	16.68
20-522-4010 Pretreatment (Odor Control)	26,000	1,802.25	10,987.05	0.00	15,012.95	42.26
20-522-4016 Accounting & Auditing	5,500	0.00	0.00	0.00	5,500.00	0.00
20-522-5006 Debt Svc-State Rev Loan	21,300	1,775.00	8,875.00	0.00	12,425.00	41.67
20-522-5008 Interest Expense	1,296	108.00	540.00	0.00	756.00	41.67
20-522-6000 Buildings/Improvements	0	0.00	0.00	0.00	0.00	0.00
20-522-6002 Syst Upgrade-Ph1/Investigat	1,066,453	0.00	0.00	0.00	1,066,453.00	0.00

CITY OF MILLERSVILLE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2023

20 -Sewer Fund  
DEPARTMENT - Sewer

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
20-522-6006 Pumps (System r&m)	170,000	36,300.00	138,675.00	0.00	31,325.00	81.57
20-522-6014 Machinery&Equipment-Swr	117,000	0.00	112,544.91	0.00	4,455.09	96.19
20-522-7000 Reserve	0	0.00	0.00	0.00	0.00	0.00
TOTAL Other Expenses	2,436,949	73,209.08	467,469.62	0.00	1,969,479.38	19.18
TOTAL Sewer	2,705,411	89,105.04	550,550.10	0.00	2,154,860.90	20.35
TOTAL EXPENDITURES	2,705,411	89,105.04	550,550.10	0.00	2,154,860.90	20.35
REVENUE OVER/ (UNDER) EXPENDITURES	0	21,157.49	112,625.55	0.00 (	112,625.55)	0.00

BALANCE

ASSETS

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Current Assets

Checking/Savings

1000	State Street Aid Fund-Farmers	682,299.14
1002	Road Maint.Fund-Farmers Bank	25,625.76
1004	2022 Street Const Acct-FBank	<u>1,529,185.05</u>
Total Checking/Savings		2,237,109.95

Current Assets

1200	Accounts Receivable	0.00
1220	A/R - Other	37,693.21
1250	Prepaid Insurance	0.00
1300	Inventory	<u>2,629.94</u>
Total Current Assets		40,323.15

Total Current Assets 2,277,433.10

Other Assets

Fixed Assets

1407	Construction in Progress	<u>0.00</u>
Total Fixed Assets		0.00

Transfers

1500	Inter - Funds Transfer	0.00
1600	Due From State of TN	0.00
1610	Due To / From General Fund	143,475.67
1620	Due To / From Sewer Fund	0.00
1640	Due To / From Solid Waste Fund	0.00
1650	Due To / From Drug Fund	0.00
1660	Due To / From Stormwater Fund	<u>2,350.00</u>
Total Transfers		145,825.67

Total Other Assets 145,825.67

TOTAL ASSETS 2,423,258.77

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LIABILITIES & EQUITY

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Current Liabilities

## BALANCE SHEET

AS OF: NOVEMBER 30TH, 2023

30 -Street Fund

## BALANCE

Current Liabilities

2000	Accounts Payable	0.00
2001	A/P - Other	0.00
2101	Accrued Wages Payable	31.50
2108	Accrued SS & Medicare	2.41
Total Current Liabilities		33.91

Total Current Liabilities 33.91

Long Term Liabilities

Total Long Term Liabilities 0.00

TOTAL LIABILITIES 33.91

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Equity

2700	Retained Earnings	2,619,374.52
2710	Fund Balance	0.00
2712	Fund Bal- Resv'd for Inventory	0.00
2720	Fund Balance-Nonspendable	2,629.94
2730	Fund Balance-Restricted	0.00
2740	Fund Balance-Committed	564,284.84
2750	Fund Balance-Assigned	0.00
Net Income		( 763,064.44)

Total Equity 2,423,224.86

TOTAL LIABILITIES & EQUITY 2,423,258.77

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CITY OF MILLERSVILLE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2023

30 -Street Fund

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>Street Revenue</u>						
30-3030 State Gas-Motor Fuel Tax	112,800	9,536.58	48,755.30	0.00	64,044.70	43.22
30-3032 State Gas 1989 Tax	17,600	1,458.91	7,707.98	0.00	9,892.02	43.80
30-3034 State Gas 3 Cent Tax	32,600	2,693.86	14,232.74	0.00	18,367.26	43.66
30-3036 State Gas 2017 Improve Tax	57,000	4,826.41	24,533.46	0.00	32,466.54	43.04
30-3100 Road Maintenance Fees	10,000	2,700.00	4,350.00	0.00	5,650.00	43.50
30-3400 Street Permits/Fees	500	0.00	0.00	0.00	500.00	0.00
30-3501 Interest Earned	500	0.00	495.06	0.00	4.94	99.01
30-3504 Miscellaneous Income	0	0.00	50.00	0.00	50.00	0.00
30-3505 Insurance Proceeds	0	0.00	0.00	0.00	0.00	0.00
30-3506 Sale of Assets/Auction	0	0.00	0.00	0.00	0.00	0.00
30-3600 Grant Proceeds/Sidewalk	0	0.00	0.00	0.00	0.00	0.00
TOTAL Street Revenue	231,000	21,215.76	100,124.54	0.00	130,875.46	43.34
<u>Transfers</u>						
30-3710 Transfer from General Fund	0	0.00	0.00	0.00	0.00	0.00
30-3711 From Fund Balance-Street Fund	2,948,042	0.00	0.00	0.00	2,948,042.00	0.00
TOTAL Transfers	2,948,042	0.00	0.00	0.00	2,948,042.00	0.00
TOTAL REVENUE	3,179,042	21,215.76	100,124.54	0.00	3,078,917.46	3.15

AS OF: NOVEMBER 30TH, 2023

30 -Street Fund  
DEPARTMENT - Street

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>Salaries</b>						
30-431-1100 Salaries - Street	0	0.00	0.00	0.00	0.00	0.00
30-431-1101 Overtime - Street	0	0.00	159.06	0.00	159.06	0.00
30-431-1102 Street Salaries-P/T Other	0	0.00	0.00	0.00	0.00	0.00
30-431-1108 Longevity Pay	0	0.00	0.00	0.00	0.00	0.00
TOTAL Salaries	0	0.00	159.06	0.00	159.06	0.00
<b>Other Personnel Costs</b>						
30-431-1200 SS & Medicare	0	0.00	11.74	0.00	11.74	0.00
30-431-1300 Employee Health Insurance	0	0.00	0.00	0.00	0.00	0.00
30-431-1400 Retirement	0	0.00	11.09	0.00	11.09	0.00
30-431-1500 Unemployment Insurance	0	0.00	0.00	0.00	0.00	0.00
TOTAL Other Personnel Costs	0	0.00	22.83	0.00	22.83	0.00
<b>Other Expenses</b>						
30-431-2000 Other Medical Expense	0	0.00	0.00	0.00	0.00	0.00
30-431-2002 Education & Training	0	0.00	0.00	0.00	0.00	0.00
30-431-2014 Worker's Comp. Insurance	0	0.00	0.00	0.00	0.00	0.00
30-431-2016 Liability & Property Ins.	4,000	0.00	5,618.00	0.00	1,618.00	140.45
30-431-2100 Other Utility Services	0	0.00	0.00	0.00	0.00	0.00
30-431-2102 Telephone	0	0.00	0.00	0.00	0.00	0.00
30-431-2104 Gas, Oil, Diesel Fuel	3,000	240.40	1,050.74	0.00	1,949.26	35.02
30-431-2106 Publicity, Subscripts & Dues	0	0.00	0.00	0.00	0.00	0.00
30-431-2110 Street Lighting	46,000	3,847.29	11,603.70	0.00	34,396.30	25.23
30-431-2200 Repair & Maintenance	0	0.00	0.00	0.00	0.00	0.00
30-431-2201 Traffic Light R&M	0	0.00	670.00	0.00	670.00	0.00
30-431-2204 Equip. Repair & Maintenance	10,000	1,503.00	1,636.56	0.00	8,363.44	16.37
30-431-2206 Bldg Repair & Maintenance	0	0.00	0.00	0.00	0.00	0.00
30-431-2208 Street Repair & Maintenance	2,500	1,100.77	1,671.17	0.00	828.83	66.85
30-431-2210 Contractual/Svc Agreements	1,500	48.57	194.28	0.00	1,305.72	12.95
30-431-2300 Operating Supplies	500	0.00	224.43	0.00	275.57	44.89
30-431-2302 Office Supplies	0	0.00	0.00	0.00	0.00	0.00
30-431-2304 Culverts	0	0.00	0.00	0.00	0.00	0.00
30-431-2306 Salt Supplies	6,500	0.00	0.00	0.00	6,500.00	0.00
30-431-2308 Rock, Gravel & Sand	1,000	0.00	0.00	0.00	1,000.00	0.00
30-431-2310 Miscellaneous/Sundry	100	0.00	0.00	0.00	100.00	0.00
30-431-2312 Minor Equipment-Street	600	0.00	0.00	0.00	600.00	0.00
30-431-2318 Sign Parts & Supplies	5,000	1,229.00	1,229.00	0.00	3,771.00	24.58
30-431-2326 Recording Documents	0	0.00	0.00	0.00	0.00	0.00
30-431-2334 Equipment Rental	0	0.00	0.00	0.00	0.00	0.00
30-431-4000 Professional Services	0	0.00	0.00	0.00	0.00	0.00
30-431-4014 Legal Services	0	0.00	0.00	0.00	0.00	0.00
30-431-4026 Debris/Limb Disposal Fees	0	0.00	0.00	0.00	0.00	0.00
30-431-6000 Building Improvements-Str	0	21.98	21.98	0.00	21.98	0.00
30-431-6014 Machinery&Equipment-Str	18,000	25,130.00	25,130.00	0.00	7,130.00	139.61
30-431-6020 Street Paving	2,372,342	108,284.16	806,094.73	0.00	1,566,247.27	33.98
30-431-6022 Other Capital Proj's-Street	0	0.00	0.00	0.00	0.00	0.00
30-431-6023 I-65 Lighting/Capital Proj.	0	0.00	0.00	0.00	0.00	0.00

CITY OF MILLERSVILLE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2023

30 -Street Fund  
DEPARTMENT - Street

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
30-431-6025 Streetscape Capital Proj.	550,000	0.00	7,862.50	0.00	542,137.50	1.43
30-431-6599 Transfer to General Fund	158,000	0.00	0.00	0.00	158,000.00	0.00
30-431-7000 Reserve	0	0.00	0.00	0.00	0.00	0.00
TOTAL Other Expenses	3,179,042	141,405.17	863,007.09	0.00	2,316,034.91	27.15
TOTAL Street	3,179,042	141,405.17	863,188.98	0.00	2,315,853.02	27.15
TOTAL EXPENDITURES	3,179,042	141,405.17	863,188.98	0.00	2,315,853.02	27.15
REVENUE OVER/(UNDER) EXPENDITURES	0 (	120,189.41) (	763,064.44)	0.00	763,064.44	0.00

## BALANCE SHEET

AS OF: NOVEMBER 30TH, 2023

40 -Solid Waste Fund

## BALANCE

ASSETS

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Current AssetsChecking/Savings

1000 Solid Waste Fund - Farmers Bk	445,547.73
Total Checking/Savings	445,547.73

Current Assets

1200 Accounts Receivable	45,853.78
1201 Allowance for Bad Debt	( 23,971.42)
1202 A/R - KVS Bad Debt	0.00
1203 A/R - Incode Bad Debt	29,338.95
1220 A/R - Other	0.00
1300 Inventory	4,473.20
Total Current Assets	55,694.51

Total Current Assets	501,242.24
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Other AssetsTransfers

1500 Inter Funds Transfer	0.00
1610 Due To / From General Fund	( 22,204.04)
1620 Due To / From Sewer Fund	98,593.41
1630 Due To / From Street Fund	0.00
1650 Due To / From Drug Fund	0.00
1660 Due To / From Stormwater Fund	0.00
Total Transfers	76,389.37

Total Other Assets	76,389.37
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TOTAL ASSETS	577,631.61
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LIABILITIES & EQUITY

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Current LiabilitiesCurrent Liabilities

2000 Accounts Payable	0.00
2001 A/P - Other	48.71
2007 A/P-Engineer Review Fees	0.00
2101 Accrued Wages Payable	562.84
2108 Accrued SS & Medicare	43.06
2200 Deferred Revenue	55,292.50
Total Current Liabilities	55,947.11

Total Current Liabilities	55,947.11
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## BALANCE SHEET

AS OF: NOVEMBER 30TH, 2023

40 -Solid Waste Fund

## BALANCE

Long Term Liabilities

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Total Long Term Liabilities	0.00
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TOTAL LIABILITIES	55,947.11
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Equity

2700 Retained Earnings	2,803.68
2710 Fund Balance / Net Assets	0.00
2712 Fund Bal.-Resv'd for Inventory	0.00
2720 Fund Balance-Nonspendable	4,473.20
2730 Fund Balance-Restricted	460,420.66
2740 Fund Balance-Committed	0.00
Net Income	53,986.96

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Total Equity	521,684.50
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TOTAL LIABILITIES & EQUITY	577,631.61
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CITY OF MILLERSVILLE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2023

40 -Solid Waste Fund

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>User Fees</u>						
40-3000 User Fees	551,500	29,195.56	214,303.40	0.00	337,196.60	38.86
TOTAL User Fees	551,500	29,195.56	214,303.40	0.00	337,196.60	38.86
<u>Other Revenue</u>						
40-3500 Sale of Recyclables	4,000	417.00	1,414.80	0.00	2,585.20	35.37
40-3501 Interest Income	250	0.00	150.55	0.00	99.45	60.22
40-3504 Miscellaneous Income	0	0.00	0.00	0.00	0.00	0.00
40-3506 Sale of Assets	0	0.00	10,000.00	0.00	10,000.00	0.00
40-3600 Grant Proceeds	0	0.00	0.00	0.00	0.00	0.00
TOTAL Other Revenue	4,250	417.00	11,565.35	0.00	7,315.35	272.13
<u>Transfers</u>						
40-3710 From General Fund	0	0.00	0.00	0.00	0.00	0.00
40-3711 From Fund Balance-SW Fund	0	0.00	0.00	0.00	0.00	0.00
TOTAL Transfers	0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUE	555,750	29,612.56	225,868.75	0.00	329,881.25	40.64

## REVENUE &amp; EXPENSE REPORT (UNAUDITED)

AS OF: NOVEMBER 30TH, 2023

40 -Solid Waste Fund  
DEPARTMENT - Solid Waste

% OF YEAR COMPLETED: 41.67

## DEPARTMENTAL EXPENDITURES

CURRENT  
BUDGETCURRENT  
PERIODYEAR TO DATE  
ACTUALTOTAL  
ENCUMBEREDBUDGET  
BALANCE% YTD  
BUDGET

## Salaries

40-432-1100 Salaries - Solid Waste	106,709	5,548.94	33,117.62	0.00	73,591.38	31.04
40-432-1101 Overtime - Solid Waste	4,000	33.29	434.30	0.00	3,565.70	10.86
40-432-1108 Longevity Pay	200	0.00	0.00	0.00	200.00	0.00
TOTAL Salaries	110,909	5,582.23	33,551.92	0.00	77,357.08	30.25

## Other Personnel Costs

40-432-1200 SS & Medicare	8,485	416.59	2,509.06	0.00	5,975.94	29.57
40-432-1300 Employee Health Insurance	18,576	358.82	3,010.35	0.00	15,565.65	16.21
40-432-1400 Retirement	7,730	0.00	1,870.36	0.00	5,859.64	24.20
40-432-1500 Unemployment Insurance	42	0.00	6.89	0.00	35.11	16.40
TOTAL Other Personnel Costs	34,833	775.41	7,396.66	0.00	27,436.34	21.23

## Other Expenses

40-432-2000 Other Medical Expense	60	142.00	300.00	0.00	240.00	500.00
40-432-2002 Education & Training	0	0.00	0.00	0.00	0.00	0.00
40-432-2014 Worker's Comp. Insurance	4,200	0.00	3,227.76	0.00	972.24	76.85
40-432-2016 Liability & Property Ins.	8,500	0.00	8,803.00	0.00	303.00	103.56
40-432-2102 Telephone	0	0.00	0.00	0.00	0.00	0.00
40-432-2104 Gas, Oil, Diesel Fuel	8,000	471.74	2,156.78	0.00	5,843.22	26.96
40-432-2106 Publicity, Subscript's & Due	3,000	0.00	3,000.00	0.00	0.00	100.00
40-432-2200 Repair & Maintenance	0	82.97	1,401.57	0.00	0.00	0.00
40-432-2202 Vehicle/Equipment rfm	0	0.00	0.00	0.00	1,401.57	0.00
40-432-2206 Bldg Repair & Maintenance	7,000	0.00	0.00	0.00	7,000.00	0.00
40-432-2210 Contractual/Svc Agreements	11,620	571.68	5,989.36	0.00	5,630.64	51.54
40-432-2300 Operating Supplies	1,000	0.00	620.98	0.00	379.02	62.10
40-432-2302 Office Supplies	400	0.00	0.00	0.00	400.00	0.00
40-432-2310 Miscellaneous/Sundry	100	0.00	0.00	0.00	100.00	0.00
40-432-2312 Minor Equipment-S.Waste	0	0.00	0.00	0.00	0.00	0.00
40-432-2316 Postage	500	0.00	0.00	0.00	0.00	0.00
40-432-2324 Clothing & Uniforms	1,600	0.00	114.70	0.00	500.00	0.00
40-432-2334 Equipment Rental	0	0.00	0.00	0.00	1,485.30	7.17
40-432-2336 Depreciation	0	0.00	0.00	0.00	0.00	0.00
40-432-2702 Bad Debt Expense	0	0.00	0.00	0.00	0.00	0.00
40-432-4002 Contractual Svc-Waste Ind.	300,000	25,185.84	100,734.86	0.00	199,265.14	33.58
40-432-4014 Legal Services	0	0.00	0.00	0.00	0.00	0.00
40-432-4016 Accounting & Auditing	2,000	0.00	0.00	0.00	2,000.00	0.00
40-432-4026 Disposal Fees	14,000	1,010.20	4,584.20	0.00	9,415.80	32.74
40-432-6000 Bldg Improvements-SW	0	0.00	0.00	0.00	0.00	0.00
40-432-6014 Machinery&Equipment-SW	0	0.00	0.00	0.00	0.00	0.00
40-432-7000 Reserve Account	48,028	0.00	0.00	0.00	48,028.00	0.00
TOTAL Other Expenses	410,008	27,464.43	130,933.21	0.00	279,074.79	31.93

## TOTAL Solid Waste

	555,750	33,822.07	171,881.79	0.00	383,868.21	30.93
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## TOTAL EXPENDITURES

	555,750	33,822.07	171,881.79	0.00	383,868.21	30.93
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CITY OF MILLERSVILLE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2023

40 -Solid Waste Fund  
DEPARTMENT - Solid Waste

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
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REVENUE OVER/(UNDER) EXPENDITURES	0 (	4,209.51)	53,986.96	0.00 (	53,986.96)	0.00
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## BALANCE SHEET

AS OF: NOVEMBER 30TH, 2023

50 -Drug Fund

## BALANCE

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ASSETS

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Current AssetsChecking/Savings

1000 Drug Fund - Farmers Bank	21,534.01
1001 Drug Fund Escrow Acct-Farmers	<u>22,552.00</u>
Total Checking/Savings	44,086.01

Current Assets

1110 Cash on Hand - Petty Cash	245.00
1200 Accounts Receivable	<u>0.00</u>
Total Current Assets	245.00

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Total Current Assets	44,331.01
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Other AssetsTransfers

1500 Inter Funds Transfer	0.00
1610 Due To / From General Fund	( 10,742.09)
1620 Due To / From Sewer Fund	0.00
1630 Due To / From Street Fund	0.00
1640 Due To / From Solid Waste Fund	0.00
1660 Due To / From Stormwater Fund	<u>0.00</u>
Total Transfers	( 10,742.09)

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Total Other Assets	( 10,742.09)
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TOTAL ASSETS	33,588.92
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LIABILITIES & EQUITY

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Current LiabilitiesCurrent Liabilities

2000 Accounts Payable	0.00
2001 A/P - Other	0.00
2002 DF Escrow Pending Acct	<u>22,552.00</u>
Total Current Liabilities	22,552.00

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Total Current Liabilities	22,552.00
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BALANCE	
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<u>Long Term Liabilities</u>	
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Total Long Term Liabilities	0.00
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TOTAL LIABILITIES	22,552.00
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<u>Equity</u>	
2700 Retained Earnings	( 7,463.40)
2710 Fund Balance	0.00
2712 Reserve Fund Balance	0.00
2730 Fund Balance-Restricted	28,601.02
Net Income	( 10,100.70)
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Total Equity	11,036.92
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TOTAL LIABILITIES & EQUITY	33,588.92
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CITY OF MILLERSVILLE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2023

50 -Drug Fund

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>Drug Fund Donations</u>						
50-3101 Donation (in lieu of fine)	0	0.00	0.00	0.00	0.00	0.00
TOTAL Drug Fund Donations	0	0.00	0.00	0.00	0.00	0.00
<u>Drug Fines/Fees</u>						
50-3200 Drug Fines	5,000	630.32	2,127.43	0.00	2,872.57	42.55
50-3222 Impound Storage Fees	0	0.00	0.00	0.00	0.00	0.00
TOTAL Drug Fines/Fees	5,000	630.32	2,127.43	0.00	2,872.57	42.55
<u>Other Drug Revenue</u>						
50-3501 Interest Income	20	0.00	6.27	0.00	13.73	31.35
50-3504 Miscellaneous Income	0	0.00	0.00	0.00	0.00	0.00
50-3505 Insurance Proceeds	0	0.00	0.00	0.00	0.00	0.00
50-3506 Sale of Assets	0	0.00	0.00	0.00	0.00	0.00
50-3507 Seizure/Forfeit/Auction	0	0.00	0.00	0.00	0.00	0.00
50-3508 USUB Tax Unencumbered	0	0.00	0.00	0.00	0.00	0.00
TOTAL Other Drug Revenue	20	0.00	6.27	0.00	13.73	31.35
<u>Transfers</u>						
50-3710 Transfer from General Fund	0	0.00	0.00	0.00	0.00	0.00
50-3711 From Fund Balance-Drug Fund	18,370	0.00	0.00	0.00	18,370.00	0.00
TOTAL Transfers	18,370	0.00	0.00	0.00	18,370.00	0.00
<b>TOTAL REVENUE</b>	<b>23,390</b>	<b>630.32</b>	<b>2,133.70</b>	<b>0.00</b>	<b>21,256.30</b>	<b>9.12</b>

CITY OF MILLERSVILLE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2023

50 -Drug Fund  
DEPARTMENT - Drug

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Other Expenses						
50-451-2106 Drug Awareness/Publicity	0	0.00	0.00	0.00	0.00	0.00
50-451-2202 Vehicle Repair & Maintenance	0	0.00	0.00	0.00	0.00	0.00
50-451-2312 Minor Equipment-Drug	0	6,224.40	6,224.40	0.00 (	6,224.40)	0.00
50-451-2320 Bank Service Charge	40	0.00	0.00	0.00	40.00	0.00
50-451-2712 Other Drug Related Expenses	23,350	0.00	6,010.00	0.00	17,340.00	25.74
50-451-6014 Machinery&Equipment-Drug	0	0.00	0.00	0.00	0.00	0.00
50-451-7000 Reserve	0	0.00	0.00	0.00	0.00	0.00
TOTAL Other Expenses	23,390	6,224.40	12,234.40	0.00	11,155.60	52.31
TOTAL Drug	23,390	6,224.40	12,234.40	0.00	11,155.60	52.31
TOTAL EXPENDITURES	23,390	6,224.40	12,234.40	0.00	11,155.60	52.31
REVENUE OVER/ (UNDER) EXPENDITURES	0 (	5,594.08) (	10,100.70)	0.00	10,100.70	0.00



BALANCE

ASSETS

Current Assets

Checking/Savings

1000 Stormwater Fund - Farmers Bk	532,140.46
Total Checking/Savings	532,140.46

Current Assets

1200 Accounts Receivable	19,629.21
1201 Allowance for Bad Debt	0.00
1203 A/R - Stormwater Bad Debt	237.17
1220 A/R - Other	11,113.50
1300 Inventory	0.00
Total Current Assets	30,979.88

Total Current Assets 563,120.34

Other Assets

Transfers

1500 Inter Funds Transfer	0.00
1610 Due To / From General Fund	( 12,964.88)
1620 Due To / From Sewer Fund	25,460.94
1630 Due To / From Street Fund	( 2,350.00)
1640 Due To / From Solid Waste Fund	0.00
1650 Due To / From Drug Fund	0.00
Total Transfers	10,146.06

Total Other Assets 10,146.06

TOTAL ASSETS 573,266.40

LIABILITIES & EQUITY

Current Liabilities

Current Liabilities

2000 Accounts Payable	0.00
2001 A/P - Other	0.00
2007 A/P-Engineer Review Fees/StWtr	0.00
2101 Accrued Wages Payable	109.94
2108 Accrued SS & Medicare	8.41
Total Current Liabilities	118.35

Total Current Liabilities 118.35

## BALANCE SHEET

AS OF: NOVEMBER 30TH, 2023

60 -Stormwater Fund

## BALANCE

Long Term Liabilities

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Total Long Term Liabilities	0.00
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TOTAL LIABILITIES	118.35
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Equity

2700 Retained Earnings	539,811.11
2720 Fund Balance-NonSpendable	0.00
2730 Fund Balance-Restricted	0.00
Net Income	33,336.94

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Total Equity	573,148.05
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TOTAL LIABILITIES & EQUITY	573,266.40
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CITY OF MILLERSVILLE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2023

60 -Stormwater Fund

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>Stormwater Revenue</u>						
60-3000 Stormwater Fees	159,000	9,059.41	62,956.70	0.00	96,043.30	39.60
TOTAL Stormwater Revenue	159,000	9,059.41	62,956.70	0.00	96,043.30	39.60
<u>Other Revenue</u>						
60-3200 Stormwater Fines	0	0.00	0.00	0.00	0.00	0.00
60-3400 Stormwater Permits/Fees	10,000	0.00	0.00	0.00	10,000.00	0.00
60-3499 Engineering Fees/StWtr	0	0.00	0.00	0.00	0.00	0.00
60-3500 Plans Review Fees	0	0.00	0.00	0.00	0.00	0.00
60-3501 Interest Income	150	0.00	168.40	0.00	( 18.40)	112.27
60-3504 Miscellaneous Income	0	0.00	0.00	0.00	0.00	0.00
TOTAL Other Revenue	10,150	0.00	168.40	0.00	9,981.60	1.66
<u>Transfers</u>						
60-3710 Transfer From GF/ARP\$	249,740	0.00	0.00	0.00	249,740.00	0.00
60-3711 From Fund Balance-StWtr	329,731	0.00	0.00	0.00	329,731.00	0.00
TOTAL Transfers	579,471	0.00	0.00	0.00	579,471.00	0.00
<b>TOTAL REVENUE</b>	<b>748,621</b>	<b>9,059.41</b>	<b>63,125.10</b>	<b>0.00</b>	<b>685,495.90</b>	<b>8.43</b>

CITY OF MILLERSVILLE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2023

60 -Stormwater Fund  
DEPARTMENT - Stormwater Fund

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>Salaries</b>						
60-461-1100 Salaries - Stormwater	36,790	2,775.19	10,793.91	0.00	25,996.09	29.34
60-461-1101 Overtime-Stormwater	500	26.72	26.72	0.00	473.28	5.34
60-461-1108 Longevity Pay	1,450	0.00	0.00	0.00	1,450.00	0.00
<b>TOTAL Salaries</b>	<b>38,740</b>	<b>2,801.91</b>	<b>10,820.63</b>	<b>0.00</b>	<b>27,919.37</b>	<b>27.93</b>
<b>Other Personnel Costs</b>						
60-461-1200 SS & Medicare	2,964	209.99	757.37	0.00	2,206.63	25.55
60-461-1300 Employee Health Insurance	9,288	250.00	1,694.81	0.00	7,593.19	18.25
60-461-1400 Retirement	2,700	0.00	496.71	0.00	2,203.29	18.40
60-461-1500 Unemployment Ins.	21	0.00	0.00	0.00	21.00	0.00
<b>TOTAL Other Personnel Costs</b>	<b>14,973</b>	<b>459.99</b>	<b>2,948.89</b>	<b>0.00</b>	<b>12,024.11</b>	<b>19.69</b>
<b>Other Expenses</b>						
60-461-2000 Other Medical Expense	30	0.00	0.00	0.00	30.00	0.00
60-461-2002 Education & Training	800	0.00	0.00	0.00	800.00	0.00
60-461-2014 Work Comp Insurance	380	0.00	1,195.81	0.00	815.81	314.69
60-461-2016 Liability & Property Ins.	4,000	0.00	5,241.00	0.00	1,241.00	131.03
60-461-2102 Telephone/Internet	500	37.98	151.18	0.00	348.82	30.24
60-461-2104 Gas & Oil	500	0.00	0.00	0.00	500.00	0.00
60-461-2106 Publicity, Subscriptions & Dues	3,900	0.00	0.00	0.00	3,900.00	0.00
60-461-2200 Repair & Maintenance	0	0.00	0.00	0.00	0.00	0.00
60-461-2202 Vehicle Repair & Maintenance	500	0.00	0.00	0.00	500.00	0.00
60-461-2204 Equip. Repair & Maintenance	0	0.00	0.00	0.00	0.00	0.00
60-461-2210 Contractual/Svc Agreements	7,883	0.00	0.00	0.00	0.00	0.00
60-461-2212 Contractual-Ohm	25,000	168.97	6,463.65	0.00	1,419.35	81.99
60-461-2300 Operating Supplies	500	0.00	316.00	0.00	24,684.00	1.26
60-461-2302 Office Supplies	500	0.00	0.00	0.00	500.00	0.00
60-461-2310 Miscellaneous/Sundry	200	0.00	0.00	0.00	500.00	0.00
60-461-2312 Minor Equipment	4,500	0.00	0.00	0.00	200.00	0.00
60-461-2316 Postage	500	0.00	0.00	0.00	4,500.00	0.00
60-461-2324 Clothing & Uniforms	500	0.00	0.00	0.00	500.00	0.00
60-461-2332 Meals & Entertainment	0	0.00	0.00	0.00	0.00	0.00
60-461-2702 Bad Debt Expense	0	0.00	0.00	0.00	0.00	0.00
60-461-4000 Professional Services	0	0.00	0.00	0.00	0.00	0.00
60-461-4014 Legal Services	0	0.00	0.00	0.00	0.00	0.00
60-461-4016 Accounting & Auditing	1,500	0.00	0.00	0.00	0.00	0.00
60-461-4028 Stormwater Promotional	0	0.00	0.00	0.00	1,500.00	0.00
60-461-6000 System Imp's/Repair	643,215	0.00	0.00	0.00	0.00	0.00
60-461-6014 Machinery & Equipment-Stwtr	0	2,350.00	301.00	0.00	642,914.00	0.05
60-461-7000 Reserve	0	0.00	2,350.00	0.00	2,350.00	0.00
<b>TOTAL Other Expenses</b>	<b>694,908</b>	<b>2,556.95</b>	<b>16,018.64</b>	<b>0.00</b>	<b>678,889.36</b>	<b>2.31</b>
<b>TOTAL Stormwater Fund</b>	<b>748,621</b>	<b>5,818.85</b>	<b>29,788.16</b>	<b>0.00</b>	<b>718,832.84</b>	<b>3.98</b>
<b>TOTAL EXPENDITURES</b>	<b>748,621</b>	<b>5,818.85</b>	<b>29,788.16</b>	<b>0.00</b>	<b>718,832.84</b>	<b>3.98</b>

CITY OF MILLERSVILLE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2023

60 - Stormwater Fund  
DEPARTMENT - Stormwater Fund

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
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REVENUE OVER/ (UNDER) EXPENDITURES	0	3,240.56	33,336.94	0.00 (	33,336.94)	0.00
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**CITY OF MILLERSVILLE, TENNESSEE**

**ORDINANCE 23-806**

**AN ORDINANCE TO REPEAL ORDINANCE 22-781, AN ORDINANCE AMENDING THE MILLERSVILLE CODE OF ORDINANCES, CHAPTER 18, BUILDINGS AND BUILDING REGULATIONS, TO INCLUDE FIRE SPRINKLERS IN NEW 1 AND 2 FAMILY DWELLINGS AND TOWNHOUSES. AND TO AMEND ORDINANCE 22-778 AN ORDINANCE AMENDING THE MILLERSVILLE CODE OF ORDINANCES, CHAPTER 18, BUILDINGS AND BUILDING REGULATIONS.**

**WHEREAS**, the Governing Body of the City of Millersville reviews its Code of Ordinances from time to time to ensure that the laws of the city meet the requirements of the local, state and federal laws and the desires of the City Commission; and

**WHEREAS**, the Governing Body and staff for the City of Millersville have identified the need to adopt building codes and standards published by the International Code Council (ICC), and National Fire Protection Association (NFPA); and

**WHEREAS**, the Governing Body has identified errors in Ordinance 22-778 Exhibit A; and

**NOW THEREFORE, BE IT ORDAINED** by the Board of Commissioners of the City of Millersville, Tennessee, that the content of Chapter 18, Buildings and Building Regulations of the Code of Ordinances be amended as follows;

**18-2 International Building Code**

Delete table in 903.2 and replace with Attachment "A"

**18-11 International Fire Code**

Delete table in 903.2 and replace with Attachment "A"

**THIS ORDINANCE SHALL BE EFFECTIVE FROM AND AFTER ITS PASSAGE, THE PUBLIC WELFARE REQUIRING IT.**

Passed First Reading: \_\_\_\_\_

Public Hearing: \_\_\_\_\_

Passed Second Reading: \_\_\_\_\_

**BOARD OF COMMISSIONERS**

By: \_\_\_\_\_

Tommy Long, Mayor

Attest:

By: \_\_\_\_\_

Holly L. Murphy, City Recorder

Approved as to Form and Legality:

By: \_\_\_\_\_

Jack Freedle, City Attorney

## ATTACHMENT A

<b>Required Fire Sprinkler Systems</b>	
<b>Use Groups</b>	<b>Fire Area (s/f)</b>
<b>A-1 Assembly</b>	<b>5,000</b>
<b>A-2 Assembly</b>	<b>5,000</b>
<b>A-3 Assembly</b>	<b>5,000</b>
<b>A-4 Assembly</b>	<b>5,000</b>
<b>A-5 Assembly</b>	<b>0</b>
<b>Business</b>	<b>5,000</b>
<b>Educational</b>	<b>5,000</b>
<b>Factory</b>	<b>5,000</b>
<b>High Hazard</b>	<b>0</b>
<b>Institutional</b>	<b>0</b>
<b>Mercantile</b>	<b>5,000</b>
<b>Residential</b>	<b>3,000</b>
<b>Storage</b>	<b>5,000</b>
<b>Utility</b>	<b>1,500</b>



**CITY OF MILLERSVILLE, TENNESSEE  
ORDINANCE 22-781**

**AN ORDINANCE AMENDING THE MILLERSVILLE CODE OF  
ORDINANCES, CHAPTER 18, BUILDINGS AND BUILDING  
REGULATIONS TO INCLUDE FIRE SPRINKLERS IN NEW 1 AND 2  
FAMILY DWELLINGS AND TOWNHOUSES.**

**WHEREAS**, the City of Millersville has determined that the safety, health, and welfare of the residents and business owners of the City of Millersville are promoted by providing for the prevention and extinguishment of fire, and the reduction of community risk from fire; and

**WHEREAS**, the City of Millersville desires to provide a level of built-in fire protection so as to provide minimal risk to the residents, visitors, homes, and other at-risk property; and

**WHEREAS**, according to the National Fire Protection Association, and based on data from the United States Fire Administration, sprinklers are a highly effective and reliable part of a building's fire protection system, capable of saving both life and property; and

**WHEREAS**, the City of Millersville desires to proactively protect residential occupancies through the use of properly installed fire sprinkler systems, which will protect life, property, and the tax base; and

**WHEREAS**, City of Millersville recognizing the Insurance Services Office determines needed fire flows, desires to mitigate, through the use of properly installed residential sprinkler systems, the additional risk to life and property that large homes present; and

**NOW THEREFORE, BE IT ORDAINED** by the Board of Commissioners of the City of Millersville, Tennessee, that the content of Chapter 18, Buildings and Building Regulations of the Code of Ordinances be amended to include this T.C.A. requirement by adopted Ordinance.

**THIS ORDINANCE SHALL BE EFFECTIVE FROM AND AFTER ITS PASSAGE,  
THE PUBLIC WELFARE REQUIRING IT.**

Passed First Reading AUG 16 2022  
Public Hearing: OCT 03 2022  
Passed Second Reading: OCT 03 2022



Attest:

By: Holly Murphy  
Holly Murphy, City Recorder

Board of Commissioners

By: David Syng

Approved as to form and legality:

By: Jack Freedle  
Jack Freedle, City Attorney

## **Exhibit A**

### **Chapter 18 - BUILDINGS AND BUILDING REGULATIONS**

#### **ARTICLE V. Residential Fire Sprinklers**

18-22 This section shall be known and cited as the City of Millersville Residential Fire Sprinkler Ordinance.

- A) An approved automatic sprinkler system shall be provided in all new residential 1 and 2 family dwellings and townhouses containing 3 or more attached dwelling units.
- B) Design Standards
  - a. NFPA 13D
  - b. ICC P2904
- C) Inspection, Testing, and Maintenance
  - a. Automatic sprinkler systems and appurtenances shall be installed, tested, inspected, and maintained in accordance with National Fire Protection Standards and Tennessee Code Annotated laws.
- D) Permitting and Safe Operation
  - a. No sprinkler system shall be installed without the approval of the fire official.
  - b. Upon completion of installation and prior to final approval of the building, all NFPA 13D residential sprinkler systems shall be subject to an acceptance test and inspection. The fire official shall be notified at least three working days prior to such test.
  - c. The building owner shall be responsible for the proper maintenance of the sprinkler system, including ensuring that the system is kept in proper operating condition.
  - d. Where these requirements conflict with the City of Millersville building code, fire code, or state standards, or federal standards, the more stringent requirement shall apply.

**CITY OF MILLERSVILLE, TENNESSEE**  
**ORDINANCE 22-778**

**AN ORDINANCE AMENDING THE MILLERSVILLE CODE  
OF ORDINANCES, CHAPTER 18, BUILDINGS AND  
BUILDING REGULATIONS.**

**WHEREAS**, the Governing Body of the City of Millersville reviews its Code of Ordinances from time to time to ensure that the laws of the city meet the requirements of the local, state and federal laws and the desires of the City Commission; and

**WHEREAS**, the Governing Body and staff for the City of Millersville have identified the need to adopt building codes and standards published by the International Code Council (ICC), and National Fire Protection Association (NFPA); and

**WHEREAS**, the Governing Body has identified non-traditional structures being placed on parcels throughout the city that are not consistent with traditional home construction; and

**WHEREAS**, many existing manufactured homes in the city are in a state of neglect or disrepair.

**NOW THEREFORE, BE IT ORDAINED** by the Board of Commissioners of the City of Millersville, Tennessee, that the content of Chapter 18, Buildings and Building Regulations of the Code of Ordinances be removed and replaced by *Exhibit A* attached hereto.

**THIS ORDINANCE SHALL BE EFFECTIVE FROM AND AFTER ITS PASSAGE,  
THE PUBLIC WELFARE REQUIRING IT.**

Passed First Reading JUN 21 2022

Public Hearing: JUL 19 2022

Passed Second Reading: AUG 16 2022



Attest:

By: Holly L. Murphy  
Holly Murphy, City Recorder

Board of Commissioners

By: Oil Bugg

Approved as to form and legality:

By: Jack Freedle  
Jack Freedle, City Attorney

Official. The Fire Code Official shall mean the Chief of the department, or his designee of the City of Millersville, Tennessee. The function of the department shall be the implementation, administration and enforcement of the provisions of this code.

109.2.1 is deleted and replaced as follows:

**109.2.1. Method of Service.** Such notice shall be deemed to be properly served if a copy thereof is:

- Delivered to the owner personally; or
- Sent by first class mail, postage prepaid, to the owner at the last known address; or
- Sent by certified mail, postage prepaid, addressed to the owner at the last known address with return receipt requested, if required by State law.

109.4 Insert: "civil penalty", "\$50.00 per violation", "the authority of the court of the City of Millersville".

903.2 Where required is hereby deleted and replaced as follows:

**[F] 903.2 Where Required.** Approved automatic sprinkler systems in new buildings and structures shall be provided as shown in the table below.

<b>Required Fire Sprinkler Systems</b>	
<b>Use Group</b>	<b>Fire Area (s/f)</b>
A-1 Assembly	5000
A-2 Assembly	5000
A-3 Assembly	5000
A-4 Assembly	5000
A-5 Assembly	0
Business	5000
Educational	5000
Factory	5000
High Hazard	0
Institutional	0
Mercantile	5000
Residential	0
Storage	5000
Utility	1500

**[F] 907.2** is amended as follows:

**[F] 907.2 Where required—new buildings and structures.**

An *approved* fire alarm system installed in accordance with the provisions

of this code and NFPA 72 shall be provided in new buildings and structures in accordance with Sections 907.2.1 through 907.2.23 and provide occupant notification in accordance with Section 907.5, unless other requirements are provided by another section of this code.

Not fewer than one manual fire alarm box shall be provided in an *approved* location to initiate a fire *alarm signal* for fire alarm systems employing automatic fire detectors or waterflow detection devices. All fire alarm systems shall be monitored by an approved supervising station.

**Appendix B "Fire Flow Requirements for Buildings"** is added as part of this Code.

**Appendix C "Fire Hydrant Locations"** is added as part of this Code.

**Appendix D "Fire Apparatus Roads"** is added as part of this Code.

**Appendix F "Hazard Ranking"** is added as part of this Code.

**Appendix H "Hazardous Materials Management Plan"** is added as part of this Code.

#### **Section 18-12. National Fire Protection Association 101 Life Safety Code**

The 2018 National Fire Protection Association (NFPA) 101 Life Safety Code is hereby adopted and amended as follows:

#### **Section 18-13 ICC A117.1—17: Accessible and Usable Buildings and Facilities**

ICC A117.1—17: Accessible and Usable Buildings and Facilities is hereby adopted.

## **ARTICLE III – MANUFACTURED (MOBILE) HOMES, TINY HOUSES, AND SHIPPING CONTAINERS USED FOR OCCUPANCY.**

### **Section 18-14 Manufactured (mobile) Homes**

- 1. Definition.** A “manufactured home” means any structure, transportable in one (1) or more sections, which, in the traveling mode, is eight (8) or more body-feet in width or forty (40) or more body-feet in length, or when erected on site, is three hundred twenty (320) or more square feet, and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities, and includes the plumbing, heating, air-conditioning and electrical systems contained therein. The term includes any structure that meets all of the requirements of this subsection (a) except the size requirements and with respect to which the manufacturer voluntarily files a certification required by the United States secretary of housing and urban development and complies with the standards established by title 42 of the United States Code. As defined in this subsection (a), “manufactured home” also has the same meaning as “mobile home” as defined in title 68, chapter 126, and “manufactured home,” as defined in § 47-9-102.
- 2. Regulations.** New or relocated manufactured homes are not permitted to be placed on any lot of record consistent with Millersville Zoning Ordinance Section 12.2.9.
- 3. Foundations.** Manufactured homes shall not be placed on a permanent foundation in order to circumvent the requirements of the Millersville Code of Ordinances.
- 4. Permit Required.** Any owner or owner’s authorized agent who intends to alter or repair a manufactured home shall first make application to the building official and obtain the required permit for such work. The following shall be submitted with each application:
  - Scope of work
  - Cost for repairs/renovations
- 5. Work exempt from permit.** Exemption from permit requirements of this code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this code or any other laws or ordinances of this jurisdiction. Permits shall not be required for:
  - Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.
- 6. Fire and life safety requirements.** Any repair and/or renovation work to a manufactured home will require that the work will require the following:
  - Smoke alarms meeting State of Tennessee Fire Marshal Requirements
  - Carbon Monoxide (CO) alarms if fuel fired appliances are present
  -

7. **Inspections and Occupancy.** The permit applicant shall submit an inspection report by a Tennessee licensed 3<sup>rd</sup> party inspection agency stating that all repairs and/or renovations comply with the most current HUD standard CFR 24 3280 (Manufactured Home Construction and Safety Standards) as amended 6/7/2022.

### **Section 18-15 Tiny Houses**

1. **Definition.** A dwelling on wheels used as permanent housing with provisions for living, sleeping, eating, cooking, and sanitation with a habitable area of 400 square feet or less.
2. **Regulations.** Tiny homes are not permitted in campgrounds or on any lot of record in the City of Millersville. Tiny homes may be converted to a permanent structure providing the structure is placed on a permanent foundation. Minimum room dimensions shall comply with the International Residential Code.

### **Section 18-16 Shipping Containers**

1. **Definition.** A reusable transport and storage unit of metal construction also known as an intermodal freight container, cargo container, or transport container and is intended to be loaded on trucks, trans, or ships for moving products and raw materials.
2. **Regulations.** No person shall erect, construct, maintain, locate or use any Semitrailer or Shipping Container, operative or inoperative, in the City of Millersville to store, warehouse or locate any personal business or agricultural property. Additionally, no person shall use Semitrailers or Shipping Containers as building materials or design elements in the construction of any structure in the City of Millersville. This section shall not apply to any Semitrailer parked in a properly zoned area for temporary periods while awaiting unloading.

**Section 18-17 Violations of Article III.** The procedure for Violations of Article III shall be consistent with Chapter 1 of International Property Maintenance Code as adopted by the City of Millersville.

If the structure is determined to be illegal or unsafe. The *building official* shall abate or cause the structure to be abated by demolition or removal. The cost of any such abatement shall be at the cost of the structure's owner and/or parcel owner. Unpaid costs shall result in an abatement lien being placed on the property where the violation occurred.

## **ARTICLE IV – Site Construction Activities**

**Section 18-18 Construction Hours.** Construction activities shall be limited to the following hours:

- Monday thru Friday 7 am – 8 pm
- Saturday and Sunday 8 am – 4pm

### **Section 18-19 Erosion Control Activities.**

1. Persons working on a residential or commercial building site shall put all erosion control measures in place prior to site development work. Erosion control measure include but are not limited to the following:
  - Silt fencing around the site
  - Minimum 2-inch rock at the construction entrance with the following dimensions:
    - Residential – 16 feet wide x 10 foot deep
    - Commercial – 20 feet wide x 20 feet deep
  - Applicant shall follow all additional requirements of the Millersville Stormwater Ordinance
2. Developers shall clean any and all debris on the road that originated on the construction site.

**Section 18-20 Debris Management.** The applicant shall ensure that the construction site is maintained in an orderly condition. All trash, debris, and leftover materials shall be disposed of daily. A trash dumpster is required at all construction sites.

**Section 18-21 Restrooms.** A portable bathroom facility shall be present at all construction sites. In the case of a multi-home development, there shall be at least 1 bathroom facility for every 5 houses under construction.



## **Exhibit A**

### **Chapter 18 - BUILDINGS AND BUILDING REGULATIONS**

#### **ARTICLE I. GENERAL**

Chapter 18 shall provide regulations for the safe construction, modification, and maintenance of structures located in the City. Adopted regulations shall be in compliance with Tennessee Code Annotated (T.C.A.) law and other City Ordinances. Where there is a conflict between this and other chapters of the Municipal Code, this Chapter shall take precedence.

##### **Section 18-1. Building Permit Fees.**

Fees for permits shall be in compliance with the City of Millersville fee schedule as approved by resolution by the City Commission.

#### **ARTICLE II. BUILDING, FIRE, AND PROPERTY MAINTAINANCE CODES**

The City shall adopt and enforce nationally recognized building codes and standards published by the International Code Council (ICC), National Fire Protection Association (NFPA), and other organizations referenced in those documents.

##### **Section 18-2. International Building Code**

The 2021 International Building Code is hereby adopted with the following amendments additions and deletions as follows:

101.1 Insert City of Millersville

103.1 is deleted and amended as follows:

**103.1 Creation of enforcement agency.** The Construction Services Division is hereby created and the official in charge thereof shall be known as the Chief Building Official (*building official*).

**105.5 is deleted and replaced as follows:**

**105.5 Expiration.** Every *permit* issued shall become invalid unless the work on the site authorized by such *permit* is commenced within 180 days after its issuance, or if the work authorized on the site by such *permit* is suspended or abandoned for a period of 180 days after the time the work is commenced. Permit Extensions: The *building official* is authorized to grant, in writing, one or more extensions of time, for periods not more than 180 days each. The extension shall be requested in writing and justifiable cause demonstrated.

**Exceptions:**

1. The first building permit extension shall be at no charge. Additional extensions shall be charged one-half of the building permit fee
2. Indefinite Construction. If, through the expiration of a building permit and the apparent abandonment of a project, it is the opinion of the building official that a project will never be finished, will no longer comply with adopted codes, will not be finished in a time frame which would prevent an ongoing safety, health, or environmental hazard, including surrounding property devaluation, the city may move towards condemnation and/or abatement of the site in question.

107.6 is added as follows:

**107.6 Fire Department Records.** Upon project completion, the registered design professional shall submit PDF files to the building official which will be used for incident pre-planning purposes. Files shall contain the following information:

- Building Site Plan
- Building Elevations
- Floor plans
- Location of gas, electric, and water utility shutoffs
- Location of fire service features including but not limited to fire hydrants, alarm panel, standpipes, PIVF, fire exits, and sprinkler control room.

113 Means of Appeals is Hereby deleted and replaced as follows

**[A] 113.1 General.** In order to hear and decide appeals of orders, decisions or determinations made by the *building official* relative to the application and interpretation of this code, there shall be and is hereby created a board of appeals. The board of appeals shall be the Millersville City Commission. The City Commission shall render all decisions and findings within 30 days of a hearing and provide a response in writing to the appellant with a duplicate copy to the *building official*.

**113.1.1 Industry Experts.** The City Commission shall have the authority to consult with industry experts as needed prior to rendering a decision. The cost of such consultation shall be paid for by the appellant.

**[A] 113.2 Limitations on authority.** An application for appeal shall be based on a claim that the true intent of this code or the rules legally adopted thereunder have been incorrectly interpreted, the provisions of this code do not fully apply or an equivalent or better form of construction is proposed. The board shall not have authority to waive requirements of this code or interpret the administration of this code.

**[A] 113.4 Administration.** The *building official* shall take immediate action in accordance with the decision of the board.

1612.2 Establishment of flood hazard areas is amended to include:

Insert: City of Millersville

Insert: January 1, 2021

903.2 Where required is hereby deleted and replaced as follows:

**[F] 903.2 Where Required.** Approved automatic sprinkler systems in new buildings and structures shall be provided as shown in the table below.

<b>Required Fire Sprinkler Systems</b>	
<b>Use Group</b>	<b>Fire Area (s/f)</b>
A-1 Assembly	5000
A-2 Assembly	5000
A-3 Assembly	5000
A-4 Assembly	5000
A-5 Assembly	0
B - Business	5000
E - Educational	5000
F- Factory	5000
H – High Hazard	0
I - Institutional	0
M - Mercantile	5000
R - Residential	0
S - Storage	5000
U - Utility	1500

[F] 907.2 is amended as follows:

**[F] 907.2 Where required—new buildings and structures.**

An *approved* fire alarm system installed in accordance with the provisions of this code and NFPA 72 shall be provided in new buildings and structures in accordance with Sections 907.2.1 through 907.2.23 and provide occupant notification in accordance with Section 907.5, unless other requirements are provided by another section of this code.

Not fewer than one manual fire alarm box shall be provided in an *approved* location to initiate a fire *alarm signal* for fire alarm systems employing automatic fire detectors or waterflow detection devices. All fire alarm systems shall be monitored by an approved supervising station.

2701.1.1 is hereby added as follows:

**Section 2701.1.1** In addition to the requirements of the section, The City of Millersville shall enforce the most current electrical code adopted by the State of Tennessee.

### **Appendices**

The following appendixes are hereby added to the code:

Appendix F, Rodent Proofing  
Appendix G, Flood-Resistant Construction  
Appendix I, Patio Covers  
Appendix J, Grading

### **18-3. International Existing Building Code**

The 2015 International Existing Building Code is hereby adopted as follows:

Section 101.1 Insert, City of Millersville  
Section 1301.2 Insert, January 5, 1982

### **18-4. International Residential Code**

The International Residential Code is hereby adopted as follows:

Section 101.1 Insert, City of Millersville

Section 105.5 is deleted and replaced as follows:

**[A] 105.5 Expiration.** Every *permit* issued shall become invalid unless the work on the site authorized by such *permit* is commenced within 180 days after its issuance, or if the work authorized on the site by such *permit* is suspended or abandoned for a period of 180 days after the time the work is commenced.

**Permit Extensions:** The *building official* is authorized to grant, in writing, one or more extensions of time, for periods not more than 180 days each. The extension shall be requested in writing and justifiable cause demonstrated.

#### **Exception:**

1. The first, building permit extensions shall be at no charge. Additional extensions shall be charged one-half of the building permit fee.
2. Indefinite Construction. If, through the expiration of a building permit and the apparent abandonment of a project, it is the opinion of the *building official* that a project will never be finished, will no longer comply with adopted codes, will not be finished in a time frame which would prevent an ongoing safety, health, or environmental hazard, including surrounding property devaluation, the city may move towards condemnation and/or abatement of the site in question.

P2603.5. I Insert: (18 inches; a minimum of 18 inches below grade with all state rules and regulation requirements met.)

N101 thru N111 is hereby deleted and replaced with:

**N1101 General.** New residential construction shall comply with the 2021 International Energy Conservation code as adopted by the City of Millersville. Delete Chapters 34-43 and replace with the National Electrical Code as adopted and enforced by the Tennessee State Fire Marshal's Office.

### **Section 18-5. International Energy Conservation Code**

The 2021 International Energy Conservation Code is hereby adopted as follows:

Section 101.1 Insert, City of Millersville

Table R402.1.3 is amended as follows:

Fenestration U-Factor	Skylight U-factor	Glazed Fenestration SHGC	Ceiling R-Value	Wall R-Value	Mass Wall R-Value	Floor R-Value	Basement	Slab	Crawl Space
0.30	0.55	0.40	R-38	R-13	R-13	R-30	R-19	R-10 c.i.	R-13

Section 402.4.1.2 is deleted and replaced as follows:

**402.4.1.2 Testing.** The building or dwelling unit shall be tested and verified as having an air leakage rate not exceeding five air changes per hour. Testing shall be conducted and reported at a pressure of 0.2 inch w.g. (SO Pascals). Testing shall be conducted by an *approved* third party. A written report of the results of the test shall be signed by the party conducting the test and provided to the *building official* upon request. Testing shall be performed at any time after creation of all penetrations of the *building thermal envelope* have been sealed.

### **Section 18-6. International Swimming Pool and Spa Code**

The 2021 International Swimming Pool and Spa Code (ISPSC) is hereby adopted as follows:

(a) Section 101.1 Insert, City of Millersville

### **Section 18-7. International Fuel Gas Code**

The 2021 International Fuel Gas Code (IFGC) is hereby adopted and amended as follows:

Section 101.1 Insert: City of Millersville

Section 108.4 Insert: (Civil Penalties) (\$50.00 per day) (the authority of the court of the City of Millersville)

Section 108.5 Insert: (less than \$50.00 or more than \$50.00 per day)

### **Section 18-8. International Mechanical Code**

The 2021 International Mechanical Code is hereby adopted as follows:

(a) Section 101.1 Insert, City of Millersville

### **Section 18-9. International Plumbing Code**

The 2021 International Mechanical Code is hereby adopted as follows:

(a) Section 101.1 Insert, City of Millersville

### **Section 18-10. International Property Maintenance Code**

The 2021 International; Property Maintenance Code is hereby adopted as follows:

Section 101.1 Insert: City of Millersville.

Section 109.1 is deleted and replaced as follows:

**109.1 Imminent danger.** When, in the opinion of the *building official*, there is *imminent danger* of failure or collapse of a building or structure which endangers life, or when any structure or part of a structure has fallen and life is endangered by the occupation of the structure, or when there is actual or potential danger to the building *occupants* or those in the proximity of any structure because of explosives, explosive fumes or vapors or the presence of toxic fumes, gases or materials, or operation of defective or dangerous equipment or when the structure is unfit for human habitation, the *building official* is hereby authorized and empowered to order and require the *occupants* to vacate the *premises* forthwith. The *building official* shall cause to be posted at the primary entrance to such structure a notice of condemnation. It shall be unlawful for any person to enter such structure except for the purpose of securing the structure, making the required repairs, removing the hazardous condition or of demolishing the same.

Section 110.1 is deleted and replaced as follows:

**110.1 General.** The *building official* shall order the *owner* of any *premises* upon which is located any structure, which in the *building official* judgment after review is so deteriorated or dilapidated or has become so out of repair as to be dangerous, unsafe, insanitary or otherwise unfit for human habitation or occupancy, and such that it is unreasonable to repair the structure, to demolish and remove such structure; or if such structure is capable of being made safe by repairs, to repair and make safe and

sanitary, or to secure the structure and hold for future repair or to demolish and remove at the *owner's* option; or where there has been a cessation of normal construction of any structure for a period of more than two years, the *building official* shall order the *owner* to demolish and remove such structure, or secure the structure until future repair. Boarding the building up shall not extend-beyond 90 days, unless approved by the *building official*.

Section 302.4 is deleted and replaced as follows:

**302.4 Weeds.** All premises and exterior property shall be maintained free from grass, weeds or plant growth in excess of 8 inches. All noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual plants, vegetation, overgrowth, and underbrush other than trees or shrubs provided; however, this term shall not include cultivated crops, flowers and gardens. The City may pursue any or all of the remedies provided above in enforcement of this provision. When, overgrowth of grass, weeds or plants endangers the public health and safety or when there is actual or potential danger in the proximity of dwellings and/or the public right-of-way, the *building official* may cause the cutting of such weeds or plants, either through an available public agency or by contract or arrangement with private persons, and the cost of such cutting shall be charged against the real estate taxes upon which the weeds or plants are located.

Section 302.7 is deleted and replaced as follows:

**302.7 Accessory structures.** All accessory structures, including *detached* garages, fences and walls, and retaining walls shall be maintained structurally sound and in good repair. All garages, where a garage door was intended or installed, must be provided with a functioning garage door.

Section 304.14 Insert: from first day of March to the last day of October

Section 602.3 Inset: from the first day of September to the last day of the following May

Section 602.4 Insert: from the first day of September to the last day of the following May

## **Section 18-11. International Fire Cod**

**e**

The 2021 International Fire Code is hereby adopted as follows:

101.1 Insert, City of Millersville

103.1 is deleted and replaced as follows:

**103.1 General.** The Department of Fire Prevention is established within the City of Millersville under the direction of the Fire Code

**CITY OF MILLERSVILLE, TENNESSEE**

**RESOLUTION 23-R-26**

**A RESOLUTION TO AWARD THE ENGINEERING SERVICES FOR  
RIGHT OF WAY FOR THE TRANSPORTATION ALTERNATEIVE  
PROGRAM SIDEWALK AND AUTHORIZE THE CITY MANAGER TO  
SIGN THE CONTRACT.**

**WHEREAS**, the City of Millersville (The City) maintains all city owned streets; and

**WHEREAS**, the City recognizes the need for the consistent and orderly maintenance of its streets;  
and

**WHEREAS**, the City was awarded a grant to complete construction of a sidewalk from City Hall to  
the Millersville Library; and

**WHEREAS**, the City has utilized OHM Engineering for the project.

**NOW THEREFORE, BE IT RESOLVED** by the Millersville Board of Commissioners that the  
agreement for services from OHM Advisors shown in '*Exhibit A*' attached hereto was will be the  
agreement for the next phase of the project, therefore made part of this Resolution. The Millersville  
Board of Commissioners agrees to the Proposal for Professional Services and authorizes the City  
Manager to execute a contract as shown in '*Exhibit A*'.

**RESOLVED**, this 19<sup>th</sup> day of December, 2023.

BOARD OF COMMISSIONERS

By: \_\_\_\_\_  
Tommy Long, Mayor

Attest:

By: \_\_\_\_\_  
Holly L. Murphy, City Recorder





November 17, 2023

Mr. Scott Avery  
City Manager  
City of Millersville  
1246 Louisville Highway  
Goodlettsville, TN 37072

**RE: Proposal for Professional Services – ROW Phase  
Louisville Highway (US31W) Pedestrian Improvements – Engineering Design  
TDOT PIN: 125189.00  
Federal Project Number: TAP-M-NH-41(24)  
State Project Number: 83LPLM-F1-132**

Dear Mr. Avery,

OHM Advisors (the Consultant) appreciates the opportunity to submit this proposal for professional services related to the ROW phase of the above referenced project. This letter presents our understanding of the project, scope of services, schedule, fees, and "Terms and Conditions."

#### **Project Understanding**

OHM Advisors has served as the prime Consultant for the NEPA and Design phases of this TDOT Local Programs Project. The design has been developed by the Consultant and accepted by the City and TDOT. As the project enters the ROW phase, the Consultant will provide several services including ROW acquisition documents, final design and construction document preparation, and continued coordination with TDOT, ROW acquisition consultant, structural engineer, utilities, etc. These services are detailed in the Scope of Services section below:

#### **Scope of Services –Services and Deliverables**

##### **Task 1 – ROW Acquisition Services**

Consultant will prepare ROW acquisition documents for 25 parcels impacted by this project. Documents include Warranty Deed with legal descriptions for ROW, permanent, and any temporary easements shown on the exhibits. Consultant will also review the title reports provided by the City to ascertain whether exceptions affect any of the properties to be obtained. The Consultant will attend a public meeting to review ROW acquisition areas with neighbors. Finally, the Consultant's survey crew will stake the proposed ROW and permanent easement areas.

Note that TDOT projects do not require tract maps, as acquisition areas are described pictorially on the ROW plans and the project number is referenced on the Warranty Deed. The plans will be reviewed by a surveyor to ensure they agree with the ROW acquisition documents.

The consultant will not be responsible for obtaining title reports, contacting property owners (Form 4), ROW appraisal, appraisal review, acquisition, negotiation, closing, or other services related to ROW acquisition.

##### ***Task 1 Deliverables:***

- ROW Warranty Deed with Legal Descriptions



### **Task 2 – Construction Documents and Permits**

Consultant will advance the Final ROW Plans to Construction Plans per the Local Government Guidelines Manual. Design tasks include ADA detailed grading, wall detail, fence detail, and incorporation of utility relocation and bridge designs into plans. Construction Plans will be submitted to TDOT for review, and Consultant will address any TDOT comments and submit Final Construction Plan Documents.

Consultant will also prepare bid book per Local Government Guidelines Manual including TDOT special provisions, supplemental specifications, and final construction estimate. Consultant will update estimate as necessary according to Local Government Guidelines Manual.

The consultant will prepare and submit applications to TDEC for two ARAP permits (one at each proposed pedestrian bridge), one Notice of Intent (NOI), and one Stormwater Pollution Prevention Plan (SWPPP). The consultant will address comments from TDEC to gain the State's approval for these permits.

Reimbursement requests will be prepared and submitted to TDOT on behalf of the City.

### **Task 2 Deliverables:**

- Construction Plans in PDF format
- Final Construction Plans in PDF and paper format
- Bid book

### **Task 3 – Structural Design Services**

As part of the Construction design, Consultant will utilize a subconsultant to design the two pedestrian bridges included with the project. Design deliverables (bridge drawings and details) will be incorporated into Consultant's Construction Plan set.

### **Assumptions and Excluded Services**

- Environmental studies and hydrologic determinations are excluded.
- ROW acquisition services other than those explicitly detailed in Task 1 are excluded.
- Geotechnical investigation and report are excluded.
- Major design changes are excluded.
- Design changes required due to exceptions found during title report process are excluded.
- Traffic impact study/traffic analyses are excluded.
- Archaeological / cultural resource reviews are excluded.
- Utility relocation or improvement design such as water main and sanitary sewer is excluded.
- Work for Construction Phase (construction administration services, construction staking, etc.) is excluded.
- Other services not explicitly stated in this contract are excluded.

Note that some of the services listed above may be added under this contract at request from the Client. If requested, Consultant will provide an Amendment to this Letter Proposal outlining the specific Scope of Services to be added. Compensation and schedule for the Additional Services will be detailed within the Amendment.

### **Schedule**

Work on the Right-of-Way phase may now begin that Right-of-Way notice to proceed has been issued. Consultant is available to commence this assignment upon approval and execution of this Letter Proposal or issuance of a purchase order. The below schedule represents approximate durations of tasks.

<b><u>DESCRIPTION</u></b>	<b><u>APPROXIMATE DURATION</u></b>
Task 1: Right of Way Acquisition Documents	6 weeks
Task 1: Right of Way Staking	3 weeks
Task 2: Construction Plans and Bid Book	20 weeks

Construction Plan development may occur concurrently with ROW acquisition document development. Time between Construction plans and Final Construction plan/Bid book development is dependent on TDOT review timelines.



### **Compensation**

Consultant will perform services on a lump sum basis per the table below. Consultant will notify the Client in advance if we become aware of unforeseen conditions impacting the estimated cost of services. Consultant will not exceed the fee estimates without the Client's prior approval.

Task	Description	Fee Type	Fee Estimate
1	ROW Acquisition Services	Lump Sum	\$62,000
2	Construction Plan and Bid Book	Lump Sum	\$75,000
3	Structural Design Services	Lump Sum	\$55,000
<b>Total Fee</b>			<b>\$192,000</b>

### **Authorization and Acceptance**

If this proposal is acceptable to you, your signature on this letter will serve as our authorization to proceed. If you have any questions or require additional information, please do not hesitate to contact me by email at [james.dearman@ohm-advisors.com](mailto:james.dearman@ohm-advisors.com) or by telephone at (615) 610-5246.

Thank you for giving us the opportunity to be of service. We look forward to working with you on this project. This proposal is valid for 30 days from the date of this letter.

**Orchard, Hiltz, & McCliment, Inc.**  
CONSULTANT

**City of Millersville**  
CLIENT



(Signature)

James Robert Dearman, PE

(Name)

Project Manager

(Title)

11/17/2023

(Date)

Scott Avery

City Manager

Attachments:

Terms and Conditions

## TERMS & CONDITIONS

1. **THE AGREEMENT.** These Terms and Conditions and the attached Proposal or Scope of Services, upon acceptance by CLIENT, shall constitute the entire Agreement between Orchard, Hiltz & McClimment, Inc. (OHM ADVISORS), a registered Tennessee firm, and CLIENT. OHM ADVISORS and CLIENT may be referred to individually as a Party or collectively as Parties. This Agreement supersedes all prior negotiations or agreements and may be amended only by written agreement signed by both Parties.
2. **CLIENT RESPONSIBILITIES.** CLIENT, at no cost, shall:
  - a. Provide access to the project site to allow timely performance of the services.
  - b. Provide all information in CLIENT'S possession as required by OHM ADVISORS to perform the services.
  - c. Designate a person to act as CLIENT'S representative who shall transmit instructions, receive information, define CLIENT policies, and have the authority to make decisions related to services under this Agreement.
3. **PROJECT INFORMATION.** OHM ADVISORS shall be entitled to rely on the accuracy and completeness of services and information furnished by CLIENT, other design professionals, or consultants contracted directly to CLIENT.
4. **PERIOD OF SERVICE.** The services shall be completed within the time specified in the Proposal or Scope of Services, or if no time is specified, within a reasonable amount of time. OHM ADVISORS shall not be liable to CLIENT for any loss or damage arising out of any failure or delay in rendering services pursuant to this Agreement that arise out of circumstances that are beyond the control of OHM ADVISORS.
5. **COMPENSATION.** CLIENT shall pay OHM ADVISORS for services performed in accordance with the method of payment, as stated in the Proposal or Scope of Services. CLIENT shall pay OHM ADVISORS for reimbursable expenses for subconsultant services, equipment rental, or other special project related items at a rate of 1.15 times the invoice amount.
6. **TERMS OF PAYMENT.** Invoices shall be submitted to the CLIENT each month for services performed during the preceding period. CLIENT shall pay the full amount of the invoice within thirty days of the invoice date. If payment is not made within thirty days, the amount due to OHM ADVISORS shall include a service fee at the rate of one (1%) percent per month from said thirtieth day.
7. **STANDARD OF CARE.** OHM ADVISORS shall perform their services under this Agreement in a manner consistent with the professional skill and care ordinarily provided by similar professionals practicing in the same or similar locality under the same or similar conditions.
8. **RESTRICTION OF REMEDIES.** OHM ADVISORS is responsible for the work of its employees while they are engaged on OHM ADVISORS' projects. As such, and in order to minimize legal costs and fees related to any dispute, CLIENT agrees to restrict any and all remedies it may have by reason of OHM ADVISORS' breach of this Agreement or negligence in the performance of services under this Agreement, be they in contract, tort, or otherwise, to OHM ADVISORS, and to waive any claims against individual employees.
9. **LIMIT OF LIABILITY.** To the fullest extent permitted by law, CLIENT agrees that, notwithstanding any other provision in this Agreement, the total liability in the aggregate, of OHM ADVISORS to CLIENT, or anyone claiming under CLIENT, for any claims, losses, damages or costs whatsoever arising out of, resulting from, or in any way related to this Agreement or the services provided by OHM ADVISORS pursuant to this Agreement, be limited to \$25,000 or OHM ADVISORS fee, whichever is greater, and irrespective of whether the claim sounds in breach of contract, tort, or otherwise.
10. **ASSIGNMENT.** Neither Party to this Agreement shall transfer, sublet, or assign any duties, rights under or interest in this Agreement without the prior written consent of the other Party.
11. **NO WAIVER.** Failure of either Party to enforce, at anytime, the provisions of this Agreement shall not constitute a waiver of such provisions or the right of either Party at any time to avail themselves of such remedies as either may have for any breach of such provisions.
12. **GOVERNING LAW.** The laws of the State of Tennessee will govern the validity of this Agreement, its interpretation and performance.
13. **INSTRUMENTS OF SERVICE.** OHM ADVISORS shall retain ownership of all reports, drawings, plans, specifications, electronic data and files, and other documents (Documents) prepared by OHM ADVISORS as Instruments of Service. OHM ADVISORS shall retain all common law, statutory and other reserved rights, including, without limitation, all copyrights thereto. CLIENT, upon payment in full for OHM's services, shall have an irrevocable license to use OHM's Instruments of Service for or in conjunction with repairs, alterations or maintenance to the project involved but for no other purpose. CLIENT shall not reuse or make any modifications to the Documents without prior written authorization by OHM ADVISORS. In accepting and utilizing any Documents or other data on any electronic media provided by OHM ADVISORS, CLIENT agrees they will perform acceptance tests or procedures on the data within 30 days of receipt of the file.
14. **CERTIFICATIONS.** OHM ADVISORS shall have 14 days to review proposed language prior to the requested dates of execution. OHM ADVISORS shall not be required to execute certificates to which it has a reasonable objection, or that would require knowledge, services, or responsibilities beyond the scope of this Agreement, nor shall any certificates be construed as a warranty or guarantee by OHM ADVISORS.
15. **TERMINATION.** Either Party may at any time terminate this Agreement upon giving the other Party 7 calendar days prior written notice. CLIENT shall within 45 days of termination pay OHM ADVISORS for all services rendered and all costs incurred up to the date of termination in accordance with compensation provisions in this Agreement.
16. **RIGHT TO SUSPEND SERVICES.** In the event CLIENT fails to pay OHM ADVISORS the amount shown on any invoice within 45 days of the date of the invoice, OHM ADVISORS may, after giving 7 days' notice to CLIENT, suspend its services until payment in full for all services and expenses is received.

17. **OPINIONS OF PROBABLE COST.** OHM ADVISORS preparation of Opinions of Probable Cost represents OHM ADVISORS' best judgment as a design professional familiar with the industry. CLIENT recognizes that OHM ADVISORS has no control over costs of labor, equipment, materials, or a contractor's pricing. OHM ADVISORS makes no warranty, expressed or implied, as to the accuracy of such opinions as compared to bid or actual cost.
18. **JOB SITE SAFETY.** Neither the professional activities of OHM ADVISORS, nor the presence of OHM ADVISORS or our employees and subconsultants at a construction site shall relieve the Contractor or any other entity of their obligations, duties, and responsibilities including, but not limited to, construction means, methods, sequences, techniques or procedures necessary for performing, superintending or coordinating all portions of the work of construction in accordance with the contract documents and the health or safety precautions required by any regulatory agency. OHM ADVISORS has no authority to exercise any control over any construction contractor or any other entity or their employees in connection with their work or any health or safety precautions.
19. **CONTRACTOR SUBMITTALS.** If included in the services to be provided, OHM ADVISORS shall review the contractor's submittals such as shop drawings, product data, and samples for the limited purpose of checking for conformance with information given and the design concept expressed in the construction documents issued by OHM ADVISORS. Review of such submittals is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of equipment or systems, which are the contractor's responsibility. OHM ADVISORS review shall not constitute approval of safety precautions or, unless otherwise specifically stated by OHM ADVISORS, of any construction means, methods, techniques, sequences or procedures. OHM ADVISORS approval of a specific item shall not indicate approval of an assembly of which the item is a component.
20. **CONSTRUCTION OBSERVATION.** If requested, OHM ADVISORS shall visit the project construction site to generally observe the construction work and answer questions that CLIENT may have. OHM ADVISORS shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the construction work, or to determine whether the construction work is being constructed in accordance with the Contract Documents.
21. **HAZARDOUS MATERIALS.** As used in this Agreement, the term hazardous materials shall mean any substances, including without limitation asbestos, toxic or hazardous waste, PCBs, combustible gases and materials, petroleum or radioactive materials (as each of these is defined in applicable federal statutes) or any other substances under any conditions and in such quantities as would pose a substantial danger to persons or property exposed to such substances at or near the Project site. Both Parties acknowledge that OHM ADVISORS' Scope of Services does not include any services related to the presence of any hazardous or toxic materials. In the event OHM ADVISORS or any other person or entity involved in the project encounters any hazardous or toxic materials, or should it become known to OHM ADVISORS that such materials may be present on or about the jobsite or any adjacent areas that may affect the performance of OHM ADVISORS' services, OHM ADVISORS may, at its sole option and without liability for consequential or any other damages, suspend performance of its services under this Agreement until CLIENT retains appropriate qualified consultants and/or contractors to identify and abate or remove the hazardous or toxic materials and warrants that the jobsite is in full compliance with all applicable laws and regulations. CLIENT agrees, notwithstanding any other provision of this Agreement, to the fullest extent permitted by law, to indemnify and hold harmless OHM ADVISORS, its officers, partners, employees and subconsultants (collectively, OHM ADVISORS) from and against any and all claims, suits, demands, liabilities, losses, damages or costs, including reasonable attorneys' fees and defense costs arising out of or in any way connected with the detection, presence, handling, removal, abatement, or disposal of any asbestos or hazardous or toxic substances, products or materials that exist on, about or adjacent to the Project site, whether liability arises under breach of contract or warranty, tort, including negligence, strict liability or statutory liability, regulatory or any other cause of action, except for the sole negligence or willful misconduct of OHM ADVISORS.
22. **WAIVER OF CONSEQUENTIAL DAMAGES.** The Parties waive consequential damages for claims, disputes or other matters in question arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either Party's termination of this Agreement.
23. **WAIVER OF SUBROGATION.** The Parties waive all rights against each other and any of their contractors, subcontractors, consultants, agents, and employees, each of the other, for damages caused by fire or other causes of loss to the extent covered by property insurance obtained pursuant to a written contract or other property insurance applicable to the construction work.
24. **THIRD PARTIES.** Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either CLIENT or OHM ADVISORS.
25. **CODE REVIEW/ACCESSIBILITY.** In providing its services under this Agreement, OHM ADVISORS may have to interpret federal and or state laws, codes, ordinances, regulations and/or statutes. CLIENT understands and agrees that these may be subject to different and possibly contradictory interpretations by relevant governmental officials charged with interpreting same and furthermore understands and agrees that OHM ADVISORS does not warrant or guarantee that their interpretation will be consistent with the interpretation of the relevant governmental officials. OHM ADVISORS shall not be liable for unreasonable or unforeseeable interpretation of federal and or state laws, codes, ordinances, regulations and/or statutes by governmental officials charged with interpreting same.
26. **DISPUTE RESOLUTION.** In an effort to resolve any conflicts that arise during the project or following the completion of the project, the Parties agree that all disputes between them arising out of or relating to this Agreement shall be submitted to nonbinding mediation, unless the Parties mutually agree otherwise, as a prerequisite to further legal proceedings. The Parties agree to share the mediator's fee and any filing fees equally, and the mediation shall be held in the place where the project is located, unless another location is mutually agreed upon.

**CITY OF MILLERSVILLE, TENNESSEE**

**RESOLUTION 23-R-27**

**A RESOLUTION TO AWARD THE PROPERTY APPRAISAL SERVICES FOR RIGHT OF WAY FOR THE TRANSPORTATION ALTERNATEIVE PROGRAM SIDEWALK AND AUTHORIZE THE CITY MANAGER TO SIGN THE CONTRACT.**

**WHEREAS**, the City of Millersville (The City) maintains all city owned streets; and

**WHEREAS**, the City recognizes the need for the consistent and orderly maintenance of its streets; and

**WHEREAS**, the City was awarded a grant to complete construction of a sidewalk from City Hall to the Millersville Library; and

**WHEREAS**, the City has selected John M. Hahn Jr. for the project.

**NOW THEREFORE, BE IT RESOLVED** by the Millersville Board of Commissioners that the agreement for services from John M. Hahn Jr. shown in '*Exhibit A*' attached hereto will be the agreement for the appraisal services in the next phase of the project, therefore made part of this Resolution. The Millersville Board of Commissioners agrees to the Proposal for Professional Services and authorizes the City Manager to execute an agreement as shown in '*Exhibit A*'.

**RESOLVED**, this 19<sup>th</sup> day of December, 2023.

**BOARD OF COMMISSIONERS**

By: \_\_\_\_\_  
Tommy Long, Mayor

Attest:

By: \_\_\_\_\_  
Holly L. Murphy, City Recorder

**RE: Sidewalk Project – Property Appraisal**

**To: City of Millersville**

**From: John Hahn  
Hendersonville, Tennessee**

The following is my proposal for the project of the City of Millersville Pedestrian Improvements

Tract 1-\$400.00

Tract 2 \$400.00

Tract3 \$400.00

Tract 4 \$500.00

Tract 5 \$500.00

Tract 7 \$500.00

Tract 8 \$750.00

Tract9 \$1,000.00

Tracts 10-20 \$500each(11x\$500.00)

Tracts#21-#23 \$750.00 each(3x750)

Tract #25 \$1,500(cost to cure parking on right side

Tract #27 \$1,000.00

Tract #33 \$500

All Tracts FPA (Formal Part Affected) except

Tract #9 Formal (value of land and all improvements thereon may be damages applied.

**Total contract \$15,200**

Thanks

John M. Hahn, Jr.

**Robbi Kitchen Appraisal Services**  
**132 Donmond Dr**  
**Hendersonville, TN 37075**  
**Phone: 615/447-5427**  
**robbikitchen@comcast.net**

**Robbi L. Kitchen, Appraiser**

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May 9, 2022

Steve Collie, City Manager  
City of Millersville  
1246 Louisville Highway  
Millersville, TN 37072  
(615) 859-0880 x105  
citymanager@cityofmillersville.com

RE: Appraisal request for properties affected by  
Louisville Highway SR41 (US 31W) Pedestrian Improvements Project  
PIN 125189.00; State Project Number 83LPLM-F1-132

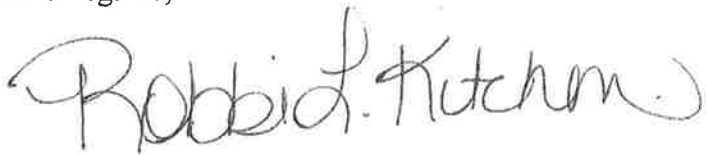
Dear Sir,

Per your request regarding appraisal services for determining a fair market value of the properties affected by the aforementioned project, I would like to submit a fee proposal for the project referenced above. The fee proposal is for "formal" or "formal part affected (FPA)" appraisals of the properties.

With regard to a fee proposal for the subject project, please find the attached proposal.

Please call or email if clarification is needed or questions arise.

Best Regards,



Robbi L. Kitchen  
TN Certified General Appraiser, 2489

RLk: enclosure



### City of Millersville - Appraisal Services - Fee Proposal

The following bid is for appraisal services on specifically noted tracts in Millersville, Sumner County, TN (Louisville Highway SR 41 Pedestrian Improvements Project), and, if accepted, will be completed in accordance and with consideration to the following "Scope of Services".

As requested by the Client, the appraiser will complete "FORMAL" or "Formal Part Affected (FPA)" appraisals (TDOT form report) on the subject properties for the purposes of determining a fair market value in order that the City may acquire the properties or portions of the properties for the purpose of pedestrian improvements along Louisville Highway SR 41 (US 31-W).

Fees noted will include appraisal of the stated Tracts (including land/lot appraised and those improvements of value on each property). Added tracts or updates of appraisals will require additional bid and fees for services.

21 total properties are included. A fee proposal for the appraisal services is included below. As the Client was unable to provide a specific due date for the services, the fees quoted include the following due dates:

Due date for the appraisals requested be within **120 days from date of contract approval and after property owner's meeting whichever is later (given that no delay in inspection date is required by the owners/ agents party to the properties)**. Any subsequent requested revisions or clarifications will submitted to the Client within 7 days of receipt by appraiser. Payment for appraisal services is due upon submission of the appraisal reports.

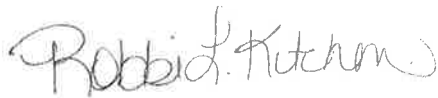
NOTE: If a Market Data Brochure is requested or required, the brochure will be submitted within 30 days of binding contract and 30% of total fee is due upon submission of brochure (remainder 70% due with submission of each subsequent report). Reports will be submitted within 120 days after brochure submission. If brochure is not requested or required, market and sales data will be included with each individual report.

It is my understanding that the appraisals should be completed in accordance with the most recent USPAP (Uniform Standards of Professional Appraisal Practice) and TDOT Guidelines for Appraisers.

The appraiser will provide 1 digital copy of each appraisal or 1 paper copy (whichever is most convenient to the Client) by the due date. Any revisions/ requests for clarifications for the Client (if any) will be provided in a timely manner (within 7 days of request). Should delays for submission of the reports arise, the appraiser will contact the Client and submit an extension request.

#### FEE PROPOSAL (Quote good for 30 days)

Tract	Fee	Tract	Fee	Tract	Fee
4 (formal)	\$3,500	12 (FPA)	\$4,000	19 (FPA)	\$4,000
5 (FPA)	\$3,500	13 (formal)	\$5,500	20 (FPA)	\$5,500
7 (formal)	\$3,500	14 (formal)	\$6,500	21 (FPA)	\$4,000
8 (FPA)	\$4,000	15 (FPA)	\$4,000	22 (FPA)	\$4,500
9 (formal)	\$5,500	16 (formal)	\$5,500	23 (FPA)	\$4,500
10 (formal)	\$5,500	17 (formal)	\$3,500	25 (formal)	\$6,500
11 (formal)	\$5,500	18 (FPA)	\$4,000	27 (FPA)	\$4,000
Total Fees (21 Tracts):					\$97,000



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

Date: May 9, 2022

Bid Accepted: \_\_\_\_\_

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

**CITY OF MILLERSVILLE**

**RESOLUTION 23-R-28**

**A RESOLUTION TO DECLARE ITEMS AS SURPLUS PROPERTY AND  
AUTHORIZE THE SALE OR DISPOSAL OF PROPERTY THAT HAS  
BEEN DEEMED SURPLUS, OUT OF SERVICE, SEIZED OR  
ABANDONED.**

**WHEREAS**, the City of Millersville (The City) is in possession of property that is no longer in service and/or no longer needed, seized or abandoned; and

**WHEREAS**, it is in the best interest of The City to dispose of surplus, out of service, seized or abandoned property.

**NOW THEREFORE, BE IT RESOLVED** by the Millersville Board of Commissioners that:

**Section 1.** The following items are hereby declared surplus, out of service, seized or abandoned property:

Item	Reason for disposal
Numerous Emergency Light Systems	Retired
Siren Boxes and System	Retired
Emergency Vehicle Accessories	Retired
Retired Radar Units	Retired

**Section 2:** The City Manager may dispose of the property in a manner deemed appropriate. As a general rule, items of value shall be offered to the public for sale to the highest bidder. Items offered for sale but not purchased may be discarded.

**Section 3:** All money received from the sale of said property shall be deposited in the appropriate accounting fund.

**RESOLVED**, this 18<sup>th</sup> day of November, 2023.

**BOARD OF COMMISSIONERS**

By: \_\_\_\_\_  
Tommy Long, Mayor

Attest:

By: \_\_\_\_\_  
Holly L. Murphy, City Recorder

**CITY OF MILLERSVILLE, TENNESSEE**

**ORDINANCE 23-804**

**AN ORDINANCE TO AMEND CHAPTER 19 STORMWATER  
MANAGEMENT AS OUTLINED IN ATTACHMENT A.**

**WHEREAS**, the Governing Body of the City of Millersville reviews its Code of Ordinances from time to time to ensure that the laws of the city meet the requirements of the local, state and federal laws and the desires of the City Commission; and

**WHEREAS**, the Governing Body has identified errors in Chapter 19 Stormwater Management; and

**NOW THEREFORE, BE IT ORDAINED** by the Board of Commissioners of the City of Millersville, Tennessee, Chapter 19 – Stormwater Management be amended as outlined in Attachment A.

**THIS ORDINANCE SHALL BE EFFECTIVE FROM AND AFTER ITS PASSAGE,  
THE PUBLIC WELFARE REQUIRING IT.**

Passed First Reading: \_\_\_\_\_

Public Hearing: \_\_\_\_\_

Passed Second Reading: \_\_\_\_\_

BOARD OF COMMISSIONERS

By: \_\_\_\_\_

Tommy Long, Mayor

Attest:

By: \_\_\_\_\_

Holly L. Murphy, City Recorder

Approved as to Form and Legality:

By: \_\_\_\_\_  
Jack Freedle, City Attorney

**CITY OF MILLERSVILLE, TENNESSEE**

**ORDINANCE 23-805**

**AN ORDINANCE TO AMEND ORDINANCE 22-778, AN ORDINANCE AMENDING THE MILLERSVILLE CODE OF ORDINANCES, CHAPTER 18, BUILDINGS AND BUILDING REGULATIONS, DELETING SECTION 18-5 AND REPLACING IT WITH NEW LANGUAGE.**

**WHEREAS**, the Governing Body of the City of Millersville reviews its Code of Ordinances from time to time to ensure that the laws of the city meet the requirements of the local, state and federal laws and the desires of the City Commission; and

**WHEREAS**, the Governing Body and staff for the City of Millersville have identified the need to adopt building codes and standards published by the International Code Council (ICC), and National Fire Protection Association (NFPA); and

**WHEREAS**, the Governing Body has identified errors in Ordinance 22-778 Exhibit A; and

**WHEREAS**, Section 18-5 does not comply with current State of Tennessee law.

**NOW THEREFORE, BE IT ORDAINED** by the Board of Commissioners of the City of Millersville, Tennessee, that the content of Chapter 18, Buildings and Building Regulations of the Code of Ordinances be amended as follows;

**Section 18-5 (city code) International Energy Conservation Code**

The currently adopted 2021 International Energy Conservation Code is deleted and replaced with the 2018 International Energy Conservation Code as follows to conform with the State of Tennessee Requirements:

**Section 101. Insert, City of Millersville**

1. Section N1102.4.1.2 (R402.4.1.2) Testing is deleted and replaced with Section N1102.4.2.1 Testing Option and Section N1102.4.2.2 Visual Inspection from 2009 IRC.
2. Section N1103.3.3 (R403.3.3) Duct Testing (Mandatory) and Section N1103.3.4 (R403.3.4) Duct Leakage (Prescriptive) are optional.
3. Table N1102.1.2 (R402.1.2) Insulation and Fenestration Requirement by Component and Table N1102.1.4 (R402.1.4) Equivalent U-Factors from 2018 ONE AND TWO FAMILY DWELLINGS AND TOWNHOUSES CHAPTER 0780-02-23 (Rule 0780-02-23-.02, continued) July, 2020 (Revised) 3 IRC are deleted and replaced with Table N1102.1 Insulation and Fenestration Requirements by Component and Table N1102.1.2 Equivalent U-Factor from 2009 IRC.
4. Section N1102.4.4 (R402.4.4) Rooms Containing Fuel-Burning Appliances is deleted in its entirety.

5. Table N1102.1 Insulation and Fenestration Requirements by Component in the 2009 edition is adopted and amended by adding the following as footnote "l": "Log walls complying with ICC400 and with a minimum average wall thickness of 5" or greater shall be permitted in Zone 3 when a Fenestration U-Factor of .50 or lower is used, a Skylight U-Factor of .65 or lower is used, a Glazed Fenestration SHGC of .30 or lower is used, a 90 AFUE Furnace is used, an 85 AFUE Boiler is used, and a 9.0 HSPF Heat Pump (heating) and 15 SEER (cooling) are used."

6. Table N1102.1 Insulation and Fenestration Requirements by Component in the 2009 edition is adopted and amended by adding the following as footnote "m": "Log walls complying with ICC400 and with a minimum average wall thickness of 5" or greater shall be permitted in Zone 4 when a Fenestration U-Factor of .35 or lower is used, a Skylight U-Factor of .60 or lower is used, a 90 AFUE Furnace is used, an 85 AFUE Boiler is used, and a 9.0 HSPF Heat Pump (heating) and 15 SEER (cooling) are used."

**THIS ORDINANCE SHALL BE EFFECTIVE FROM AND AFTER ITS PASSAGE, THE PUBLIC WELFARE REQUIRING IT.**

Passed First Reading: \_\_\_\_\_

Public Hearing: \_\_\_\_\_

Passed Second Reading: \_\_\_\_\_

BOARD OF COMMISSIONERS

By: \_\_\_\_\_

Tommy Long, Mayor

Attest:

By: \_\_\_\_\_

Holly L. Murphy, City Recorder

Approved as to Form and Legality:

By: \_\_\_\_\_

Jack Freedle, City Attorney

## Trash Policies and Procedures

### You must call City Hall to place a work order

**615-859-0880**

#### What IS picked up

- An occasional overflow of bagged household trash, such as excess from Christmas.
- Up to two times **per year**, per house, bulk items, such as a piece of furniture or other large household item that would otherwise not fit into the container. **There is a limit**, so plan ahead. The total annual bulk limit is **3 cubic yards**, or about a medium size pick-up truck load, level with the fenders. **Exceeding that limit may result in additional charges** or the materials may not be picked up. Depending upon the availability of recycling vendors, white goods (metal appliances) and large metal objects may not be charged against the annual house limit.

The bulk item pick up is designed to help with the disposal of an old TV, chair, that old freezer that stopped working, large toys, or other large items. It is not an invitation to place multiple pieces of furniture at the road or to clean out years of debris from your home and property.

The bulk collection truck is scheduled to be in each area of the City **on Tuesday** of each week. However, unusually high volume, equipment service requirements, storm events and other circumstances can cause delays. There can be delay of several weeks. We recommend that you call City Hall before placing the items at the road. If a delay is anticipated, you will be advised of the best time to place the work order.

#### What is NOT picked up

- Excess trash from cleaning out garages, attics, basements, yards, rental move-out units, etc. is **NOT** included. This material is not considered bulk item pick up! Much of this material can be bagged and placed in the container throughout the year. Collecting it at one time and piling it at the road for hand pick up is simply cost prohibitive. **Trash brought from another location is not permitted.**
- Carpet, construction materials, tires, batteries, car parts, materials generated by a home occupation or business activity, etc.
- Tree limbs and yard debris that is result of fence row cleaning or tree removal.
- Note: The service is not intended for the removal of limbs and trunks resulting from major pruning of trees and the City will not remove debris cut by landscaping crews. Tree, yard debris and stump removal businesses are available for major needs. In fairness to all taxpayers, the City may limit the amount of removal at a residence, regardless of who cut the limbs. Removal of fallen trees may be covered under your homeowner's insurance policy.

## Trash (Bulk) Policies and Procedures

You must call City Hall to place a work order

(615)859-0880

What IS picked up

\*Multiple small/loose items must be bagged.

\* Up to two times **per year, per house**, such as a piece of *furniture* or another large household item that would otherwise not fit into container. ***There is a limit, so plan ahead. The total annual bulk limit is 3 cubic yards, or about a medium size pick-up truck load, level with the fenders. White goods (metal appliances) and large metal objects may not be charged against the annual house limit.***

*The bulk item pick up is designed to help with the disposal of an old TV, chair, that old freezer that stopped working, large toys, or other large items. It is not an invitation to place multiple pieces of furniture at the road or clean out years of debris from your home and property.*

*The bulk collection truck is scheduled to be in each area of the City **on Tuesday** of each week.*

*However, unusually high volume, equipment service requirements, storm events and other circumstances can cause delays. There can be delay of several days. We recommend that you call City Hall before placing items at the road. If a delay is anticipated, you will be advised of the best time to place the work order.*

***Bulk items shall not be placed on top of water meters or valves. Should not be piled within 5 feet of utility poles, mailbox, fire hydrant or any item which could be damaged by the collection equipment. Shall not be placed under power lines, cables and trees.***

What is NOT picked up

- *Excess trash from cleaning out garages, attics, basements, yard. Rental move-out units, etc. **Trash brought from another location is not permitted.***
- *Carpet, construction materials, tires, batteries, car parts, materials generated by a home occupation or business activity, etc.*
- *Tree limbs and yard debris that is result of fence row cleaning or tree removal.*
- *Note: The service is not intended for the removal of limbs and trunks resulting from major pruning of trees and the city will not remove debris from landscaping crews.*

## ***Residential Brush Pick-Up Service***

You must call City Hall to place a work order

(615) 859-0880

***The brush collection truck is scheduled to be in each area of the City on Thursday of each week. However, unusually high volume, equipment service requirements, storm events and other circumstances can cause delays. There can be delay of several days. We recommend that you call City Hall before placing the brush at the road. If a delay is anticipated, you will be advised of the best time to place the work order.***

Bags of leaves in biodegradable bags only.

All brush (tree limbs, shrubbery and hedge trimmings) must be placed at curbside or street side adjacent to the front of property line with the cut ends facing the street. Limb size may not exceed (8) inches in diameter and (10) feet in length. All brush shall be stacked in an un-scattered manner and shall not be placed on top of water meters or valves.

**Should not be piled within 5 feet of utility poles, mailbox, fire hydrant or any item which could be damaged by the collection equipment. Shall not be placed under power lines, cables and trees.**

The brush should be free of any of any debris (wire, plastics, concrete, metal, trash, etc.) in order to be picked up.

The City of Millersville does not pick up yard waste generated or produced by Contractors, tree trimmers, or person doing work for profit or personal gain. The removal and disposal of such materials shall be the responsibility of the contractor, developer, or property owner.

### **What is Not picked up**

- *Tree limbs and yard debris that is result of fence row cleaning or tree removal.*
- *Note: The service is not intended for the removal of limbs and trunks resulting from major pruning of trees and the city will not remove debris from landscaping crews.*