Successfully Protecting Your Investment in Drinking Water Infrastructure:

Best Practices from Communities & Local Experts

A GUIDE FOR LOCAL DECISION-MAKERS

1. RELIABILITY

PROPER MANAGEMENT

RESILIENCY

2. COST EFFICIENCY

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GETTING STARTED

Local decision-makers are key players in determining the long-term success of the water systems they oversee. A critical part of that success is deciding how to invest, protect and operate infrastructure, a process commonly referred to as ***asset management***. With a proper plan for asset management, a system can improve service and reliability, reduce risk and unexpected costs, and enhance communication with customers and stakeholders while realizing many additional benefits. The purpose of this document is to highlight some of the benefits of sound planning and maintenance of infrastructure through asset management.

WHAT IS AN ASSET?

An asset is an infrastructure element that contributes capital value to a water system. Typical assets in a water system include pumps, motors, pipes, meters, and any building, vehicle, tool, piece of equipment, furniture, or machinery used in the operation of the system. Asset management is the practice of getting the most you can out of your resources by cataloging your infrastructure capital assets and managing them to minimize your operations and maintenance costs and lower the total cost of ownership for your system. A high-performing asset management program includes detailed asset inventories, operation and maintenance tasks, and long-range financial planning that will increase the value of each of your assets.

"Our goal was to get away from 'run until failure' mode, and get to the point where we're working on the system in a proactive way instead of reactive."

– Larry Paine, City of Hillsboro, KS

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BACKGROUND

HOW CAN ASSET MANAGEMENT HELP YOUR SYSTEM SUCCEED?

When your system actively understands and manages assets, you can help your community better prioritize and fund necessary investments to reduce long-term costs and risk. Other sectors, such as departments of transportation, use asset management for their long-term infrastructure management. Some communities are adopting cross-sector asset management programs where investments are coordinated across infrastructure areas. You can increase cost efficiency, improve system reliability, and fortify communications by implementing an asset management program. The following factsheets describe specific examples of these benefits.

PURPOSE OF THIS DOCUMENT

This document provides examples of common challenges, asset management solutions, and benefits associated with the topics to the right. You can use this document to gain an asset management perspective of your own water system and its assets. Doing so may help you identify small or large ways that your system can benefit from asset management. Select a topic from the right that you are interested in to learn more about the benefits of asset management.

ASSET MANAGEMENT HELPS LOCAL DECISION-MAKERS ACCOMPLISH THEIR GOALS TO:

- ◊ Protect public health
- ◊ Improve financial sustainability
- ◊ Set policies so the system can operate effectively
- ◊ Set and meet customer service goals
- ◊ Act transparently
- ◊ Communicate effectively with customers

RELIABILITY: System reliability is achieved when water systems can anticipate, prepare for, and make contingency plans for critical asset failures. Asset management is an important tool to ensure that a water system is properly managed and has the resiliency to adapt to changing needs.

COST EFFICIENCY: Cost savings are achieved when assets are identified, tracked, and proactively managed to reduce costs and increase water and energy efficiency. Many water systems partner with nearby water systems to share assets as a way to reduce costs.

COMMUNICATIONS: Proactive asset management helps systems effectively communicate challenges and solutions to customers, which helps maintain customer satisfaction and protect human health in the event that assets fail or maintenance activities impact users.

The **GETTING STARTED** guide at the end of the document contains resources and tips for designing and implementing your own asset management program. The steps for getting started include:

- ♦ Build a team and gather information.
- ♦ Take inventory and prioritize assets.
- ♦ Plan for the future and determine costs.
- ♦ Create your asset management plan.

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Systems must routinely make wise operation and management decisions to provide reliable services to their community. Having an asset management plan in place decreases time for existing and new system stakeholders/operators to understand the water system status and path going forward. It also allows for better system management and knowledge retention during staff turnover at a system. The following examples show how water systems integrated comprehensive planning into their process to resolve debt, improve community and customer relations, and maintain safe systems.

"Small towns may not have the capability to run a utility. You're helping to build capabilities when you put together an Asset Management Plan. When the utility starts running more efficiently, you're building social capital."

- Larry Paine, City of Hillsboro, KS

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CHALLENGE: KEEPING RECORDS OF OPERATIONS AND NEEDS

Clewiston Utilities, a system in Florida serving 10,000 people, had limited staff and money. There was only so much they could accomplish each year, and it was easy to get overwhelmed. Without an asset management plan, they found themselves reacting to emergency or unanticipated situations instead of being proactive.

SOLUTION

Clewiston Utilities developed an asset management plan and underwent a comprehensive planning process. The asset management plan allowed Clewiston Utilities to begin to transition from reactive to proactive operation and maintenance of their system's assets. Additionally, it was useful to have a document as a reference for the city's Board of Commissioners to see the day-to-day operations and understand what the operator needed. The system also found that the asset management plan could be used to set the scope for their annual budget.

Subsequently, the system was contacted by the Florida Department of Environmental Protection (FLDEP) with suggestions for ways in which the system could improve operations. Having the plan helped the system respond to the FLDEP's suggestions because they already understood the baseline of their system and could create a plan of action utilizing their upcoming maintenance schedules and other planned tasks. Additionally, the system received principal loan forgiveness for their State Revolving Fund loan because they met Florida's requirement of having and implementing an asset management plan. Without the plan already in place, it likely would have been more difficult to show the need to reinvest in an old system.

The (asset management) project enables us to better finance capital improvement projects by acquiring loans and grants to maintain the water department assets.

– Town of Southwest Harbor, Population 2,375

PROPER MANAGEMENT (*CONT'D*)

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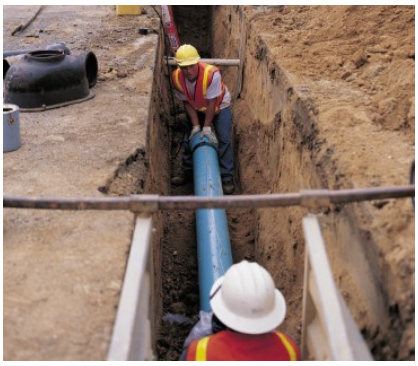
CHALLENGE: SCHEDULING MAINTENANCE OF ASSETS

Pennichuck Corporation is a holding company with five wholly owned operating subsidiaries in New Hampshire. At Pennichuck Water Works, Inc., in Merrimack, NH, the operator would manage and schedule tasks based on activities versus assets. Under this management approach, the water system had performed maintenance on the same fire hydrant more than five times, and it was unclear whether the maintenance was necessary each time. Each maintenance occurrence cost approximately $6,600 per incident, totaling $33,000.

SOLUTION

The system determined that if they had an asset management plan to track the assets in the system, they would have been able to create a better plan and cut down costs on unnecessary repairs and replacement to focus on the critical assets and needs. Pennichuck now tracks costs down to specific assets in their asset management plan. The use of the plan allows Pennichuck to know when activities related to a particular asset take place and what those activities are. Inspections on the fire hydrant now occur twice per year, and maintenance is performed as needed. Considering the large number of retirements anticipated in the water sector in the near term, Pennichuck also found their easy-to-use asset management plan an important piece to capture knowledge and prioritize recordkeeping by managing operations.



LONG-TERM BENEFITS

Proper management of a water system's assets decreases long-term costs and disruptions to the system. When system operations and capital improvements are planned, they can be managed when determining annual budgets and which expenditures can be undertaken in a given year without adversely impacting rates, reliability of the system, or customer satisfaction. The process of setting up and maintaining an effective asset management plan can support and improve the management of your water system.

RESILIENCY

Events outside your control, such as storms, are unavoidable and can impact your ability to deliver water to customers. Through asset management, systems identify critical assets and plan for potential disruptions. Having plans in place decreases response time, making it possible to restore service quickly when services are unexpectedly interrupted.

CASE STUDY: PENNICHUCK EAST UTILITY, NH

Pennichuck East Utility, part of the Pennichuck Corporation, serves roughly 8,000 people in communities largely located in southern and central New Hampshire.

CHALLENGE

New Hampshire experienced an ice storm December 2008 that left 30 small drinking water utilities, including Pennichuck East Utility, and their customers without power and water for 5 days.

SOLUTION

The ice storm pushed the water system to think about risks and plan for them in order to reduce impacts to the system and its customers. They asked questions to identify the various risks the system would face due to weather events, such as how long residents would be without water if the utility lost power. Their top priorities were the ability to respond to weather events by minimizing damage and rapidly recovering from disruptions to service. The water system found that when they inventoried and tracked assets, they were able to assess risk and consequences of failure, allowing them to plan redundancy, contingency, and operations accordingly. Creating risk event scenarios has also helped them plan to protect their most vulnerable and critical customers, such as schools and hospitals.

LONG-TERM BENEFITS

Taking an asset management approach also helped the system start utilizing information to design more effectively and efficiently and to make capital cost decisions. Asset management creates data which can be analyzed and managed using available technologies to improve efficiency and understanding so that systems can continuously improve. The water system was able to fully account for and integrate their electronic work order system, GIS, and real-time data monitoring by taking an asset management approach and prioritizing planning. Having the appropriate technology and access to data allowed them to own and operate additional assets without needing to also increase personnel. Gaining this understanding of their system's assets and operations clarified financing decisions for capital planning and helped the system manage peaks and valleys within current rate structures to minimize the impact to rate payers.

CONTINGENCY PLANNING

Asset management helped a Florida system plan for and fund contingencies. Contingency planning encourages systems to:

- Anticipate change and weather events and emergencies,
- Determine probable outcomes, and
- Plan responses, including:
  - What equipment and manpower would be needed,
  - How the system can access that equipment, and
  - Who they can reach out to for help with responding to the situation.

Consider programs like Water and Wastewater Agency Response Networks (WARNs) which allows systems to loan equipment to each other when there is an emergency. As part of contingency planning, systems should be able to find and utilize their necessary equipment immediately in the event of a disaster.

Example: In the event that a Master Lift Station fails and overflows, the system would need to plan for temporary pumping, electrical assistance, availability of replacement pumps, cleanup, and generators. Unanticipated costs arise when an emergency occurs, so it is recommended that municipalities develop and maintain a contingency fund to offset these emergency costs.

REDUCED COSTS

While some are unavoidable, many unexpected costs experienced by water systems can be prevented through proper maintenance or by long-term planning for necessary repair and/or replacement of assets. Asset management is also a powerful decision-making tool to identify the most cost-effective approach for managing and investing in infrastructure. In addition to helping manage the need for and cost of replacement, asset management can reduce planned and unexpected operation and maintenance costs by minimizing the potential for over- or under- maintenance of assets.

CASE STUDY: PORTLAND WATER BUREAU, OR

The Portland water system's service area covers parts of Multnomah, Washington, and Clackamas counties in Oregon. In the 2015-2016 fiscal year, the Water Bureau directly served a population of more than 597,000 people in approximately 164,000 residential households and 20,000 commercial and industrial customers.

CHALLENGE

The Portland Water Bureau faced a challenge when the electrical system and instrumentation controls at a pump station began to fail. To address this critical asset, they needed a solution that was financially responsible and improved the sustainability of the system. In addition to disrupting system operations, failure of the pump station would lead to basement flooding in homes and other buildings served by the pump station, significantly impacting customer satisfaction and potentially causing customers to lose trust in the system.

SOLUTION

The water system considered three options: replacing only the parts of the pump station that were failing, also replacing the pumps with more energy-efficient pumps, or upgrading the entire pump station. They knew that the electrical and instrumentation controls were going to fail in the near term, at a replacement cost of $1 million. By performing an analysis using an asset management approach, they determined that the benefits of having more efficient pumps did not outweigh the higher costs of putting in new pumps when considering the pump use expected over the next 30 years. Additionally, the pipes and the building were in good shape – they were expected to last for many years, which would not justify a whole building upgrade. Instead of spending $6 million to replace everything at the pump station, the system analyzed their needs and risks and decided to spend $1 million to replace only those assets that were failing.

LONG-TERM BENEFITS

Utilizing asset management to identify and prioritize the short- and long-term system needs and risks allowed Portland Water Bureau to realize cost-savings in the short term and make informed decisions about long-term risk. With effective asset management, water systems can determine which assets have a high consequence and probability of failure. Determining the financial impact of an equipment failure can help your system define its best asset management practices, which may include increased level of routine maintenance, redundant equipment installation for critical assets, or planning for the repair/replacement cost of critical assets over time.

> "Asset management is like changing the oil in your car. It's preventative maintenance. Eventually your engine goes out if you don't change the oil regularly. Instead of spending a large amount of money unexpectedly at a later date, you spend a small amount of money on a regular basis. Higher costs are associated with deferred maintenance."
>
> *– Sterling Carroll, Florida Rural Water Association*

WATER SYSTEM PARTNERSHIPS

Many water systems are able to achieve cost savings and increase reliability of services by developing partnerships with other water systems. Partnerships can range from informal arrangements, like sharing equipment, to more extensive partnerships, like sharing management or physical consolidation. Having an asset management program allows you to clearly identify areas where a partnership would benefit your system and can facilitate the process of developing a partnership by demonstrating sound water system management.

CASE STUDY: HILLSBORO, KS

The water system in Hillsboro has approximately 1,100 connections serving a population of approximately 2,900 people.

CHALLENGE

The water system in the City of Hillsboro, KS, was experiencing a low cash balance from year to year. Without rate adjustments or regular maintenance of equipment, the system fell into debt and needed significant repairs to fix rusted pipes and leaks throughout the system. The water system considered a partnership with the neighboring system of Marion, KS, where Hillsboro would become Marion's water supply provider. However, Hillsboro did not know what needed to be addressed to update and maintain their water system sustainably.

RATE CONSIDERATIONS

Management of water systems is sustained by the revenues received from their customers. Developing a rate structure that best supports the system's priorities and objectives will help systems be sustainable. More information on pricing and affordability is available on EPA's website at https://www.epa.gov/sustainable-water-infrastructure/pricing-and-affordability-water-services.

SOLUTION

To supply water to Hillsboro and Marion, Hillsboro began identifying critical tasks and making sure that they had redundancy and the ability to respond quickly to emergency events. As a result of this work, the water system now knows exactly what they own and has good estimates of replacement costs. They have the ability to share concrete information with the city council and provide an explanation about their needs and potential solutions. Previously, if something went wrong, there was little they could do to resolve the issue. Now, they know beforehand what will need to be replaced, so they can prevent critical failures and unexpected emergency bills.

LONG-TERM BENEFITS

Both Hillsboro and Marion benefitted from the partnership and from Hillsboro's use of asset management. The two towns now use a joint program to do work orders and communicate about maintenance work orders between operators in the distribution system and at the treatment plant. This has led to higher customer satisfaction, because customers get faster responses. It has improved productivity of the operators. They can organize and prioritize work orders. Without a plan, operators were not able to prioritize tasks. In addition to identifying the critical maintenance and upgrades, the plan also creates routine maintenance schedules which improve the efficiency of operations and ensure that nothing slips through the cracks.

COST SAVINGS THROUGH PARTNERSHIP

RCAP Solutions has worked with several small water systems in Maine to create their asset management plan using the Check Up Program for Small Systems (CUPSS), free asset management software developed by EPA. With this technical assistance, some of these water systems have used asset management planning to partner on bulk ordering of chemicals and sharing equipment, saving money and staff time.

WATER AND ENERGY EFFICIENCY

Water loss and energy inefficiency can significantly contribute to systems' operating costs. Asset management planning can be used to identify losses in the system and implement solutions to save money and time.

CASE STUDY: MONACA BOROUGH, PA

Monaca Borough, a town just north of Pittsburgh, operates its own water and wastewater systems covering about 2,400 residential and commercial accounts and 30 additional industrial accounts.

CHALLENGE

The Borough was experiencing over 50 percent water loss. Without asset management, the town did not know where the leak was occurring in order to identify and resolve the issue.

SOLUTION

In 2010-2011, Monaca Borough installed an Advanced Metering Infrastructure (AMI) and Leak Detection System, funded by an energy performance contract. The installation was part of their efforts to better understand the status of their assets and detect leaks, limiting the water and energy lost by inefficient systems.

Utilizing the Leak Detection System, the town was able to detect a leak at 14th Street/Water Fall accounting for the loss of over 100,000 gallons per day, previously believed to be a naturally occurring waterfall. The 8" pipe contained a full circle split at the leak location that had existed within the system for over 20 years.

> "Our leak detection was part of the planning process, and our asset management came about after the installation of the leak detection system. The installation of our AMI system with the leak detection started our overall assessment management system. We then GIS mapped all of our fire hydrants and valves throughout our system. The benefits of the new technology have sold us on the importance of asset management, and being able to do it in real time. Not monthly or quarterly!"
>
> *- Mario Leone, Manager, Monaca Borough*

LONG-TERM BENEFITS

The Borough has since reduced their water loss to under 20 percent. As shown in the table below, by developing an asset management plan and installing the system-wide AMI and Leak Detection System, Monaca Borough cut costs for utilities, chemicals, and overtime. These small changes in operational efficiency increased their system's revenue, providing more available funding for capital improvement projects.

Revenues	2011 $830,672	2012 $908,474		2013 $1,004,954		2014 $1,018,015	
Utilities	$ 104,000	$ 67,112	(-35%)	$ 63,223	(-39%)	$ 64,125	(-38%)
Chemicals	$ 3,500	$ 2,073	(-40%)	$ 1,909	(-45%)	$ 1,730	(-50%)
Overtime	$ 25,000	$ 18,318	(-27%)	$ 17,179	(-31%)	*$ 10,173	(-40%)
Total Expenses	$ 132,500	$ 87,503 (-$44,997)	(-34%)	$ 82,311 (-$50,189)	(-38%)	$ 76,028 (-$56,472)	(-43%)

*Regular wages were $18,173 under budget in 2014 as the system had an employee on workers compensation.

CUSTOMER SATISFACTION

Asset management is more than a system used to maintain and repair equipment; it proactively focuses on identifying cost savings, determining effective investment opportunities, and providing a higher level of service and customer satisfaction.

"Asset management plans can and should positively impact the organization's culture. Assets are not limited to Pipe, Service Connections, Plant and Equipment, but should include Easements, Parcels, Customers, and all aspects of the utility operation."

- Rich Pierson, Gull Lake Sewer and Water Authority

UTILIZING ASSET MANAGEMENT PLANS TO ENHANCE COMMUNICATIONS

An asset management plan can assist in determining the true cost of delivering drinking water to customers, including operations, maintenance, and infrastructure replacement, so that effective rate structures can be set and customer expectations can be met both in terms of reliability of safe and efficient services and consistency of financial load. Water quality and reliability of service are of utmost importance to customers. Communication is vital to garner support from customers for improvements to the water system. If stakeholders can see the benefits associated with infrastructure investment, they are more likely to support such improvements. Additionally, sound management practices, including creating and maintaining an asset management plan, instill confidence in customers. Key communications benefits derived from asset management planning include:

EFFECTIVE COMMUNICATION TIPS

1. In order to communicate externally, you have to communicate effectively internally.
2. Frame the necessary improvements in terms of public health or water quality when communicating with the public.
3. Have a reference guide with costs of repairs, examples of critical infrastructure, and maintenance dates to justify to stakeholders the need for financial investment.
4. Make sure to include customer satisfaction in your asset management plan. Be able to quickly respond to customer concerns.

- Buy-in from stakeholders by clearly demonstrating the reasoning behind decisions and ensuring that information shared internally and externally is meaningful to your audience;
- Increased public trust and satisfaction through timely communication of accurate information;
- Improved community involvement due to your ability to communicate your asset management approach to customers so that they understand the system takes rate-setting seriously and has made informed decisions regarding which operational costs will be increasing or decreasing during the upcoming cycle; and
- Better continuity of operations and management and of community relations, which can be achieved by including a communication plan that addresses internal and external stakeholders as a part of your broader asset management plan.

"Being able to document what a system has and what condition assets are in to ensure that information can be quickly relayed is an important step in creating and maintaining trust and satisfaction."

- John Boisvert, Pennichuck Corporation

GETTING STARTED

Consider asset management as a strategic decision-making tool that can help your system address high-priority asset needs that are critical to a water system's performance, identify the costs of operating the system, and ultimately plan for future capital and operating expenditures. If you want to be more confident in decision-making and communicating with your community, or if you want to further improve cost effectiveness, asset management can get you where you want to go.

To get started, a water system should:

- Identify the team members who will support and implement the asset management program.
- Determine the asset inventory and prioritize assets.
- Create and implement an asset management plan.

BUILD A TEAM

Community leaders may be asked to provide their perspective on the political landscape and community needs and concerns; however, these leaders do not need to be experts in all fields.

Consider who you are adding to the internal and external stakeholder team. Ideally, the team will include individuals knowledgeable about infrastructure assets, political landscape, financial strategies, data sources and analysis, and community needs. However, do not let the size of the team prevent you from getting started. A team can start with a few people, and more team members can be added as needed.

Assemble a team, clarify roles and responsibilities, and determine how to gather asset information that is already available.

Check out the EPA document Building an Asset Management Team for more information.

TAKE INVENTORY AND PRIORITIZE YOUR ASSETS

Before you can manage your assets, you need to know what you have, what condition it is in, and how much longer you expect it to last. To complete an inventory, list all your assets and collect the following information for each:

- Condition
- Age
- Service history
- Useful life

Once you have inventoried your assets, your next step will be to prioritize your assets based on their importance to your system by ranking your system's assets to help you decide how to allocate resources. Factors involved in prioritization include:

- How soon will you have to replace an asset (its remaining useful life)?
- How important is the asset to the provision of safe drinking water (its impact on public health)?
- How important is the asset to the operation of the system (can other assets do the same job?)?

Ideally, an asset management plan will help you forecast your financial needs well into the future and develop a rehabilitation and replacement schedule appropriate for your system's priorities.

DATA SOURCES & TOOLS

Potential sources of data for getting started:

- As-built drawings
- Design drawings
- Manufacturers' manuals
- Bid documents
- Most recent sanitary survey
- Staff – current and previous
- Maps, including digital maps
- Photos and videos

PLAN FOR THE FUTURE

After prioritizing your assets, you will have to determine how much it will cost to rehabilitate and replace them as they deteriorate. To properly protect public health and deliver safe water, you need to rehabilitate and

GETTING STARTED (*CONT'D*)

replace your assets in addition to operating your water system. Many systems will need considerable lead-time to budget and gather the necessary funds.

By developing an asset management plan, you will be able to allocate your resources in the most efficient way. This includes calculation of the amount of money that you will need to set aside every year (your annual reserve) to pay for the rehabilitation and replacement of your assets.

Preparing a financial forecast (by estimating how much revenue you expect for the next five years) will help you determine if you will need to supplement your revenues to carry out your asset management plan. To increase or more efficiently use your revenues to operate and maintain your system and carry out your asset management plan, you can:

- **Create additional reserve accounts.** Reserve all or some of the money you will need in a protected capital improvement reserve account and create an emergency account to fund unexpected repairs and replacements.
- **Form partnerships.** Working with other water systems may allow you to lower costs, simplify management, and continue to provide your customers with safe drinking water.
- **Consider increasing rates.** Alternatively, consider assessing a flat fee for infrastructure improvements or funding of a reserve account. Check with your state drinking water program for rate-setting information.
- **Apply for financial assistance.** Banks and government agencies can provide funds for infrastructure projects such as treatment facilities, distribution lines, and water source development. If you do not have enough funds to pay for needed capital improvements, you can apply for loans and grants.

Check out these EPA tools for asset management:

- The Check Up Program for Small Systems (CUPSS) — A free, easy-to-use, desktop software application that provides all of the necessary tools to implement an asset management program and develop effective asset management plans.
- Asset Management: A Best Practices Guide — Provides examples of questions to ask when determining an asset management approach.
- Asset Management: A Handbook for Small Water Systems — Provides examples of inventory, prioritization, reserves, and budgeting worksheets.
- Asset Management for Local Officials — This guide will help local officials make decisions regarding asset management at their systems.
- Reference Guide for Asset Management Tools — A framework to assist systems in developing and implementing an asset management plan.
- More resources for decision makers and operators can be found on the EPA Asset Management Resources for Small Drinking Water Systems Web page.

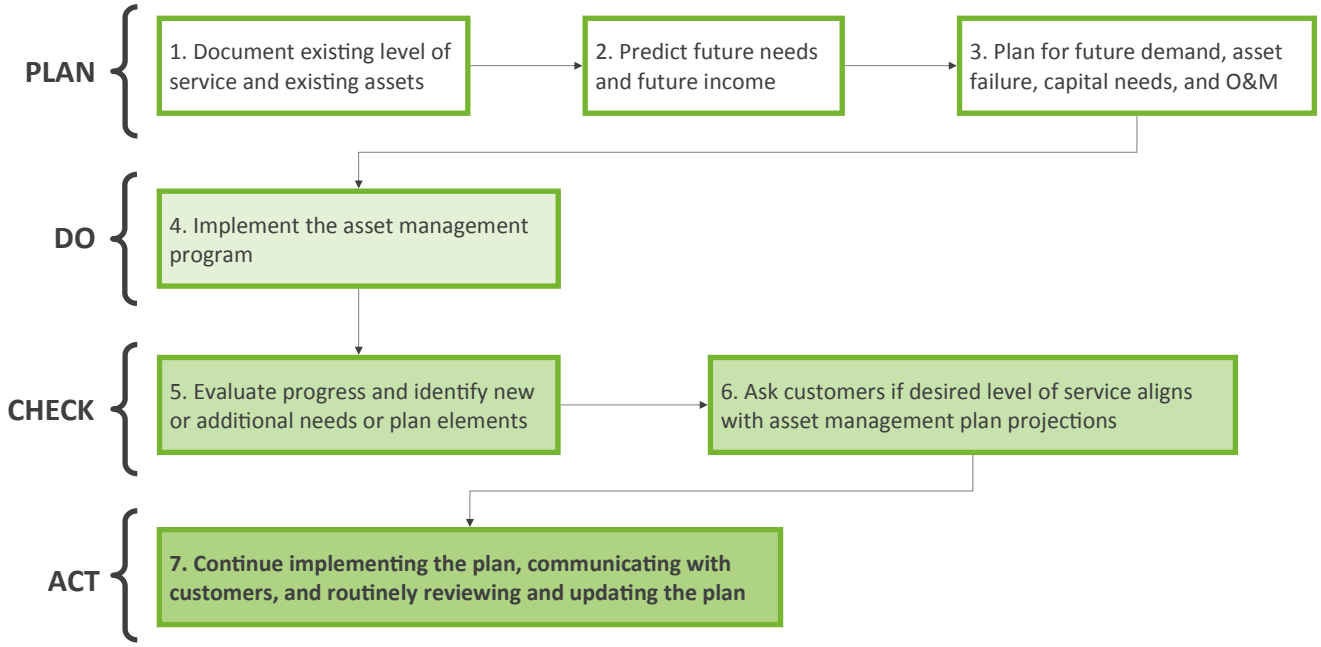
PLAN, DO, CHECK, ACT

A basic asset management plan is based on the best available:

- Information about the current state of the water system. This includes the existing levels of service, management strategies, and financial and performance benchmarks.
- Predicted information about the water system. This includes projections about demand, cash flow, and potential asset failure.
- Opportunities for technical, managerial, and financial improvements at the water system.

GETTING STARTED (*CONT'D*)

Develop a unique and tailored asset management plan following this workflow:



Remember the importance of recordkeeping and knowledge retention. An asset management plan should be a living document that is reviewed and updated as necessary and at least annually. Document and maintain records associated with the asset management program to strengthen knowledge retention efforts at your system.

OTHER RESOURCES

In addition to the resources referenced in this document, many state drinking water programs also encourage asset management by providing training and guidance, assigning Drinking Water State Revolving Fund (DWSRF) priority points or other incentives to water systems engaged in asset management. Water systems may also receive asset management assistance from technical assistance providers.

- Drinking Water State Revolving Fund Program:
  https://www.epa.gov/drinkingwatersrf
- Technical Assistance Providers:
  https://www.epa.gov/dwcapacity/capacity-development-resources-states-and-small-systems
  https://nrwa.org/initiatives/energy-efficiency/
- USDA Water and Waste Disposal Loan and Grant Program:
  https://www.rd.usda.gov/programs-services/water-waste-disposal-loan-grant-program
  https://www.rd.usda.gov/programs-services/water-waste-disposal-technical-assistance-training-grants
- Water Infrastructure and Resiliency Finance Center:
  https://www.epa.gov/waterfinancecenter

Operational Metrics: Annual Goals

Metric	Performance Target	2020	2021	2022	2023
Operating Ratio: Total Expenses/Revenues	Under 1.0				
Total Cost per Service Connection: Includes All Expenses, Use Average Connections per Year.	< $750				
Water Main Breaks per 10 Mile of Pipe: (Boil Advisories Issues)	2				
Unaccounted for Water (Loss - %)	15				
Maintenance Tasks Per Yr. on Vertical Assets (Planned V Unplanned) *	0*				
Technical Service Complaints (Not Rate Related)	2				

* The only above ground facilities are the structures around/over the booster stations (pumps are below grade). The utility checks the booster stations daily but does not have planned maintenance of the above ground casing.

* Water storage tanks are buried, not a "vertical" asset.

ROSEVILLE WATER DEPARTMENT
ANNUAL REPORT 2018
FINANCIAL

	YEAR 2016	YEAR 2017	YEAR 2018
REGULAR WATER COLLECTIONS	$391,416.40	$395,736.61	$419,761.21
REGULAR WATER DISBURSEMENTS	$300,810.90	$353,495.77	$266,709.44
REGULAR WATER CARRYOVER OR DEFICIT	$90,605.50	$42,240.84	$153,051.77
WATER IMPROVEMENTS COLLECTION	$14,855.72	$20,085.02	$20,000
WATER IMPROVEMENTS DISBURSEMENTS	$29,855.72	$7,100.00	$15,000
WATER IMPROVEMENTS CARRYOVER OR DEFICIT	$15,000.00	$12,985.02	$5,000
TOTAL WATER COLLECTIONS	$406,272.12	$415,821.63	$439,761.21
TOTAL WATER DISBURSEMENTS	$330,666.62	$360,595.77	$281,709.44
TOTAL WATER DEFICIT CARRYOVER OR DEFICIT	$75,605.50	$55,225.86	$158,051.77
COST TO TREAT 100 GALLONS	$0.58	$0.63	$0.499
COST TO TREAT 1,000 GALLONS	$5.75	$6.33	$4.99
TOTAL GALLONS PUMPED FROM TREATMENT PLANT	**57.56 MG**	**56.95 MG**	**56.41 MG**

ACCOUNTABILITY

	YEAR 2016	YEAR 2017	YEAR 2018
METERED WATER BILLED	28.24 MG	27.07 MG	27.45 MG
METERED DUMMY ACCOUNTS	.06 MG	.05 MG	.047 MG
METERED TREATMENT PLANT PROCESS	7.0 MG	7.0 MG	8.0 MG
PURCHASED/HAULED FROM PLANT	2.70 MG	2.8 MG	1.6 MG
METERED BACKWASH	1.28 MG	2.0 MG	.60 MG
TOTAL WATER METERED & ACCOUNTED	39.28 MG	38.92 MG	37.68 MG
TOTAL WATER UNACCOUNTED	18.28 MG	18.03 MG	18.73 MG
PERCENT UNACCOUNTED WATER	32%	32%	33%

CHEMICALS AND POWER 2018

	AVG FEED RATE	LBS/MG	$/MG	TOTAL COST 2018
CHLORINE	6.1 MG/L	51	$32.33	$1,824.00
CLAR ION POLYMER	23 MG/L	195	$124.00	$6980.27
CARBON DIOXIDE	47 MG/L	390	$71.84	$4052.29
LIME	370 MG/L	3085	$261.09	$14,728.15
KMNO4	.94 MG/L	7.80	$23.17	$1306.80
POWER				$31,809.40
TOTAL 2018			**$455.87**	**$60,700.91**

Water 2018

Billable Accounts	Inside	Units	Outside	Units	Total
Residential	749	25	111		885
Industrial	2	0	1		4
Commercial	17	6	3		26
Miscellaneous	10	0	2		12
Other Public Authority	2	0	0		2
Total	781	31	116		929

Cubic feet billed in 2018 – 3,670,347
Cubic feet used in 2018 - unknown

Water Monies Collected in 2018

Water - $419,761.21

Water Charged in 2018

Water Charged - $397,532.11
Penalty Charged – 15,417.13

Summary of 2018

Payments Water/Depp Apply - $ 404,364.85

Penalties Pmts/Depp Apply - $ 15,396.36

Adjustments Water - $ 597.30

Usage by Revenue Class

Residential -	3,434,849
Commercial-	64,790
Industrial-	84,830
Other Public Authority –	3,740
Miscellaneous	82,139
No Bill Accounts	unknown

6 No Bills Accounts
(not counted in billable units)

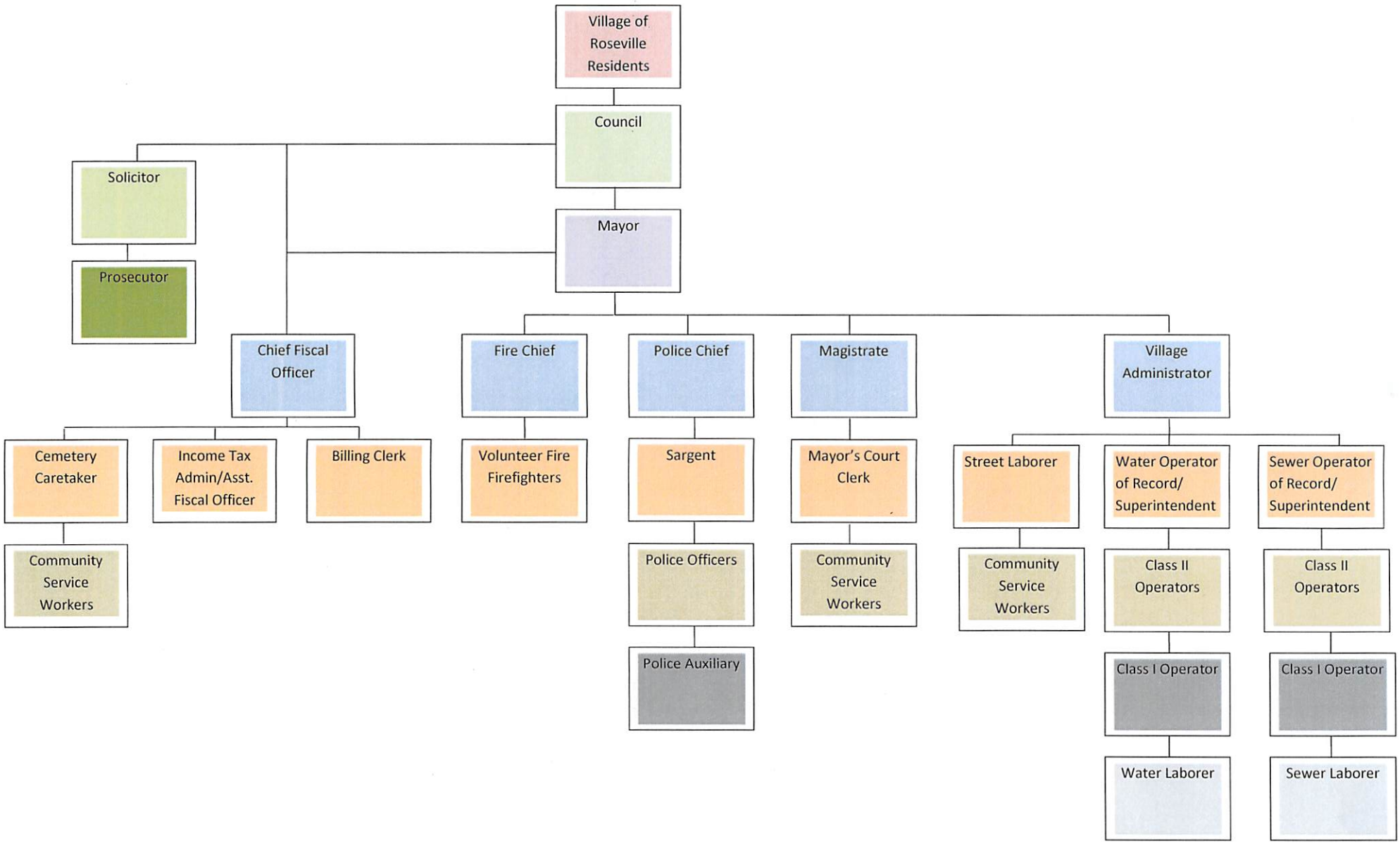
Swimming pool-	1900
Water Hauling -	1,877,054
Fire Department-	4,900
Municipal Bldg -	1,350
Bluffdale Park -	0
Street Dept Bldg-	0

APPENDIX C

Organizational Chart and Job Descriptions

Table of Organization: Attached

Job Description: Attached								
Village Administrator	Yes	x	No		Yes	X	No	
Operator of Record - Contracted	Yes	x	No					
Operator 1	Yes	x	No					
Water Laborer	Yes	x	No					
Chief Fiscal Officer	Yes	x	No					
Utility Clerk	Yes	x	No					


Village of Roseville Residents
Council
Solicitor
Prosecutor
Mayor
Chief Fiscal Officer
Fire Chief
Police Chief
Magistrate
Village Administrator
Cemetery Caretaker
Income Tax Admin/Asst. Fiscal Officer
Billing Clerk
Volunteer Fire Firefighters
Sargent
Mayor's Court Clerk
Street Laborer
Water Operator of Record/ Superintendent
Sewer Operator of Record/ Superintendent
Community Service Workers
Police Officers
Community Service Workers
Community Service Workers
Class II Operators
Class II Operators
Police Auxiliary
Class I Operator
Class I Operator
Water Laborer
Sewer Laborer

JOB DESCRIPTION
POSITION: Village Administrator

POSITION TITLE: Village Administrator.

POSITION SUMMARY: The position of Village Administrator is created by authority of Roseville Basic Code Ordinance 31.101 (11/10/1986) and Ohio Revised Code 735.273 and shall include the duties and responsibilities as outlined below.

POWERS AND DUTIES: The Village Administrator shall have the powers, duties and functions as provided by the general laws of the State of Ohio, including, but not limited to, the following:

The Village Administrator appointed under section 735.271 of the Revised Code shall manage, conduct, and control the water and sewer works, or other similar public utilities, furnish supplies of water, collect all water and sewer rents, and related duties as authorized under Roseville Basic Code Ordinances. The rates for service and charges for municipally owned utilities shall be determined by the legislative authority of the village.

Is responsible for the efficient and effective operation, coordination and oversight of services provided by the Village such as snow removal and street maintenance; mowing, maintenance of village governmental and public buildings and facilities, park and cemetery; brush and leaf pickup; storm and sanitary sewer systems, water treatment and distribution and waste water treatment, and shall supervise the improvement and repair of the above.

Directs, supervises and coordinates work activities of all employees under position supervision.

The Village Administrator may make such bylaws and regulations as he deems necessary for the safe, economical, and efficient management and protection of such works, plants, and public utilities. Such bylaws and regulations, when not inconsistent with village ordinances and resolutions or the constitution of this state, shall have the same validity as ordinances.

The Village Administrator shall have the same powers and perform the same duties as are provided in sections 743.05 to 743.07, inclusive, 743.10, 743.11, 743.18, and 743.24 of the Revised Code, and shall perform all duties and shall have all powers of boards of public affairs and street commissioners as prescribed by law, except as otherwise provided by sections 735.271 through 735.273 of the Revised Code.

The Village Administrator shall appoint officers, employees, agents, clerks, and assistants, provided such positions are first authorized by the legislative authority of the village; but such appointments shall be subject to approval by the Mayor. Such appointments and the Mayor's approval thereof shall be in writing, and shall be filed with the village clerk.

Determines and assigns work projects as well as work schedules.

Serves as a strong liaison between the Village of Roseville and other municipalities, Perry and Muskingum Counties as necessary.

Works with the Clerk-Treasurer to establish annual balanced budget, works to control cost and increase revenue and collection. Develop, maintain, manage and control budget under position authority.

Receives residents' suggestions and complaints and works toward acceptable solutions.

Has authority to make contracts, purchase supplies and materials and provide labor for any work under his/her supervision involving not more than $50,000, except that any purchases and/or contracts exceeding $3,000 must first be recommended by the Mayor and approved by Council.

Contracts and purchases in excess of $50,000 shall be made in conformance with Ohio Revised Code sections 735.05 through 735.07 and all other relevant provisions of law.

Creates a supportive and responsive work environment for employees, which includes regular staff meetings, employee evaluations and implementation of performance improvement plans as needed.

Responsible for employee motivation and discipline including coaching, corrective counseling and oral or written reprimands, suspensions or terminations in accordance with established policies. Shall comply with all provisions of the Village of Roseville Employee Handbook and ensure that all employees under his supervision are in compliance with same.

Communicates with the Mayor, and Village Council on a regular basis to advise of project status and accomplishments and when required prepares written reports.

Performs other related duties as assigned by the Mayor.

SUPERVISION: The Village Administrator shall be under the general supervision and control of the Mayor, and shall have such other powers and duties as are prescribed by ordinance or by law and which are not inconsistent with the relevant laws of the State of Ohio.

DISCLAIMER: The foregoing Job Description does not constitute an Employment Contract. The position of Village Administrator is "at will", and the Village Administrator serves at the pleasure of the Mayor and Council.

The requirements listed are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. This Job Description is intended to identify and illustrate the kinds of duties that may be assigned to an employee holding such a position and is not to be interpreted as describing all of the duties that may ever be required of such an employee, or be used to limit the nature and extend of assignments such individuals may be given.

BENEFITS: The Village Administrator is a part-time position for the Village of Roseville and receives no benefits.

ORDINANCE NO. 2019-43
VILLAGE OF ROSEVILLE

AN ORDINANCE MOVING KENNY BEISSER TO UTILITY SUPERINTENDENT FOR THE VILLAGE OF ROSEVILLE, OHIO, AND DECLARING AN EMERGENCY.

WHEREAS, Kenny Beisser was appointed acting Village Administrator with Ordinance 2019-12; and

WHEREAS, in Ordinance 2019-12 under section seven stated "If or when the current Village Administrator returns to work Kenny Beisser will be moved to Utility Superintendent with the same requirements as stated in this Ordinance (2019-12), so the Village has adequate personnel with required license mandated by State Statute; and

WHEREAS, on August 1, 2019 the Village Administrator returned from medical leave; and

WHEREAS, Kenny Beisser became Utility Superintendent effective August 1, 2019; and

WHEREAS, the Council of the Village of Roseville is confirming to Ordinance 2019-12 moving Kenny Beisser from acting Village Administrator to Utility Superintendent; and

NOW THEREFORE, be it Ordained by the Council of the Village of Roseville, Ohio, that:

SECTION ONE: That Kenny Beisser is hereby moved to Utility Superintendent retroactively to August 1, 2019.

SECTION TWO: Mr. Beisser will supervise water, sewer, and storm drain utilities and be supervised by the Village Administrator.

SECTION THREE: His salary will remain as stated in Ordinance 2019-12 with an annual salary of sixty-eight thousand dollars ($68,000).

SECTION FOUR: After completely a six-month probationary period which began March 19, 2019 Kenny Beisser will receive a one dollar per hour pay increase making his salary seventy thousand seventy-five dollars and twenty cents ($70,075.20).

SECTION FIVE: Kenny Beisser is required to obtain a water distribution license.

SECTION SIX: When the current Village Administrator position becomes vacant Kenny Beisser will be transferred to permanent full time Village Administrator with the same conditions set in this Ordinance.

SECTION SEVEN: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare for the reasons set forth in the preamble hereto, and therefore, this Ordinance shall take effect immediately upon its passage by the affirmative vote of at least two-thirds (2/3) of the members of this Village Council; otherwise, this Ordinance shall take effect on a regular basis at the earliest time allowed by law.

PASSED: August 20, 2019

ATTEST:

HEIDI MILNER, FISCAL OFFICER

DARRIN STRATE, MAYOR

ORDINANCE NO. 2019-12
VILLAGE OF ROSEVILLE

AN ORDINANCE APPOINTING KENNY BEISSER AS ACTING VILLAGE ADMINISTRATOR FOR THE VILLAGE OF ROSEVILLE, OHIO, AND DECLARING AN EMERGENCY.

WHEREAS, the current part time Village Administrator has been on medical leave since January 10, 2019 leaving the Village Administrator position vacant; and

WHEREAS, the current part time water operator of record will reduce working hours effective April 1, 2019 and then become vacant beginning July 1, 2019; and

WHEREAS, there will be a need to hire a water distribution license operator beginning July 1, 2019; and

WHEREAS, these three part time position can be combined into 1 full time position; and

WHEREAS, the Mayor of the Village of Roseville is required to appoint a Village Administrator by statute; and

WHEREAS, the current part time sewer operator of record Kenny Beisser has worked in every department the Village Administrator is responsible for over the past 12 years and has great knowledge to do the job as acting Village Administrator; and

WHEREAS, the Mayor appoints Kenny Beisser as full time Acting Village Administrator with an annual salary of sixty-eight thousand dollars ($68,000), and

NOW THEREFORE, be it Ordained by the Council of the Village of Roseville, Ohio, that:

SECTION ONE: That Kenny Beisser is hereby appointed as full-time acting Village Administrator of the Village of Roseville, Ohio effective immediately with an annual salary of sixty-eight thousand dollars ($68,000).

SECTION TWO: Kenny Beisser will transfer up to nine hundred sixty hours (960) of sick leave as required by State Statute and per the Village's handbook.

SECTION THREE: Kenny Beisser will be credited for twelve service years for his past 12 years working for the Village of Roseville, Ohio and will earn his vacation and personal days based off of his service year credited.

SECTION FOUR: After completely a six-month probationary period which will be observed by the Mayor Kenny Beisser will receive a one dollar per hour pay increase making his salary seventy thousand seventy-five dollars and twenty cents ($70,075.20).

SECTION FIVE: Kenny Beisser is required to obtain a water distribution license.

SECTION SIX: If or when the current Village Administrator notifies the Village of Roseville that he has resigned or is unable medically to return to work Kenny Beisser will be transferred to permanent full time Village Administrator.

SECTION SEVEN: If or when the current Village Administrator returns to work Kenny Beisser will be moved to Utility Superintendent with the same requirements as stated in this Ordinance, so the Village has adequate personnel with required license mandated by State Statute.

SECTION EIGHT: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare for the reasons set forth in the preamble hereto, and therefore, this Ordinance shall take effect immediately upon its passage by the affirmative vote of at least two-thirds (2/3) of the members of this Village Council; otherwise, this Ordinance shall take effect on a regular basis at the earliest time allowed by law.

PASSED: March 6, 2019

ATTEST:

HEIDI MILNER, FISCAL OFFICER

DARRIN STRATE, MAYOR

CONTRACT BETWEEN

RECITALS:

VILLAGE OF ROSEVILLE
AND
GEORGE SPEARS LLC
FOR

CONTRACT OPERATOR OF RECORD
VILLAGE OF ROSEVILLE'S PWS

This agreement entered August 8, 2019 2019 in Muskingum and Perry Counties, Ohio, by and between, [VILLAGE OF ROSEVILLE], hereinafter called **"the System"**, and [George Spears LLC], hereinafter called "**the Operator**".

RECITALS:

The System hereby contracts for the services of **the Operator** to furnish contract professional certified operator(s) for the contract operation of its water facilities in accordance with the Ohio Environmental Protection Agency (Ohio EPA) rules and regulations. **The Operator's** operation of **the System's** public water system treatment system shall be in compliance with all rules covered by Ohio Administrative Code (OAC) Chapter 3745.

THE PARTIES AGREE TO AS FOLLOWS:

SECTION I – SERVICES

The Operator will provide a minimum of one professional certified operator with not less than an Ohio Class [2] [W] professional operator's certification to provide services to **the System.**

The Operator will spend MININUM OF 20 hour(s) per week and MINIMUM OF 5 day(s) per week physically present at the facility to meet the minimum staffing requirements as required by OAC Rule 3745-7-03 or 3745-7-04.

SERVICES PROVIDED BY THE OPERATOR SHALL BE AS FOLLOWS:

1. Visit the [VILLAGE OF ROSEVILLE'S PWS] and check operations as required by OAC Rule 3745-7-03 OR 3745-7-04.

2. Perform the technical operation of the facility.

3. Be responsible for process adjustments and the proper operation and maintenance of the facility. This shall include routine and preventative maintenance.

4. Maintain a logbook record of all operational activities at the facility in accordance with OAC Rule 3745-7-09.

5. Perform, observe and log routine and preventative maintenance, in accordance with OAC Rule 3745-7-09, and instruct **the System's** maintenance personnel on any of the day-to-day checks as needed.

6. Ensure all necessary laboratory work and process testing is performed by or at the direction of a certified professional operator. The Operator shall be responsible for the required testing, Ohio EPA reporting, and obtaining and maintaining all necessary licenses, certifications and accreditations as may be necessary to operate, maintain and manage the facilities.

7. Ensure sampling and testing are performed on time and as required.

8. Perform administrative duties when submitting and reporting information required by Ohio EPA.

9. Ensure all relevant personnel, including but not limited to the owner and other certified professional operators associated with a facility, are notified of written correspondence from or to Ohio EPA. Ensure that correspondence from Ohio EPA, including compliance letters, monitoring schedules and relevant permits, are shared between **the System, the Operator** and any certified professional operators associated with the facility.

10. Be available on a 24-hour on-call basis to give on-site assistance and respond to emergencies within one (1) hour of being notified.

11. Ensure the appropriately certified professional operator of record completes, signs and submits all necessary governmental agency reporting for the operation of the facilities, which will include monthly and annual requirements. A copy of all reports shall be submitted to the village, by **the Operator**.

12. Ensure an appropriately certified professional operator is provided when the listed professional operator of record for the facility is unavailable due to vacation, holiday, illness, etc.

13. Ensure certified professional operators under employment comply with the responsibilities of a certified professional operator and provisions of OAC Chapters 3745, 6111, and 6109 and the rules promulgated thereunder.

SECTION II - THE SYSTEM REQUIREMENTS

THE SYSTEM SHALL DO THE FOLLOWING:

1. Provide **the Operator** and its authorized agents access to all property and easements which contain or support the facilities.

2. Designate **the Operator** as a contact to also receive **ALL** Ohio EPA correspondence.

3. Ensure all relevant personnel, including but not limited to other certified professional operators associated with a facility, are notified of written correspondence from or to Ohio EPA. Ensure that correspondence from Ohio EPA, including compliance letters, monitoring schedules and relevant permits, are shared between the System, the Operator and any certified professional operators associated with the facility.

4. Provide the necessary funding for the operation and maintenance of the system to keep the system in compliance as required by Ohio EPA, or any other jurisdictional authority.

5. Provide funding to return **the System** to compliance pursuant to instructions, recommendations and requirements of the Operator.

6. Pursue the correction of any deficiencies, repairs or replacements of failed or damaged equipment or system components for adequate operation of **the System** as identified by **the Operator**, Ohio EPA or any other jurisdictional authority.

7. Designate an individual (Manager, Board President, Owner, Maintenance Person, etc.) to approve the expenditure of funds, authorize repairs and receive all communications and correspondence from the Operator.

8. **The System** maintenance personnel may perform duties under the direction of the Operator. Many of the routine duties involved in the operation and maintenance of the system including, but not limited to, tap-in inspections, line cleaning and repairs, equipment maintenance and facility operation.

9. Perform daily visits to the facility on days when the certified professional operator is not fulfilling the minimum staffing requirements.

SECTION III - FEES

The payment for services rendered in connection with this contract shall be in accordance with the attached Addendum 1 – Schedule of Payment.

SECTION IV - THE SYSTEM'S INDEMNIFICATION OF ORC

The System hereby indemnifies **the Operator**, its employees and officers from and against any loss, charge, claim, cost or cause of action of whatever nature which arises out of the operation of the System while this agreement is in force, except in those instances for which the Operator, its employess and officers would otherwise be liable for any such loss, charge, claim, cost or cause of action of whatever nature, pursuant to applicable law or regulation, irrespective of this agreement.

SECTION V - TERM OF THE CONTRACT

The term of this agreement shall be for a period of twelve (12) months from date hereof. The agreement shall be renewed automatically for additional one-year periods, unless either party shall give the other party thirty (30) days written notice of termination of agreement. Both parties shall maintain a copy of the contract for a period of three (3) years after the end date of the contract. Both Parties shall ensure that a copy of the contract is kept onsite at the facility.

SECTION VI - NOTIFICATION OF OHIO EPA

The Operator will provide the Ohio EPA with signed copies of this agreement upon request. **The Operator** will also provide the Ohio EPA with the name, address, phone number and certification of the professional operator(s) of record in charge of **the System**. **The System** hereby consents to providing this information to the Ohio EPA.

SECTION VII - GOVERNING LAW

This agreement has been executed and will be performed in the State of Ohio, and the laws of that state shall govern its interpretation.

SECTION VII - BINDING ON SUCCESSORS AND ASSIGNS

The terms and provisions of this agreement shall inure to the benefit of and shall be binding upon the successors and assigns of the parties hereto.

SECTION VIII - NONASSIGNABILITY

Neither party shall have the right to assign its respective duties and obligations hereunder to any other party without first obtaining the written consent of the other party to this agreement.

SECTION IX – LIABILITY INSURANCE

The System will provide all liability insurance for facilities.

IN WITNESS WHEREOF, the parties have caused this agreement to be executed on the date and year first set forth above.

[The Operator]

BY:

George Spears, Owner — Date: 8-8-2019

[The System]

BY:

Darrin Strate, Mayor — Date: 8-8-19

ADDENDUM I

SCHEDULE OF PAYMENT

DATE: 08/8/2019

By both parties executing this Agreement, [VILLAGE OF ROSEVILLE] agrees to pay [George Spears LLC], $30.00 per hour spent at the facility on a monthly basis.

All major and minor maintenance, repair work and additional services above and beyond the technical supervision of the System, including but not limited to, valve repair, pump trouble shooting, replacement and/or repair, and equipment and pipe repairs between the normal working hours of 8:00 am to 4:00 pm shall be paid to [George Spears LLC] on the basis of actual time at the rate of $30.00 per hour per employee [George Spears LLC]. When employees of [George Spears LLC] are required to remain on the job for more than eight (8) hours in any one (1) day or are required to start work before Monday through Friday from 8:00 a.m. or finish after 4:00 p.m. will be charged at the rate of $ 30.00 per hour per employee of [George Spears LLC] or other rates established and agreed to between the parties hereto and all expenses incurred (subcontractors, vendors, materials and etc.). Additional unscheduled visits or emergency services performed by [George Spears LLC] will be charged at the rate of $ 30.00 per hour per employee of [George Spears LLC], plus an additional $ 00.00 service call per visit or emergency.

All repair / maintenance requiring heavy equipment will be provided by and paid for by the System. Such as removing, repairing or replacing underground and inground structures not limited to manholes, sewers, clean outs, filter sand, piping, pumping stations, wet wells, trash / grease trap tanks, sludge tanks, sludge holding tanks. Under the direction of [George Spears LLC].

Materials and supplies provided by [George Spears LLC] used for system operation, maintenance and repair such as rubber gloves, rags, oil, grease, belts, air filters, motors, pumps, motor & pump rebuilds, electric controls, fuses and any other materials required to keep the system operational according to this contract shall be based on the fair market value.

These fees will be invoiced in addition to the agreed to monthly fee.

Village of Roseville – Draft

Position Title: Operator 1
Reports to: Utility Superintendent
Employment Status: Full-Time

GENERAL NATURE OF WORK: Performs a variety of unskilled, semi-skilled and skilled tasks in the Water Utility Department. An employee in this class is responsible for not only the repair and maintenance of the water distribution system but also performs water quality control and testing within the water distribution system. Duties are performed under the direction of the Utility Superintendent.

EQUIPMENT: This position requires knowledge of the operation of equipment, including: hydrants, valves, pumps, backhoes, tractor and bushhog, jackhammer, chainsaw, concrete saw, welder, cutting torch, lawnmower, weed-eater, chipper, leaf machine, dump truck, car lift, roto tiller, and other equipment used in the repair and maintenance of water lines, and water utility property care and maintenance.

ESSENTIAL FUNCTIONS - EXAMPLES OF DUTIES:
Any position may not include all of the duties listed nor do the listed examples include all duties which may be found in all positions of the class.

- Performs water quality control and testing within the water distribution system.
- Prepares and submits records, reports, and other documentation.
- Respond to emergency water distribution system issues.
- Perform preventive maintenance including valve exercising, flushing hydrants, maintaining hydrants, and painting hydrants, checking water tanks and booster stations, and perform general maintenance as needed.
- Performs maintenance and repair to water distribution system including booster stations and storage facilities.
- Performs general assignments related to utility services including monthly reading of meters, Village owned property maintenance, and right of way improvement repairs.
- Operates and repairs a variety of equipment used in the repair and maintenance of water lines and facilities, property care and maintenance.
- Operates light equipment such as tractors, loaders and mowers.
- Recommends to Utility Superintendent - Water needed repairs and capital improvements.
- Performs seasonal work as needed.

ADDITIONAL EXAMPLES OF WORK PERFORMED:

- Responds to completion of work orders & complaints from citizens
- Performs other duties as assigned.

DESIRABLE KNOWLEDGE, SKILLS, AND ABILITIES:

- Ability to demonstrate competency in Judgment: Exhibits sound and accurate judgment.
- Ability to demonstrate competency in Safety and Security: Observes safety and security procedures; reports potentially unsafe conditions; uses equipment and materials properly.
- Ability to follow instructions and respond to management direction.
- Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence.
- Ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization.

- Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.
- Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.
- Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions.
- Ability to deal with problems solving a few concrete variables in standardized situations.
- Ability to establish and maintain effective working relationships with village officials, fellow employees, other village employees, and the general public.
- Ability to work under the direction of the Utility Superintendent.

PHYSICAL DEMANDS AND WORK ENVIRONMENT

The physical demand and work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee is occasionally required to stand; use hands to finger, handle, or feel; reach with hands and arms; climb or balance and stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 50 pounds. While performing the duties of this job, the employee is occasionally exposed to moving mechanical parts and fumes or airborne particles. The noise level in the work environment is usually moderate. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. May be exposed to raw sewage on a daily basis.

DESIRABLE TRAINING AND EXPERIENCE:

Graduation from a standard high school or the equivalent; or one to three months related experience and/or training; or any combination of education and experience which provides the necessary knowledge, skills, and abilities.

NECESSARY SPECIAL REQUIREMENTS:

- Possession of, or ability to obtain promptly, a valid Ohio Driver's License (Class D) or Commercial Driver's License is preferred.
- Possession of, or ability to obtain promptly Lab Certification.
- Possession of Distribution 1 Operator’s License required.
- Ability to work other than normal working hours, and to work various shifts as necessary.
- Ability to be available for emergency calls at night and on weekends as necessary and to work rotating weekends and Holidays with other Village staff.

This position description in no manner states or implies that these are the only duties and responsibilities to be performed by the position incumbent. My (employee) signature below signifies that I have reviewed and understand the contents of my position description.

(Approval of Appointing Authority) (Date)

(Employee Signature) (Date)

Village of Roseville – Draft

Position Title: Water Laborer
Reports to: Operator 1
Employment Status: Full-Time

GENERAL NATURE OF WORK: This is semi-skilled work in the Water Utility Department. An employee in this class is responsible for the repair and maintenance of the water distribution system and public right-of-way improvements, and other Village owned property and improvements. Duties are performed under the direction of the Operator I.

EQUIPMENT: This position requires knowledge of the operation of equipment, including: backhoe, pumps, tractor and bushhog, jackhammer, chainsaw, concrete saw, welder, cutting torch, lawnmower, weed-eater, chipper, leaf machine, dump truck, car lift, roto tiller, and other equipment used in the repair and maintenance of water lines, and water utility property care and maintenance.

ESSENTIAL FUNCTIONS - EXAMPLES OF DUTIES:
Any position may not include all of the duties listed nor do the listed examples include all duties which may be found in all positions of the class.

- Performs maintenance and repair to water distribution system including booster stations and storage facilities.
- Performs general assignments related to utility services including monthly reading of meters, Village owned property maintenance, and right of way improvement repairs.
- Operates and repairs a variety of equipment used in the repair and maintenance of water lines and facilities, property care and maintenance.
- Operates light equipment such as tractors and mowers.
- Performs water quality control and testing within the water distribution system.
- Performs seasonal work as needed.

ADDITIONAL EXAMPLES OF WORK PERFORMED:
- Responds to completion of work orders & complaints from citizens
- Performs other duties as assigned.

DESIRABLE KNOWLEDGE, SKILLS, AND ABILITIES:
- Ability to demonstrate competency in Judgment: Exhibits sound and accurate judgment.
- Ability to demonstrate competency in Safety and Security: Observes safety and security procedures; reports potentially unsafe conditions; uses equipment and materials properly.
- Ability to follow instructions and respond to management direction.
- Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence.
- Ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization.
- Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.
- Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.
- Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions.
- Ability to deal with problems solving a few concrete variables in standardized situations.
- Ability to establish and maintain effective working relationships with village officials,

fellow employees, other village employees, and the general public.
- Ability to work under the direction of the Operator I.

PHYSICAL DEMANDS AND WORK ENVIRONMENT

The physical demand and work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee is occasionally required to stand; use hands to finger, handle, or feel; reach with hands and arms; climb or balance and stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 50 pounds. While performing the duties of this job, the employee is occasionally exposed to moving mechanical parts and fumes or airborne particles. The noise level in the work environment is usually moderate. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. May be exposed to raw sewage on a daily basis.

DESIRABLE TRAINING AND EXPERIENCE:

Graduation from a standard high school or the equivalent; or one to three months related experience and/or training; or any combination of education and experience which provides the necessary knowledge, skills, and abilities.

NECESSARY SPECIAL REQUIREMENTS:

- Possession of, or ability to obtain promptly, a valid Ohio Driver's License (Class D) or Commercial Driver's License is preferred.
- Possession of, or ability to obtain promptly Lab Certification.
- Water Certifications encouraged.
- Ability to work other than normal working hours, and to work various shifts as necessary.
- Ability to be available for emergency calls at night and on weekends as necessary and to work rotating weekends and Holidays with other Village staff.

This position description in no manner states or implies that these are the only duties and responsibilities to be performed by the position incumbent. My (employee) signature below signifies that I have reviewed and understand the contents of my position description.

(Approval of Appointing Authority) (Date)

(Employee Signature) (Date)

ORDINANCE 2019-40
AN ORDINANCE AUTHORIZING THE PROPER VILLAGE OFFICIAL TO TRANSFER MATT LOVE FROM PART TIME CEMETERY TO FULL TIME UTILITY LABORER AND DECLARING AN EMERGENCY

WHEREAS, the Village of Roseville, Ohio, has created a new position for a full-time utility laborer to help with the installation of the new storm water utility created by Village Council; and

WHEREAS, the acting Village Administrator, Kenny Beisser recommends hiring within to fill this new position; and

WHEREAS, Matt Love the part time seasonal cemetery caretaker and has proven himself as a valuable employee; and

WHEREAS, Matt Love will continue to work the cemetery position along with the utility laborer until a replacement can be found;

WHEREAS, a six (6) month probationary period will be observed by the Village Administrator; and

WHEREAS, this employment needs to be in effect immediately so that the Village has adequate operators.

NOW THEREFORE BE IT ORDAINED, by the Council of the Village of Roseville that:

SECTION ONE: Matt Love is hereby moved from part-time cemetery caretaker to full time utility laborer effective July 18, 2019.

SECTION TWO: Mr. Love will receive an hourly rate of twelve ($12) per hour and complete a six-month probationary period beginning July 18, 2019.

SECTION THREE: Upon successful completion of his probationary period determined by the Village Administrator Matt Love will receive a $1.00 per hour rate increase effective January 18, 2020.

SECTION FOUR: This ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare for the reasons set forth in the preamble hereto, and therefore, this ordinance shall take effect immediately upon its passage by the affirmative vote of at least two-thirds (2/3) of the members of the village council, otherwise, this ordinance shall take effect on a regular basis at the earliest time allowed by law.

PASSED: July 16, 2019

ATTEST:

_____ _____
Heidi Milner, Fiscal Officer Darrin Strate, Mayor

I, Heidi Milner, the duly qualified and acting Fiscal Officer of the Village of Roseville, Ohio, do hereby certify that the forgoing __2019-40_ as the same as was duly passed by the Council of the Village of Roseville, Ohio, on the _16th_ day of _July__, 2019.

Posted in 5 public places _7/20_, 2019 as per Ordinance No. 02-019.

_____
Heidi Milner, Fiscal Officer

RESOLUTION 2019-41
A RESOLUTION HIRING A FULL-TIME FLOATER FOR THE VILLAGE OF ROSEVILLE, AND DECLARING AN EMERGENCY

WHEREAS, the Council of the Village of Roseville advertised three months ago to fill the floater position for the water, cemetery, street, and sewer departments; and

WHEREAS, the Acting Village Administrator held interviews with a panel of four interviewers; and

WHEREAS, it appears that Luke Gorby is a qualified candidate thus is recommended to be hired to fill this vacant position; and

WHEREAS, it is imperative that this position is filled immediately in order to operate the utilities; and

NOW THEREFORE BE IT RESOLVED: by the Council of the Village of Roseville, Ohio, that:

SECTION ONE: Luke Gorby is hired as a full-time floater which will include but is not limited to working for the water, cemetery, street, and sewer departments.

SECTION TWO: The rate of pay per hour for Luke Gorby will be twelve dollars ($12) per hour.

SECTION THREE: Luke Gorby will be under a six-month probation period observed by the Village Administrator or their designee. Upon successful completion of the probation period Luke Gorby will receive a one dollar ($1) per hour rate increase.

SECTION FOUR: This resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare for the reasons set forth in the preamble hereto, and therefore, this resolution shall take effect immediately upon its passage by the affirmative vote of at least two-thirds (2/3) of the members of this Village Council, otherwise, this resolution shall take effect on a regular basis at the earliest time allowed by law.

PASSED: July 24, 2019

ATTEST

_____ _____

Heidi Milner, Fiscal Officer Darrin Strate, Mayor

I, Heidi Milner, the duly qualified and acting Fiscal Officer of the Village of Roseville, Ohio, do hereby certify that the forgoing __2019-41_____ as the same as was duly passed by the Council of the Village of Roseville, Ohio, on the _24th_____ day of __July ___, 2019.

Posted in 5 public places __7/26_____, 2019 as per Ordinance No. 02-019.

_____
Heidi Milner, Fiscal Officer

VILLAGE OF ROSEVILLE
JOB DESCRIPTION

Position Title: **Chief Fiscal Officer**

Basic Function: The principle duties of the Chief Fiscal Officer (CFO) are that of keeping the financial records of the Village. He/she is required to keep a record of all revenues collected by the municipality and must keep a record of each fund showing the appropriations made to the department and charges for warrants drawn against each fund. The Fiscal Officer is required to keep such other accounts as may be necessary to show the financial condition of the municipality. ORC 733.27

Essential Functions:

1. Upon entering the office Fiscal Officer shall take an oath to support the Constitution of the United States and the Constitution of Ohio, and an oath that he/she will faithfully, honestly and impartially discharge the duties of his/her office.

2. Keep the books of the Village and exhibit accurate statements of all monies received and expended. ORC 733.28

3. Shall attend Council meetings; keep a record of its proceedings (minutes), rules, by laws, resolutions and ordinances. Post legislation required by law and subject them to all persons interest. ORC 733.27A

4. Provide information packets for all Council Members, Mayor and any interested parties for council meeting.

5. Certifies the amounts necessary to pay outstanding obligations, making sure sufficient funds are in the Village treasury. ORC 8.13 (C)

6. Shall demand and receive, from the County Auditor, taxes levied and assessments made and certified to the County Auditor by the Legislative Authority of the Village. ORC 733.44

7. Each officer required by law to give bond shall do so. Each bond, after approval, shall be filed with the Chief Fiscal Officer and be duly recorded by him/her. ORC 733.69

8. Authenticate necessary records, transcripts, orders, certificates, and other papers requiring authenticating with a seal. ORC 733.29

9. Keep records of properties owned by the Village. ORC 733.28

10. Shall audit all accounts and prepare and publish Annual Financial Report. ORC 733.45
11. Certify to the County Auditor the Certificate of the total Amount of All Sources Available for Expenditures and Balances. ORC 5705.36

12. Through the power of "Initiative and Referendum" requited to be files with Village Clerk, and Chief Fiscal Officer shall accept, file and after ten days, transmit an certified copy of the text to opposed measure to the Board of Elections. ORC 57054.36

13. Requited to attend annual training programs of continued education provided the State Auditor. ORC 733.27 (B)

14. Required to maintain/acquire CMC certification through continued educations.

15. Receive from all department heads, requests for the next years' appropriations and then prepare both the temporary appropriations at the end of the year and permanent appropriations at the beginning of the year.

16. Prepares end of the year reporting including W-2's.

17. Receive budget requests for the following year. Prepare and present proposed tax budget to council. Give notice of public hearing if applicable, file a copy at the Village Office and after passage, and submit to the County Auditors Office.

18. Notify the Board of Elections in writing of all vacancies. ORC 733.26 (D)(1)

19. Provides information to public according to the Ohio Sunshine Laws.

20. Shall authorize purchase orders then certify the funds are available.

21. The Auditor of State is responsible for auditing all public offices; therefore, the CFO shall make all records available for inspection...

22. Completes and approves all PERS, OP&F, Workers Compensations, Federal and State reporting.

23. Reports to Mayor and Council all fiscal affairs.

24. Works closely with Village Administrator on Village affairs.

25. Total time cards and pay accordingly, input of vacation, sick time and/or holiday is printed onto checks as taken with balance available showing on check. (NO MANUAL KEEPING AS OF 01/01/2006)

26. Keep health benefits for employees updated with pertinent information and any changes are recorded in office and with the current insurance agencies. (Change of beneficiary, dependents, and martial status.)

27. Keeps Council and Administrator updated with Appropriation Status and Fund Summary report.

28. Make sure that all revenue received into office is properly recorded and deposited.

29. Records Statement of Semiannual Apportionment of Taxes is recorded into correct funds as due to levies.

30. All other duties required by a Clerk-Treasurer according to Ohio Revised Code.

31. All other duties as required by Council.

The Village of Roseville

JOB DESCRIPTION: Utility Clerk
Passed by Council: October 16, 2018
Starting Salary: $10.50-$13.00

Position Description

This position is responsible for maintaining the records of the Water and Sewer Utility customers which include: meter reading books, billing ledgers, payment posting, consumption history, and sewer billing in accordance with generally accepted accounting standards and is required to perform a variety of related clerical tasks.

Examples of Duties:

Essential functions include, but are not limited to:

- Maintenance of customer account records.
- Compilation and entry of meter reading information into billing system.
- Processing and mailing of customer bills.
- Collection and posting of customer payments.
- Posting of late penalties and related notices.
- Reconcile delinquent payments onto tax roll at year end.
- Processing of billing registers, trial balances and payment audit reports.
- Maintenance of accounts receivable related invoice processing.
- Assist in the maintenance of the tax database.
- Assist the Assessor with various tax-related records.
- Performs general clerical duties such as typing, filing, word processing, spreadsheets, and data entry and data retrieval in the Fiscal Officer's Office.
- Perform other miscellaneous tasks at the discretion of the Fiscal Officer.

Marginal functions include, but are not limited to:

- Mayor's Court Clerk
- Perform other duties as assigned.

Qualifications:

- High School Diploma; an associate degree in Accounting or related field preferred.
- A minimum of five (3) years of accounting experience involving computer record keeping; and evidence of training and experience in office procedures, word processing, and spreadsheet applications, is required. Experience with cash management and cashier operations, is desired.
- Must be at least 18 years of age, a citizen of the United States, and possess a valid Ohio Driver's License with a satisfactory driving record.

Knowledge, Skills and Abilities:

- Well-developed communication skills, both verbal and written.
- Working knowledge of accounting principles and practices, governmental or utility desired.
- Ability to perform arithmetic computations accurately and quickly.
- Ability to manage time well, be highly organized and plan work assignments effectively to maintain a smooth flow of record keeping and information processing.
- Ability to use modern office technology, including a personal computer.
- Knowledge and ability to work with software related to accomplishing the accounting functions, including spreadsheets and various computer applications.
- Ability to establish successful working relationships.

Physical Demands:

The physical demands are representative of those that must be met by an employee to successfully perform the function of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these functions.

Hand-eye coordination is necessary to operate various pieces of office equipment.
Specific vision abilities required by this job include vision and the ability to adjust focus. While performing the duties of this job, the employee is occasionally required to:

- Stand, walk, sit, stoop, kneel, crouch and crawl.
- Climb, balance, bend, twist and reach.
- Feel, talk and hear (normal range in normal office environment, corrected or uncorrected).
- Lift, carry, push/pull up to 25 pounds.
- Work under time pressures such as frequent "rush" jobs, urgent deadlines etc.
- Work under distractions such as telephone calls and other disturbances.
- Perform repetitive activities (calculating, keyboarding and writing)

Work Environment:

- Work is performed in an office setting.
- The employee is occasionally required to encounter unpleasant social situations (dealing with irate or disturbed individuals).

APPENDIX D

x	Compliance Status
x	BMPs for Maintenance
x	Operating Ratios

APPENDIX D

Compliance Status

Is the Utility Under Finding & Orders	Yes		No	X
Did the utility have NOV's in last 12 months	Yes		No	X
Did the utility have required actions listed in their last OEPA Inspection?	Yes	X	No	
Did the utility have recommendations listed in their last OEPA Inspection?	Yes	X	No	

If yes to any of the above please describe your actions to date to address and/or attached copy of response letter.

The Violations in the last compliance inspection have been addressed (8/19/16). The Village plans to be interconnected with Muskingum County in 2020 so recommendations relating to treatment will no longer apply. Other recommendations will be implemented as part of their improved asset management program.

John R. Kasich, Governor
Mary Taylor, Lt. Governor
Craig W. Butler, Director

August 19, 2016

RE: Village of Roseville
Inspection
Letter of Compliance
Drinking Water Program
Muskingum County
PWS ID OH6002112

Village of Roseville
Attn: Dave Carroll, Mayor
107 North Main Street
Roseville, OH 43777

Subject: Sanitary Survey – Facility ID# OH6002112, (COMMUNITY)

Dear Mayor Carroll:

On July 21, 2016, I conducted a sanitary survey of the Village of Roseville's public water system. Paul Mills, Water Superintendent was interviewed and the water system was inspected in his presence. The purpose of this evaluation was to determine the ability of the facility to provide adequate, safe and potable water that meets the requirements of the Ohio Administrative Code(OAC). The eight major elements that are generally reviewed during a sanitary survey include: source, treatment, distribution system, finished water storage, pumps/pump facilities and controls, monitoring/reporting/data verification, water system management/operation and operator compliance with State requirements. General supervision of the operation and maintenance of public water systems is a function of this Agency as set forth in Chapter 6109 of the Ohio Revised Code(ORC).

Identified below are regulatory violations for which action must be taken to return to compliance, and recommendations to address deficiencies that have the potential to cause future violations or contamination. Each of the following sections is a result of findings documented in the Sanitary Survey Evaluation Report, a copy of which is being sent to your operator. We may also be sending your operator additional information (e.g. photographs, sampling results, violation report, etc.) to aid your water system in implementing the necessary corrective actions.

VIOLATIONS

The following are violations of the Ohio Administrative Code (OAC). The items must be addressed or corrected within 30 days. A responsible official of the public water system must respond in writing indicating how and on what schedule the system will address the following requirements.

1. The chlorine room does not have separate switches for the lights and fan. In accordance with Ten State Standards Section 5.4.1(d)(8), where chlorine gas is used, the room shall be constructed to provide separate switches for the fan and lights and shall be located outside the chlorine room and at the inspection window. The separation of these switches must be performed to ensure the safety of water plant personnel.
2. The detention tank for the aerator is leaking. In accordance with Ohio Administrative Code (OAC) 3745-83-01(H)(1), The owner and operator shall ensure that all facilities and equipment necessary for the treatment and distribution of water shall be maintained, at a minimum so as to function as intended. The detention tank must be repaired to prevent it from leaking.

RECOMMENDATIONS

The following deficiencies are not regulatory violations, but are actions that are recommended by this Agency to optimize operation and to reduce the potential for future violations or contamination:

1. Drawdown of the wells is not currently being measured. You can combine drawdown data with well yield to evaluate the efficiency and performance of a well. It is recommended that drawdown measurements be taken at least annually and compared with historic values. Measurements should be taken in the driest part of the year.
2. The system has not developed a Source Water Protection Plan. It is recommended that the water system complete its Source Water Protection Plan. For more assistance, please contact Steve Saines at (740)380-5445.
3. The village does not own or have control of the three-hundred-foot isolation radius around wells #4 and #5. In addition, there is a septic system located within the three-hundred-foot isolation radius. The village may need to address this issue in more depth if the current water supply is damaged, contaminated or deteriorates to the extent a new well is needed. It is recommended that the village begin to search for acceptable locations for a new water supply in case the current wells become inoperable.
4. The water loss for the system is greater than fifteen (15) percent. Keeping water loss to a minimum helps ensure that there is no unnecessary financial strain on the water system.
5. There is no emergency power available for the booster stations. A quick-connect for a portable generator should be installed at these booster stations.
6. The underground storage tanks currently do not have any fencing to prevent trespassing and vandalism. It is recommended that fencing be installed at the tank sites to prevent access to the tank.
7. The interiors of the South and West tanks have not been inspected during the past five years. Tank interiors should be inspected every five years to ensure the integrity of the tank is being maintained.

8. The aerator has not had an interior inspection for several years. The interior of the aerator should be inspected to ensure the integrity of the system and that the equipment is properly operating.
9. The filters are not equipped with a loss of head gauge or flow meter. The addition of a loss of head gauge and flow meter to your filters will help you in evaluating the efficiency of your filters.
10. The filter media depth has not been inspected for an extended amount of time. The media depth should be checked on an annual basis and replaced as needed.
11. The clarifier, aerator, filters and lime tank are all starting to show signs of deteriorations. These components of your water treatment system should be either repaired or replaced to ensure you continue to provide a safe and potable water.

Please note that any modifications to your well, treatment system or distribution system may require prior plan approval. Please contact me if you plan on making any changes. Additional information concerning existing and upcoming drinking water regulations and requirements can be obtained from our Web site at www.epa.ohio.gov/ddagw.
If you have any questions regarding this letter, or any other matter involving your water system, please feel free to contact me by email at rex.haggy@epa.ohio.gove or by phone at (740)380-5436.

Sincerely,

Rex S. Haggy
Environmental Specialist II
Division of Drinking and Ground Waters
Southeast District Office

RSH/cb

cc: Paul Mills, Operator
cc: Muskingum County Health Department

APPENDIX D

Drinking Water - Best Management Practices

Performance Monitoring

	General Recommendation	Supplemental Information	Budgetary Cost
System Wide Performance Monitoring	Daily, Monthly, Annually	System wide performance monitoring should be performed on an ongoing basis. This job is made easier by SCADA systems using flow data from the treatment plant and pump stations. System-wide performance monitoring will allow you to monitor gradual changes in the efficiency of water delivery.	
	GIS/CMMS Software	CMMS Cooperative Membership or Software maintenance fees. As you implement the asset management plan with routine cleaning and inspection you will collect a lot of asset attribute and condition assessment information. In order for this information to be useful it will need to be organized and stored in a databased format. Good GIS and CMMS software will be critical to using this data. Due to the size of your system, GIS software may be able to be an effective method for tracking maintenance and repair. However the Village may want to utilize CMMS software that will better track condition and maintenance information as you implement your asset management plan.	**The Utility already budgets for membership to RCAP GIS Cooperative and will use this to keep maps updated and track maintenance.**
District Area Metering	Monthly, Annually	District Meter Area (DMA) management involves subdividing the distribution system into districts by manipulating of valves and measuring total water to metered consumption. The subsequent analysis of flow, particularly of the night flow, is used to calculate the level of leakage within the district. DMA flow monitoring is used to determine not only whether work should be undertaken to reduce leakage, but also to compare levels of leakage in the different districts to assess where it is most beneficial to undertake leak location activities.	**N/A**
Water Audits	Annually	Audit results are more useful when the results are compared over time. The audit program will help producers to identify area in data collection and analysis. The industry is moving toward benchmarks based upon the volume water loss per service connection in densely populated urban situation and volume water loss per pipeline distance in sparsely populated rural systems. **Reference "The Water Audit Handbook for Small Drinking Water Systems - EFCN Smart Management for Small Water System Program"**	**All connections are metered and all meters are read bi-monthly. Water loss at 32% 2017.**

Best Management Practices

	General Recommendation	Supplemental Information	Budgetary Cost
Valve Exercising and Maintenance	All valves (such as distribution and transmission valves, air valves, and blow-offs) should be inspected and operated on a regular basis. (I could not locate any specific recommendations)	A valve exercising is a procedure that verifies proper location, operation, and material condition of valves, and initiates replacement as necessary. The physical operation of a valve and the documentation of the actions and procedures necessary to do so are equally important. The useful lifespan of valves at 40 years is less than half that of the pipe to which they are connected. Operational valves are necessary to fix water main breaks which are more likely to occur as the pipeline ages. Plan accordingly.	**Critical valves annually, noncritical over 5 year period. Equates to around 48-50 valves a year. Village can borrow Muskingum County's equipment and complete with current staffing.**
Hydrant Testing and Maintenance	Hydrants should be inspected (flushed) twice a year, spring and fall.	The inspection and testing of fire hydrants is critical to determine the readiness of the hydrants to provide water at fire emergencies. The inspections shall verify the location, accessibility, proper mechanical operation, and water flow from the hydrant.	**Hydrants are inspected annually when flushed. Rehab, repair based on condition documented during flushing.**

Pipeline Condition Assessment	One factor used to quantify the occurrences of failing underground pipe is water main break rates. Water main break rates are calculated for all pipe materials used in the transport of water to create a measurement to judge pipe performance and durability.	The Average Age of Failing Water Mains is 47 years old. While pipe life can be estimated at over 100 years, actual life is affected by soil corrosivity and installation practices. Corrosion is a Major Cause of Water Main Breaks. One in four main breaks is caused by corrosion which is ranked the second highest reason for water main pipe failure. When failure rates of Cast Iron, Ductile Iron, PVC, Concrete, Steel, and Asbestos Cement pipes were compared, PVC is shown to have the lowest overall failure rate. "Water Main Break Rates in the USA and Canada: A Comprehensive Study - April 2012"	**Condition will be updated based on leak detection results. 2017 - 4 major breaks, no boil advisories.**
Water Source (Wells)	Critical and expensive assets such as these should be monitored rigorously. Wells should be cleaned regularly based upon declines in yield. Pumps and motors should be maintained in accordance with the Operators Manual.	This equipment should be set-up on a predictive monitoring schedule which may include activities such as Well Drawdown, Amp Readings, Pump Performance Tests, Vibration Analysis, Oil Analysis, Ultrasound and Thermography. Operational data used to pump station performance include: pump run times, start counts, volume pumped, supply voltage, individual phase amp readings, grounding system test, pump breakdown and utility bills. SCADA controls permit remote monitoring which improves labor efficiency.	**Will properly abandon when interconnect with MC.**
Booster Pump Stations	Pumps and motors should be maintained in accordance with the Operators Manual. In general, the larger the pump the greater the consequence of failure.	In addition to the routine preventive maintenance outlined in the Owners Manual, this equipment should be set-up on a predictive monitoring schedule which may include activities such as Amp Readings, Pump Performance Tests, Vibration Analysis, Oil Analysis, Ultrasound and Thermography. The amount of monitoring performed should be weighed against replacement cost of the equipment. Expensive and critical assets without redundancy should be monitored rigorously. SCADA controls permit remote monitoring which improves labor efficiency. Operational data used to monitor pump station performance include: pump run times, start counts, flow meter records, supply voltage, individual phase amp readings, grounding system test, pump breakdown and utility bills.	**2 Booster stations - checked daily for pump runs, visual inspections. Just rehabbed, upgraded Lake BS in 2019. SCADA upgrade budgeted in CIP.**
Treatment Plants	Water treatment plant equipment should be maintained accordingly to guidelines established in the Owners Manual.	In addition to the routine preventative maintenance outlined in the Owners Manual, this equipment should be set-up on a predictive monitoring schedule which may include activities such as Amp Readings, Pump Performance Tests, Vibration Analysis, Oil Analysis, Ultrasound and Thermography. The amount of monitoring performed should be weighed against replacement cost of the equipment. Expensive and critical assets without redundancy should be monitored rigorously. SCADA controls permit remote monitoring which improves labor efficiency.	**Plan is to connect with Muskingum County and purchase water in 2020.**
Inspection of Water Storage Tanks	Sanitary, safety, security and some structural conditions should be inspected every year. Coating system conditions should be inspected every 2 to 5 years. Annual inspections should be performed by utility department staff. Professional inspection and cleaning should be performed every 5 years. Storage facilities should be cleaned every 2 to 5 years depending on silt build up.	Sanitary conditions are those that could allow contamination of the water in storage. Structural and footing conditions are those that can affect the structural integrity of the storage facility. Safety and security conditions are those affecting the equipment that enables or protects inspectors and maintenance workers and prevents access to the tank by unauthorized people. Coating system conditions are those affecting the interior and exterior paint. **"Inspection of Water Storage Facilities - Missouri Department of Natural Resources"**	**Buried storage, every 6 months visual inspection, budgeted for draining, cleaning every 10 years. Work performed in house, no additional funds needed.**

PRV, Altitude and Air Release Valves	Control valves must operate correctly in order to protect other distribution system components and maintain desired flow during periods of peak demand.	Control valves should be checked for proper operation at least quarterly. Rust or deposits which could restrict the full range of motion should be removed. Defective control valves should be repaired or replaced at the first sign of operational problems. Excessive pressures will exasperate water loss. Valves which do not open fully could restrict water flow during periods of peak demand. Air release valves must operate to prevent destruction of air locks and water hammers.	**At treatment plant. Will be decommissioned in 2020.**
Backflow Prevention Devices	BPD are a required safety device necessary to protect public health.	Backflow prevention devices must be inspected and certified annually by a State of Ohio certified technician. While the utility can outsource these inspections it is ultimately their responsibility to insure that the device is operating properly. Therefore a paper trail must be established to show that required inspections were performed and any necessary repairs completed.	**Active program. Muskingum County administers. Shut off water service if user remains out of compliance.**
Water Meters	Meters are the cash register for both water and sewer revenues. Operational problems will result in reduced sales.	Bulk sales and commercial meters should be tested and recalibrated regularly. Testing should be prioritized based upon meter size and usage. A small percentage error in meter accuracy could result in significant reduction in revenues. Residential sized meters are normally tested in response to customer complaints and unrealistically low water usage based on historical usage patterns. Meter accuracy should be questioned whenever usage fails to fit with known household characteristics.	**Plan meter replacement in capital improvements budget, move to curb stop.**
New Metering Technologies	Meters are the cash register of your billing system. Accurate meter readings are critical to revenue generation necessary to pay for overall water system maintenance.	Radio read technology not only reduces the amount of labor required for meter reading it effectively eliminates data transfer errors between the meter and billing system and facilitates better data analysis by eliminating much of the time delay which makes water balance calculations so difficult. Coupling AMR with a water accounting tool will give a utility a substantial advantage in its bid to quantify and control apparent water losses.	**See above.**
Leak Location and Repair	Ongoing	The frequency at which new bursts and leaks occur depends upon the overall condition of the infrastructure and how well the pressure is managed.	**Improved maintenance budget for annual leak detection services - $4,000.**
Flushing Water Mains	Conventional flushing increases chlorine residuals. Dead end lines must be flushed at monthly intervals. Other mains should be flushed as needed.	The amount of water in the main, and therefore the amount that must be flushed out, can be calculated by simple pipe volume formulas. The pressure in the system should never be allowed to drop below 20 psi. Samples of water should be tested for chlorine residual to provide evidence of the effectiveness of the flush. Water quality complaints should be monitored geographically. All municipalities should use some type of data management system to track these water quality complaints to optimize their flushing program.	**Annual flushing program.**
	Uni-directional flushing removes accumulated settlements and improves water delivery. All water lines should be cleaned annually.	Uni-directional flushing, which isolates pipe sections or loops in an organized, sequential manner, typically from source to periphery. Flow velocities should reach 1.5 to 2.0 m/s. The goal is to remove as much dirt and settlement as possible by moving water through the pipe at a high velocity. While more costly and time consuming than conventional flushing, uni-directional flushing is more effective and uses less water.	

Pressure Management	Pressure is an important component to pipe design and material selection. A well-controlled system operated below design limits will lead to extended pipe life. Average supply pressure is 77 psi with pressure fluctuations less than 20 pounds per square inch.	Pressure management can be defined as the "practice of managing distribution system network pressures to the optimum level of service while ensuring sufficient and efficient supply to legitimate users." Water leakage is driven by pressure. Any efforts which result in reduction in water pressure for even part of the day will reduce leakage. In addition, maximum pressure has a considerable influence on the frequency of new leaks. Pressure surges are particularly damaging. Higher new leak frequency have been observed in parts of the distribution system with direct pumping when compared to sections supplied by gravity. Hydraulic modeling is necessary to determine if customer needs can be provided at lower pipeline pressures.	**N/A**
Corrosion Control		See AWWA Corrosion Control for Buried Water Mains Pocket Field Guide	
Fencing and Security	Fencing around reservoirs and other infrastructure should be inspected annually along with other security equipment and/or infrastructure.		**WTP fenced. No fencing around underground storage but hatches are locked.**
Water Main Renovation		See AWWA M28 - Rehabilitation of Water Mains	**Once leak detection services identify problems, will develop replacement targets.**

ROSEVILLE WATER UTILITY VALVE EXERCISING PROGRAM

Approved: August 2019 by: Kenny Bess

BACKGROUND

The Roseville valve exercising program has two separate components: 1) valves identified as critical and 2) the remaining non critical valves. Valves identified as critical include those on main transmission lines and interconnections. In addition, staff identified critical valves where they could shut off neighborhoods in case of a main break where no more than 10% of the population would have interrupted water service.

The goal of the plan is to exercise critical valves on an annual basis and noncritical valves on a rotating 5 year schedule. Fifty-seven valves were considered critical, leaving around 104 noncritical valves. This equates to exercising around 21 noncritical valves annually. Thus goal is to exercise around 78 valves annually including critical and noncritical valves.

CRITICAL VALUES

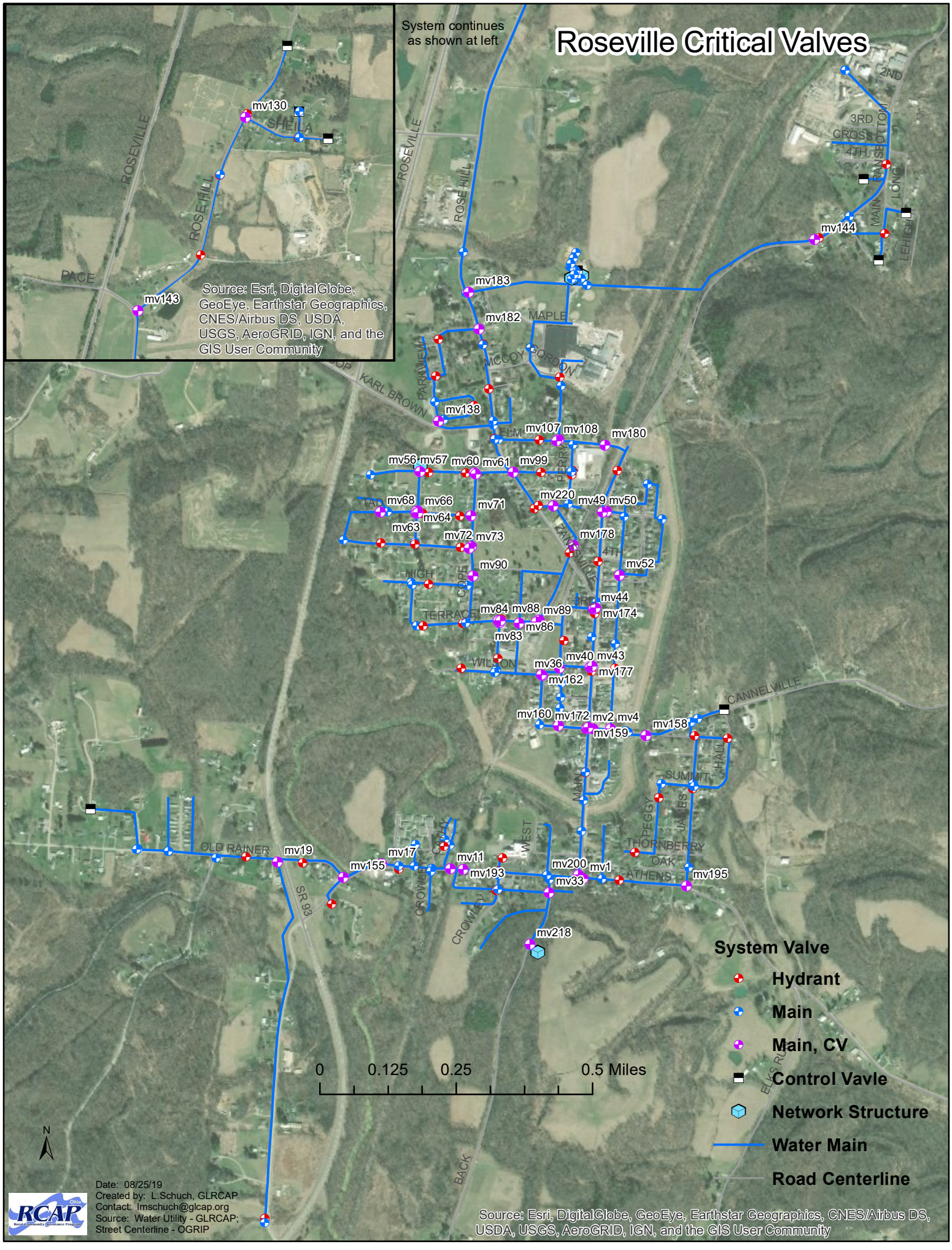
As noted above, there are 57 valves considered critical. Critical valves are listed below by their facility ID number and general location. See attached maps.

1. Mv144: 8" South of 5th on Ransbottom Road, isolate Ironspot Subdivision
2. Mv143: 6" Rosehill north of Pace, isolate Rosehill North
3. Mv130: 6" Sheila Lane, isolate subdivision
4. Mv183: 6" West of Severt, isolate Park area and Burley Clay
5. Mv108: 6" Elm east of Gordon, isolate Park area and Burley Clay
6. Mv107: 8" Gordon N. of Elm, isolate Park area and Burley Clay
7. Mv138: 6" Parkview south of Meadow, isolate Apartment Complex
8. Mv182: 6" Parkview and Zanesville Rd, isolate Apartment Complex
9. Mv49: 4" on 5th Street east of Main, isolates 4th/5th area
10. Mv52: 4" just south of Potter alley between 4th and 5th, isolates 4th/5th Street customers
11. Mv4: 6" end of Potters Lane where intersects with 1st, isolates eastern neighborhoods
12. Mv158: 6" east side of bridge, isolates subdivision from First to Athens
13. Mv195: 6" James and Athens, isolates subdivision from First to Athens
14. Mv1: 6" Athens W of Main, isolates part of Main
15. Mv200: 8" Main N. of Athens, isolates part of Main
16. Mv172: 8" Main N. of 1st, isolates part of Main
17. Mv159: 6" 1st W of Main, isolates part of Main
18. Mv2: 6" 1st E of Main, isolates part of Main
19. Mv174: 8" Main N of 3rd, isolates part of Main
20. Mv44: 6" 3rd W of Main, isolates part of Main
21. Mv177: 8" Main N of 2nd, isolates part of Main
22. Mv43: 8" 2nd E of Main, isolates part of Main
23. Mv40: 4" Perry south of 2nd, isolates this neighborhood
24. Mv160: 6" Perry N of 1st, isolates this neighborhood

25. Mv89: 6" Terrace E of Railroad, , isolates this neighborhood
26. Mv88: 6" Railroad N of Terrace, , isolates this neighborhood
27. Mv162: 4" Wilson East of Franklin, , isolates this neighborhood
28. Mv36: 4" Franklin S of Wilson, isolates this neighborhood
29. Mv86: 4" Stine S. of Terrace, , isolates this neighborhood
30. Mv82: 4" Church S of Terrace, isolates this neighborhood
31. Mv84: 6" Terrace E of Stine, isolates this neighborhood
32. Mv178: 6" Railroad N of Zanesville, isolates this neighborhood
33. Mv220: 4" Stokely W of Perry, isolates this neighborhood
34. Mv180: 8" Elm E of railroad tracks, isolates this neighborhood
35. Mv50: 8" Main intersection with 5th,
36. Mv99: 4" Lake just east of Zanesville Rd
37. Mv61: 6" Cope S of Lake
38. Mv60: 6" Lake E of Cope
39. Mv57: 6" Lake N or intersection – isolates pump station
40. Mv56: 6" Alley and Lake – isolates pump station
41. Mv66: 6" S of Race, intersection with alley
42. Mv62: 6" N. of Race, intersection with alley
43. Mv63: 6" Tad just E of alley
44. Mv64: 6: Alley S just E of intersection Race/alley
45. Mv68: 4" Tad, feeds tank
46. Mv71: 6" Race E of Cope
47. Mv72: 6" Cope N of Walnut
48. Mv73: 6" Walnut E of Cope
49. Mv90: 6" Cope N of High
50. Mv83: 6" Terrace W of Stine
51. Mv218: 8" Back, feed water tower
52. Mv33: 6" Crowley, intersection with Back
53. Mv193: 4" Athens W of railroad tracks
54. Mv11: 6" Athens E of railroad tracks
55. Mv17: 6" Athens w of bridge
56. Mv155: 6: Old Rainer and Athens, E of bridge
57. Mv19: 6" Old Rainer south intersection with SR 93

NON-CRITICAL VALVES

There are 104 valves that are considered non-critical. Put on a 5 year rotation, around 21 non-critical valves are targeted to be exercised annually. In 2019, the Village will implement valve exercising on the 57 critical valves. In 2020, the Village will add the non-critical valves so around 78 valves will be targeted for annual exercising thereafter. Valves will be exercised during the warmer months between May and October.


Roseville Critical Valves
System continues as shown at left
Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community
mv130
mv143
ROSEVILLE
ROSE HILL
PACE
SHEILA
mv144
mv183
mv182
MAPLE
MCCOY
GORDON
KARL BROWN
mv138
mv107
mv108
mv180
mv56
mv57
mv60
mv61
mv99
mv68
mv66
mv64
mv71
mv220
mv49
mv50
mv63
mv72
mv73
mv178
mv90
mv52
mv84
mv88
mv89
mv44
mv174
mv86
mv83
mv40
mv43
mv36
mv177
mv162
mv160
mv172
mv2
mv4
mv159
mv158
CANNELVILLE
SUMMIT
MAIN
OLD RAINER
mv19
mv17
mv155
mv11
mv193
mv200
mv1
mv33
mv195
mv218
SR 93
CROWLEY
THORNBERRY
OAK
ATHENS
0
0.125
0.25
0.5 Miles
N
System Valve
Hydrant
Main
Main, CV
Control Vavle
Network Structure
Water Main
Road Centerline
Date: 08/25/19
Created by: L.Schuch, GLRCAP
Contact: lmschuch@glcap.org
Source: Water Utility - GLRCAP; Street Centerline - OGRIP
Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

APPENDIX D

Operating Ratio's

Financial Requirements — **Goal is to have an operating ratio lower than 1.0.**

Operating Ratio — **Take total expenses/revenues.**

	Revenues	Operating Expenses	Debt Service (Principal + Interest)	Capital Improvement Expenses	Operating Ratio
2013	$ 418,540	$ 148,682	$ 130,587	$ 2,972	0.67
2014	$ 409,693	$ 175,401	$ 87,297	$ 8,395	0.66
2015	$ 424,943	$ 179,348	$ 87,297	$ 15,000	0.66
2016	$ 422,426	$ 237,271	$ 72,213	$ 16,630	0.77
2017	$ 437,771	$ 266,160	$ 82,058	$ 5,210	0.81
2018	$ 442,918	$ 266,709	$ 82,201	$ 974	0.79
2019	$ -	$ -	$ -	$ -	#DIV/0!
2020	$ -	$ -	$ -	$ -	#DIV/0!
2021	$ -	$ -	$ -	$ -	#DIV/0!
2022	$ -	$ -	$ -	$ -	#DIV/0!

Additional Years Can Be Inserted Here

APPENDIX E

System Contacts

Utility Internal Contacts:	**Name**	**Phone**	**Email**	**Current Address**
Owner	Village of Roseville			
Village Administrator - (Acting)	Jeff Slack (Kenny Beisser)	740-697-7323 ext 4	administrator@rosevilleoh.com	106 N. Main
Water Operator of Record	Beth Shook - (Class III Operator)	740-319-3200	water@rosevilleoh.com	
Operator	Tim Adams (Class I Operator)	740-697-7310	water@rosevilleoh.com	106 N. Main
Maintenance Worker	Bryon Hina	740-697-7310	water@rosevilleoh.com	106 N. Main
Chief Fiscal Officer	Heidi Milner	740-697-7323 ext 2	fiscal-officer@rosevilleoh.com	106 N. Main
Utilities Clerk	Michelle Snouffer	740-697-0322 ext 1	billing43777@rosevilleoh.com	106 N. Main

AM Planning Team: Jeff Slack, Heidi Milner, Kenny Beisser, Bryon Hina, Tim Adams (Roseville), Julie Ward and Laura Schuch, (Ohio RCAP)

APPENDIX E

External Contacts and Professional Resources

Ohio EPA Southeast District Office: The Village receives technical advice and guidance from the Southeast District Office of Ohio EPA's Division of Drinking & Ground Water. The address and telephone number for the Southeast District Office is as follows:

Ohio EPA, Southeast District Office
2195 Front Street
Logan, Ohio 43138
Telephone: (740) 385-8501
Fax: (740) 385-6490

Ohio Rural Community Assistance Program: The Village receives technical assistance from Ohio Rural Community Assistance Program. Assistance is provided in the areas of management and financial expertise. Ohio-RCAP also is a source of networking opportunities. The Village is currently a member of the GIS Cooperative which houses their maps and inventory. Contact at Ohio-RCAP: Sherry Loos, State Coordinator, 330-413-4161 or smloos@glcap.org.

Ohio Rural Water Association: Ohio Rural Water Association, 975 Linden Avenue, Zanesville, Ohio 43701, Telephone 800-589-7985: Source of technical information and advice for the Village. ORWA works with small communities and rural water districts throughout the state of Ohio to assist with technical concerns.

American Water Works Association: The AWWA is an international nonprofit scientific and educational society dedicated to the improvement of drinking water quality and supply. AWWA is a source of technical information for their drinking water treatment plant and distribution system. AWWA also provides networking opportunities for the Village. AWWA's mission "The AWWA is dedicated to the promotion of public health and welfare in the provision of drinking water of unquestionable quality and sufficient quantity. AWWA must be proactive and effective in advancing the technology, science, management, and government policies relative to the stewardship of water." AWWA, 6666 West Quincy Avenue, Denver, CO, Phone 303-794-7711, Fax 303-795-1989

Operator Training Committee of Ohio, Inc.: The Utility has access to technical assistance from OTCO in running their water system. OTCO provides training for certification purposes on various topics associated with drinking water systems.

OTCO's Mission statement is as follows; "The primary focus of the Operator Training Committee of Ohio is to design, develop, and deliver various types of training programs for individuals in water and wastewater utility occupations in business, industry, and government."

The Operator Training Committee of Ohio, Inc. (OTCO) was incorporated in 1964 to offer training opportunities to all levels of water and wastewater utility personnel. In 1983, OTCO became the State of Ohio's Environmental Training Center under Section 109 (b) (3) of the Clean Water Act.

Contacts at OTCO are as follows:

Curtis L. Truss, Executive Director
Operator Training Committee of Ohio
, 3972 Indianola Avenue
Columbus, Ohio 43214-3158

Consulting Engineer: The Village of Roseville periodically works with consulting engineers for studies and costs estimated for capital projects.

APPENDIX F

Rules and Regulations

Internal Policies

X	Contracting and Purchasing Policies for Routine and Emergencies
X	Use of System Equipment

Customer Use Rules and Regulations

x	Mandatory Connection: No new wells can be drilled.
X	Service Line Installation:
X	Service Line Inspections:
X	Private Property Owners Responsibilities to Keep Service Lines in Proper Working Order:
X	Metering Requirements:
X	Enforcement & Penalties:
X	New Development:
X	Backflow and Cross Connection:
X	Billing & Back-up Billing Systems:
X	Delinquency Procedures:
X	Service Shut-off/Reconnect Policies:
X	Service Connection Charges:
X	Customer Compliant Policy:
	Customer Education:

UTILITIES (WATER & SEWER)
NARRATIVE

The Village of Roseville provides both water and waste water services to the residents of the Village. All customers are metered. In addition to Village residents, there are some Township residents connected to the water system. There are approximately 916 customers. Customer information is maintained on a computer system operated by the Utility Clerk. This information can be accessed from the monthly billing journals.

The Village Utilities department is on a bi-monthly billing cycle. Meters are read every other month. The Village's water/sewer employees read the meters. The meter readings are recorded in the hand held converted over into the utility billing system. The Utility Clerk verifies the readings and looks over high or unusual readings. A few days prior to the end of the month, the Billing Journal is printed out and the bills are printed and mailed out. The Utility Clerk reviews the billings before they are mailed for obvious errors.

The collection process consists of the customer either mailing in their payment with the payment stub to the Village or bringing it into the Municipal Building.

At the end of the day, the payment stubs and monies are compared and are then deposited into the checking account. A Daily Receipts report is printed daily. This report is reconciled with the deposit on a daily basis. The Utilities Clerk records these receipts on the Daily Receipts report for the corresponding day the receipt was deposited.

Normally, the billings are not posted to the customers' accounts for 2-3 days after the bills are mailed to ensure that no complaints are made about a customer's billing.

All water and sewer rates are set by ordinance passed by Village Council. The Utility Clerk records the collections in the pay in order book at the end of the each day.

In the event that a resident becomes delinquent on their account, the delinquencies are brought to the attention of the Village Administrator and/or Village Council. Once the account becomes 30 days past due, a final disconnect letter is mailed out to the property owner. Note that the Utility Clerk would recognize a delinquent account because there would be a balance due as she processes the next bi month's billing. The shut-off letter stipulates the customer's water will be disconnected 14 days from the date of the letter if their account is not paid in full on or before the shut-off date. Note that 30-40 letters are sent out bi-monthly. Before the actual shut off is done a water or sewer operator will knock on the door for a last chance.

Customer complaints are either handled by the Water Superintendent, the Village Administrator, or by the Utilities Clerk. If the complaint is equipment or water related, the clerk forwards the complaint to Water Superintendent or Utilities Supervisor. In the case of a billing complaint, the Utilities Clerk addresses the compliant and, if necessary, involves the Village Administrator, depending on the severity of the issue.

The utilities are deposited in the general checking account.

Updated on 05/2011, per interview with Utility Clerk, Trudy Ridenour.

VILLAGE OF ROSEVILLE
MUSKINGUM COUNTY
1/1/09 TO 12/31/10

RECEIPT PROCEDURES NARRATIVE

Most of the Village's receipts are taxes, cemetery, mayor's court, park and pool, water and sewer charges, and intergovernmental receipts from the County Auditor for tax distributions as follows:

General Real Estate Tax
Manufactured Homes Tax
Personal Property Tax
Estate Tax
Local Government Tax
Motor Vehicle License Tax
Permissive Village Motor Vehicle License Tax

The Village also receives intergovernmental receipts from the State in the form of Homestead and Rollback distributions. Intergovernmental and Property tax receipts from the County and state are in the form of checks. The Village receives from both Perry and Muskingum Counties.

The Administration stamps all checks received "For Deposit Only." Administration records the receipts. The Fiscal Officer codes the receipt, and posts the receipts to the receipt ledger. The computer system automatically updated the Cash Journal. The Administration prepares a bank deposit slip and makes the bank deposits every 24 hours. The Fiscal Officer prints a receipt report and verifies all deposit slips to the report. The bank statements are mailed to the Fiscal Officer, who prepares bank reconciliations monthly.

The Fiscal Officer presents the Council with a monthly Fund Status report for their review at their monthly meetings.

Source: Prior year work papers, updated with Fiscal Officer, 05/2011
Purpose: To document receipt procedures.
Conclusion: No exceptions noted.

VILLAGE OF ROSEVILLE
MUSKINGUM COUNTY
1/1/09 TO 12/31/10

DISBURSEMENT PROCEDURES NARRATIVE

Most of the Village voucher expenditures are for debt payments, supplies, utilities, and payroll. The Village maintained five bank accounts with one account for general expenses and others for cemetery, mayor's court, money market, and Drug Enforcement monies during the audit period.

The Village follows ORC competitive bidding procedures for contract expenditures more than $25,000, and these expenditures are approved in advance in the Council meeting minutes.

All expenditures exceeding $250 must be approved by the Village Administrator.

The Fiscal Officer generates a purchase order.

All invoices/bills are given to the Fiscal Officer. The Fiscal Officer codes the expenditures, prepares the check, and posts the expenditure to the appropriation ledger. The computer system automatically updates the Cash Journal.

The Village's checks require the signature of the Fiscal Officer. The Council reviews and approves bills for payment at the Village meetings.

The Village Fiscal Officer or Billing Clerk mails the checks. She attaches the bills to the vouchers and files them. The bank statements and copies of canceled checks are mailed to the Fiscal Officer, who prepares bank reconciliations monthly.

The Fiscal Officer presents the Village Council with the cash summary by fund, payment and charge register, and receipt register for their review and approval at their monthly meetings. Council members must sign the report that it was reviewed.

Blank checks are kept locked in the Fiscal Officer's office.

Source: Prior year work papers, updated with Fiscal Officer, 05/2011
Purpose: To document non-payroll expenditures procedures.
Conclusion: No exceptions noted.

VILLAGE OF ROSEVILLE EMPLOYEE SAFETY REQUIREMENTS.

DRAFT

The following safety polices and procedures have been adopted to provide a healthful working place for all Village employees.

All employees shall receive a copy of, understand and comply with these requirements. These Requirements shall be enforced by the Village Administrator.

1. Safety vest or safety colored shirt or jacket shall be worn by all employees while working within any right-of-way open to the public, except, where safety vest would create a secondary hazard. (examples: chain saws, chippers, ect.)
2. Protective hard hats shall be worn by all employees working in areas where there is a possibility of danger of head injury from impact from falling/flying objects, or from electrical shock and burns. (examples tree/brush trimming and in proximity of heavy equipment).
3. Eye protection (safety glasses/goggles) shall be worn on all operations that could present potential eye injury.
4. Proper ear protection (ear plugs, ear muffs/helmet) shall be used when working around chipper air compressor, water pumps ect. Where noise level exceeds 85 decibels.
5. All employees must dress accordingly to job at hand.
6. Safety or heavy soled boots are required.
7. Jewelry is not to be worn by an employee working on the roads, in maintenance, well, or buildings where moving equipment could become a hazard condition.
8. "Horseplay" will not be tolerated at any time.
9. No alcohol, illicit drugs or other banned substance will be permitted on Village property. No employee shall be under

the influence of such substances while on duty. Violations of these provisions will result in appropriate disciplinary action.

10. No Smoking Areas shall be observed and obeyed in all buildings and around flammable drums, fuel pumps, gas, oil, ect.
11. All employees are expected to be aware of, and obey all traffic laws, including wearing of seatbelts in all Village vehicles where seatbelts are provided.
12. No employee shall operate any piece of equipment unless authorized to do so.
13. Proper protection shall be used in trenches and excavations in which an employee is exposed to danger of moving ground or cave-in.
14. No employee shall misuse any piece of equipment that could cause harm to themselves or fellow workers.
15. Life preservers will be worn when working on or near water. (examples: in boat at lagoon or pond).

I hereby acknowledge receipt of the above safety requirements, fully understand the and will comply with the requirements.

Employee_____ Date_____

ORDINANCE NO- 2013-40
AN ORDINANCE ESTABLISHING THE POLICIES AND PROCEDURES FOR THE PROVISION OF WATER AND SEWER SERVICE BY THE VILLAGE OF ROSEVILLE OHIO, AND DECLARING AN EMERGENCY.

WHEREAS, the Village provides water and sewer services (herein "utility services") in the Village; and

WHEREAS, the Village desires to amend, update and standardize the policies and procedures regulating the provision of water and sewer service in the Village through the creation of appropriate codes pertaining to the provision of water and sewer service to: 1) facilitate the fair and equitable provision of water and sewer service; and 2) delineate the Village's obligation to provide water and sewer service; and

WHEREAS, the Village desires to formalize its policies and procedures with respect to the provision of water and sewer service provided by the Village; and WHEREAS, this ordinance creates and sets forth the Village's policy with regard to policies and procedures for the provision of water and sewer service by the Village.

WHEREAS, unless specifically required or prohibited by this Chapter, the Village Administrator shall have the authority to interpret his Chapter to implement the intent and purpose of this Chapter to provide safe, reliable, and efficient delivery of Utility service, and the Village Administrator shall have the discretion and authority to grant relief from the strict application of this ordinance in those situations where the Village Administrator, in the exercise of professional judgment determines such relief is warranted for the safe, reliable, and efficient operation of the utility service; and NOW,THEREFORE, Roseville, Ohio:

NOW THERFORE, BE IT ORDAINED, by the Council of the Village of Roseville. The Village of Roseville hereby enacts the following water and sewer regulations applicable to the provision of water and sewer service by the Village.

Section One: Provisions Related to Water and

Sewer Service General Provisions

(a) The rates for the provision of water and sewer service have been established by separate ordinance which may be amended from time to time.

(b) In the interest of public health, Distribution/collection Mains, Service Lines, or other Pipes may not be connected with any Main, Service Line, or Piping which the Village knows or has reason to believe is connected with any other sources of water or sewage supply, nor may said Distribution/collection Mains, Service Lines, or other Pipes be connected in any way to pipes, tanks vats, or other apparatus which contains liquids, chemicals, or any other matter which may backup into said Distribution/collection Mains, Service Lines, or other Pipes, and which may endanger or otherwise contaminate the water supply.

(c) The Village shall not be liable for a deficiency or failure, regardless of cause (except as a result of a willful misconduct) in the supply of water or collection of sewer, nor for any damage caused thereby, including, but not limited to, any basement or below-grade flooding, or by the bursting or breaking of any Distribution/collection Main or Service Line or any attachment to the Distribution/collection Mains and Service Lines or other facilities used by the Village.

(d) When an Application is made for the installation of a Service Line for water or sewer service or
for the reinstatement of water or sewer service, the Village shall be entitled to assume the piping and fixtures to which the service will be supplied are in good order to receive such service, but reserves the right to inspect, or cause to have inspected by a third party, said facilities to assure against possible damage and cross connections.

(e) Water/ sewer service lines must be installed by the homeowner or by a contractor approved by the County Health Department and licensed to install or service Water! Sewer lines within the Village.

(f) Water and/or Sewer Service will not be furnished where pipes are inferior or the plumbing defective. When such conditions are discovered, the supply of water and/or sewage maybe cut off until repairs are made with no less than 14 days prior written notice by the Village. In those situations where Village Management, in the exercise of professional judgment, determines the supply of water and/or sewage must be cut off immediately due to a severe water leak or sanitary sewer backup which poses an unsafe condition and/or a safety and health hazard, no written notification or waiting period is required to be provided by the Village.

(g) The Village shall have the sole right to determine the size, type, and location of water meters, water meter settings, valves, service lines, and connections necessary to provide the service applied for.

(h) Exclusive operating control of all Service Lines from Distribution/collection Main to meter, and
meters and meter installation shall at all times remain with the Village, and shall not be tampered or interfered with in any respect. Any property owner, occupant, plumber or other person who violates this section shall have added to his water bill, any cost the Village may incur in shutting off and reactivating such service including the required activation fee.

(i) Any employee or agent of the Village seeking access to the Customer's dwelling or structure shall voluntarily identify himself/herself, provide proper Village photo identification, and shall state the reason for his/her visit. The employee or agent shall, in all cases, direct himself/herself to a person holding him or herself out as being responsible for the dwelling or structure. Entrance will not be sought or gained by subterfuge or force.

(j) Village Personnel, in the exercise of their sole discretion, may refuse to enter upon any
customer's property if such Personnel have concerns about personal safety due to the presence of unrestrained animals or any other safety issue that may be present on the property.

(k) Complaints with regard to the character of service furnished, or to the reading or registration of
meters, or to the bills rendered must be made to the village's office, either orally or in writing, and a record of such complaint will be kept by the Village; giving the name and address of the complainant, the date, the nature of the complaint, and the action taken or decision made by the Village with respect to it.

The Village shall investigate the complaint and report the results of such investigation to the Customer within ten (10) business days of the receipt of the complaint. If the complainant is not satisfied with the results, the Customer may appeal to the Village Council.

(l) Unless specifically required or prohibited by this Ordinance, the Village Administrator shall have the authority to interpret this Ordinance to implement the intent and purpose of this Ordinance to provide safe, reliable, and efficient delivery of water and sewer service. The Village Administrator shall have the discretion and authority to grant relief from the strict application of this Chapter in those situations where the Village Administrator, in the exercise of professional judgment, determines such relief is warranted for the safe, reliable, and efficient operation of the Utility Service.

Section Two: Service Lines

(a) An application for the installation of a Service Line must have the correct lot and street number or
other complete identification of the premises requesting the service line.

(b) The application for installation of a Service Line will be accepted subject to the condition that
there shall be a Distribution/collection Main fronting the premises to be served.

(c) A Service Line may not be used to supply more than one premise.

(d) The Customer shall, at his or her expense, install, maintain, and repair the Service Line located
from the main line. When a leak in the Service Line is discovered, the village shall give the Customer a written notice of the leak. Within such time as set forth in the notice, the Customer must make repairs to the Service Line on the customer's property. An access permit fee has been established and is covered under a separate rate ordinance.

(e) Minimum sewer charges will be assessed on any occupied property without water.

(f) It is the customer's responsibility to determine the location of the leak or plug. It is the responsibility of the customer to keep the service line clean and clear of plugs from the customer's residence / building to the main.

(g) If the leak in the Service Line, in the opinion of the Village, is considered an emergency, the
Village may shut off water to the Service Line until such time as the Service Line is repaired.

(h) Anytime the Village undertakes an improvement project in the public right-of-way, the Village,
in its sole discretion, may replace that portion of the Customer's Service Line located in the public right-of-way. If the Village opts to replace that portion of the Service Line located in the right-of-way as part of a public improvement project, the Village is under no obligation to repair, replace or pay for any other portion of the Customer's Service Line.

(i) If a Service Line is to be installed where any portion of the line must pass through property not
owned by an Applicant, the Applicant must assume full responsibility for acquiring the right-of-way through such property and provide written evidence to the Village of obtaining such right to pass through adjacent property.

(j) The Service Line type and size shall be in compliance with the Village of Roseville Construction Standards and Drawings as established by separate ordinance.

(k) The Service Line shall be constructed in compliance with the Village of Roseville Construction Standards and Drawings as established by separate ordinance. The Applicant shall leave the trench open and pipe uncovered until it is inspected and approved by a Village representative. Water service will not be turned on or activated to any service line or sewer lateral that has not been properly installed, inspected and approved by the Village.

(l) The Distribution Main Line / sewer trunks may be installed at the expense of the Applicant.

Where a Service Line is to be installed in a paved or improved street, the cost of removing and replacing the street surface shall be paid by the Applicant. In no event shall these provisions require anything more than reimbursement to the Village of the actual incurred cost of connecting the service.

Section Three: Calculation on number of units for capital charges.

(a) For the purpose of this ordinance each separate space containing plumbing for water and sewer and capable of being occupied by a separate tenant; equipped with an outside entrance and separated from other parts of a structure will be considered a separate unit.

(b) Each separate unit as defined in section three (a) will receive a separate bi- monthly charge unless the unit has the water service shut off at the curb stop or a separate lockable valve is closed and locked off by the Village.

(c) Residents may combine separate units into a single unit if a separate unit is no longer necessary.

(d) The Village Administrator will make the determination on the number of separate units contained in a structure. Before making this determination, an inspection of the premises may be required.

Section Four: Extension of Main Lines and Sewer Trunks

(a) The Village may require the Applicant to construct, at the Applicant's expense, any necessary main line and sewer trunk extensions to extend water and/or sewer service to and across the frontage of the Applicant's property. All Distribution/collection Main extensions, sewer-trunks, and subsequent connections to main extensions shall be made pursuant to written contracts. If the Village requires the Applicant to construct, or otherwise fund the construction of, the Distribution/collection main or sewer trunk and contribute the Distribution/collection main or sewer trunk to the Village, the Applicant shall be entitled to a refund, as set forth in the main extension agreement, from each Subsequent Applicant that taps into the main extension or sewer trunk constructed/funded by the Applicant for that portion of the main extension that will make sewage service available to property abutting the main extension that is not owned by the Applicant.

Section Five: Deduct Meters or Unsewered Water Meters

(a) Installation of deduct meters are no longer permitted. Deduct meters that were grandfathered may not be replaced. Deduct meters are only permitted to fill swimming pools during April through September. If used during off season customer may be charged at the current water and sewer rates.

(b) Deduct meters are available for a one (1) time pool fill up per summer.

Section Six: Water Leak Waiver Policy

(a) In the event the Customer experiences an unusually high water bill which is due to a water leak, the Customer may petition the Village for a waiver of the sewer charge portion of the water bill that is attributable to the leak. The Village Management may grant such a waiver of sewer charges to the extent the village determines that the water leaked was not discharged into the Village's sanitary sewer system.

Section Seven: Regulation for Wells

(a) Due to the concern for public health and the risk that an unregulated well may potentially interfere or contaminate the Village's water supply, the drilling or excavating a new well located within the Corporation limits of the Village of Roseville other than a well owned, operated and controlled by the Village of Roseville is strictly prohibited by this ordinance.

(b) Any person who violates this section shall be fined not less than $100, not more than $1,000 for each day that a well exists on the property; beginning with the day drilling or excavation has begun for a well and continuing until the day the well is sealed, as defined in R.C. Section 1521.05(A)(6). Each day shall be a separate violation.

Section Eight: Regulating Industrial Process Water

(a) The Village must approve the specific plumbing arrangement and metering equipment used in order to achieve accurate metering and billing and to avoid cross- connections and other sanitary issues.

Section Nine: Sewage Disposal Requirements

(a) No connection to a public sanitary sewerage system shall be installed, maintained, or operated on any property within the Village of Roseville without the written permission of the administration of the Village of Roseville, or the duly authorized agent of the Village.

(b) An application for permission to the Village, as set forth in (a) above, shall:

1. be signed by the owner, agent, or lessee of the property for which such connection is sought;
2. be signed by the person, firm, corporation, or other entity employed to perform the work;
3. describe the property upon which such work is sought to be performed; and
4. state the status of the fixtures to be connected or installed

(c) No connection to a public sanitary sewerage system shall be installed, maintained, or operated on any property within the Village of Roseville by any person, firm, corporation, or any other entity without proper authorization licensure, or other certification required by applicable law to perform such work.

(d) No person shall discharge, or permit to be discharged, treated or untreated sewage, the overflow drainage or contents of a sewage tank, or other, impure, or offensive wastes into an abandoned water supply, well, spring, or cistern, or into a natural or artificial well, sinkhole, crevice, or other opening extending into limestone, sandstone, shale, or other rock formation, or normal groundwater table.

(e) No person shall discharge, or permit or cause to be discharged, treated or

untreated sewage, the drainage or contents of a sewage tank, or other offensive wastes onto the surface of the ground, into any street, road, alley, open excavation, or underground storm water drain.

(f) No person shall discharge, or permit to be discharged, treated or untreated sewage, the overflow drainage or contents of a sewage tank, or other, impure, or offensive wastes into a storm water sewer.

(g) Roof water, clean water from condensers, foundation drainage, sump pumps, cistern overflows, surface drainage, subsurface drainage, and other clean and unobjectionable types of clean water shall not be discharged into the public sanitary sewerage system.

(h) Plastics in any form, wet-strength paper towels, cloth of any kind, rubber products, throw-away baby diapers, cigarette stubs, sand, grit, coffee-grounds, excess cooking oils or greases, solvents, paints, caustic or oily liquids or materials, kerosene, gasoline, motor oil, floor waxes, or any other wastes known to adversely affect a sewage disposal system, shall not be deposited or flushed in plumbing fixtures, nor shall they otherwise be introduced into a building sewer or other sewage disposal system.

(i) Connections with cesspools and/or privy vaults shall not be made into any sanitary, combined, or storm water sewer.

(j) No industrial waste shall be discharged into a storm-water sewer. The Village of Roseville may grant permission to discharge such waste into a sanitary sewer, if such waste is not detrimental to the sewer system. If industrial waste is of such a character that it is detrimental to the sanitary sewer system into which such waste is sought to be discharged, such waste must be appropriately treated until it is no longer detrimental to the system.

(k) An approved and appropriate trap for the interception of grease and oil shall be provided for any connection from a hotel, restaurant, club, or institutional kitchen, public garage, car wash, or from any and all other establishments of any kind where such trap may be necessary. Such trap shall be of a design and/or configuration that is acceptable to the Village of Roseville or the duly authorized agent of the Village. Trap shall be the responsibility of the customer and/or property owner to maintain, keep cleaned, and working properly as designed for the interception of grease and oil. Property owner is responsible for all costs associated with the recovery, pumping, cleanup and labor caused by the improper inspection and or maintenance of the grease trap. Property owner must provide the Village and/or county health department with a copy of the inspection and pumping records at least annually.

(l) If any of the above conditions listed in this section are discovered, the village will notify the affected property owner in writing, giving the property owner 60 days to bring the service into compliance. If the affected service is not made to be in compliance within 60 days, the Village Administrator shall order the

discontinuation of the service until such time that corrections have been made, inspected and approved by the Village and/or county health department.

(m) If it is determined by village management in the exercise of professional judgment that any of the above listed conditions require immediate action to avoid an environmental incident or that the condition may put the public's health or safety at risk, the Village Administrator shall order the immediate discontinuation of the service until such time that corrections have been made, inspected and approved by the Village.

Section Ten: Increased user fees for food service operations.

Any customer may, at the direction of the Village Administrator and commercial customers operating a kitchen preparing food for sale will be charged a $0.25 per thousand gallon sewer surcharge to cover the increased operational costs to treat additional grease, suspended solids and BOD loading to the sewer collection and treatment facility.

Section Eleven: Increased user fees for industrial wastes.

Any customer may, at the direction of the Village Administrator or his/her designate, be required to complete testing on discharges to the sewer collection system. Based on the results of these tests, additional fees and surcharges shall be determined by the Village and shall be assessed to these customers in relation to the anticipated additional costs that will be incurred by the Village in treating certain wastes contained in these discharges.

Customers who discharge waste to the sanitary sewer system in excess of the predetermined limits listed in the separate rate ordinance shall be required to pay a surcharge to cover the additional costs that will be incurred by the Village in treating such wastes.

Section Twelve: Pretreatment of industrial wastes.

Pretreatment of industrial wastes from major contributing industries prior to discharge to the sewer collection system shall be required and shall be subject to the rules and regulations established by the U.S. EPA and the Ohio EPA, in addition to any more stringent requirements that may be established by the Village.

Plans, specifications, and any other pertinent information relating to pretreatment or control facilities shall be submitted to the Village Administrator or his designate for review prior to the initiation of any new discharges, any new manufacturing processes that may result in discharges, and any new control or

pretreatment facilities. Approval must be obtained in writing from the Village Administrator prior to the construction or installation of any new processes or facilities. Once placed in operation, the owner must maintain the pretreatment facilities or controls in proper working order and provide monthly reports to the Village Administrator to show characteristics of the influent to and effluent from the pretreatment facility prior to its discharge into the sewer collection system. These reports must show the performance of the pretreatment facility and will be used by the Village to compare with Village monitoring records.

Section Thirteen: Access to Premises

(a) As a condition of the Village granting a Customer permission to connect to the public sanitary sewerage system and receive service, Customer shall grant permission to the Village to enter upon the property of the Customer in order to, without limitation, inspect, service, test, or repair any equipment connected to the public sanitary sewerage system. Neither the Village nor its agents or employees shall enter into the interior of any structure on the premises of a Customer without the express permission of such Customer, except in cases of emergency. Any agent or employee seeking entrance into or upon the premises of a Customer shall have and show Village provided proof of identification. Any agent or employee seeking entrance to the interior of any structures on the Premises shall advise the owner or occupant as to his purpose in doing so. Except in cases of emergency, no Customer shall be obligated to afford entrance or access to his/her Premises, except during normal business hours, and then only to such parts of the Premises as may be the location of Village-owned Facilities.

(b) Access to Premises - Limitations
Village Personnel, in the exercise of their sole discretion, may refuse to enter upon any Customer's property if such personnel have concerns about their safety due to the presence of unrestrained animals or any other safety issue that may be present on the Property. The Property Owner shall be responsible for any injuries sustained by village Personnel due to existence of dangerous conditions existing on the Property.

(c) Right-of-Way- The Customer, without reimbursement, will make or procure conveyance to the Village of right-of-way or right-of-entry and installed Facilities satisfactorily to the village to permit the village to cross Property between the village right-of-way and the Customer's Property at the location where utility service is to be furnished, including Property owned or controlled by the Customer for the Village's Facilities, extensions thereof, or appurtenances necessary or incidental to the supplying of utility service to the Customer.

Section Fourteen: Utility Customers Located Outside of the Village Corporation Limits.

As a condition of the Village providing utility services to any property located outside of the Village Corporation limits, the property owner must agree to submit to and cooperate with annexation proceedings when the property becomes adjacent to the Village corporation limits. In addition, utility customers located outside of the Village corporation limits shall be subject to higher rates and fees listed in the separate Utility rate ordinance for customers located within the Village corporation limits. Failure at any time to pay the applicable surcharge fees or failure to cooperate with the annexation proceedings may result in immediate deactivation of the water/sewer service to the customer.

Section Fifteen: Activation Fee.

Any water service that has been shut off due to non-payment of the bi-monthly utility bill, noncompliance with any section of this ordinance, or at the request of the utility customer will be subject to the activation fee set forth in a separate rate ordinance. In addition, prior to activation of the water service, the utility account must be paid in full and this activation fee must be paid to the Fiscal Officer or utility Billing Clerk. Water service turned off and reactivated due to an emergency will not be charged an activation fee.

Section Sixteen: Deposit Requirement for Tenants that are not the Property Owner.

(a) Tenants or property owners may activate utility accounts and request that utility services be placed in the requestor's name.

(b) Before any new utility customer can request that utility service be activated, the customer must show ID and proof of ownership of the property being activated. This proof of ownership should be a copy of the deed for the property. In rental situations, the renter must provide rent receipt, ID and a deposit must be paid to the Fiscal Officer or Utility Billing Clerk in the amount set forth in a separate rate ordinance. The Village will hold this deposit until the terms are met in a separate rate ordinance. If the account is not current when it is deactivated, the deposit will be applied to the outstanding balance on the account. The Village does not pay interest on deposit funds held for purposes of this ordinance.

(c) The Village will upon request furnish the property owner with a copy of the tenant's bi-monthly utility bill.

Section Seventeen: Bill Due Date, Late Fee, Shut Off Due to Nonpayment.

Each bi-monthly utility bill is due and payable by the 15th day of that month by every person, firm, corporation, or other entity who or which is the owner of property served by a connection to the Village water system. Utility bills with an outstanding balance not paid by the 15th of the month due are subject to a

one-time 15% penalty which will be added to the unpaid balance. With respect to a utility bill not paid by the 10th day of the second month after such utility bill is due, the Village shall have the right to shut off water service to the property that is subject to the delinquent utility bill as a result of such nonpayment.

Section Eighteen: Property Owner Responsible for Unpaid Utility Bills.

Regardless of the name in which the utility account is registered or billed, the legal owner or owners of the property are responsible for the payment of all unpaid utility bills. This responsibility for unpaid utility bills remains with the property and is assumed by the current owner at the time of collection of outstanding utility bills. All Village utility bills must be paid in full to the Fiscal Officer or utility Billing Clerk before an account is transferred to a new customer or reactivated.

Section Nineteen: Property Tax Assessments for Unpaid Balances.

An additional surcharge of One Hundred Dollars ($100) shall be added to each utility bill which is delinquent in excess of Three Hundred Dollars ($300) and which results in the Village assessing such delinquent charges with the Auditor's Office. As provided by Revised Code Section 743.04, such charges, together with the applicable surcharges, shall constitute a lien on the property so served, and if not paid when due shall be collected in the same manner as municipal corporation taxes.

Section Twenty: Requirement for Backflow Prevention.

All commercial, industrial and institutional water customers are required to install a reduced pressure backflow preventer approved by the Village Administrator on the municipal water connection where such connection enters the building prior to the connection of any branch connections or service lines.

Any residential customers who have any other pressurized water source entering the building or any potential for hazardous cross-connections, as determined by the Village, must install an approved reduced pressure backflow preventer on the municipal water connection where such connection enters the building prior to the connection of any branch connections or service lines.

Backflow preventers must be tested and certified annually by a certified and licensed person. Test results must be displayed on site, and copies of such test results must be submitted to the Village of Roseville and the County Health Department.

Backflow preventers not passing the annual test must be repaired immediately

or the water service will be deactivated until such repairs are made and the backflow preventer is certified to be in good working condition.

Section Twenty One: Requirements to Have Wells Inspected and to Cap Abandoned Wells.

All wells located within the Village Corporation limits are subject to annual inspections by the Village Administrator or his designee. Wells that are found to be inoperable must be made operable or capped by a person licensed to do so within thirty (30) days of receipt of notice from the Village. A copy of the well capping report must be submitted to the Village of Roseville and the County Health Department. If no action is taken by the property owner within thirty (30) days of receipt of notice, the Village Administrator will cause the well to be capped and the property owner will be billed the full cost of capping the well, including administrative fees.

Section Twenty Two: Removing Meter, Breaking Seal and Tampering.

No unauthorized person shall maliciously, willfully or negligently remove or tamper with any water meter or break any meter seal or break, damage, destroy, uncover, deface or tamper with any structure, appurtenance or equipment which is part of the waterworks or water distribution system.

Section Twenty Three: Unlawful Water Tapping.

(a) No person shall tap into the municipal water system, whether at the main or by a connection with another property already attached to the municipal water system, without first making application to the Village and paying the access permit fee. Anyone who violates this section shall be guilty of a misdemeanor of the fourth degree.

(b) No owner or occupant of real property in or outside the Village shall connect or cause his property to be connected to water lines of the municipal water system without first applying for and paying the access permit fee.

(c) The Village Administrator shall order the discontinuation of a service to any person found violating the provisions of this section, and such person shall be immediately deprived of such service until proper application has been made and the access permit fee has been paid.

(d) Any property owner, occupant, plumber or other person who violates this section shall have added to his water bill, any cost the Village may incur in shutting off and reactivating such service including the required activation fee.

Section Twenty Four: Tampering with Fire Hydrants.

No person other than a duly authorized representative of the Village, shall tamper with or turn on a fire hydrant for any other purpose, without first obtaining the consent of the Village Administrator.

Section Twenty Five: Penalty

Unless the penalty is contained within this ordinance, whoever violates or fails to comply with any of the provisions of this ordinance is guilty of a minor misdemeanor and shall be fined not more than one hundred fifty dollars ($150.00) for each separate offense. Each day of failing to comply with any of the provisions herein shall constitute a separate offense.

Section Twenty Six:

That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council, and of any of its committees that resulted in such formal action, were conducted in meetings open to the public, in compliance with all legal requirements.

Section Twenty Seven:

If any section, subsection, paragraph, clause or provision, or any part thereof of this ordinance shall be finally adjudicated by a court of competent jurisdiction to be invalid, the remainder of this
ordinance shall be unaffected by such adjudication and all the remaining provisions of this ordinance shall remain in full force and effect as though such section, subsection, paragraph, clause
or provision, or any part thereof so adjudicated to be invalid had not, to the extent of such invalidity, been included herein.

Section Twenty Eight: Enactment of This Ordinance

This ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare for the reasons set forth in the preamble hereto, and therefore, this Ordinance shall take effect immediately upon its passage by the affirmative vote of at least two-thirds (2/3) of the members of the Village Council; otherwise, this Ordinance shall take effect on a regular basis at the earliest time allowed by law.

PASSED, this ___17th___day of _December___2013____

_____

KIMBERLY DIXON, MAYOR

ATTEST:_____
HEIDI MILNER, FISCAL OFFICER

APPENDIX G

System Background

System Description:

		Unit
System Population	1,852	
Number of Connections - 2018 Average	929	
# Residential	885	
# Commercial/Industrial	44	
Average Daily Flow - 2018	0.1545	MGD
Peak Flow - 1/2018	0.2298	MGD
WTP / Well Daily Capacity	0.500	MGD
Plant Utilization (percent)	31	%
Interconnection(s)	1	2020
Storage Capacity -225,000 gallons	ADF 69% of Capacity	
Unaccounted for Water - Loss - 2018	33	%

		Unit
Source (Ground or Surface)	Ground	3 Wells
Water Rate for 7,756 gal. usage (converted to monthly)	$70.92	2.45%
Combined Rates for 7,756 usage (monthly)	$161.35	5.57%
MHI (Median Household Income) - ACS 2017	$34,784	
Combined Rates 5,000/% of MHI (monthly)	$111.97	3.86%
Are all connections metered?	Yes	

The Village reads all meters bi-monthly including nonrevenue accounts.

GREEMENT BETWEEN MUSKINGUM COUNTY AND THE VILLAGE OF ROSEVILLE FOR THE SALE OF WATER SERVICES

The AGREEMENT is made between the Board of County Commissioners, Muskingum County, Ohio, (hereinafter "County") pursuant to Resolution Number _____, and the Village of Roseville, Muskingum County, Ohio, (hereinafter "Village") pursuant to Resolution Number _____.

WITNESSETH

WHEREAS, the County, pursuant to the authority granted in Chapter 6103 of the Revised Code of the State of Ohio, operates a county water supply system; and

WHEREAS, the Village, pursuant to the authority granted in Chapter 743 of the Revised Code of the State of Ohio, operates a municipal water supply system; and

WHEREAS, the Village is interested in obtaining from the County a long term source of water for its municipal water supply system, and the County is agreeable to supply a long term source of water to the Village for its municipal water supply system;

NOW, THEREFORE, in consideration of the mutual promises and agreements contained in this Agreement, and for other good and valuable consideration, it is agreed by the County and the Village as follows:

1. **GENERAL AGREEMENT**:

The County owns and operates water treatment and distribution facilities within Muskingum County, Ohio. The Village is a municipal corporation which desires to purchase potable water services from the County. The County shall transport water through its distribution system to a point mutually agreed upon between the parties. At said point, a master meter shall be located. The County shall provide to the Village potable water utilizing said distribution facilities and master meter. The Village shall pay the rates and fees for such water services as hereafter provided.

2. **OBLIGATIONS OF THE COUNTY**:

2.1 In accordance with Ohio law the County shall, at its own expense, transport potable water through its current distribution system to an agreed upon point. At said point, the facility shall be capable of delivering water in a quantity of up to 300,000 (three-hundred thousand) gallons per day in accordance with the allotment permitted to the Village. At said point, the County shall provide a continuous and uninterrupted supply of potable water at a reasonable constant pressure to the Village.

2.1 The County will at all times operate and maintain its system and will take such action as may be necessary to furnish the Village with quantities of water as provided in Section 2.1 herein. In the event of an extended shortage of water, or if the supply of water available to the Village is otherwise diminished over an extended period of time, the supply of water to the Village's consumers shall be reduced or diminished in the same ratio or proportion as the supply to the County's consumers is reduced or diminished.

2.2 If a master meter has not previously been installed at the agreed upon point, a master meter, meter pit, valves of all types, gauges, pumps, telemetry equipment and all related and necessary appurtenances shall be installed by the County, at County expense. The County shall maintain all such equipment and the County shall pay for the maintenance of such equipment as is necessary. The County shall retain ownership of all such equipment. The County shall be responsible for the cost of any and all utilities (electric, gas, etc.) required for the operation of such equipment.

2.3 The County shall at all times be responsible for complying with all applicable Federal EPA, Ohio EPA and/or Zanesville-Muskingum County Health District rules and regulations.

3. **OBLIGATIONS OF THE VILLAGE**:

3.1 The Village shall be responsible for securing any property rights necessary to site said master meter pit and other equipment. The Village shall be responsible for all maintenance to the site, with the exception of any maintenance as previous defined in Section 2.2.

3.1 The Village agrees to design, construct, operate, maintain and regulate its own water storage and distribution system, in accordance with applicable Federal EPA, Ohio EPA and/or Zanesville-Muskingum County Health District rules and regulations. The Village agrees to maintain its water storage and distribution system in good condition in order to provide the maximum water storage and distribution capacity at all times.

3.2 The Village shall do all things and perform all activities necessary to test and maintain water quality within the Village's systems, including flushing the systems, testing water quality with the systems, and any other acts necessary to maintain water quality within the Village's systems. The County shall not be responsible for the ownership, maintenance and/or operation of any such water facilities.

3.3 The Village agrees to inform the County, as soon as practical, of any known changes in normal daily water supply requirements. The Village further agrees to cooperate with the County in regulating flow to meet changing needs within the County system and to enforce compliance with any water usage restrictions required by the County pursuant to this Agreement. The Village specifically agrees to abide by pumping schedules as may be established by the County for storage purposes.

3.4 At any time, the County may request from the Village, a detailed written statement setting forth the water rates charged by the Village.

4. **ALLOTMENT**:

The Village shall be entitled to an allotment amount of potable water of up to 300,000 (three-hundred thousand) gallons per day. In the event that the Village desires to obtain a quantity of water greater than the allotment amount, such amount shall be provided at the sole discretion of the County. In the event the County agrees to increase said allotment amount, it may do so by letter to the Village. Should the County determine that it is necessary, in order to provide said increase in allotment amount, to add conditions or terms to this Agreement, the County may propose such conditions or terms, in writing, to the Village. Upon the Village's acceptance thereof, which such acceptance shall not be unreasonably withheld, a letter containing such conditions or terms shall be incorporated herein as an addendum to this Agreement.

5. **WATER QUALITY AND PRESSURE**:

The County shall at all times, provide up to 210 gallons per minute (300,000 gallons per day) of potable water, at a minimum pressure of 65 PSI, and a minimum chlorine residual level of 0.7 mg/liter, and which meets the minimal requirements of the Ohio EPA, at the master meter entry point of such water into the distribution system of the Village. The County shall not be responsible for the quality of water beyond such master meter, which is provided to customers of the Village through its distribution system. Further, the Village shall be solely responsible for providing adequate pressure, by whatever means it deems necessary and advisable, for its customers in accordance with the administrative rules and guidelines of the Ohio EPA.

6. **MASTER METER; BILLING**:

6.1 As previously indicated, the County shall pay for a master meter and meter pit or concrete vault, and all other required devises at its own cost and expense at the agreed point of connection. On a monthly basis, the County shall read said meter and invoice the Village for the services so utilized. Commencing on the date in which the County actually begins to supply potable water services to the Village, which shall be designated year one (1) of the initial term of this Agreement, the Village shall pay the County for water services at the rate of $3.00 (three and 00/100 dollars) per thousand (1000) gallons of water. Commencing in year two (2) of the initial term of this Agreement, the Village shall pay the County for water services at the rate of $3.50 (three and 50/100 dollars) per thousand (1000) gallons of water. Commencing in year three (3) of the initial term of this Agreement, and in any subsequent renewal term of this Agreement, three (3) of the initial term of this Agreement, the Village shall pay the County for water services at the rate of $3.80 (three and 80/100 dollars) per thousand (1000) gallons of water. Commencing in year four (4) of the initial term of this Agreement, the County reserves the right to increase the cost of water services provided to the Village up to three percent (3%) per thousand (1,000) gallons of water annually, however the Village will always receive the County's lowest or most favorable rate. The County may request in writing, at least 90 days before annual rate change, and the Village Council may authorize an increase of more than three percent (3%) on the rare occasion that the County's bulk water rate increase for the Village is insufficient

in covering the operation and maintenance costs of providing bulk water to the Village. The Village shall be responsible for paying such invoice regardless of the manner in which the water has been utilized after entering the system through the master meter, including any water that is lost or wasted through leaks or otherwise within the Village's systems.

6.2 The Village shall be allowed five (5) days per year which can be requested as an "average billing day" for purposes of flushing hydrants without being charged for the water used during the hydrant flushing.

7. **TERM; RENEWAL**:

7.1 This Agreement shall be effective upon the date of execution of the same for an i**nitial term of fifty (50) years**, subject to earlier termination as provided herein.

7.2 This agreement may be renewed, by mutual written agreement of the parties, for an additional **fifty (50) year renewal term**, in the form in which it then exists and with such additions or amendments as may have occurred.

7.3 It is expressly understood and recognized by the parties to this Agreement that the accrual of benefits to the parties to this Agreement may take decades and that the construction of water facilities by both parties is of long term usefulness and duration.

8. **EXCLUSIVITY**:

The County shall be the exclusive water service provider to the Village, and the Village shall not obtain for itself or purchase potable water services from any other provider of such service without the express written consent of the County. In the event the County is unable to provide the Village with the allotment of potable water as described in Section 4, the Village may at their discretion, purchase water from another source over and above the allotment of potable water furnished by the County.

9. **TERMINATION OF AGREEMENT**:

The Village understands and agrees that the County will be required to make a substantial investment in infrastructure in order to provide water service to the Village. The County estimates that such investment in infrastructure will be approximately $600,000.00 (six hundred thousand dollars), which the County contemplates funding through a 30 (thirty) year loan from either the Ohio EPA Division of Environmental and Financial Assistance or the Ohio Water Development Authority. In the event the Village terminates this Agreement prior to the conclusion of the 50 (fifty) year initial term, the Village shall be required to compensate the County in an amount equal to the unpaid loan balance owed by the County to the lender, as well as any unpaid balance due the County for water services previously furnished.

10. **CURTAILMENT OF WATER SERVICE**:

10.1 The County shall be obligated to provide the water required under the terms of this Agreement unless the County is unable to provide such water due to water shortage, interruption in supply or delivery, unusual demand, mechanical malfunctions, strikes, war, riot, weather conditions and acts of God, governmental rules, regulations or orders, including judgments of a court or tribunal, administrative agency, or conditions beyond the control of the County. In the occurrence of any of these events, the County shall promptly notify the Village of such and shall use its best efforts to promptly provide or re-establish such water services. Further, in any occurrence of any of these events, the Village shall be permitted to obtain alternative water services temporarily until the County is able to resume provisions of such services.

10.2 It is further agreed that the County shall have the right to temporarily shut off the water service to the Village whenever alterations, additions, or maintenance operations make it necessary. The Village shall be given advance notice of two (2) days on any planned outage. In the event of an emergency outage, the Village shall be notified as soon as possible.

10.3 When emergency conditions necessitate temporary curtailment of water usage to ensure that all water customers will have adequate volume and pressure of water for essential health and safety purposes, the County, may order a temporary curtailment of water supply to the Village. Any such curtailment shall apply proportionately to all County customers, except when the emergency condition was caused or created by the Village.

10.4 Upon written notice of an order to the Village for temporary curtailment of water service, the Village agrees to take every reasonable and appropriate action to curtail the use of water by its inhabitants and users throughout the geographic territory affected by the curtailment order.

11. **NOTICE**:

Any notice required by this Agreement shall be in writing, shall be signed by the party giving the same, and shall be deemed given when the same is delivered to the party to which is addressed, at such party's notice address determined as follows:

As to the County: Water Department Manager
Muskingum County Water Department
375 Richards Road
Zanesville, Ohio 43701

Or such other address of which the County shall have given notice to the Village.

As to the Village: The Village of Roseville
107 North Main Street
Roseville, Ohio 43777

Or such other address of which the Village shall have given notice to the County.

12. **MULTIPLE ORIGINALS**:

This Agreement may be executed in two or more counterparts, each of which shall constitute a duplicate original and all of which shall constitute one and the same Agreement.

13. **BINDING EFFECT; ASSIGNMENT**:

This Agreement shall be binding upon and inure to the sole benefit of the parties hereto. The Village shall not assign its rights, duties or obligations under this Agreement to any other person, partnership, corporation, or other entity, without the prior written consent of the County. Likewise, the County shall not assign its rights, duties or obligations under this Agreement to any other person, partnership, corporation, or other entity, without the prior written consent of the Village.

14. **GOVERNING LAW**:

This Agreement is governed by, and shall be construed is accordance with, the laws of the State of Ohio.

15. **SUBORDINATION**:

This Agreement shall, in all respects, be subject to the provisions of any indenture of mortgage, trust agreement, trust indenture agreement, bond agreement, loan agreement, or other financing agreement, which may be entered into by the County to secure bonds, notes, or other financing to pay the cost, or a portion thereof, of extending and improving its water system. No indenture of mortgage, trust agreement, trust indenture agreement, bond agreement, loan agreement, or other financing agreement has been, or will be, entered into, wherein the County's default would result in the loss of service or capacity to the Village.

16. **ENFORCEABILITY**:

If any portion of this Agreement proves to be invalid or unconstitutional, the same shall not be held to invalidate or impair the validity, force, or effect of any other portion of this Agreement, unless it clearly appears that such other portion is wholly or necessarily dependent for its operation upon the portion so held invalid or unconstitutional.

17. **WAIVER**:

The waiver by either party of a breach or violation of any provision of this Agreement shall not operate or be construed to be a waiver of any subsequent breach thereof.

18. **ENTIRE AGREEMENT**:

18.1 This Agreement incorporates all prior agreements, negotiations, and understandings of the parties. There are no covenants, promises, agreements, letters, conditions, or understandings, either oral or written, between them relating to the subject matter of this Agreement, other than those set forth herein, and all such matters are merged with and incorporated herein.

18.2 No representation or warranty has been made by or on behalf of any party to this Agreement, including any elected official, employee, or agent thereof, to induce any other party to enter into this Agreement or to abide by or consummate any transactions contemplated by the terms of this Agreement, except those expressly set forth herein.

18.3 Any amendments providing for any addition, deletion, substitution, or modification of this Agreement must be in writing and executed by the parties. Upon is execution, such amendment shall supersede any existing provision of this Agreement in accordance with its terms and shall continue in full force and effect for the duration of this Agreement. All other provisions of this Agreement not effected by the amendment shall continue in full force and effect for the term of this Agreement.

18.4 No alteration, amendment, change, or addition to the Agreement shall be binding upon any party unless made in writing and signed by said parties.

19. **MISCELLANEOUS**:

19.1 Nothing contained in this Agreement shall be construed so as to limit the authority of either entity under applicable Ohio law, including but not limited to, the right of each entity to levy taxes and assessments, charges, fees, etc., as each entity deems necessary and/or appropriate to provide services to its users.

19.2 The Village shall be required to adopt and enforce such rules and regulations as the Ohio EPA has lawfully adopted to prevent contamination, backflow, or interconnection of any other water source which such contamination, backflow, or interconnection could affect the quality of water within any facilities of the County water distribution systems.

19.3 In the event of any occurrence rendering the Village incapable of performance under this Agreement, any successor of the Village shall succeed to the rights of the Village hereunder only upon the prior approval of the County.

20. **ARBITRATION**:

In the event that any controversy or differences shall arise between the County and the Village with respect to the interpretation and effect of this Agreement or their respective rights, obligations or liabilities hereunder or the payments to be made and collected pursuant to the provisions hereof, then such controversy or differences shall be submitted to a board of three arbitrators, one to be chosen by the Village, one to be chosen by the County, and the third to be chosen by the other two, and the decision of any two of such arbitrators shall be final and binding upon the County and the Village. Arbitrator compensation shall be borne by the Parties in equal shares.

IN WITNESS WHEREOF, we have set our hands on the date set forth below.

BOARD OF COUNTY COMMISSIONERS, MUSKINGUM COUNTY, OHIO:

BY: _____ Date of execution:_____, 2018
COUNTY COMMISSIONER

BY: _____
COUNTY COMMISSIONER

BY: _____
COUNTY COMMISSIONER

Duly authorized by a resolution adopted by the Board of County Commissioners on the ____day of _____, 2018.

VILLAGE OF ROSEVILLE, OHIO:

BY: _____ Date of execution: _____, 2018
MAYOR

BY: _____
COUNCIL PRESIDENT

Duly authorized by Ordinance No. _____adopted by the Village Council of the Village of Roseville, Ohio, on the _____day of _____, 2018.

APPROVED AS TO FORM:

_____
Assistant Prosecuting Attorney
Muskingum County, Ohio

APPROVED AS TO FORM:

_____
Village Solicitor
Village of Roseville, Ohio

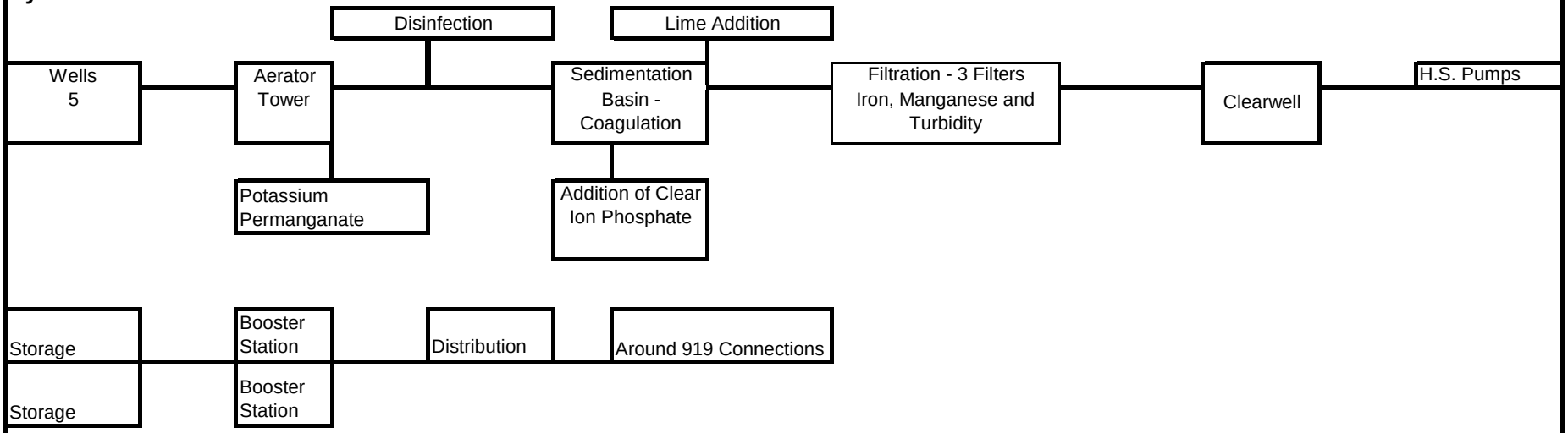
APPENDIX G

System Schematic & Treatment Description

Water Treatment Description:

Roseville has a Class II groundwater treatment plant with aeration (oxidation), a sedimentation basin for coagulation, filtration for iron, manganese and turbidity removal, lime addition for ph. adjustment, disinfection and addition of potassium permanganate (KMn04). See schematic below. Note the Village plans connecting with Muskingum County in 2020 to purchase bulk water and then abandon their WTP.

System Schematic



APPENDIX H

Inventory Summary

Water Utility	Unit	Description
Connections	#	Around 885 Residential, 44 Commercial/Other for a total of 929 connections (2018 Average).
Distribution Mains	LF	78,351 linear feet (1” to 12”); around 14.8 miles
Hydrants	#	83
System Valves	#	161 main valves, 9 control valves
Water Storage	#	2 buried; totaling 225,000 gallons
Booster Stations	#	2
Average Gallons Produced	ADF	154,500 gallons per day - 2018
Capacity Storage	%	Average daily flow is around 69% of total storage available, have 24 hour storage
Water Loss	% or Gallons	33% - 2018 – 18.73 MG

	2019	Mains														
Object ID	Facility ID	Asset Category	Asset Status	Location	Capacity/Size	Type/ Material	Number /Linear Feet	Install Date	Age	Expected Useful Life	Remaining Useful Life	Probability of Failure/Condition	Consequence of Failure	Risk	Unit Cost	Replacement Cost
2	wML2	Potable	Active	ATHENS	6	DIP	29.82	1939	80	100	20	4	3	12	143	$4,264
164	wML164	Potable	Active	CROWLEY	1	GP	223.83	1939	80	100	20	4	1	4	107	$23,950
197	wML197	Potable	Active	NELSON	1	GP	406.92	1939	80	100	20	4	1	4	107	$43,541
145	wML145	Potable	Active	3RD	1	DIP	133.05	1939	80	80	0	4	1	4	107	$14,236
30	wML30	Potable	Active	BACK	1.25	DIP	797.90	1939	80	80	0	4	1	4	107	$85,375
31	wML31	Potable	Active	ANDERS	1.5	DIP	452.71	1939	80	80	0	4	1	4	107	$48,440
32	wML32	Potable	Active	ANDERS	1.5	DIP	135.22	1939	80	80	0	4	1	4	107	$14,469
96	wML96	Potable	Active	TAD	1.5	DIP	346.26	1939	80	80	0	4	1	4	107	$37,049
127	wML127	Potable	Active	TAD	1.5	DIP	2.88	1939	80	80	0	4	1	4	107	$309
162	wML162	Potable	Active	ANDERS	1.5	DIP	32.39	1939	80	80	0	4	1	4	107	$3,466
1	wML1	Potable	Active	VILLAGE GREEN	2	DIP	213.73	1939	80	80	0	4	1	4	107	$22,870
33	wML33	Potable	Active	VILLAGE GREEN APTS	2	DIP	7.53	1939	80	80	0	4	1	4	107	$805
34	wML34	Potable	Active	OLD RAINER	2	DIP	537.98	1939	80	80	0	4	1	4	107	$57,564
38	wML38	Potable	Active	WEST	2	DIP	536.22	1939	80	80	0	4	1	4	107	$57,376
160	wML160	Potable	Active	ATHENS	2	DIP	4.85	1939	80	80	0	4	1	4	107	$519
177	wML177	Potable	Active	OLD RAINER	2	DIP	0.30	1939	80	80	0	4	1	4	107	$33
178	wML178	Potable	Active	OLD RAINER	2	DIP	518.12	1939	80	80	0	4	1	4	107	$55,439
130	wML130	Potable	Active	WALNUT	3	DIP	664.59	1939	80	80	0	4	2	8	107	$71,111
6	wML6	Potable	Active	1ST	4	DIP	15.13	1939	80	100	20	4	2	8	107	$1,619
9	wML9	Potable	Active	FRANKLIN	4	DIP	2.03	1939	80	100	20	4	2	8	107	$217
10	wML10	Potable	Active	WILSON/PERRY	4	DIP	244.02	1939	80	100	20	4	2	8	107	$26,110
20	wML20	Potable	Active	CHANEY	4	DIP	12.44	1939	80	100	20	4	2	8	107	$1,332
22	wML22	Potable	Active	BRIDGE / WASHINGTON	4	DIP	900.60	1939	80	100	20	4	2	8	107	$96,364
23	wML23	Potable	Active	WASHINGTON	4	DIP	488.07	1939	80	100	20	4	2	8	107	$52,224
39	wML39	Potable	Active	HICKORY	4	DIP	512.35	1939	80	100	20	4	2	8	107	$54,821
40	wML40	Potable	Active	JAMES	4	DIP	25.82	1939	80	100	20	4	2	8	107	$2,763
43	wML43	Potable	Active	WILSON	4	DIP	372.49	1939	80	100	20	4	2	8	107	$39,857
44	wML44	Potable	Active	CEMETERY	4	DIP	878.92	1939	80	100	20	4	2	8	107	$94,045
55	wML55	Potable	Active	WASHINGTON	4	DIP	518.85	1939	80	100	20	4	2	8	107	$55,517
76	wML76	Potable	Active	FRANKLIN	4	DIP	480.05	1939	80	100	20	4	2	8	107	$51,366
83	wML83	Potable	Active	STINE	4	DIP	457.68	1939	80	100	20	4	2	8	107	$48,971
84	wML84	Potable	Active	STINE	4	DIP	26.91	1939	80	100	20	4	2	8	107	$2,879
85	wML85	Potable	Active	5TH	4	DIP	173.99	1939	80	100	20	4	2	8	107	$18,617
86	wML86	Potable	Active	BRIDGE	4	DIP	8.82	1939	80	100	20	4	2	8	107	$943
93	wML93	Potable	Active	WILSON	4	DIP	462.23	1939	80	100	20	4	2	8	107	$49,458
94	wML94	Potable	Active	CHURCH	4	DIP	492.50	1939	80	100	20	4	2	8	107	$52,698
103	wML103	Potable	Active	HICKORY	4	DIP	4.10	1939	80	100	20	4	2	8	107	$439
113	wML113	Potable	Active	LAKE	4	DIP	562.13	1939	80	100	20	4	2	8	107	$60,148
115	wML115	Potable	Active	STOCKELY	4	DIP	129.03	1939	80	100	20	4	2	8	107	$13,806
139	wML139	Potable	Active	CHURCH	4	DIP	13.34	1939	80	100	20	4	2	8	107	$1,427
153	wML153	Potable	Active	5TH	4	DIP	40.94	1939	80	100	20	4	2	8	107	$4,381
154	wML154	Potable	Active	4TH	4	DIP	567.56	1939	80	100	20	4	2	8	107	$60,729
155	wML155	Potable	Active	POTTERS.	4	DIP	662.92	1939	80	100	20	4	2	8	107	$70,932
156	wML156	Potable	Active	POTTERS	4	DIP	826.71	1939	80	100	20	4	2	8	107	$88,458
157	wML157	Potable	Active	1ST	4	DIP	467.94	1939	80	100	20	4	2	8	107	$50,069
158	wML158	Potable	Active	HALL / CHANEY	4	DIP	1,261.18	1939	80	100	20	4	2	8	107	$134,946
159	wML159	Potable	Active	JAMES	4	DIP	450.49	1939	80	100	20	4	2	8	107	$48,202
212	wML212	Potable	Active	STOCKELY	4	DIP	58.27	1939	80	100	20	4	2	8	107	$6,235
214	wML214	Potable	Active	STOCKELY	4	DIP	73.64	1939	80	100	20	4	2	8	107	$7,880
95	wML95	Potable	Active	TAD / WALNUT	4	DIP	564.65	1939	80	80	0	4	2	8	107	$60,417
3	wML3	Potable	Active	ATHENS	6	DIP	1,005.02	1939	80	100	20	4	3	12	143	$143,718
4	wML4	Potable	Active	JAMES	6	DIP	967.86	1939	80	100	20	4	3	12	143	$138,404
5	wML5	Potable	Active	1ST	6	DIP	218.48	1939	80	100	20	4	3	12	143	$31,243
7	wML7	Potable	Active	1ST	6	DIP	43.91	1939	80	100	20	4	3	12	143	$6,280
8	wML8	Potable	Active	PERRY	6	DIP	11.56	1939	80	100	20	4	3	12	143	$1,653
12	wML12	Potable	Active	3RD	6	DIP	17.58	1939	80	100	20	4	3	12	143	$2,514
13	wML13	Potable	Active	1ST	6	DIP	134.67	1939	80	100	20	4	3	12	143	$19,257
14	wML14	Potable	Active	ELM	6	DIP	36.64	1939	80	100	20	4	3	12	143	$5,239
17	wML17	Potable	Active	KARL BROWN	6	DIP	0.78	1939	80	100	20	4	3	12	143	$112
21	wML21	Potable	Active	BUSHCREEK	6	DIP	76.40	1939	80	100	20	4	3	12	143	$10,926
41	wML41	Potable	Active	BUSHCREEK / 1ST	6	DIP	464.17	1939	80	100	20	4	3	12	143	$66,377
45	wML45	Potable	Active	CENTER	6	DIP	437.67	1939	80	100	20	4	3	12	143	$62,586
46	wML46	Potable	Active	TERRACE	6	DIP	475.00	1939	80	100	20	4	3	12	143	$67,925
47	wML47	Potable	Active	CENTER	6	DIP	17.94	1939	80	100	20	4	3	12	143	$2,566
48	wML48	Potable	Active	COPE	6	DIP	287.72	1939	80	100	20	4	3	12	143	$41,144

49	wML49	Potable	Active	WALNUT	6	DIP	24.00	1939	80	100	20	4	3	12	143	$3,432
50	wML50	Potable	Active	PERRY	6	DIP	313.47	1939	80	100	20	4	3	12	143	$44,826
51	wML51	Potable	Active	ELM	6	DIP	563.33	1939	80	100	20	4	3	12	143	$80,556
52	wML52	Potable	Active	PERRY	6	DIP	26.85	1939	80	100	20	4	3	12	143	$3,840
56	wML56	Potable	Active	KARL BROWN	6	DIP	574.78	1939	80	100	20	4	3	12	143	$82,193
58	wML58	Potable	Active	ZANESVILLE	6	DIP	773.90	1939	80	100	20	4	3	12	143	$110,668
59	wML59	Potable	Active	ZANESVILLE	6	DIP	522.85	1939	80	100	20	4	3	12	143	$74,768
60	wML60	Potable	Active	PANSBOTTOM	6	DIP	26.97	1939	80	100	20	4	3	12	143	$3,856
62	wML62	Potable	Active	PANSBOTTOM	6	DIP	1,027.39	1939	80	100	20	4	3	12	143	$146,916
74	wML74	Potable	Active	RACE	6	DIP	20.27	1939	80	100	20	4	3	12	143	$2,898
75	wML75	Potable	Active	COPE	6	DIP	704.42	1939	80	100	20	4	3	12	143	$100,731
77	wML77	Potable	Active	PERRY	6	DIP	168.73	1939	80	100	20	4	3	12	143	$24,128
78	wML78	Potable	Active	PERRY	6	DIP	105.43	1939	80	100	20	4	3	12	143	$15,077
79	wML79	Potable	Active	PERRY	6	DIP	142.76	1939	80	100	20	4	3	12	143	$20,415
80	wML80	Potable	Active	PERRY	6	DIP	117.55	1939	80	100	20	4	3	12	143	$16,810
81	wML81	Potable	Active	POTTERS	6	DIP	5.93	1939	80	100	20	4	3	12	143	$848
87	wML87	Potable	Active	COPE	6	DIP	12.25	1939	80	100	20	4	3	12	143	$1,752
88	wML88	Potable	Active	WALNUT	6	DIP	280.29	1939	80	100	20	4	3	12	143	$40,082
89	wML89	Potable	Active	RACE	6	DIP	3.69	1939	80	100	20	4	3	12	143	$527
100	wML100	Potable	Active	SUMMIT	6	DIP	321.85	1939	80	100	20	4	3	12	143	$46,024
104	wML104	Potable	Active	SUMMIT	6	DIP	0.36	1939	80	100	20	4	3	12	143	$52
112	wML112	Potable	Active	ZANESVILLE	6	DIP	178.49	1939	80	100	20	4	3	12	143	$25,524
114	wML114	Potable	Active	PERRY	6	DIP	264.06	1939	80	100	20	4	3	12	143	$37,761
116	wML116	Potable	Active	LAKE	6	DIP	377.91	1939	80	100	20	4	3	12	143	$54,041
117	wML117	Potable	Active	ZANESVILLE	6	DIP	417.18	1939	80	100	20	4	3	12	143	$59,657
118	wML118	Potable	Active	ZANESVILLE	6	DIP	358.05	1939	80	100	20	4	3	12	143	$51,202
119	wML119	Potable	Active	LAKE	6	DIP	523.33	1939	80	100	20	4	3	12	143	$74,837
121	wML121	Potable	Active	LAKE	6	DIP	2.93	1939	80	100	20	4	3	12	143	$419
122	wML122	Potable	Active	RACE	6	DIP	378.66	1939	80	100	20	4	3	12	143	$54,148
123	wML123	Potable	Active	RACE	6	DIP	33.26	1939	80	100	20	4	3	12	143	$4,756
124	wML124	Potable	Active	RACE	6	DIP	16.14	1939	80	100	20	4	3	12	143	$2,308
125	wML125	Potable	Active	WALNUT	6	DIP	16.78	1939	80	100	20	4	3	12	143	$2,400
126	wML126	Potable	Active	TAD	6	DIP	347.47	1939	80	100	20	4	3	12	143	$49,688
128	wML128	Potable	Active	RACE	6	DIP	514.99	1939	80	100	20	4	3	12	143	$73,644
129	wML129	Potable	Active	WALNUT	6	DIP	509.40	1939	80	100	20	4	3	12	143	$72,844
131	wML131	Potable	Active	HIGH	6	DIP	263.97	1939	80	100	20	4	3	12	143	$37,748
132	wML132	Potable	Active	HIGH	6	DIP	543.15	1939	80	100	20	4	3	12	143	$77,671
133	wML133	Potable	Active	COPE	6	DIP	424.11	1939	80	100	20	4	3	12	143	$60,648
134	wML134	Potable	Active	HIGH	6	DIP	49.05	1939	80	100	20	4	3	12	143	$7,014
135	wML135	Potable	Active	TERRACE	6	DIP	318.49	1939	80	100	20	4	3	12	143	$45,544
136	wML136	Potable	Active	TERRACE	6	DIP	20.86	1939	80	100	20	4	3	12	143	$2,984
137	wML137	Potable	Active	STINE	6	DIP	18.35	1939	80	100	20	4	3	12	143	$2,625
138	wML138	Potable	Active	TERRACE	6	DIP	348.24	1939	80	100	20	4	3	12	143	$49,798
140	wML140	Potable	Active	TERRACE	6	DIP	247.83	1939	80	100	20	4	3	12	143	$35,439
141	wML141	Potable	Active	RAILROAD	6	DIP	24.18	1939	80	100	20	4	3	12	143	$3,458
142	wML142	Potable	Active	RAILROAD	6	DIP	797.39	1939	80	100	20	4	3	12	143	$114,027
143	wML143	Potable	Active	RAILROAD	6	DIP	450.71	1939	80	100	20	4	3	12	143	$64,451
144	wML144	Potable	Active	PERRY / 3RD	6	DIP	847.09	1939	80	100	20	4	3	12	143	$121,134
147	wML147	Potable	Active	PERRY	6	DIP	42.17	1939	80	100	20	4	3	12	143	$6,030
148	wML148	Potable	Active	2ND	6	DIP	295.72	1939	80	100	20	4	3	12	143	$42,287
150	wML150	Potable	Active	1ST	6	DIP	181.78	1939	80	100	20	4	3	12	143	$25,995
165	wML165	Potable	Active	CROWLEY	6	DIP	383.82	1939	80	100	20	4	3	12	143	$54,886
166	wML166	Potable	Active	ATHENS	6	DIP	176.08	1939	80	100	20	4	3	12	143	$25,179
171	wML171	Potable	Active	ATHENS	6	DIP	320.40	1939	80	100	20	4	3	12	143	$45,818
172	wML172	Potable	Active	ATHENS	6	DIP	170.80	1939	80	100	20	4	3	12	143	$24,425
188	wML188	Potable	Active	COPE	6	DIP	25.24	1939	80	100	20	4	3	12	143	$3,610
190	wML190	Potable	Active	MAIN	6	DIP	45.70	1939	80	100	20	4	3	12	143	$6,535
191	wML191	Potable	Active	MAIN	6	DIP	2.00	1939	80	100	20	4	3	12	143	$286
192	wML192	Potable	Active	MAIN	6	DIP	436.03	1939	80	100	20	4	3	12	143	$62,352
194	wML194	Potable	Active	LAKE	6	DIP	70.05	1939	80	100	20	4	3	12	143	$10,017
195	wML195	Potable	Active	LAKE	6	DIP	72.23	1939	80	100	20	4	3	12	143	$10,329
198	wML198	Potable	Active	WALNUT	6	DIP	47.52	1939	80	100	20	4	3	12	143	$6,795
199	wML199	Potable	Active	WALNUT	6	DIP	24.93	1939	80	100	20	4	3	12	143	$3,565
213	wML213	Potable	Active	STOCKELY	6	DIP	191.96	1939	80	100	20	4	3	12	143	$27,451
215	wML215	Potable	Active	PERRY	6	DIP	19.23	1939	80	100	20	4	3	12	143	$2,750
216	wML216	Potable	Active	PERRY	6	DIP	0.93	1939	80	100	20	4	3	12	143	$133
217	wML217	Potable	Active	PERRY	6	DIP	54.97	1939	80	100	20	4	3	12	143	$7,861
101	wML101	Potable	Active	PEGGY	6	DIP	688.87	1939	80	80	0	4	3	12	143	$98,509

120	wML120	Potable	Active	LAKE	6	DIP	481.94	1939	80	80	0	4	3	12	143	$68,917
161	wML161	Potable	Active	ATHENS	6	DIP	9.21	1939	80	80	0	4	3	12	143	$1,317
163	wML163	Potable	Active	CROWLEY	6	DIP	1.14	1939	80	80	0	4	3	12	143	$163
186	wML186	Potable	Active	PARKVIEW	6	DIP	1.93	1939	80	80	0	4	3	12	143	$276
189	wML189	Potable	Active	ATHENS	6	DIP	141.43	1939	80	80	0	4	3	12	143	$20,225
222	wML101	Potable	Active	THORNBERRY	6	DIP	288.03	1939	80	80	0	4	3	12	143	$41,189
11	wML11	Potable	Active	MAIN	8	DIP	57.72	1939	80	100	20	4	3	12	143	$8,254
25	wML25	Potable	Active	MAIN	8	DIP	428.76	1939	80	100	20	4	3	12	143	$61,312
26	wML26	Potable	Active	MAIN	8	DIP	299.84	1939	80	100	20	4	3	12	143	$42,877
27	wML27	Potable	Active	MAIN	8	DIP	273.40	1939	80	100	20	4	3	12	143	$39,097
28	wML28	Potable	Active	MAIN	8	DIP	434.47	1939	80	100	20	4	3	12	143	$62,129
29	wML29	Potable	Active	BACK	8	DIP	782.61	1939	80	100	20	4	3	12	143	$111,914
53	wML53	Potable	Active	ELM	8	DIP	470.22	1939	80	100	20	4	3	12	143	$67,241
54	wML54	Potable	Active	ELM	8	DIP	210.99	1939	80	100	20	4	3	12	143	$30,171
63	wML63	Potable	Active	BALLPARK	8	DIP	379.38	1939	80	100	20	4	3	12	143	$54,251
64	wML64	Potable	Active	GORDON	8	DIP	442.48	1939	80	100	20	4	3	12	143	$63,275
65	wML65	Potable	Active	GORDON	8	DIP	522.31	1939	80	100	20	4	3	12	143	$74,691
66	wML66	Potable	Active	GORDON / MCCOY	8	DIP	509.81	1939	80	100	20	4	3	12	143	$72,903
67	wML67	Potable	Active	MCCOY / MAPLE	8	DIP	620.56	1939	80	100	20	4	3	12	143	$88,740
82	wML82	Potable	Active	2ND	8	DIP	17.27	1939	80	100	20	4	3	12	143	$2,469
102	wML102	Potable	Active	MAIN	8	DIP	24.84	1939	80	100	20	4	3	12	143	$3,552
146	wML146	Potable	Active	MAIN	8	DIP	567.74	1939	80	100	20	4	3	12	143	$81,187
149	wML149	Potable	Active	MAIN	8	DIP	593.82	1939	80	100	20	4	3	12	143	$84,916
151	wML151	Potable	Active	MAIN	8	DIP	870.71	1939	80	100	20	4	3	12	143	$124,512
152	wML152	Potable	Active	MAIN	8	DIP	681.48	1939	80	100	20	4	3	12	143	$97,452
181	wML181	Potable	Active	BACK	8	DIP	34.37	1939	80	100	20	4	3	12	143	$4,914
182	wML182	Potable	Active	GORDON	8	DIP	13.89	1939	80	100	20	4	3	12	143	$1,986
209	wML209	Potable	Active	BACK	8	DIP	94.83	1939	80	100	20	4	3	12	143	$13,561
219	wML219	Potable	Active	BALLPARK	8	DIP	1.17	1939	80	100	20	4	3	12	143	$167
220	wML220	Potable	Active	BALLPARK	8	DIP	2.81	1939	80	100	20	4	3	12	143	$402
174	wML174	Potable	Active	OLD RAINER	6	TTE	14.46	1965	54	70	16	3	3	9	143	$2,068
180	wML180	Potable	Active	OLD RAINER	6	TTE	26.33	1965	54	70	16	3	3	9	143	$3,765
173	wML173	Potable	Active	ATHENS	6	TTE	722.73	1965	54	70	16	3	3	9	143	$103,350
175	wML175	Potable	Active	OLD RAINER	6	TTE	1,760.81	1965	54	70	16	3	3	9	143	$251,796
176	wML176	Potable	Active	OLD RAINER	6	TTE	310.96	1965	54	70	16	3	3	9	143	$44,467
179	wML179	Potable	Active	SR 93	6	TTE	24.33	1965	54	70	16	3	3	9	143	$3,479
37	wML37	Potable	Active	SR 93	6	SDR21	3,574.86	1970	49	80	31	2	3	6	143	$511,206
16	wML16	Potable	Active	PARKVIEW	6	PVC	191.09	1980	39	80	41	2	3	6	143	$27,326
57	wML57	Potable	Active	PARKVIEW	6	PVC	1,136.51	1980	39	80	41	2	3	6	143	$162,520
196	wML196	Potable	Active	PARKVIEW	6	PVC	456.78	1980	39	80	41	2	3	6	143	$65,320
35	wML35	Potable	Active	OLD RAINER	3	PVC	5.23	1990	29	80	51	2	2	4	107	$559
36	wML36	Potable	Active	OLD RAINER	3	PVC	779.28	1990	29	80	51	2	2	4	107	$83,383
15	wML15	Potable	Active	MEADOW	6	PVC	49.49	1990	29	80	51	2	3	6	143	$7,077
105	wML105	Potable	Active	MEADOW	6	PVC	358.33	1990	29	80	51	2	3	6	143	$51,242
106	wML106	Potable	Active	MEADOW	6	PVC	455.86	1990	29	80	51	2	3	6	143	$65,188
167	wML167	Potable	Active	ATHENS	4	PVC	126.71	1998	21	80	59	2	2	4	107	$13,558
24	wML24	Potable	Active	ATHENS	4	PVC	816.37	1998	21	80	59	2	2	4	107	$87,352
221	wML24	Potable	Active	ATHENS	4	PVC	347.12	1998	21	80	59	2	2	4	107	$37,142
19	wML19	Potable	Active	SHIELA	6	PVC	2.32	1998	21	80	59	2	3	6	143	$331
68	wML68	Potable	Active	SHIELA	6	PVC	4.23	1998	21	80	59	2	3	6	143	$605
70	wML70	Potable	Active	SHIELA	6	PVC	0.76	1998	21	80	59	2	3	6	143	$109
91	wML91	Potable	Active	CROWLEY	6	PVC	607.27	1998	21	80	59	2	3	6	143	$86,839
92	wML92	Potable	Active	CROWLEY	6	PVC	495.74	1998	21	80	59	2	3	6	143	$70,890
108	wML108	Potable	Active	ROSEHILL	6	PVC	40.62	1998	21	80	59	2	3	6	143	$5,808
18	wML18	Potable	Active	SHIELA	6	SDR21	389.89	1998	21	80	59	2	3	6	143	$55,754
61	wML61	Potable	Active	ZNESVILLE/ ROSEVILLE	6	SDR21	452.91	1998	21	80	59	2	3	6	143	$64,766
69	wML69	Potable	Active	SHIELA	6	SDR21	803.81	1998	21	80	59	2	3	6	143	$114,945
71	wML71	Potable	Active	SHIELA	6	SDR21	354.97	1998	21	80	59	2	3	6	143	$50,761
90	wML90	Potable	Active	ROSEHILL	6	SDR21	5.94	1998	21	80	59	2	3	6	143	$850
107	wML107	Potable	Active	ROSEHILL	6	SDR21	4,139.02	1998	21	80	59	2	3	6	143	$591,879
109	wML109	Potable	Active	ROSEHILL	6	SDR21	2,285.63	1998	21	80	59	2	3	6	143	$326,845
110	wML110	Potable	Active	ROSEHILL	6	SDR21	867.50	1998	21	80	59	2	3	6	143	$124,053
111	wML111	Potable	Active	ROSEHILL	6	SDR21	1,144.38	1998	21	80	59	2	3	6	143	$163,647
211	wML211	Potable	Active	PARKVIEW	8	SDR21	65.96	1998	21	80	59	2	3	6	143	$9,433
200	wML200	Potable	Active	PARKVIEW	8	SDR21	25.46	1998	21	80	59	2	3	6	143	$3,641
201	wML201	Potable	Active	PARKVIEW	8	SDR21	7.15	1998	21	80	59	2	3	6	143	$1,022
202	wML202	Potable	Active	PARKVIEW	8	SDR21	30.85	1998	21	80	59	2	3	6	143	$4,411
203	wML203	Potable	Active	PARKVIEW	8	SDR21	223.86	1998	21	80	59	2	3	6	143	$32,012

204	wML204	Potable	Active	PARKVIEW	8	SDR21	4.26	1998	21	80	59	2	3	6	143	$609
205	wML205	Potable	Active	PARKVIEW	8	SDR21	12.34	1998	21	80	59	2	3	6	143	$1,765
206	wML206	Potable	Active	PARKVIEW	8	SDR21	4.59	1998	21	80	59	2	3	6	143	$657
207	wML207	Potable	Active	PARKVIEW	8	SDR21	13.87	1998	21	80	59	2	3	6	143	$1,984
208	wML208	Potable	Active	PARKVIEW	8	SDR21	13.83	1998	21	80	59	2	3	6	143	$1,978
210	wML210	Potable	Active	PARKVIEW	8	SDR21	67.27	1998	21	80	59	2	3	6	143	$9,620
218	wML218	Potable	Active	PANSBOTTOM	8	SDR21	117.56	1998	21	80	59	2	3	6	143	$16,812
187	wML187	Potable	Active	PANSBOTTOM	12	PVC	9.55	1998	21	80	59	2	4	8	147	$1,404
42	wML42	Potable	Active	BUSHCREEK	2	PVC	272.99	2000	19	80	61	1	1	1	107	$29,209
98	wML98	Potable	Active	5TH / MAIN	2	PVC	903.75	2000	19	80	61	1	1	1	107	$96,701
99	wML99	Potable	Active	MAIN	2	PVC	259.11	2000	19	80	61	1	1	1	107	$27,725
185	wML185	Potable	Active	5TH	2	PVC	7.64	2000	19	80	61	1	1	1	107	$818
97	wML97	Potable	Active	CROSS	6	PVC	535.34	2000	19	80	61	1	3	3	143	$76,553
168	wML168	Potable	Active	CATHY	6	PVC	486.93	2000	19	80	61	1	3	3	143	$69,631
169	wML169	Potable	Active	CATHY	6	PVC	74.59	2000	19	80	61	1	3	3	143	$10,667
170	wML170	Potable	Active	CATHY	6	PVC	219.59	2000	19	80	61	1	3	3	143	$31,402
184	wML184	Potable	Active	PANSBOTTOM	6	PVC	199.21	2000	19	80	61	1	3	3	143	$28,488
193	wML193	Potable	Active	CATHY	6	PVC	1.49	2000	19	80	61	1	3	3	143	$213
73	wML73	Potable	Active	PANSBOTTOM	8	DIP	2,362.06	2000	19	100	81	1	3	3	143	$337,774
72	wML72	Potable	Active	PANSBOTTOM	12	PVC	2,142.63	2000	19	80	61	1	4	4	147	$314,966
183	wML183	Potable	Active	PANSBOTTOM	12	PVC	2.43	2000	19	80	61	1	4	4	147	$358
				222 Line Segments			78,350.88	14.84	Miles of Pipe							$10,482,407

	2019	Valves											
Object ID	Facility ID	Asset Category	Asset Status	Location	Capacity/ Size	Install Date	Age	Expected Useful Life	Remaining Useful Life	Probability of Failure/Condition	Consequence of Failure	Risk	Replacement Cost
1	wSVmv1	Main	Active	MAIN 184	6	1939	80	40	-40	4	3	12	$4,100
212	wSVmv212	Main	Active	ROSE HILL 7250	12	1998	21	40	19	2	4	8	$9,449
215	wSVmv215	Main	Active	ROSE HILL 7250	12	1998	21	40	19	2	4	8	$9,449
216	wSVmv216	Main	Active	ROSE HILL 7250	12	1998	21	40	19	2	4	8	$9,449
217	wSVmv217	Main	Active	ROSE HILL 7250	12	1998	21	40	19	2	4	8	$9,449
32	wSVmv32	Main	Active	ATHENS 45	8	1939	80	40	-40	4	3	12	$4,100
43	wSVmv43	Main	Active	MAIN 83	8	1939	80	40	-40	4	3	12	$4,100
50	wSVmv50	Main	Active	MAIN 273	8	1939	80	40	-40	4	3	12	$4,100
107	wSVmv107	Main	Active	ELM 80	8	1939	80	40	-40	4	3	12	$4,100
111	wSVmv111	Main	Active	GORDON 411	8	1939	80	40	-40	4	3	12	$4,100
151	wSVmv151	Main	Active	GORDON 455	8	1939	80	40	-40	4	3	12	$4,100
165	wSVmv165	Main	Active	MAIN 161	8	1939	80	40	-40	4	3	12	$4,100
171	wSVmv171	Main	Active	MAIN 53	8	1939	80	40	-40	4	3	12	$4,100
172	wSVmv172	Main	Active	MAIN 11	8	1939	80	40	-40	4	3	12	$4,100
174	wSVmv174	Main	Active	MAIN 161	8	1939	80	40	-40	4	3	12	$4,100
177	wSVmv177	Main	Active	MAIN 83	8	1939	80	40	-40	4	3	12	$4,100
180	wSVmv180	Main	Active	ELM 18	8	1939	80	40	-40	4	3	12	$4,100
200	wSVmv200	Main	Active	MAIN 185	8	1939	80	40	-40	4	3	12	$4,100
201	wSVmv201	Main	Active	MAIN 123	8	1939	80	40	-40	4	3	12	$4,100
204	wSVmv204	Main	Active	MAIN 77	8	1939	80	40	-40	4	3	12	$4,100
218	wSVmv218	Main	Active	CROWLEY 248	8	1939	80	40	-40	4	3	12	$4,100
219	wSVmv219	Main	Active	CROWLEY 248	8	1939	80	40	-40	4	3	12	$4,100
202	wSVmv202	Main	Active	ROSE HILL 7250	8	1998	21	40	19	2	3	6	$4,100
203	wSVmv203	Main	Active	ROSE HILL 7250	8	1998	21	40	19	2	3	6	$4,100
205	wSVmv205	Main	Active	ROSE HILL 7250	8	1998	21	40	19	2	3	6	$4,100
207	wSVmv207	Main	Active	ROSE HILL 7250	8	1998	21	40	19	2	3	6	$4,100
208	wSVoth208	Other	Active	ROSE HILL 7250	8	1998	21	40	19	2	3	6	$4,100
209	wSVoth209	Other	Active	ROSE HILL 7250	8	1998	21	40	19	2	3	6	$4,100
210	wSVoth210	Other	Active	ROSE HILL 7250	8	1998	21	40	19	2	3	6	$4,100
211	wSVoth211	Other	Active	ROSE HILL 7250	8	1998	21	40	19	2	3	6	$4,100
213	wSVoth213	Other	Active	ROSE HILL 7250	8	1998	21	40	19	2	3	6	$4,100
214	wSVoth214	Other	Active	ROSE HILL 7250	8	1998	21	40	19	2	3	6	$4,100
144	wSVmv144	Main	Active	RANSBOTTOM 7840	8	2000	19	40	21	1	3	3	$4,100
223	wSVmv223	Main	Active	WTP	8	2000	19	40	21	1	3	3	$4,100
2	wSVmv2	Main	Active	MAIN 8	6	1939	80	40	-40	4	3	12	$4,100
3	wSVmv3	Main	Active	POTTERS 26	6	1939	80	40	-40	4	3	12	$4,100
4	wSVmv4	Main	Active	POTTERS 26	6	1939	80	40	-40	4	3	12	$4,100
5	wSVmv5	Main	Active	1ST 37	6	1939	80	40	-40	4	3	12	$4,100
6	wSVmv6	Main	Active	1ST 37	6	1939	80	40	-40	4	3	12	$4,100
11	wSVmv11	Main	Active	CATHY 186	6	1939	80	40	-40	4	3	12	$4,100
15	wSVmv15	Main	Active	ATHENS 192	6	1939	80	40	-40	4	3	12	$4,100
17	wSVmv17	Main	Active	ATHENS 242	6	1939	80	40	-40	4	3	12	$4,100
21	wSVmv21	Main	Active	OLD RAINER 97	6	1939	80	40	-40	4	3	12	$4,100
28	wSVmv28	Main	Active	ATHENS 192	6	1939	80	40	-40	4	3	12	$4,100
29	wSVmv29	Main	Active	ATHENS 192	6	1939	80	40	-40	4	3	12	$4,100
31	wSVmv31	Main	Active	CROWLEY 229	6	1939	80	40	-40	4	3	12	$4,100
33	wSVmv33	Main	Active	CROWLEY 210	6	1939	80	40	-40	4	3	12	$4,100
37	wSVmv37	Main	Active	PERRY 38	6	1939	80	40	-40	4	3	12	$4,100
38	wSVmv38	Main	Active	PERRY -1	6	1939	80	40	-40	4	3	12	$4,100
41	wSVmv41	Main	Active	2ND 34	6	1939	80	40	-40	4	3	12	$4,100
44	wSVmv44	Main	Active	MAIN 161	6	1939	80	40	-40	4	3	12	$4,100
55	wSVmv55	Main	Active	LAKE 277	6	1939	80	40	-40	4	3	12	$4,100
56	wSVmv56	Main	Active	LAKE 235	6	1939	80	40	-40	4	3	12	$4,100
57	wSVmv57	Main	Active	LAKE 235	6	1939	80	40	-40	4	3	12	$4,100

60	wSVmv60	Main	Active	COPE 307	6	1939	80	40	-40	4	3	12	$4,100
61	wSVmv61	Main	Active	COPE 307	6	1939	80	40	-40	4	3	12	$4,100
62	wSVmv62	Main	Active	RACE 233	6	1939	80	40	-40	4	3	12	$4,100
63	wSVmv63	Main	Active	TAD 245	6	1939	80	40	-40	4	3	12	$4,100
64	wSVmv64	Main	Active	TAD 245	6	1939	80	40	-40	4	3	12	$4,100
65	wSVmv65	Main	Active	RACE 233	6	1939	80	40	-40	4	3	12	$4,100
66	wSVmv66	Main	Active	RACE 233	6	1939	80	40	-40	4	3	12	$4,100
71	wSVmv71	Main	Active	RACE 173	6	1939	80	40	-40	4	3	12	$4,100
72	wSVmv72	Main	Active	WALNUT 170	6	1939	80	40	-40	4	3	12	$4,100
73	wSVmv73	Main	Active	WALNUT 170	6	1939	80	40	-40	4	3	12	$4,100
75	wSVmv75	Main	Active	WALNUT 234	6	1939	80	40	-40	4	3	12	$4,100
83	wSVmv83	Main	Active	TERRACE 124	6	1939	80	40	-40	4	3	12	$4,100
84	wSVmv84	Main	Active	TERRACE 124	6	1939	80	40	-40	4	3	12	$4,100
88	wSVmv88	Main	Active	TERRACE 88	6	1939	80	40	-40	4	3	12	$4,100
89	wSVmv89	Main	Active	TERRACE 88	6	1939	80	40	-40	4	3	12	$4,100
90	wSVmv90	Main	Active	COPE 176	6	1939	80	40	-40	4	3	12	$4,100
91	wSVmv91	Main	Active	COPE 153	6	1939	80	40	-40	4	3	12	$4,100
93	wSVmv93	Main	Active	HIGH 245	6	1939	80	40	-40	4	3	12	$4,100
94	wSVmv94	Main	Active	HIGH 245	6	1939	80	40	-40	4	3	12	$4,100
95	wSVmv95	Main	Active	TERRACE 231	6	1939	80	40	-40	4	3	12	$4,100
98	wSVmv98	Main	Active	TERRACE 169	6	1939	80	40	-40	4	3	12	$4,100
103	wSVmv103	Main	Active	LAKE 58	6	1939	80	40	-40	4	3	12	$4,100
104	wSVmv104	Main	Active	LAKE 58	6	1939	80	40	-40	4	3	12	$4,100
106	wSVmv106	Main	Active	ELM 57	6	1939	80	40	-40	4	3	12	$4,100
108	wSVmv108	Main	Active	ELM 80	6	1939	80	40	-40	4	3	12	$4,100
114	wSVmv114	Main	Active	ZANESVILLE 379	6	1939	80	40	-40	4	3	12	$4,100
136	wSVmv136	Main	Active	ZANESVILLE 379	6	1939	80	40	-40	4	3	12	$4,100
153	wSVmv153	Main	Active	ATHENS 23	6	1939	80	40	-40	4	3	12	$4,100
154	wSVmv154	Main	Active	ATHENS 224	6	1939	80	40	-40	4	3	12	$4,100
156	wSVmv156	Main	Active	ATHENS 76	6	1939	80	40	-40	4	3	12	$4,100
158	wSVmv158	Main	Active	CHANEY 75	6	1939	80	40	-40	4	3	12	$4,100
159	wSVmv159	Main	Active	MAIN 11	6	1939	80	40	-40	4	3	12	$4,100
160	wSVmv160	Main	Active	FRANKLIN 6	6	1939	80	40	-40	4	3	12	$4,100
163	wSVmv163	Main	Active	WILSON 45	6	1939	80	40	-40	4	3	12	$4,100
166	wSVmv166	Main	Active	ELM 135	6	1939	80	40	-40	4	3	12	$4,100
167	wSVmv167	Main	Active	ZANESVILLE 347	6	1939	80	40	-40	4	3	12	$4,100
168	wSVmv168	Main	Active	ZANESVILLE 472	6	1939	80	40	-40	4	3	12	$4,100
178	wSVmv178	Main	Active	ZANESVILLE 226	6	1939	80	40	-40	4	3	12	$4,100
186	wSVmv186	Main	Active	JAMES 174	6	1939	80	40	-40	4	3	12	$4,100
187	wSVmv187	Main	Active	JAMES 56	6	1939	80	40	-40	4	3	12	$4,100
195	wSVmv195	Main	Active	JAMES 186	6	1939	80	40	-40	4	3	12	$4,100
196	wSVmv196	Main	Active	JAMES 56	6	1939	80	40	-40	4	3	12	$4,100
197	wSVmv197	Main	Active	BRUSH CREEK 144	6	1939	80	40	-40	4	3	12	$4,100
199	wSVmv199	Main	Active	SUMMIT 96	6	1939	80	40	-40	4	3	12	$4,100
22	wSVmv22	Main	Active	OLD RAINER 12515	6	1965	54	40	-14	3	3	9	$4,100
23	wSVmv23	Main	Active	OLD RAINER 12515	6	1965	54	40	-14	3	3	9	$4,100
155	wSVmv155	Main	Active	ATHENS 290	6	1965	54	40	-14	3	3	9	$4,100
19	wSVmv19	Main	Active	OLD RAINER 78	6	1970	49	40	-9	2	3	6	$4,100
175	wSVmv175	Main	Active	CERAMIC 7327	6	1970	49	40	-9	2	3	6	$4,100
120	wSVmv120	Main	Active	MEADOW 13004	6	1980	39	40	1	2	3	6	$4,100
142	wSVmv142	Main	Active	MEADOW 13004	6	1980	39	40	1	2	3	6	$4,100
182	wSVmv182	Main	Active	ZANESVILLE 496	6	1980	39	40	1	2	3	6	$4,100
25	wSVmv25	Main	Active	OLD RAINER 12350	6	1990	29	40	11	2	3	6	$4,100
116	wSVmv116	Main	Active	KARL BROWN -9	6	1990	29	40	11	2	3	6	$4,100
117	wSVmv117	Main	Active	MEADOW 13002	6	1990	29	40	11	2	3	6	$4,100
118	wSVmv118	Main	Active	MEADOW 13046	6	1990	29	40	11	2	3	6	$4,100
138	wSVmv138	Main	Active	KARL BROWN -9	6	1990	29	40	11	2	3	6	$4,100

139	wSVmv139	Main	Active	MEADOW 13002	6	1990	29	40	11	2	3	6	$4,100
140	wSVmv140	Main	Active	MEADOW 13046	6	1990	29	40	11	2	3	6	$4,100
123	wSVmv123	Main	Active	ZANESVILLE 548	6	1998	21	40	19	2	3	6	$4,100
124	wSVmv124	Main	Active	ZANESVILLE 573	6	1998	21	40	19	2	3	6	$4,100
128	wSVmv128	Main	Active	ROSE HILL 6925	6	1998	21	40	19	2	3	6	$4,100
129	wSVmv129	Main	Active	ROSE HILL 6750	6	1998	21	40	19	2	3	6	$4,100
130	wSVmv130	Main	Active	ROSE HILL 6750	6	1998	21	40	19	2	3	6	$4,100
132	wSVmv132	Main	Active	SHEILA 5400	6	1998	21	40	19	2	3	6	$4,100
133	wSVmv133	Main	Active	SHEILA 5400	6	1998	21	40	19	2	3	6	$4,100
134	wSVmv134	Main	Active	SHEILA 6615	6	1998	21	40	19	2	3	6	$4,100
143	wSVmv143	Main	Active	ROSE HILL 7225	6	1998	21	40	19	2	3	6	$4,100
183	wSVmv183	Main	Active	ZANESVILLE 548	6	1998	21	40	19	2	3	6	$4,100
191	wSVmv191	Main	Active	ATHENS 76	6	1998	21	40	19	2	3	6	$4,100
12	wSVmv12	Main	Active	CATHY 184	6	2000	19	40	21	1	3	3	$4,100
13	wSVmv13	Main	Active	CATHY 176	6	2000	19	40	21	1	3	3	$4,100
146	wSVmv146	Main	Active	RANSBOTTOM 7815	6	2000	19	40	21	1	3	3	$4,100
148	wSVmv148	Main	Active	3RD 5525	6	2000	19	40	21	1	3	3	$4,100
221	wSVmv221	Main	Active	STOKELY & N PERRY	6	2016	3	40	37	1	3	3	$4,100
222	wSVmv222	Main	Active	WTP	6	2016	3	40	37	1	3	3	$4,100
36	wSVmv36	Main	Active	FRANKLIN 61	4	1939	80	40	-40	4	2	8	$2,206
40	wSVmv40	Main	Active	2ND 35	4	1939	80	40	-40	4	2	8	$2,206
47	wSVmv47	Main	Active	WILSON 117	4	1939	80	40	-40	4	2	8	$2,206
49	wSVmv49	Main	Active	MAIN 273	4	1939	80	40	-40	4	2	8	$2,206
51	wSVmv51	Main	Active	5TH 21	4	1939	80	40	-40	4	2	8	$2,206
52	wSVmv52	Main	Active	POTTERS 198	4	1939	80	40	-40	4	2	8	$2,206
53	wSVmv53	Main	Active	POTTERS 198	4	1939	80	40	-40	4	2	8	$2,206
54	wSVmv54	Main	Active	POTTERS 130	4	1939	80	40	-40	4	2	8	$2,206
68	wSVmv68	Main	Active	TAD 266	4	1939	80	40	-40	4	2	8	$2,206
78	wSVmv78	Main	Active	WALNUT 305	4	1939	80	40	-40	4	2	8	$2,206
82	wSVmv82	Main	Active	STINE 120	4	1939	80	40	-40	4	2	8	$2,206
86	wSVmv86	Main	Active	TERRACE 110	4	1939	80	40	-40	4	2	8	$2,206
99	wSVmv99	Main	Active	ZANESVILLE 311	4	1939	80	40	-40	4	2	8	$2,206
161	wSVmv161	Main	Active	FRANKLIN 5	4	1939	80	40	-40	4	2	8	$2,206
162	wSVmv162	Main	Active	FRANKLIN 61	4	1939	80	40	-40	4	2	8	$2,206
169	wSVmv169	Main	Active	WASHINGTON 328	4	1939	80	40	-40	4	2	8	$2,206
170	wSVmv170	Main	Active	WASHINGTON 272	4	1939	80	40	-40	4	2	8	$2,206
184	wSVmv184	Main	Active	WILSON 117	4	1939	80	40	-40	4	2	8	$2,206
188	wSVmv188	Main	Active	BRUSH CREEK 138	4	1939	80	40	-40	4	2	8	$2,206
189	wSVmv189	Main	Active	BRUSH CREEK 138	4	1939	80	40	-40	4	2	8	$2,206
190	wSVmv190	Main	Active	JAMES 56	4	1939	80	40	-40	4	2	8	$2,206
193	wSVmv193	Main	Active	ATHENS 142	4	1939	80	40	-40	4	2	8	$2,206
194	wSVmv194	Main	Active	ATHENS 44	4	1998	21	40	19	2	2	4	$2,206
220	wSVmv220	Main	Active	STOKELY	4	2016	3	40	37	1	2	2	$2,206
24	wSVmv24	Main	Active	OLD RAINER 12350	3	1990	29	40	11	2	1	2	$2,206
16	wSVmv16	Main	Active	ATHENS 206	2	1939	80	40	-40	4	1	4	$2,206
164	wSVmv164	Main	Active	MAIN 121	2	1939	80	40	-40	4	1	4	$2,206
192	wSVmv192	Main	Active	VILLAGE GREEN 1000	2	1939	80	40	-40	4	1	4	$2,206
206	wSVmv206	Main	Active	ROSE HILL 7250	2	1998	21	40	19	2	1	2	$2,206
149	wSVmv149	Main	Active	3RD 5525	2	2000	19	40	21	1	1	1	$2,206
67	wSVmv67	Main	Active	TAD 266	1.5	1939	80	40	-40	4	1	4	$2,206
										161 Valves			$622,782

	2019	Hydrants											
Object ID	Facility ID	Asset Category	Asset Status	Location	Capacity/Size	Install Date	Age	Expected Useful Life	Remaining Useful Life	Probability of Failure/Condition	Consequence of Failure	Risk	Replacement Cost
1	wH1	Hydrants	Active	MAIN 156	5.25	0		50			2	0	$3,000
15	wH15	Hydrants	Active	OLD RAINER 92	5.25	0		50	50		2	0	$3,000
20	wH20	Hydrants	Active	ATHENS 108	Other	0		50	50		2	0	$3,000
24	wH24	Hydrants	Active	FRANKLIN 5	5.25	0		50	50		2	0	$3,000
35	wH35	Hydrants	Active	4TH 63	Other	0		50	50		2	0	$3,000
44	wH44	Hydrants	Active	ZANESVILLE 267	Other	0		50	50		2	0	$3,000
63	wH63	Hydrants	Active	ZANESVILLE 472	5.25	0		50	50		2	0	$3,000
67	wH67	Hydrants	Active	PARKVIEW 13000	5.25	0		50	50		2	0	$3,000
82	wH82	Hydrants	Active	ROSE HILL 7250	Other	0		50	50		2	0	$3,000
83	wH83	Hydrants	Active	ROSE HILL 7250	Other	0		50	50		2	0	$3,000
19	wH19	Hydrants	Active	CROWLEY 239	5.25	1962	57	50	-7	3	2	6	$3,000
14	wH14	Hydrants	Active	OLD RAINER 69	4.5	1968	51	50	-1	3	2	6	$3,000
50	wH50	Hydrants	Active	CEMETERY 107	5.25	1977	42	50	8	2	2	4	$3,000
43	wH43	Hydrants	Active	WALNUT 276	5.25	1980	39	50	11	2	2	4	$3,000
68	wH68	Hydrants	Active	PARKVIEW 13000	5.25	1981	38	50	12	2	2	4	$3,000
9	wH9	Hydrants	Active	JAMES 76	5.25	1983	36	50	14	2	2	4	$3,000
21	wH21	Hydrants	Active	CROWLEY 229	5.25	1983	36	50	14	2	2	4	$3,000
38	wH38	Hydrants	Active	TAD 266	5.25	1986	33	50	17	2	2	4	$3,000
8	wH8	Hydrants	Active	JAMES 116	5.25	1988	31	50	19	2	2	4	$3,000
30	wH30	Hydrants	Active	POTTERS 50	5.25	1988	31	50	19	2	2	4	$3,000
3	wH3	Hydrants	Active	1ST 37	5.25	1992	27	50	23	2	2	4	$3,000
22	wH22	Hydrants	Active	MAIN 53	5.25	1992	27	50	23	2	2	4	$3,000
23	wH23	Hydrants	Active	MAIN 11	5.25	1992	27	50	23	2	2	4	$3,000
26	wH26	Hydrants	Active	MAIN 73	5.25	1992	27	50	23	2	2	4	$3,000
27	wH27	Hydrants	Active	PERRY 106	5.25	1992	27	50	23	2	2	4	$3,000
28	wH28	Hydrants	Active	MAIN 145	5.25	1992	27	50	23	2	2	4	$3,000
29	wH29	Hydrants	Active	MAIN 219	5.25	1992	27	50	23	2	2	4	$3,000
31	wH31	Hydrants	Active	MAIN 273	5.25	1992	27	50	23	2	2	4	$3,000
32	wH32	Hydrants	Active	MAIN 330	5.25	1992	27	50	23	2	2	4	$3,000
33	wH33	Hydrants	Active	WASHINGTON 328	5.25	1992	27	50	23	2	2	4	$3,000
36	wH36	Hydrants	Active	LAKE 235	5.25	1992	27	50	23	2	2	4	$3,000
37	wH37	Hydrants	Active	LAKE 189	5.25	1992	27	50	23	2	2	4	$3,000
39	wH39	Hydrants	Active	RACE 233	5.25	1992	27	50	23	2	2	4	$3,000
40	wH40	Hydrants	Active	RACE 177	5.25	1992	27	50	23	2	2	4	$3,000
41	wH41	Hydrants	Active	WALNUT 182	5.25	1992	27	50	23	2	2	4	$3,000
42	wH42	Hydrants	Active	WALNUT 234	5.25	1992	27	50	23	2	2	4	$3,000
45	wH45	Hydrants	Active	WILSON 168	5.25	1992	27	50	23	2	2	4	$3,000
49	wH49	Hydrants	Active	TERRACE 88	5.25	1992	27	50	23	2	2	4	$3,000
51	wH51	Hydrants	Active	HIGH 213	5.25	1992	27	50	23	2	2	4	$3,000
52	wH52	Hydrants	Active	TERRACE 227	5.25	1992	27	50	23	2	2	4	$3,000
53	wH53	Hydrants	Active	TERRACE 169	5.25	1992	27	50	23	2	2	4	$3,000
54	wH54	Hydrants	Active	3RD 34	5.25	1992	27	50	23	2	2	4	$3,000
55	wH55	Hydrants	Active	ATHENS 45	5.25	1992	27	50	23	2	2	4	$3,000
57	wH57	Hydrants	Active	LAKE 57	5.25	1992	27	50	23	2	2	4	$3,000
60	wH60	Hydrants	Active	ZANESVILLE 226	5.25	1992	27	50	23	2	2	4	$3,000
61	wH61	Hydrants	Active	ELM 96	5.25	1992	27	50	23	2	2	4	$3,000
65	wH65	Hydrants	Active	ZANESVILLE 420	5.25	1992	27	50	23	2	2	4	$3,000
66	wH66	Hydrants	Active	ZANESVILLE 347	5.25	1992	27	50	23	2	2	4	$3,000
69	wH69	Hydrants	Active	ZANESVILLE 570	5.25	1992	27	50	23	2	2	4	$3,000

76	wH76	Hydrants	Active	ZANESVILLE 526	5.25	1992	27	50	23	2	2	4	$3,000
4	wH4	Hydrants	Active	CHANEY 138	5.25	1993	26	50	24	2	2	4	$3,000
5	wH5	Hydrants	Active	JAMES 186	5.25	1993	26	50	24	2	2	4	$3,000
10	wH10	Hydrants	Active	CHANEY 174	5.25	1993	26	50	24	2	2	4	$3,000
16	wH16	Hydrants	Active	ATHENS 285	5.25	1993	26	50	24	2	2	4	$3,000
62	wH62	Hydrants	Active	GORDON 411	5.25	1993	26	50	24	2	2	4	$3,000
64	wH64	Hydrants	Active	GORDON 455	5.25	1993	26	50	24	2	2	4	$3,000
78	wH78	Hydrants	Active	MAIN 7780	5.25	1993	26	50	24	2	2	4	$3,000
81	wH81	Hydrants	Active	CERAMIC 7327	5.25	1993	26	50	24	2	2	4	$3,000
75	wH75	Hydrants	Active	MEADOW 13046	5.25	1995	24	50	26	2	2	4	$3,000
77	wH77	Hydrants	Active	RANSBOTTOM 7840	5.25	1995	24	50	26	2	2	4	$3,000
80	wH80	Hydrants	Active	4TH 5460	5.25	1995	24	50	26	2	2	4	$3,000
79	wH79	Hydrants	Active	CROSS 5530	5.25	1996	23	50	27	2	2	4	$3,000
13	wH13	Hydrants	Active	CATHY 184	5.25	1997	22	50	28	2	2	4	$3,000
70	wH70	Hydrants	Active	ROSE HILL 7225	5.25	1997	22	50	28	2	2	4	$3,000
25	wH25	Hydrants	Active	FRANKLIN 61	5.25	1999	20	50	30	2	2	4	$3,000
47	wH47	Hydrants	Active	TERRACE 124	5.25	2000	19	50	31	1	2	2	$3,000
48	wH48	Hydrants	Active	CHURCH 105	5.25	2000	19	50	31	1	2	2	$3,000
2	wH2	Hydrants	Active	ATHENS 56	5.25	2002	17	50	33	1	2	2	$3,000
71	wH71	Hydrants	Active	ROSE HILL 7052	5.25	2004	15	50	35	1	2	2	$3,000
72	wH72	Hydrants	Active	ROSE HILL 6925	5.25	2005	14	50	36	1	2	2	$3,000
73	wH73	Hydrants	Active	SHEILA 5400	5.25	2005	14	50	36	1	2	2	$3,000
11	wH11	Hydrants	Active	ATHENS 76	5.25	2006	13	50	37	1	2	2	$3,000
12	wH12	Hydrants	Active	ATHENS 108	5.25	2006	13	50	37	1	2	2	$3,000
58	wH58	Hydrants	Active	LAKE 58	5.25	2006	13	50	37	1	2	2	$3,000
74	wH74	Hydrants	Active	ROSE HILL 6730	5.25	2006	13	50	37	1	2	2	$3,000
6	wH6	Hydrants	Active	THORNBERRY 66	Other	2011	8	50	42	1	2	2	$3,000
7	wH7	Hydrants	Active	PEGGY 78	5.25	2011	8	50	42	1	2	2	$3,000
17	wH17	Hydrants	Active	ATHENS 221	5.25	2011	8	50	42	1	2	2	$3,000
18	wH18	Hydrants	Active	ATHENS 177	5.25	2011	8	50	42	1	2	2	$3,000
34	wH34	Hydrants	Active	WASHINGTON 272	5.25	2011	8	50	42	1	2	2	$3,000
46	wH46	Hydrants	Active	STINE 87	5.25	2011	8	50	42	1	2	2	$3,000
56	wH56	Hydrants	Active	LAKE 84	5.25	2011	8	50	42	1	2	2	$3,000
59	wH59	Hydrants	Active	STOKELY 82	5.25	2011	8	50	42	1	2	2	$3,000
										83 Hydrants			$249,000

	2019	Control Valves											
Object ID	Facility ID	Asset Category	Asset Status	Location	Capacity/Size	Install Date	Age	Expected Useful Life	Remaining Useful Life	Probability of Failure/Condition	Consequence of Failure	Risk	Replacement Cost
1	wCVbov1	Blowoff	Active	SHEILA 5360	6	1998	21	50	29	2	1	2	$4,100
2	wCVbov2	Blowoff	Active	SHEILA 6615	6	1998	21	50	29	2	1	2	$4,100
3	wCVbov3	Blowoff	Active	ROSE HILL 6550	6	1998	21	50	29	2	1	2	$4,100
4	wCVbov4	Blowoff	Active	MAIN 7797	2	2000	19	50	31	1	1	1	$2,206
5	wCVbov5	Blowoff	Active	LONG 7790	2	2000	19	50	31	1	1	1	$2,206
6	wCVbov6	Blowoff	Active	4TH 5490	2	2000	19	50	31	1	1	1	$2,206
7	wCVbov7	Blowoff	Active	BRUSHCREEK 168	2	2000	19	50	31	1	1	1	$2,206
8	wCVbov8	Blowoff	Active	WTP	8	1998	21	50	29	2	1	2	$4,100
9	wCVbov9	Blowoff	Active	OLD RAINER 12360	3	1990	29	50	21	2	1	2	$2,206
										9 Valves			$27,430

Network Structures

Asset Category	Asset Status	Location	Capacity/ Size	Type/Material	Install Date	Age	Expected Useful Life	Remaining Useful Life	Probability of Failure/Condition	Consequence of Failure	Risk	Replacement Cost
Storage Facility	Active	Old State Road	150,000	Buried Concrete	1939	80	120	40	2	4	8	$500,000
Storage Facility	Active	Tad Road	75,000	Buried Concrete	1939	80	120	40	2	4	8	$0
Booster Station	Active	Rosehill		Buried, 2 Pumps	2008	11	20	9	1	4	4	$100,000
Booster Station	Active	Lake		Above Ground Structure	2019	0	20	20	1	4	4	$250,000
Production Well #1	Active	Park		Fenced	1939	80	60	-20	3	4	12	
Production Well #2	Active	Park		Fenced	1939	80	60	-20	3	4	12	
Production Well #3	Active	Park		Fenced	1939	80	60	-20	3	4	12	
Plant - building	Active	WTP		Brick	1997	22	60	38	4	4	16	
Fencing	Active	WTP			1997	22	40	18	4	2	8	
Generator	Active	WTP		Diesal	1997	22	20	-2	4	5	20	
Raw Water Aerator	Active	WTP		Metal	1997	22	20	-2	4	4	16	
Basin - Lime Addition	Active	WTP		Concrete	1997	22	40	18	4	4	16	
Lime Storage	Active	WTP		Metal	1997	22	20	-2	4	4	16	
Sediment Basin	Active	WTP		Concrete	1997	22	40	18	4	2	8	
Filter	Active	WTP		Metal, 3 Chamber	1997	22	60	38	4	3	12	
HS Pump 1	Active	WTP			1997	22	40	18	4	3	12	
HS Pump 2	Active	WTP			1997	22	40	18	4	3	12	
Backwash Pump	Active	WTP			1997	22	40	18	4	3	12	
Chlorine Feeds	Active	WTP			1997	22	60	38	4	3	12	
Permanganate Feeds	Active	WTP			1997	22	60	38	4	3	12	
SCADA	Active	WTP			1997	22	20	-2	4	2	8	
Vehicles												
	Active					2019		-2019				
	Active					2019		-2019				

$850,000

APPENDIX I

Criticality Summary

Asset	Highest Rick Year Installed	Risk Level	Management Strategies
Distribution Mains	Original - 1939	12	Larger (6" & 8"), oldest lines. Monitor for leaks, breakages. Ability to feed customers from other sections of distribution.
Valves	Original - 1939	12	These primarily co-inside with above mains. The Valve Exercising Program will address condition and functionality of valves. Any inoperable valves will be repaired and/or replaced.
Hydrants	Original - 1939	6	Failure of any one hydrant was not considered to have a high criticality. Two scored a 6 due to poorer condition. Note the utility has replaced hydrants with around 76% installed since the 1990s.
Booster Stations	2008, 2019	4	Consequence of failure is high, but condition is excellent. Daily visual inspection. Utility does set aside money in a reserve account for equipment replacement.
Storage	Original – 1939	8	The storage facilities are in good condition but have a high consequence of failure. However they do have redundancies. Visually inspect every six months and draining, cleaning and inspecting every five years. Targets for capital improvements included replacement with an above ground facility.

APPENDIX I

MATRIX AND METHODOLOGY FOR ASSESSING CRITICALITY

PROBABILITY OF FAILURE LEVELS/CONDITION

Description		Performance Rating	Failure of Individual Items	Type of Failure	Roseville Installation Age
Occurring	Broken	6	Inoperable	Failure in Process	
Imminent	Very Poor	5	Likely to occur in the life of the item.	Continuously experienced	
Probable	Poor	4	Will occur several times in the life of the item.	Will occur frequently	Up to 1949
Occasional	Fair	3	Likely to occur sometime in the life of the item.	Will occur a few times	1950-1969
Remote	Good	2	Unlikely but possible to occur in the life of the item.	Unlikely but can be reasonably be expected to occur	1970-1999
Improbable	Excellent	1	So unlikely, it can be assumed occurrence may not be experienced.	Unlikely to occur, but possible	2000 to Present

CONSEQUENCE OF FAILURE

Description	Level		Roseville
Epic	6	Extended outages – (many weeks or maybe months). Repair impossible. Reconstruction necessary)	
Catastrophic Disruption	5	Massive system failure, severe health affect, persistent and extensive damage.	
Major Disruption	4	Major effect, major loss of system capacity, major health effects, major costs, important LOS compromised.	Above 8" lines, valves
Moderate Disruption	3	Moderate effect, moderate loss of system capacity, moderate health effects, moderate costs, important LOS still achieved.	6" to 8" lines, valves
Minor Disruption	2	Minor effect, minor loss of system capacity, minor health effects, minor costs.	4" lines, valves failure of any one hydrant
Insignificant Disruption	1	Slight effect, slight loss of system capacity, slight health effects.	2" lines, valves

ASSESSING CRITICALITY/RISK

Multiply CF by PF		Low	Consequence of Failure			High	In Process
Low		**1**	**2**	**3**	**4**	**5**	**6**
	1	1	2	3	4	5	6
Probability	**2**	2	4	6	8	10	12
	3	3	6	9	12	15	18
	4	4	8	12	16	20	24
	5	5	10	15	20	25	30
	6	6	12	18	24	30	36
High							

APPENDIX J

x	Standard Operating Procedures (SOPs)
x	Maintenance Strategies
x	Samples of Maintenance Tracking (Also See GIS Software)

APPENDIX J

Standard Operating Practices (SOPs)

	The following demonstrates after interconnection with Muskingum County
N/A	Plant Start Up
N/A	Measuring Day Tank
X	Sampling
X	Valve Exercising
X	Flushing
X	Hydrants Inspections
N/A	Chemical Feeds
N/A	Gallons/Hours Plant is Operated Per Day
X	Pressure & Chlorine Residual Monitoring
X	Component Mapping
N/A	Backwashing
N/A	Control Procedures

SOP COMPONENTS FOR HYDRANT OPERATION AND INSPECTION

This document identifies common components found in hydrant operation and inspection SOPs and/or programs. For more details refer to the example SOPs in the SOP Library.

Background

This document focuses on inspection and maintenance of hydrants. It does not cover:

- Flushing (See *SOP Components for Flushing*)
- Hydrant repair
- Flow testing
- Hydrant painting

There are two main types of hydrants. A wet barrel hydrant has a main valve located on each outlet nozzle and the entire hydrant is full of water at all times. Used in warm climates, not subject to freezing conditions. A dry barrel hydrant has the main valve below ground and the section above ground is dry except during normal operation. It is used in climates subject to freezing conditions. There may be specialized hydrants for high pressure or other circumstances. This checklist will focus on wet-barrel hydrants.

The American Water Works Association recommends that all hydrants be inspected regularly, at least once per year. In freezing climates, dry barrel hydrants should be inspected twice a year, spring and fall.

The National Fire Protection Association (NFPA) standards call for all public fire hydrants to be inspected on a regular basis. Inspection is needed to ensure a high degree of confidence that all hydrants will perform properly in an emergency. A number of circumstances can affect a hydrant's performance which includes vandalism, accidental damage, wear and tear, mechanical malfunction and even contractors performing work on water lines who forget to reopen hydrant tap valves. It is important to detect any of these problems and correct them prior to the hydrant being needed.

Roles

☐ Identify personnel such as:

- Supervisors
- Work order generation
- Maintenance staff and crew size

☐ Hydrants may be operated by fire department personnel, contractors, and others within the city.

- When applicable, procedures should be prepared for private hydrants

Equipment

- Traffic control – Truck with warning lights, reflective safety cones, signs
- Hand tools - Hydrant wrench, valve key, hydrant lubricants, pressure gauge
- Tools for clearing brush and a shovel.
- Erosion control equipment – Diffuser, 4X4 board, ground tarp, rock socks, gravel bags

- Dechlorination device and chemicals
- Basic hydrant repair equipment - Hydrant oil, operating nuts, nozzle caps (all sizes), gaskets for nozzle caps.
- Tricks
    - Paint valve covers beforehand and switch out with unpainted covers in the field.
    - Bring a listening device to hear if a hydrant is leaking

Safety

☐ Position truck, cones/barriers, flushing apparatus to ensure safety of the work crew and passing traffic.

☐ Look downstream for storm drains and any construction, paving, concrete work, trash cans that may be damaged by flushing activity.

☐ Other safety considerations:

- Traffic control and minimizing impact during flushing. Flaggers if necessary.
- Trucks with safety lights
- PPE
- Consider weather conditions, i.e. icing or flooding conditions
- Always stand behind the hydrant when opening

Procedures

☐ Set program goal

- In freezing climates, dry barrel hydrants should be inspected twice a year, spring and fall.
- Wet barrel hydrants are typically inspected annually.

☐ Schedule/ Prepare work orders

☐ Inspect landscaping

- 4 ½" nozzle must be 18 inches above the ground
- Prune landscaping 3 feet away
- No obstructions that may prevent easy coupling of hoses

☐ Look for cracks, visible leaking, or signs of vandalism

☐ Verify basic data, check I.D. stamp (Size, year made, location…)

☐ Check hydrant nozzles

- First make sure that the hydrant is not charged.
- Remove one cap and use a listening device to check for leakage of the main valve. Check for presence of water in the barrel.
- Remove other caps and check condition of threads and gaskets.
- Clean with a wire brush and lubricate (graphite based) as needed
- Lubricate operating nut
- Straighten or repair cap chains as needed

☐ Check for leaks

- Put a pressure gauge on one 2 ½" nozzle

- Install diffuser and set up dechlorination (if needed)
- Replace caps, leave one cap open (or close all caps if you can bleed air off from pressure gauge).
- Slowly open hydrant 3-5 turns to allow air to escape and water to begin to flow. Then turn off hydrant
- Close all caps
- Fully open hydrant, check for ease of operation.
- Check for leaks. Listen to see if hydrant continues to run.
- Document pressure
- Slowly close the hydrant
- Shut down the hydrant completely, open air release on the pressure gauge, and see if it drains.

Table 1: Common problems and troubleshooting

Condition	Corrective Action
Inaccessible	Make accessible
Barrel contains water or ice	Repair and drain; presence of water or ice could indicate a faulty drain, a leaky hydrant valve, or high groundwater table
Improper drainage from barrel	Repair drain
Leaks in outlets or at top of hydrant	Repair or replace gaskets, packing, or parts as necessary
Cracks in hydrant barrel	Repair or replace
Tightness of outlets	Lubricate if necessary; tighten if necessary.
Worn nozzle threads	Repair or replace
Worn hydrant operating nut	Repair or replace

☐ Inspect hydrant valve

- Locate hydrant valve, insert valve key
- Fully open hydrant to get a flow of water. Ensure that a diffuser is in place.
- Close hydrant valve and ensure that the flow stops completely.
- Open hydrant valve again to flush hydrant line.
- Turn off hydrant, check that the hydrant barrel drains.

☐ Line flushing may be done at the same time, or conducted in another step. *See Flushing – Common SOP Components in the SOP library.*

☐ Identify procedures to schedule and perform needed repairs.

Recordkeeping

☐ Record information that includes pressure, any discrepancies in hydrant information, problems observed, and date serviced. Most utilities develop a standard form for hydrant testing. (see appendix for an example hydrant inspection checklist)

☐ Have a process for when repairs are needed.

☐ If the hydrant is inoperable, bag it, notify fire department, and schedule for repair.

References

In SOP Library

- Aurora Water, Hydrant Servicing SOP
- City of Boulder, Hydrant Inspection SOP

Other References

- Hydrant Maintenance and Testing Guideline
  http://www.acwajpia.com/WaterOperations.aspx
- AWWA G200- Fire Hydrant Maintenance and Testing
- Fire Hydrant Operation and Inspection – ACR publications -
  https://www.acrp.com/downloads/dso4.pdf

Appendix: Information to collect in a hydrant inspection report

General Information

- Date of inspection
- Hydrant #
- Location (street, intersection, GPS coordinates)
- Inspected by

Verify hydrant information

- Type of hydrant (wet, dry, standpipe, flushing)
- Brand/Manufacturer
- Year
- Model
- Hydrant nozzle sizes, thread type
- Main size

Inspect operation of the hydrant

1. Visually check the hydrant
    - Is paint needed?
    - Any signs of damage, leakage, vandalism?
    - Check cap chains
2. Visually check the area
    - Is large nozzle 18 inches above ground?
    - Is landscaping pruned 3 feet away?
    - Ensure there are no obstacles preventing easy access.
3. Remove and inspect caps
    - Condition of threads and gaskets?
    - Replace gasket and clean and lubricate threads, if necessary.
4. Check for water in the barrel or leakage
5. Lubricate operating nut
6. Open hydrant 2-3 turns, bleed off air. Close hydrant and ensure it drains
7. Install pressure gauge, replace caps, turn on hydrant, and bleed air
    - Ease of operation?
    - Check for leakage around caps
    - Record static pressure
8. Exercise hydrant valve
    - Number of turns to open and close
    - Ensure that flow to the hydrant can be cut off completely
9. Flush or conduct flow test if required.
10. Document problems identified
11. Document problems resolved
12. Document additional maintenance required

SOP COMPONENTS FOR VALVE EXERCISING

This document identifies common components found in valve exercising SOPs. For more details refer to the example SOPs in the SOP Library.

Background

The goals for a valve exercising program (AWWA Standard G200) can include:

- Exact location of valves are verified and accurately mapped.
- Valves operate as designed.
- Ensure that valves are in the correct position (on/off).
- Reliability of valves in emergencies.
- Rapid isolation of water main breaks (lower water losses, less damage, least disruption of service to customers).
- Extended valve life.
- Less employee overtime in dealing with emergency repairs and more confidence in your system.
- Reduce insurance and legal claims.

AWWA Manual M44 recommends that a valve exercising program include the following elements:

a. A goal for the number of transmission valves to be exercised annually based on the percentage of the total valves in the system.
b. A goal for the number of distribution valves to be exercised annually.
c. Measures to verify that the goals are met and written procedures for action if the goals are not attained.
d. Critical valves in the distribution system shall be identified for exercising on a regular basis. Potential water quality and isolation concerns shall be recognized. The program shall track the annual results and set goals to reduce the percent of inoperable valves.
e. The valve-exercising program may be implemented in conjunction with the systematic flushing program.

Frequencies for valve exercising identified in SOPs are:

- 12- 16 inches or larger - Exercise every year
- 4” – 12 (or up to 16”) - Exercise once every 3 years (one third per year)
- Critical valves – Exercise annually

SOPs for valve exercising vary between utilities. SOPs can be inclusive of all aspects of a valve exercising program from planning to operation, or individual SOPs can be developed for different aspects of the program and can address different audiences. Specific SOPs can include:

- Exercising program – Program goals, objectives, resources …
- Valve operation and exercising – Procedures designed for field staff
- Valve types – Procedures customized for specific type of valves (large vs small, gate vs butterfly)
- Manual operation vs automated equipment

Additional SOPs may developed for valve repair and replacement.

- Attendant - individual stationed outside one or more permit-required confined spaces to monitor the entrants and to perform non-entry rescue
- Entrant - employee authorized by the employer to enter a permit-required confined space. Entrant will wear monitoring device and continuously monitor calling out readings every 15 to 30 minutes to log.
- Entry supervisor - person (such as the employer, crew leader, or crew chief) responsible for:

    a) Determining if acceptable entry conditions are present at a permit-required confined space where entry is planned;
    b) Seeing that the permit is properly completed
    c) Authorizing entry and overseeing entry operations; and
    d) Terminating entry as required

Equipment

- Air/Gas Monitor
- Radios
- PPE
    - Head protection
    - Eye protection
    - Hand protection
    - Foot protection
    - Protective clothing
    - Respiratory protection
    - Hearing protection
    - Lifelines and harnesses

Safety

☐ Pre-entry briefing

- Review hazards
- Assign roles
- Determine communication method (2-way radio, visual contact, etc.)
- Determine the retrieval method to be utilized (Davit arm, tripod, etc.)
- Determine work location (address, intersection) to guide emergency rescue personnel if necessary
- Ensure all personnel on site know what to do in an emergency

☐ Sign and/or cone the work area.

Procedures

Pre-Entry

☐ Entrant tests for atmospheric conditions, for example at 4 foot increments from top to bottom of space.

☐ Entrant determines PPE necessary for the team and what equipment is needed. Any time equipment is used to change the level of hazard, that equipment must remain in operation as long as work is being performed at the site. If for some reason the equipment fails or is turned off, the entrants will immediately evacuate the confined space.

- [ ] Carefully remove or open lids, covers, doors, and/or hatches to allow for natural ventilation. Be cautious to not create a spark.

- [ ] Unacceptable levels of oxygen (less than 19.5% or greater than or 21.4%), combustible gases (greater than 10% of LFL), toxic gases (10 ppm or more hydrogen sulfide).

- [ ] If a suspected hazardous chemical spill occurs, evacuate the area, call the Qualified Person in charge, and start the procedure from the beginning.

Entry

- [ ] When the confined space has been determined to be at the approved level, all necessary PPE is in place, and the qualified work crew has been assembled and briefed, then the "Qualified Person" in charge will fill out the confined space ENTRY PERMIT (utility should attach to their SOP) according to the following procedure:

    1. Record date and time.
    2. Record the location of the job (job site).
    3. Record the reason for entry.
    4. Record the atmospheric readings and tester's name.
    5. Record the names of all entrants.
    6. Record possible work hazards.
    7. Record the required PPE.
    8. Record the signature of "Qualified Person".

- [ ] Enter the confined space only after the ENTRY PERMIT has been completed, signed by a Qualified Person, and posted at the area of entry. Permit must be on-site at all times.

- [ ] Make sure an attendant is outside the confined space to operate any equipment that is required, and is equipped with a radio for emergency communication.

- [ ] **At no time shall an employee be left unattended while they are in the confined space.**

- [ ] If a gas monitor is part of the required PPE, it will be on at all times. If the alarm sounds, evacuate the confined space immediately.

- [ ] Exit the confined space if feeling dizzy, light headed or sick, or if instructed by the attendant.

- [ ] Maintain constant communication with the attendant. If this is not possible, leave the confined space until communication is regained.

- [ ] Never enter a confined space over four feet (4') deep without a ladder.

- [ ] If permanent steps are located in the confined space, check their stability before putting entire body weight on them.

- [ ] Put on body harness and attach to lifeline. Exceptions might include:

    - Pump stations, with ventilation fans in operation and steam distribution walk tunnels that have acceptable atmospheric levels, do not require the body harness and lifeline for entry.
    - If "Qualified Person" determines and documents that this level of PPE is not required.

Alternate Entry Procedures

If the only hazard in a permit-required confined space is an actual or potentially hazardous atmosphere, and an assessment of the space hazards and conditions can be performed without entering the space, alternate entry procedures may be used.

- ☐ Continuous forced air ventilation is present and sufficient to maintain the space safe for entry as confirmed by actual monitoring data taken. This data should be documented during the pre-entry briefing.
- ☐ Entry is prohibited until forced air ventilation has eliminated any hazardous atmosphere.
- ☐ Forced air ventilation ventilates the immediate employee work area, continues until all employees have left the space, and is from a clean source.
- ☐ Any conditions making it unsafe to remove an entrance cover shall be eliminated before the cover is removed.
- ☐ Opening is guarded by a railing, temporary cover, or other temporary barrier.
- ☐ Before entry or re-entry, the internal atmosphere shall be tested, with a calibrated direct-reading instrument, for the following conditions in order:

    1. Oxygen content,
    2. Flammable gases and vapors, and
    3. Potential toxic air contaminants.

- ☐ Any employee entering the space has the opportunity to observe this testing.
- ☐ Tested as necessary to ensure that the continuous forced air ventilation is preventing the accumulation of a hazardous atmosphere.
- ☐ If a hazardous atmosphere develops within the space, persons in the space shall exit immediately.
- ☐ Determine how the hazardous atmosphere developed and re-enter if necessary, following the requirements for entering permit required confined spaces.

Emergency Rescue

In the event an employee is injured, disabled, and needs help in the confined space, the following emergency rescue procedures should be followed:

- ☐ DO NOT ENTER THE CONFINED SPACE to attempt rescue.
- ☐ Immediately notify the base radio dispatcher or emergency rescue personnel.
- ☐ If entry equipment allows, begin lifting the worker out of the confined space with the lifeline.
- ☐ Use the lifeline to guide the employee away from obstacles. Speed is important; however, make every attempt not to “catch” the employee on any obstacles. If two (2) persons are outside the confined space, one person will operate the lifeline while the other person guides the worker out with the lifeline. If the employee cannot be pulled out, do not enter the confined space to retrieve the employee. Wait for emergency rescue personnel.
- ☐ Never enter a confined space without a self-contained breathing unit on, when a rescue is in progress.

- [ ] Once the injured worker has reached the top of the confined space, move the worker away from the confined space, and allow emergency trained personnel to begin CPR, first aid, etc.
- [ ] In cases of emergency rescue, notify safety official and other proper authorities

Training

- [ ] Identify training for employees who are responsible for these tasks. No employee is allowed to enter confined spaces prior to completion of the Confined Space Training Program.
- [ ] Identify and conduct related training prior to performing the tasks

Recordkeeping

- [ ] Cancelled permits shall be kept for a period of at least one year after each entry.
- [ ] Records of employee Confined Space Entry training

References

- Aurora Water, Confined Space Entry Procedure, SOP (in library)
- City of Renton Public Works, Confined Space Program, https://rentonwa.gov/uploadedFiles/Working/HRRM/RIsk_Mgmt/PublicWorks%20Final%20CS%20Program.pdf
- Colorado State University, Confined Space Program, http://www.fm.colostate.edu/files/forms/safety/CH-18.Confined.Space.pdf
- Contra Costa Water District, Confined Space Program, http://www.ccwd-staff.com/safetymanual/Confined%20Space%20Entry%20Program5.pdf
- 29 CFR 1910.146

SOP COMPONENTS FOR FLUSHING

This document identifies common components found in a flushing SOP. For more details refer to the example SOPs in the SOP Library.

Background

Types of flushing include:

- Spot flushing (Reactive) – Used to resolve customer complaints and localized water quality problems. Also, used following a water main break or other distribution system activity.
- Stagnant area flushing (short-term preventive) - Used for areas with high water age, such as dead end mains, to avoid problems. Typically conducted on a regular, scheduled basis. May be replaced with an automatic continuous blow-off or flushing hydrant.
- Unidirectional or system-wide flushing (long-term preventive) – Systematic approach for flushing the system, starting at the plant and working your way out through the system. A unidirectional program requires valve operation and typically a hydraulic model.
- In-home flushing, at customer residences, for when there are no suitably located flushing locations.

Related SOPs may include:

- Flushing protocols for contractors, with new construction
- Hydrant operation, inspection, and maintenance

Roles

☐ Identify personnel such as:

- Supervisors
- Work order generation
- Maintenance staff and crew size

☐ Hydrants may be operated by fire department personnel, contractors, and others within the city.

- When applicable, procedures should be prepared for private hydrants

Equipment

- Traffic control – Truck with warning lights, reflective safety cones, signs
- Hand tools - Hydrant wrench, valve key, hydrant lubricants, pressure gauge.
- Dechlorination device and chemicals
- Equipment for valve, hydrant, and blow-off operation
- Erosion control equipment (diffuser, 4X4 board, fire hose (be careful of cross connection))
- Sampling equipment (turbidity, chlorine residual, etc.)
- PPE

Safety

- [ ] Position truck, cones/barriers, flushing apparatus to ensure safety of the work crew and passing traffic.
- [ ] Look for storm drains and any construction, paving, concrete work, trash cans that may be damaged by flushing activity.
- [ ] Other safety considerations:
    - Traffic control and minimizing impact during flushing. Flaggers if necessary.
    - Trucks with safety lights
    - PPE
    - Consider weather conditions, i.e. icing or flooding conditions
    - Always stand behind the hydrant when opening

Procedures

Planning

- [ ] Identify segments to be flushed
- [ ] Locate on maps
    - Spot flushing
        - Identify the decision process for identifying and scheduling hydrants for flushing
        - Identify direction of flow and what hydrants may be effective for addressing the problem
    - Unidirectional
        - Determine direction of flow (from plant outward)
        - Identify sequence for hydrants to be operated, valves to closed
- [ ] Tips
    - Potential water quality and isolation concerns should be recognized.
    - The program should track the annual results and set goals to reduce the percent of inoperable valves.
    - The valve-exercising program may be implemented in conjunction with the systematic flushing program

Notify

- [ ] Notify critical customers in advance, for flushing programs and day-of for individual customers.
    - Some cities post their flushing schedule on their website.
    - Use door hangers or signage to inform customers of flushing.
- [ ] Notify the water treatment plant or other party (s) that may need to know of the increase in water usage.

Flushing Procedures

- [ ] Notify flow control or water treatment plant operation
- [ ] Set up safety at the site

- Position truck, cones/barriers, flushing apparatus to ensure safety of the work crew and passing traffic.
- Look for storm drains and any construction, paving, concrete work, trash cans that may be damaged by flushing activity.
- Always stand behind the hydrant when operating

☐ Visually check the hydrant. Using the hydrant wrench, check that the hydrant is fully turned off.

☐ Remove one 2 ½" cap and attach a pressure gauge

☐ Remove the 4 ½" cap (or other 2 ½" cap depending on location)

☐ Set-up diffuser, with dechlorination and erosion as needed

☐ Document start time.

☐ Slowly open hydrant fully. Goal to reach a minimum of 2 ft^3/sec. (see table below).

☐ Take initial water quality sample (if appropriate)

☐ Set goal for flushing

- Time – Set time (i.e. 20 minutes)
- Volume (2-3 pipe volumes)
- Time hard flush/ slow flush.
- Until the line clears (visually)
- Until you meet water quality goals (temperature, turbidity, and chlorine residual).

☐ Identify procedures if conditions do not improve or meet water quality goals. Denver Water states if chlorine residual does not meet the 0.7 mg/L (chloramines) goal, contact the water quality supervisor

☐ Turn off hydrant slowly to avoid water hammer

☐ Document time and calculate volume of water used

☐ Remove hydrant, diffuser, hoses, and replace the cap.

☐ Reopen the hydrant to measure static pressure. This is done afterward to ensure that the hydrant is flushed out and the pressure gage is not clogged with sediment.

Recordkeeping

☐ Develop a record of the inspection, including:

- Volume of water used
- Water quality pre- and post-flushing
- Pressure
- Any repair work or maintenance done

☐ Identify process for addressing any repair work needed

References

In SOP Library

- SOPs from Denver Water, Louisville (KY) Water Company, Confluence Engineering Group

Other References

- Town of Fort Frances http://www.fort-frances.com/sites/default/files/reports-policies/operations-facilities/Standard%20Operating%20Procedure,%20Flushing%20Water%20Mains.pdf
- Fire Hydrant Operation and Inspection – ACR publications - https://www.acrp.com/downloads/dso4.pdf

*Appendix

A record of the hydrant performance should be kept on an individual basis and records maintained in GIS.

Pipe Diameter (Minimum)		Required Flow Rate*		No. of Hydrants Required
Inches Open**	Millimetres	GPM	L/S	
4	100	100	6	1
6	150	200	13	1
8	200	400	25	1
10	250	600	38	1
12	300	900	57	2
16	400	1600	100	2

*Based on 0.75 m/s (2.5 ft/s) at 280 kPa (40 psi) pressure
**Based on hydrant with one 63 mm (2 1/2 in.) outlet.

A record of the hydrant performance should be kept on an individual basis and records maintained in GIS.

Pipe Diameter (Minimum)		Required Flow Rate*		No. of Hydrants Required
Inches Open**	Millimetres	GPM	L/S	
4	100	100	6	1
6	150	200	13	1
8	200	400	25	1
10	250	600	38	1
12	300	900	57	2
16	400	1600	100	2

*Based on 0.75 m/s (2.5 ft/s) at 280 kPa (40 psi) pressure
**Based on hydrant with one 63 mm (2 1/2 in.) outlet.

SOP COMPONENTS FOR MAIN BREAKS

This document identifies common components found in a main break SOP. For more details refer to the example SOPs in the SOP Library.

Background

Other related Main Break SOPs to be familiar with / have on hand

- Water main disinfection
- Incident Command system (ICS)
- Fire line valve SOP (if fire line impacted)
- Property damage team
- Spill response
- TCR sample collection procedures
- Confined space entry
- OSHA safety requirements
- Trenching and shoring

Roles

☐ Designate first responder group and/or person

- Regular business hours, after-hours
- Which group will respond (emergency services or distribution group)
- Circumstances that may impact response such as if expected severity small or questionable
- Identify metrics for response
    - First responder to investigate within 15 minutes, 30 minute, etc.
    - After hours, be on-site within 1 hour

☐ Define tasks by job title (see SOP - - City of Saskatoon)

- Supervisor
- Laborers
- Truck Drivers
- Backhoe Operators

Equipment

☐ Pump, demo saws, and other associated tools and equipment.

☐ Valve key

☐ Vehicles

- Tool truck with warning lights
- Dump trucks
- Backhoes

☐ Shoring trailer

- [ ] Pavement breaker, Compactor
- [ ] Traffic control equipment - Arrow board, cone trailer
- [ ] Generator with lights
- [ ] Repair clamps, replacement sections of pipe, solid sleeves, pipeline restraints, and other associated appurtenances
- [ ] Equipment for flushing, dechlorination, and erosion control

Safety

- [ ] Include procedures or summarize and reference other SOPs

  - Work zone safety - Ensure traffic control
  - Trenching and excavation safety
  - Personal protection equipment (PPE)
  - Confined space procedures
  - Other safety considerations

- [ ] Valve lockout tagout (see Colorado Springs Utilities SOP)

Procedures

Initial Assessment

- [ ] Determine the magnitude of the break to determine the type of response

  - Address immediately or scheduled repair
  - Address public safety needs (traffic control, run-off, etc.)

- [ ] Determine appropriate valve operation

  - Determine whether to maintain flow, throttle back, or shut down.
    - See *WaterRF* guidance
    - Assess the type of main break and determine if you can keep the system pressurized until you can excavate below main.
  - Inspect all air-vac vaults, potential for cross connection / contamination

- [ ] Contact appropriate crews

  - Ensure contact list is always up-to-date

Notifications

- [ ] For all / any break(s)

  - Internal notifications i.e., crew leaders/supervisors, repair crews, etc.
  - Locate services (i.e. 811)
  - See *City of Boulder's* Notification flow chart

- [ ] Special notifications depending on type of break

  - Flow control
  - Leak detection (to pinpoint breaks)

- Senior management
- Customers (in person, door hangers) – example door hangers *from Aurora Water, City of Westminster*
- Paving and permits
- Warehouse personnel
- Other city departments (storm water, streets, cross connection control, etc.)
- Communications, media relations
- County health and/or CDPHE
- Incident command system for large breaks – *see Denver Water's SOP*
- Consider a website for public access on the status of main breaks (*City of Boulder*)

Risk Assessment and Management

☐ Risk assessment and management -See *Denver Water and City of Boulder's* SOPs

- Break or leak
- On dead end main
- Pressure loss (SCADA, hydraulic model, etc.)
- At risk customers (schools, medical, restaurants)
- Preserve residences and avoid other potential costly damages
- Low point in system
- Commercial or industrial (potential cross connections)
- Unusually long time to fix break
- Large amount of water loss
- Large amount of property damage

Completing Repair / Placing Main Back in Service

☐ Beforehand

- Review map book
- Identify valves required to be isolated
- Estimate potential service interruption
- Consider emergency flows for fire protection, etc.
- Review pipe type, age, etc.
- Ensure proper materials are on the truck
    - Equipment list

☐ Excavating the break

- Ensure locates have been performed
- BMPs for stormwater/ chlorinated water (rock socks, fabric rolls, etc.)
- Excavate below the pipe
- Dewater

☐ Repair

- Take picture before starting repair
- Identify repair procedures type of repair
    - Severity
    - Break type - Hole or crack, split, blowout
- Clean and disinfect parts

☐ Return to service

- Disinfect

    - Swab interior, spray bottle, etc.
    - Reference AWWA C651-05
- Turn valves on slowly
- Flush
    - Toward repair from both directions if possible
- Collect samples
    - Describe when and what samples should be taken

☐ Backfill/restoration

- Do not reuse excavated mud or dirt
- Specify appropriate material for backfill
- Repair of private property

☐ Special conditions

- Easements on private property
- Pipe materials already scheduled for replacement
- Any damage to customer property

Job Completion

☐ Clean-up site

☐ Ensure all valves are on

☐ Additional notification and communication

Recordkeeping

☐ Work order or task form

☐ Metrics – Determine which metrics will be tracked

- Time leak / break been reported
- Response team on site
- Start of an outage
- When service was restored
- When repair was complete

☐ Break information (location, material, size, age, cause of failure)

☐ Property or other damage information (with pictures)

☐ Estimate water loss

References

In SOP library

- SOPs from Aurora Water, City of Boulder, Colorado Springs Utilities, Denver Water, City of Westminster
- Customer door hanger, Aurora Water, City of Westminster

APPENDIX J

Maintenance Strategies

Asset	Maintenance	Time Period
Source	Source will be properly abandoned with interconnection to Muskingum County.	2020
Treatment	Treatment plant will be decommissioned with interconnection to Muskingum County.	2020
Storage	Visual inspect condition of tank, 2 concrete tanks both buried, periodic draining/cleaning.	Every 6 months visual inspection, ever 5 years drain/clean.
Distribution	Flushing and leak detection.	Annually
Hydrants	Flushed and inspected. Rehab, replace as needed.	Annually
Valves	Exercise and determine condition. Repair, replace based on condition.	Critical valves annually, noncritical on 5 year rotation.
Booster Stations	Visual Inspections, budgeting for repair/replacement of equipment.	Daily
Auxiliary Power	Once booster stations have transfer switch for portable generator, exercise transfer switch.	Weekly

APPENDIX J

Maintenance Tracking

X	Work Orders
	Maintenance Logs - Does not currently have logs, will be using GIS program to track maintenance.
X	Record of Breaks, Leak Repair (See GIS Software)

Village Of Roseville

Work Order

Work Order #: 000000001247

Name: KENDRA AYRES
Location No: POTTERS 170
Account No: 02130/08
Route: 2 Read Seq: 00217
Address: 170 POTTERS LN
Phone No: (740)586-7896

Issue Date: 04/16/2019 15:37
Process Date: 04/17/2019
Process Time: ~~08:00 AM~~ 8:15 A.M.
Requested By:
Assigned To: BRY By: ADM

Completion Information

Work Done By: _____ **Date Completed:** _____ **Time:** _____

Completion Comments:

Tasks

Task 1: MIS - MISC WORK ORDER

Service: WATER
Prior Read Date: 02/10/2019
Old Meter No: 10163088
New Meter No:

Meter Size: 5/8" METER
Prior Read: 1062
Old Meter Read:
New Meter Read:
Utility Notes:

Remote No:
Transmitter No: 10163088

Task Request Comments:

need to fix water leak before meter.

Task Completion Comments:

Replaced meter setter Turned back on 4-17-19 TA- BH

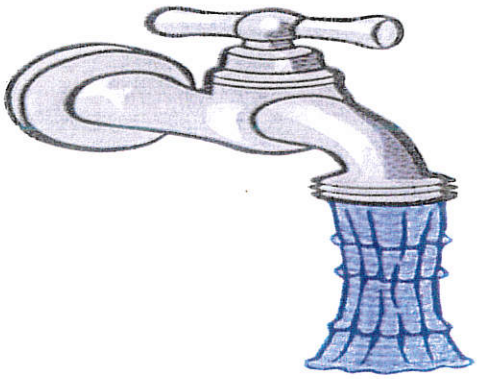
APPENDIX K

Other Plans/Studies

X	Contingency Plan
	Source Water Protection Plan (Note the Utility will be purchasing water from Muskingum County in 2020.)

VILLAGE OF ROSEVILLE

DRINKING WATER



CONTINGENCY PLAN

PWS ID#6002112

REVISED JULY 2019

APPENDIX L

Saving Targets for Shorter Lived Asset Replacement

Item	Description	Total Cost	When (yrs.)	Estimated Annual Cost
Treatment Plant				
N/A				
Storage				
Old State Road - Visual Inspection In house	150,000 Buried		6 months	
Tad Road - Visual Inspection In house	75,000 Buried		6 months	
Old State Road - Draining/Cleaning - In house	South		10	
Tad Road - Draining/Cleaning - In house	West		10	
Conveyance				
Booster Station - Rosehill				
Pumps		40,000	20	2,000
Electrical/Scada		40,000	20	2,000
Booster Station - Lake				
Pumps		40,000	20	2,000
Electrical/Scada		40,000	20	2,000
Distribution				
Valves	161	622,782	40	15,570
Control Valves	9	27,430	40	686
Hydrants	83	249,000	50	4,980
Meters	920	1,400,000	20	70,000
Billing Software	1	20,000	15	1,333
Subtotal				
Total SLA Replacement, Predictive Reserve		2,479,212		$100,569

APPENDIX L

Estimated Replacement Reserve

Storage	Description	Capital Replacement Reserve
Assuming replacement of underground storage with above ground 250,000 gallon tank.		$500,000
Assuming replacement of underground storage with above ground 100,000 gallon tank.		$210,000
Distribution		
Booster Station - Rosehill	Buried	$100,000
Booster Station - Lake	Above Ground	$250,000
Distribution - 1" to 12"	14.84 miles, 78,351 lf	$10,478,061
Total Estimated Replacement Costs		**$11,538,061**
Annual Escrow 15% over 50 years		$34,614

APPENDIX M

Capital Projects Plan

Project Name/Description	Funding	Estimated Cost	Five Year Effort				
			2020	2021	2022	2023	2024
Interconnect with Muskingum County	30 yrs., 0% MC	$132,000	$132,000				
Install transfer switches at both Booster Stations and purchase portable generators	Local Funds	$30,000	$30,000				
Meter Replacement including moving meters to curb stop. 920 Connections	OWDA	$2,900,000		$2,900,000			
Line replacement projects will be developed once results from leak detection services obtained.							
TOTAL		$3,062,000	$162,000	$2,900,000	$0	$0	$0

APPENDIX M

Potential Financing for Capital Projects

			Community Name	Roseville			
			Project Name	CIP Projects			
			Date	11-Jul-19			
		Scenario	**Meters**	**Interconnect with MC**			
		Total Project Cost	**$ 2,900,000**	**$ 132,000**		**$ -**	
Financing - Grants							
		USDA-RD	$ -	$ -	$ -	$ -	
		OPWC	$ -	$ -	$ -	$ -	
		CDBG Allocation	$ -	$ -	$ -	$ -	
		OWDA	$ -	$ -	$ -	$ -	
		Ohio EPA	$ -	$ -		$ -	
		RPIG (CDBG)	$ -	$ -	$ -	$ -	
		ARC	$ -	$ -	$ -	$ -	
		Local	$ -	$ -	$ -	$ -	
		Total Grant Financing	**$ -**	**$ -**	**$ -**	**$ -**	
Financing - Loans	**(Interest Rates and Terms Based on Eligibility)**						
USDA-RD	40	2.50%	$ -	$ -	$ -	$ -	
OPWC	30	0.00%		$ -	$ -	$ -	
OWDA	20	0.05%	$ 2,900,000	$ -	$ -	$ -	
Ohio EPA	30	0.00%	$ -	$ -		$ -	
Ohio EPA	30	2.00%	$ -	$ -	$ -	$ -	
County	30	0.00%	$ -	$ 132,000	$ -	$ -	
		Total Loan Financing	**$ 2,900,000**	**$ 132,000**	**$ -**	**$ -**	
Total Financing							
		Total Financing	**$ 2,900,000**	**$ 132,000**	**$ -**	**$ -**	
Annual Loan Payments							
		USDA-RD	$ -	$ -	$ -	$ -	
		OPWC	$ -	$ -	$ -	$ -	
		OWDA	$ 145,744	$ -	$ -	$ -	
		Ohio EPA	$ -	$ -	$ -	$ -	
		Ohio EPA	$ -	$ -	$ -	$ -	
		Private	$ -	$ 4,400	$ -	$ -	
		Total Annual Debt	**$ 145,744**	**$ 4,400**	**$ -**	**$ -**	
Annual Reserve							
		USDA-RD	$ -	$ -	$ -	$ -	
		Other					
		Total Annual Reserve	**$ -**	**$ -**	**$ -**	**$ -**	
Annual Operation, Maintenance, and Repair							
		Current	$ -	$ -	$ -	$ -	
		Additional	$ -	$ -	$ -	$ -	
		Total Annual OMR	**$ -**	**$ -**	**$ -**	**$ -**	
Annual Costs							
		Total Annual Costs	**$ 145,744**	**$ 4,400**	**$ -**	**$ -**	
Number of Customers							
		Total Customers	**929**	**929**			
		Cost/Month/Connection	**$ 13.07**	**$ 0.39**	**#DIV/0!**	**#DIV/0!**	
Debt Repayment							
		USDA-RD	$ -	$ -	$ -	$ -	
		OPWC	$ -	$ -	$ -	$ -	
		OWDA	$ 2,914,887	$ -	$ -	$ -	
		Ohio EPA	$ -	$ -	$ -	$ -	
		Ohio EPA	$ -	$ -	$ -	$ -	
		Private	$ -	$ 132,000	$ -	$ -	
		Total Debt Repayment	**$ 2,914,887**	**$ 132,000**	**$ -**	**$ -**	

APPENDIX N

x	10 Year Proforma
x	Rate Ordinance
x	Debt Schedule
x	Last Five Years - Year End Financial Reports

APPENDIX N

10 Year Cash Proforma

Village of Roseville

Water Utility: Statement of Cash Flows

$34,784	Actuals						Budget	Budget	Estimated								
	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
% Rate Increase on all					3.50%	3.50%	0.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	3.50%	3.50%	3.50%	3.50%
Rates																	
Min - First 480 cf					57.26	59.26	59.26	62.23	65.34	68.61	72.04	75.64	79.42	82.20	85.08	88.05	91.14
> 480 per 100 cf					4.71	4.87	4.87	5.12	5.37	5.64	5.93	6.22	6.53	6.76	7.00	7.24	7.50
Monthly Rates @ 4,500 gallons usage - min					28.63	29.63	29.63	31.11	32.67	34.30	36.02	37.82	39.71	41.10	42.54	44.03	45.57
Rates at % MHI 4,500 gallons usage					17.03	17.62	17.62	18.50	19.43	20.40	21.42	22.49	23.62	24.44	25.30	26.18	27.10
Total Monthly Bill at 4,500 gallons usage					$45.66	$47.25	$47.25	$49.62	$52.10	$54.70	$57.44	$60.31	$63.33	$65.54	$67.84	$70.21	$72.67
% of MHI					1.58%	1.63%	1.63%	1.71%	1.80%	1.89%	1.98%	2.08%	2.18%	2.26%	2.34%	2.42%	2.51%
Monthly Rates @ 7,756 gallons usage					28.63	29.63	29.63	31.11	32.67	34.30	36.02	37.82	39.71	41.10	42.54	44.03	45.57
Rates as % MHI 7,756 gallons usage					37.54	38.85	38.85	40.80	42.83	44.98	47.23	49.59	52.07	53.89	55.77	57.73	59.75
Total Monthly Bill at 7,756 gallons usage					66.17	68.48	68.48	71.91	75.50	79.28	83.24	87.41	91.78	94.99	98.31	101.75	105.31
% of MHI					2.28%	2.36%	2.36%	2.48%	2.60%	2.74%	2.87%	3.02%	3.17%	3.28%	3.39%	3.51%	3.63%
Total Revenue	**418,540**	**409,693**	**424,943**	**422,426**	**437,771**	**442,918**	**454,230**	**497,173**	**521,819**	**572,722**	**601,146**	**630,990**	**662,327**	**685,551**	**709,598**	**734,496**	**760,276**
Total Expenses	**412,828**	**358,390**	**368,942**	**398,327**	**353,511**	**349,884**	**441,391**	**530,777**	**536,313**	**476,820**	**636,572**	**644,026**	**658,739**	**668,805**	**684,262**	**694,940**	**711,181**
Total Net Income	**5,712**	**51,303**	**56,001**	**24,099**	**84,260**	**93,034**	**12,839**	**(33,604)**	**(14,494)**	**95,903**	**(35,427)**	**(13,036)**	**3,588**	**16,746**	**25,336**	**39,555**	**49,094**
Total Ending Balance	**323,948**	**375,251**	**431,252**	**455,351**	**539,611**	**632,645**	**645,484**	**607,880**	**589,266**	**680,925**	**641,128**	**623,590**	**622,541**	**634,511**	**654,927**	**689,415**	**733,290**
Operating Ratio	**0.99**	**0.87**	**0.87**	**0.94**	**0.81**	**0.79**	**0.97**	**1.07**	**1.03**	**0.83**	**1.06**	**1.02**	**0.99**	**0.98**	**0.96**	**0.95**	**0.94**
5101 Water Operating																	
Revenues																	
Charges for Services	263,527	241,458	245,049	247,603	249,454	259,661	282,915	453,961	476,659	500,492	525,516	551,792	579,382	599,660	620,648	642,371	664,854
Tap Fee/New Customers 71A	1,500				1,000	1,500		10,000	10,500	11,025	11,576	12,155	12,763	13,401	14,071	14,775	15,513
Bulk Sales	24,981	29,644	31,883	26,960	28,247	23,765	27,580	28,959	30,407	31,927	33,524	35,200	36,960	38,253	39,592	40,978	42,412
Other - charges for services - reconnect fees	2,520	2,000	1,880	2,080	2,360	2,440	2,213	2,213	2,213	2,213	2,213	2,213	2,213	2,213	2,213	2,213	2,213
Other Miscellaneous Operating	1,739	1,591	984	783	1,764	5,381	2,040	2,040	2,040	2,040	2,040	2,040	2,040	2,040	2,040	2,040	2,040
Sale of Fixed Assets					10,000												
Transfers In - 2013/estimated additional revenue from new meters	1,873				-	-				25,025	26,276	27,590	28,969	29,983	31,032	32,119	33,243
Total Revenues	**296,140**	**274,693**	**279,796**	**277,426**	**292,825**	**292,747**	**314,749**	**497,173**	**521,819**	**572,722**	**601,146**	**630,990**	**662,327**	**685,551**	**709,598**	**734,496**	**760,276**
Expenses																	
Personnel	147,310	150,769	158,697	150,279	145,999	140,590	174,750	155,250	159,908	159,908	164,705	164,705	169,646	169,646	174,735	174,735	179,977
Electricity	32,358	31,543	29,851	40,712	30,340	31,809	36,500	13,380	13,781	14,195	14,621	15,059	15,511	15,976	16,456	16,949	17,458
Natural Gas	1,065	1,069	770	400	608	1,115	1,200	1,236	1,273	1,311	1,351	1,391	1,433	1,476	1,520	1,566	1,613
Telephone	2,528	2,752	1,659	1,657	2,006	2,800	2,800	2,884	2,971	3,060	3,151	3,246	3,343	3,444	3,547	3,653	3,763
Office Supplies/Materials	3,719	2,138	4,740	4,199	6,275	8,317		0	0	0	0	0	0	0	0	0	0
Operating Supplies/Materials	32,374	29,201	30,196	39,114	23,832	37,587	50,000	30,000	30,900	31,827	32,782	33,765	34,778	35,822	36,896	38,003	39,143
OM Gasoline	5,449	5,701	3,479	2,065	4,723	4,052	7,000	5,500	5,665	5,835	6,010	6,190	6,376	6,567	6,764	6,967	7,176
OM Chemicals	17,804	24,454	25,353	27,624	25,934	28,973	32,000		0	0	0	0	0	0	0	0	0
OM Lab	1,516	2,500	1,232	2,744	5,370	3,466	6,000	5,000	5,150	5,305	5,464	5,628	5,796	5,970	6,149	6,334	6,524
Auditing/Insurance	-	-	-	-	11,500	8,000	13,200	6,000	6,180	6,365	6,556	6,753	6,956	7,164	7,379	7,601	7,829
Purchased Water								171,000	199,500	217,000	223,510	230,215	237,122	244,235	251,562	259,109	266,883
Improved Maintenance								4,000	4,120	4,244	4,371	4,502	4,637	4,776	4,919	5,067	5,219
Transfer to Water Improvement								20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Transfer to Water Equipment Replacement								15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Transfer to Debt Service								89,650	89,650	10,000	154,000	154,000	154,000	154,000	154,000	154,000	154,000
Total Expenses	**244,660**	**250,502**	**255,977**	**299,808**	**264,353**	**266,709**	**323,450**	**518,900**	**554,098**	**494,049**	**651,520**	**660,455**	**674,598**	**684,077**	**698,929**	**708,985**	**724,585**
Net Operating Income	**51,480**	**24,191**	**23,819**	**(22,382)**	**28,472**	**26,038**	**(8,701)**	**(21,727)**	**(32,278)**	**78,674**	**(50,374)**	**(29,464)**	**(12,271)**	**1,474**	**10,668**	**25,511**	**35,691**
Beginning Balance	**170,047**	**221,527**	**245,718**	**269,537**	**247,155**	**275,627**	**301,665**	**292,964**	**271,237**	**238,959**	**317,633**	**267,258**	**237,794**	**225,523**	**226,997**	**237,665**	**263,176**
Ending Balance	**221,527**	**245,718**	**269,537**	**247,155**	**275,627**	**301,665**	**292,964**	**271,237**	**238,959**	**317,633**	**267,258**	**237,794**	**225,523**	**226,997**	**237,665**	**263,176**	**298,867**

5701 Water Improvement																	
Revenues																	
Charges for Services (Collections)/Transfer In	20,000	20,000	20,000	14,856	20,085	20,171	$20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Total Revenues	**20,000**	**20,000**	**20,000**	**14,856**	**20,085**	**20,171**	**20,000**	**20,000**	**20,000**	**20,000**	**20,000**	**20,000**	**20,000**	**20,000**	**20,000**	**20,000**	**20,000**
Expenses																	
Equipment	2,972	8,395	-	-	-	-		1,895	1,951	2,010	2,070	2,132	2,196	2,262	2,330	2,400	2,472
Repairs and Maintenance			15,000	16,630	5,210	-	20,000	9,210	9,486	9,771	10,064	10,366	10,677	10,997	11,327	11,667	12,017
Booster Stations Portable Generators Upgrade								30,000									
Total Expenses	**2,972**	**8,395**	**15,000**	**16,630**	**5,210**	**-**	**20,000**	**41,105**	**11,438**	**11,781**	**12,134**	**12,498**	**12,873**	**13,259**	**13,657**	**14,067**	**14,489**
Net Operating Income	**17,028**	**11,605**	**5,000**	**(1,774)**	**14,875**	**20,171**	**-**	**(21,105)**	**8,562**	**8,219**	**7,866**	**7,502**	**7,127**	**6,741**	**6,343**	**5,933**	**5,511**
Beginning Balance	**65,619**	**82,647**	**94,252**	**99,252**	**97,478**	**112,353**	**132,524**	**132,524**	**111,420**	**119,982**	**128,201**	**136,067**	**143,569**	**150,696**	**157,436**	**163,779**	**169,712**
Ending Balance	**82,647**	**94,252**	**99,252**	**97,478**	**112,353**	**132,524**	**132,524**	**111,420**	**119,982**	**128,201**	**136,067**	**143,569**	**150,696**	**157,436**	**163,779**	**169,712**	**175,223**
5703 Water Equipment Replacement																	
Revenues/Transfers In	**15,000**	**15,000**	**15,147**	**15,000**	**15,000**	**15,000**	**15,000**	**15,000**	**15,000**	**15,000**	**15,000**	**15,000**	**15,000**	**15,000**	**15,000**	**15,000**	**15,000**
Expenses																	
Utility Distribution	-	-	9,159	3,926	-	-		0	0	0	0	0	0	0	0	0	0
Machinery, Equipment Furniture	34,609	12,196	1,509	5,750	1,890	974	9,488	9,773	10,066	10,368	10,679	10,999	11,329	11,669	12,019	12,380	12,751
Total	**34,609**	**12,196**	**10,668**	**9,676**	**1,890**	**974**	**9,488**	**9,773**	**10,066**	**10,368**	**10,679**	**10,999**	**11,329**	**11,669**	**12,019**	**12,380**	**12,751**
Net Income	**(19,609)**	**2,804**	**4,479**	**5,324**	**13,110**	**14,026**	**5,512**	**5,227**	**4,934**	**4,632**	**4,321**	**4,001**	**3,671**	**3,331**	**2,981**	**2,620**	**2,249**
Beginning Balance	**27,889**	**8,280**	**11,084**	**15,563**	**20,887**	**33,997**	**48,023**	**53,535**	**58,762**	**63,697**	**68,329**	**72,650**	**76,651**	**80,322**	**83,653**	**86,633**	**89,254**
Ending Balance	**8,280**	**11,084**	**15,563**	**20,887**	**33,997**	**48,023**	**53,535**	**58,762**	**63,697**	**68,329**	**72,650**	**76,651**	**80,322**	**83,653**	**86,633**	**89,254**	**91,503**
57024 Water Debt Service																	
Revenues	**87,400**	**100,000**	**110,000**	**115,144**	**109,861**	**115,000**	**104,481**	**89,650**	**89,650**	**10,000**	**154,000**	**154,000**	**154,000**	**154,000**	**154,000**	**154,000**	**154,000**
Expenses																	
Principle	76,378	54,951	58,431	62,155	69,128	71,839	88,453	89,650	89,482	9,866	9,866	7,832	7,832	7,832	7,832	7,832	7,832
Interest	54,209	32,346	28,866	10,058	12,930	10,362											
New Debt Meters											145,744	145,744	145,744	145,744	145,744	145,744	145,744
Subtotal	**130,587**	**87,297**	**87,297**	**72,213**	**82,058**	**82,201**	**88,453**	**89,650**	**89,482**	**9,866**	**155,610**	**153,576**	**153,576**	**153,576**	**153,576**	**153,576**	**153,576**
Net Income	**(43,187)**	**12,703**	**22,703**	**42,931**	**27,803**	**32,799**	**16,028**	**0**	**168**	**134**	**(1,610)**	**424**	**424**	**424**	**424**	**424**	**424**
Beginning Balance	**54,681**	**11,494**	**24,197**	**46,900**	**89,831**	**117,634**	**150,433**	**166,461**	**166,461**	**166,629**	**166,763**	**165,153**	**165,577**	**166,001**	**166,425**	**166,849**	**167,273**
Ending Balance	**11,494**	**24,197**	**46,900**	**89,831**	**117,634**	**150,433**	**166,461**	**166,461**	**166,629**	**166,763**	**165,153**	**165,577**	**166,001**	**166,425**	**166,849**	**167,273**	**167,697**

04/10/2018

ROSEVILLE WATER AND SEWER DEPARTMENT
107 N. MAIN STREET
ROSEVILLE, OHIO 43777
PHONE: 740.697.0322 FAX: 740.697.0064

BI-MONTHLY BILLING

INSIDE CORPORATION- (ORD 2008-31)
WATER RATES **02/10/18**
First 480 cu.ft.....$59.26
Vol. Per 100 cu.ft..... 4.87

OUTSIDE CORPORATION
WATER RATES
First 480 cu.ft.....$72.10
Vol. ea 100 cu.ft..... 6.32

SEWER RATES EFFECTIVE 04/10/18
First 480 cu.ft.....$52.64
Vol. Per 100 cu.ft..... 10.13

SEWER RATES SAME AS INSIDE CORPORATION

SEWAGE DEBT SERVICE
First 480 cu.ft.....$10.56
Vol. ea 100 cu.ft..... 1.36
SEWAGE OM&R
First 480 cu.ft.....$42.08
Vol. ea. 100 cu.ft..... 8.77

FLOOD CONTROL INCREASED TO $2.00 EFFECTIVE 2/10/13

EXAMPLES: WATER & SEWER BILLS

INSIDE:	**OUTSIDE:**
59.26 WATER	**72.10 WATER**
2.00 F.C.	**10.56 SE. DEBT**
10.56 SE. DEBT	**42.08 SE. OM&R**
42.08 SE. OM&R	**124.74 TOTAL**
113.90 TOTAL	

RATE CHART

Ordinance 2008-31
AUTHORIZING AUTOMATIC ANNUAL INCREASES IN THE RATES CHARGED FORWATER SERVICE BY THE VILLAGE OF ROSEVILLE

WHEREAS, the Village Administrator has notified the Council of the Village that regular annual increases in water service rates are necessary in order to meet operating expenses, debt obligations, and capital reserve needs;

WHEREAS, without said increase, water service will not be properly maintained to the customers of the water system without depleting emergency and capital reserve funds; and

WHEREAS, it is deemed by the Council of the Village to be in the citizen's best interest following the Village Administrator's request for small, automatic annual rate increases, therefore the proposed automatic annual rate increase is approved.

NOW, THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF ROSEVILLE AS FOLLOWS:

Section 1. The Village Administrator is hereby authorized to automatically increase all Water Service Charges once per year, every year, beginning with July 1, 2008, by a Fixed Percentage. The Automatic Annual Increase shall apply to Water Service Charges, including the base rate, and water usage charges.

Section 2. The Fixed Percentage shall be 8.0% for July 2008, 5.0% for February 2009, and 3.50% each February thereafter starting February 2010, unless the Council of the Village approves an action to adjust this figure before the Automatic Annual Increase Date.

Section 3. The first Automatic Annual Increase Date shall be July 1, 2008 and then February 1st of each year thereafter. All Water Service Charges, as they existed the day prior to the Automatic Annual Increase Date, shall be increased by the Fixed Percentage to generate new Water Service Charges. The new Water Service Charges will apply to all bills rendered on or after the Automatic Annual Increase Date for 2008 being July 1st and February 1st years thereafter, and throughout the ensuing twelve-month period, until January 31st of the next calendar year.

Section 4. Any Ordinance inconsistent with the terms and provisions of this ordinance is hereby declared void and of no effect.

Section 5. This Ordinance shall not preclude other future rate adjustments, including emergency measures, as deemed necessary by the Village Administrator, authorized by the Council of the Village, and approved by the Mayor of the Village.

Section 6. This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare for the reasons set forth in the preamble hereto, and therefore, this Ordinance shall take effect immediately upon its passage by the affirmative vote of at least two-thirds (2/3) of the members of this Village Council; otherwise, this Ordinance shall take effect on a regular basis at the earliest time allowed by law.

PASSED: May 20, 2008

ATTEST:

HEIDI MILNER, FISCAL OFFICER

KIMBERLY DIXON, MAYOR

I, Heidi Milner, the duly qualified and acting Fiscal Officer of the Village of Roseville, Ohio, do hereby certify that the foregoing _2008-31_ as the same as was duly passed by the Council of the Village of Roseville, Ohio, on the __20th__ day of __May __, 2008.

Posted in 5 public places _05/23__, 2008 as per Ordinance No. 02-019.

Heidi Milner, Fiscal Officer

ORDINANCE NO. 2008-65
VILLAGE OF ROSEVILLE

AN ORDINANCE CREATING A SEPARATE FUND FOR WATER EQUIPMENT REPLACEMENT.

WHEREAS, there is a need for a separate line-item fund for receipts of consumer rent charges made for the water utility for equipment replacement; and

WHEREAS, it is necessary to set up an annual deposit amount of fifteen thousand dollars ($15,000.00) per year or two thousand five hundred dollars ($2,500.00) per billing cycle to go into effect January 1, 2009.

NOW THEREFORE, be it Ordained by the Council of the Village of Roseville, Ohio, that:

SECTION ONE: There is hereby created a separate line-item fund for consumer rent charges made for the water utility for equipment replacement, and

SECTION TWO: an amount of two thousand five hundred dollars ($2,500.00) will be deposited each of the six water billing cycles per year for a total of fifteen thousand dollars ($15,000.00) per year.

SECTION THREE: This Ordinance shall take effect and be in full force from and after the earliest date allowed by law.

PASSED: November 18, 2008

ATTEST:

_____ _____

HEIDI MILNER, FISCAL OFFICER KIMBERLY DIXON, MAYOR

I, Heidi Milner, the duly qualified and acting Fiscal Officer of the Village of Roseville, Ohio, do hereby certify that the forgoing __2008-65_ as the same as was duly passed by the Council of the Village of Roseville, Ohio, on the __18th__ day of __November_, 2008.

Posted in 5 public places __11/21___, 2008 as per Ordinance No. 02-019.

_____

Heidi Milner, Fiscal Officer

Resolution 2008-66
A RESOLUTION TO INCREASE THE WATER IMPROVEMENTS FUND.

WHEREAS, the Village of Roseville has a Water Improvement Fund that collects consumer rent for water improvement expenditures; and

WHEREAS, the annual revenue of fifteen thousand dollars ($15,000.00) is deposited in the water improvement fund in increments of two thousand five hundred dollars ($2,500.00) per billing cycle; and

WHEREAS, there has been a substantial increase in the cost of equipment and supplies and it is now necessary to amend the annual revenue; and

WHEREAS, be it Ordained by the Council of the Village of Roseville, Ohio, that:

SECTION ONE: the annual revenue deposited into the water improvements fund shall hereby be increased by the sum of five thousand dollars ($5,000.00); and

SECTION TWO: shall be deposited in six equal installments of three thousand three hundred thirty three dollars and thirty three cents ($3,333.33) concurring with the water billing cycles.

SECTION THREE: that this resolution shall rescind any and all previous ordinances and resolutions pertaining to the water improvement fund deposits.

SECTION FOUR: This resolution shall take effect and be in full force from and after the earliest date allowed by law.

PASSED: November 18, 2008

_____ _____

Heidi Milner, Fiscal Officer Kimberly Dixon, Mayor

I, Heidi Milner, the duly qualified and acting Fiscal Officer of the Village of Roseville, Ohio, do hereby certify that the forgoing __2008-66__ as the same as was duly passed by the Council of the Village of Roseville, Ohio, on the _18th_ day of __November__, 2008.

Posted in 5 public places ___11/21___, 2008 as per Ordinance No. 02-019.

_____
Heidi Milner, Fiscal Officer

Schedule of Indebtedness

Village of Roseville (as of 1/1/2018)

Water Utility

Loans	Interest	Total Borrowed	Term	Graduation Date	Annual Payment
OEPA 5244	0.00%	$56,874	30	7/1/2040	$1,896
OEPA 5148	0.00%	$46,093	20	1/1/2041	$1,536
OWDA 2092	4.00%	$1,035,951	20	7/1/2021	$79,616
OPWC	2.00%	$150,000	30	7/1/2020	$4,568
OWDA 8188	0.00%	$10,170	5	7/1/2023	$2,034
Annual DS Payments					$89,650

Muskingum County	0.00%	$132,000	30	2050	$4,400
Meter Replacement	0.50%	$2,900,000	20	2043	$145,744

ROSEVILLE VILLAGE, MUSKINGUM COUNTY

Revenue Status

By Fund

As Of 12/31/2018

Fund: 5101 Water Operating

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5101-541-1150	Consumer Rent{Collections}	$265,000.00	$259,661.17	$5,338.83	97.985%
5101-542-0000	Tap Fees	$1,000.00	$1,500.00	-$500.00	150.000%
5101-543-0000	Bulk Sales	$23,000.00	$23,765.10	-$765.10	103.327%
5101-590-1160	Other - Charges for Services{Reconnect Fee}	$2,000.00	$2,440.00	-$440.00	122.000%
5101-891-0000	Other - Miscellaneous Operating	$0.00	$5,381.24	-$5,381.24	0.000%
5101-931-0000	Transfers - In	$0.00	$0.00	$0.00	0.000%
5101-961-0000	Sale of Fixed Assets	$0.00	$0.00	$0.00	0.000%
	Fund 5101 Sub-Total:	$291,000.00	$292,747.51	-$1,747.51	100.601%

Fund: 5702 Water Improvements

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5702-541-1150	Consumer Rent{Collections}	$20,000.00	$20,171.36	-$171.36	100.857%
5702-931-0000	Transfers - In	$0.00	$0.00	$0.00	0.000%
	Fund 5702 Sub-Total:	$20,000.00	$20,171.36	-$171.36	100.857%

Fund: 5703 Water Equipment Replacement

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5703-541-0000	Consumer Rent	$15,000.00	$15,000.00	$0.00	100.000%
5703-931-0000	Transfers - In	$100,000.00	$0.00	$100,000.00	0.000%
	Fund 5703 Sub-Total:	$115,000.00	$15,000.00	$100,000.00	13.043%

Revenue Status

By Fund

As Of 12/31/2018

Fund: 5724 Water Debt Service

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5724-541-0000	Consumer Rent	$115,000.00	$115,000.00	$0.00	100.000%
5724-931-0000	Transfers - In	$0.00	$0.00	$0.00	0.000%
	Fund 5724 Sub-Total:	$115,000.00	$115,000.00	$0.00	100.000%

Fund: 5781 Guaranteed Deposit Fund

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5781-544-0000	Deposits	$5,000.00	$5,250.00	-$250.00	105.000%
5781-891-0000	Other - Miscellaneous Operating	$0.00	$0.00	$0.00	0.000%
	Fund 5781 Sub-Total:	$5,000.00	$5,250.00	-$250.00	105.000%
	Report Total:	$546,000.00	$448,168.87	$97,831.13	82.082%

Appropriation Status

By Fund

As Of 12/31/2018

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
	Water Improvements Fund Total:	$0.00	$0.00	$75,000.00	$0.00	$0.00	$75,000.00	0.000%

Fund: Water Equipment Replacement
Pooled Balance: $48,021.96
Non-Pooled Balance: $0.00
Total Cash Balance: $48,021.96

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5703-535-560-0000	Utility Distribution Systems	$0.00	$0.00	$70,000.00	$0.00	$0.00	$70,000.00	0.000%
5703-800-394-0000	Machinery, Equipment & Furniture	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5703-800-520-0000	Equipment	$0.00	$0.00	$5,000.00	$0.00	$973.91	$4,026.09	19.478%
	Water Equipment Replacement Fund Total:	$0.00	$0.00	$75,000.00	$0.00	$973.91	$74,026.09	1.299%

Fund: Water Debt Service
Pooled Balance: $150,433.12
Non-Pooled Balance: $0.00
Total Cash Balance: $150,433.12

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5724-850-710-1220	Principal{OWDA DEBT PAYMENT}	$0.00	$0.00	$80,000.00	$0.00	$71,839.40	$8,160.60	89.799%
5724-850-720-1220	Interest{OWDA DEBT PAYMENT}	$0.00	$0.00	$32,000.00	$0.00	$10,361.98	$21,638.02	32.381%
	Water Debt Service Fund Total:	$0.00	$0.00	$112,000.00	$0.00	$82,201.38	$29,798.62	73.394%

Fund: Guaranteed Deposit Fund
Pooled Balance: $13,090.09
Non-Pooled Balance: $0.00
Total Cash Balance: $13,090.09

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5781-542-610-0000	D Deposits Refunded	$0.00	$0.00	$4,000.00	$0.00	$2,867.47	$1,132.53	71.687%
5781-542-620-0000	D Deposits Applied	$0.00	$0.00	$7,000.00	$0.00	$3,524.85	$3,475.15	50.355%
	Guaranteed Deposit Fund Fund Total:	$0.00	$0.00	$11,000.00	$0.00	$6,392.32	$4,607.68	58.112%
	Report Total:	$182.50	$0.00	$700,250.00	$0.00	$356,277.05	$344,155.45	50.865%

Report reflects selected information.

ROSEVILLE VILLAGE, MUSKINGUM COUNTY

Appropriation Status

By Fund

As Of 12/31/2018

Fund: Water Operating
Pooled Balance: $301,663.22
Non-Pooled Balance: $0.00
Total Cash Balance: $301,663.22

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5101-531-190-0000	D Other - Personal Services	$0.00	$0.00	$118,900.00	$0.00	$101,138.97	$17,761.03	85.062%
5101-531-211-0000	D Ohio Public Employees Retirement System	$0.00	$0.00	$18,000.00	$0.00	$13,624.02	$4,375.98	75.689%
5101-531-213-0000	D Medicare	$0.00	$0.00	$1,750.00	$0.00	$1,465.29	$284.71	83.731%
5101-531-221-0000	Medical/Hospitalization	$0.00	$0.00	$30,000.00	$0.00	$21,305.11	$8,694.89	71.017%
5101-531-225-0000	D Workers' Compensation	$0.00	$0.00	$3,100.00	$0.00	$3,056.88	$43.12	98.609%
5101-531-229-0000	Other - Insurance Benefits	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5101-531-240-0000	D Unemployment Compensation	$0.00	$0.00	$3,000.00	$0.00	$0.00	$3,000.00	0.000%
5101-531-311-0000	Electricity	$0.00	$0.00	$37,250.00	$0.00	$31,809.40	$5,440.60	85.394%
5101-531-313-0000	Natural Gas	$0.00	$0.00	$1,650.00	$0.00	$1,114.81	$535.19	67.564%
5101-531-321-0000	Telephone	$0.00	$0.00	$2,800.00	$0.00	$2,800.00	$0.00	100.000%
5101-531-340-0015	Professional and Technical Services{Branding/Website}	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5101-531-342-0000	Auditing Services	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5101-531-348-0000	Training Services	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5101-531-348-0100	Training Services{Court Cost Disbursements}	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5101-531-353-0000	Liability Insurance Premiums	$0.00	$0.00	$8,000.00	$0.00	$8,000.00	$0.00	100.000%
5101-531-392-0000	Buildings and Other Structures	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5101-531-393-0000	Motor Vehicles	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5101-531-410-0000	Office Supplies and Materials	$112.50	$0.00	$12,000.00	$0.00	$8,317.08	$3,795.42	68.665%
5101-531-420-0000	Operating Supplies and Materials	$70.00	$0.00	$47,800.00	$0.00	$37,586.59	$10,283.41	78.518%
5101-531-420-1100	Operating Supplies and Materials{Gasoline}	$0.00	$0.00	$7,000.00	$0.00	$4,052.29	$2,947.71	57.890%
5101-531-420-1105	Operating Supplies and Materials{CHEMICALS}	$0.00	$0.00	$29,000.00	$0.00	$28,972.85	$27.15	99.906%
5101-531-420-1270	Operating Supplies and Materials{LAB O&M}	$0.00	$0.00	$7,000.00	$0.00	$3,466.15	$3,533.85	49.516%
5101-910-910-0000	D Transfers - Out	$0.00	$0.00	$100,000.00	$0.00	$0.00	$100,000.00	0.000%
	Water Operating Fund Total:	$182.50	$0.00	$427,250.00	$0.00	$266,709.44	$160,723.06	62.398%

Fund: Water Improvements
Pooled Balance: $132,522.76
Non-Pooled Balance: $0.00
Total Cash Balance: $132,522.76

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5702-535-430-0000	Repairs and Maintenance	$0.00	$0.00	$75,000.00	$0.00	$0.00	$75,000.00	0.000%
5702-800-397-0000	Utility - Systems	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5702-800-520-0000	Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5702-800-560-0000	Utility Distribution Systems	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%

Report reflects selected information.

Fund: 5101 Water Operating

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5101-541-1150	Consumer Rent{Collections}	$263,500.00	$249,453.72	$14,046.28	94.669%
5101-542-0000	Tap Fees	$1,000.00	$1,000.00	$0.00	100.000%
5101-543-0000	Bulk Sales	$23,000.00	$28,246.75	-$5,246.75	122.812%
5101-590-1160	Other - Charges for Services{Reconnect Fee}	$2,000.00	$2,360.00	-$360.00	118.000%
5101-891-0000	Other - Miscellaneous Operating	$0.00	$1,763.80	-$1,763.80	0.000%
5101-931-0000	Transfers - In	$0.00	$0.00	$0.00	0.000%
5101-961-0000	Sale of Fixed Assets	$0.00	$10,000.00	-$10,000.00	0.000%
	Fund 5101 Sub-Total:	$289,500.00	$292,824.27	-$3,324.27	101.148%

Fund: 5201 Sanitary Sewer Operating

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5201-541-1150	Consumer Rent{Collections}	$178,500.00	$183,682.13	-$5,182.13	102.903%
5201-542-0000	Tap Fees	$500.00	$0.00	$500.00	0.000%
5201-891-0000	Other - Miscellaneous Operating	$0.00	$592.72	-$592.72	0.000%
5201-931-0000	Transfers - In	$0.00	$0.00	$0.00	0.000%
	Fund 5201 Sub-Total:	$179,000.00	$184,274.85	-$5,274.85	102.947%

Fund: 5202 Regional Sewer Operating

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5202-541-1150	Consumer Rent{Collections}	$70,000.00	$18,138.60	$51,861.40	25.912%
5202-891-0000	Other - Miscellaneous Operating	$0.00	$674.69	-$674.69	0.000%
5202-931-0000	Transfers - In	$105,000.00	$105,000.00	$0.00	100.000%
	Fund 5202 Sub-Total:	$175,000.00	$123,813.29	$51,186.71	70.750%

Revenue Status

By Fund

As Of 12/31/2017

Fund: 5203 Septage Operating Fund

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5203-541-1150	Consumer Rent{Collections}	$7,000.00	$3,208.47	$3,791.53	45.835%
5203-541-1210	Consumer Rent{Equipment Replacement}	$2,000.00	$769.47	$1,230.53	38.474%
5203-891-0000	Other - Miscellaneous Operating	$0.00	$58.52	-$58.52	0.000%
	Fund 5203 Sub-Total:	$9,000.00	$4,036.46	$4,963.54	44.850%

Fund: 5701 Sewer Equipment Replacement

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5701-590-1190	Other - Charges for Services{Sanitary}	$60,000.00	$52,895.69	$7,104.31	88.159%
5701-590-1200	Other - Charges for Services{Regional}	$5,000.00	$2,760.34	$2,239.66	55.207%
5701-961-0000	Sale of Fixed Assets	$0.00	$0.00	$0.00	0.000%
	Fund 5701 Sub-Total:	$65,000.00	$55,656.03	$9,343.97	85.625%

Fund: 5702 Water Improvements

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5702-541-1150	Consumer Rent{Collections}	$20,000.00	$20,085.02	-$85.02	100.425%
5702-931-0000	Transfers - In	$0.00	$0.00	$0.00	0.000%
	Fund 5702 Sub-Total:	$20,000.00	$20,085.02	-$85.02	100.425%

Fund: 5703 Water Equipment Replacement

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5703-541-0000	Consumer Rent	$15,000.00	$15,000.00	$0.00	100.000%
5703-931-0000	Transfers - In	$0.00	$0.00	$0.00	0.000%
	Fund 5703 Sub-Total:	$15,000.00	$15,000.00	$0.00	100.000%

Fund: 5721 Sewer Debt Service

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5721-390-1170	Other - Special Assessments{Roseville Bond Retirement}	$35,000.00	$36,078.64	-$1,078.64	103.082%
5721-390-1180	Other - Special Assessments{Crooksville Bond Retirement}	$32,000.00	$8,703.75	$23,296.25	27.199%
5721-541-1150	Consumer Rent{Collections}	$42,000.00	$41,321.14	$678.86	98.384%
5721-931-0000	Transfers - In	$0.00	$0.00	$0.00	0.000%
	Fund 5721 Sub-Total:	$109,000.00	$86,103.53	$22,896.47	78.994%

Fund: 5724 Water Debt Service

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5724-541-0000	Consumer Rent	$115,000.00	$109,860.91	$5,139.09	95.531%
5724-931-0000	Transfers - In	$0.00	$0.00	$0.00	0.000%
	Fund 5724 Sub-Total:	$115,000.00	$109,860.91	$5,139.09	95.531%

Fund: 5781 Guaranteed Deposit Fund

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5781-544-0000	Deposits	$5,000.00	$4,750.00	$250.00	95.000%
5781-891-0000	Other - Miscellaneous Operating	$0.00	$0.00	$0.00	0.000%
	Fund 5781 Sub-Total:	$5,000.00	$4,750.00	$250.00	95.000%

Fund: 5901 Flood Control

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5901-541-1150	Consumer Rent{Collections}	$9,000.00	$8,918.40	$81.60	99.093%
5901-931-0000	Transfers - In	$0.00	$0.00	$0.00	0.000%
	Fund 5901 Sub-Total:	$9,000.00	$8,918.40	$81.60	99.093%

Fund: 9101 Unclaimed Monies

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
9101-891-1385	Other - Miscellaneous Operating{UNCLAIMED MONEY}	$0.00	$0.00	$0.00	0.000%
	Fund 9101 Sub-Total:	$0.00	$0.00	$0.00	0.000%

Fund: 9901 Fire Insurance Loss Proceeds

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
9901-891-0000	Other - Miscellaneous Operating	$0.00	$3,320.00	$0.00	0.000%
	Fund 9901 Sub-Total:	$0.00	$3,320.00	$0.00	0.000%

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2906-110-100-0000	D Personal Services	$0.00	$0.00	$500.00	$0.00	$0.00	$500.00	0.000%
2906-110-348-0000	Training Services	$0.00	$0.00	$3,000.00	$0.00	$1,500.00	$1,500.00	50.000%
2906-110-353-0000	Liability Insurance Premiums	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
2906-110-420-0000	Operating Supplies and Materials	$0.00	$0.00	$5,000.00	$0.00	$3,189.06	$1,810.94	63.781%
	K9 Unit Fund Total:	$0.00	$0.00	$8,500.00	$0.00	$4,689.06	$3,810.94	55.165%

Fund: Fire Department Club Account
Pooled Balance: $6,501.70
Non-Pooled Balance: $0.00
Total Cash Balance: $6,501.70

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2907-120-400-0000	Supplies and Materials	$0.00	$0.00	$5,000.00	$550.00	$3,205.40	$1,244.60	64.108%
2907-120-431-0000	Repairs and Maintenance of Buildings and Land	$0.00	$0.00	$5,000.00	$0.00	$4,986.00	$14.00	99.720%
	Fire Department Club Account Fund Total:	$0.00	$0.00	$10,000.00	$550.00	$8,191.40	$1,258.60	81.914%

Fund: Water Operating
Pooled Balance: $275,625.15
Non-Pooled Balance: $0.00
Total Cash Balance: $275,625.15

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5101-531-190-0000	D Other - Personal Services	$1,002.11	$836.00	$114,975.00	$0.00	$107,057.40	$8,083.71	92.979%
5101-531-211-0000	D Ohio Public Employees Retirement System	$0.00	$0.00	$18,000.00	$0.00	$15,950.94	$2,049.06	88.616%
5101-531-213-0000	D Medicare	$0.00	$0.00	$1,750.00	$0.00	$1,537.84	$212.16	87.877%
5101-531-221-0000	Medical/Hospitalization	$0.00	$0.00	$25,000.00	$0.00	$18,904.24	$6,095.76	75.617%
5101-531-225-0000	D Workers' Compensation	$0.00	$0.00	$1,334.12	$0.00	$1,334.12	$0.00	100.000%

Appropriation Status

By Fund

As Of 12/31/2017

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5101-531-229-0000	Other - Insurance Benefits	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5101-531-240-0000	D Unemployment Compensation	$0.00	$0.00	$2,665.88	$0.00	$1,214.72	$1,451.16	45.565%
5101-531-311-0000	Electricity	$0.00	$0.00	$37,000.00	$0.00	$30,340.40	$6,659.60	82.001%
5101-531-313-0000	Natural Gas	$0.00	$0.00	$1,500.00	$0.00	$607.98	$892.02	40.532%
5101-531-321-0000	Telephone	$0.00	$0.00	$2,025.00	$0.00	$2,006.21	$18.79	99.072%
5101-531-340-0015	Professional and Technical Services{Branding/Website}	$0.00	$0.00	$5,000.00	$0.00	$5,000.00	$0.00	100.000%
5101-531-342-0000	Auditing Services	$0.00	$0.00	$3,500.00	$0.00	$3,500.00	$0.00	100.000%
5101-531-348-0000	Training Services	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5101-531-348-0100	Training Services{Court Cost Disbursements}	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5101-531-353-0000	Liability Insurance Premiums	$0.00	$0.00	$8,000.00	$0.00	$8,000.00	$0.00	100.000%
5101-531-392-0000	Buildings and Other Structures	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5101-531-393-0000	Motor Vehicles	$0.00	$0.00	$2,750.00	$0.00	$2,750.00	$0.00	100.000%
5101-531-410-0000	Office Supplies and Materials	$0.00	$0.00	$7,500.00	$112.50	$6,274.77	$1,112.73	83.664%
5101-531-420-0000	Operating Supplies and Materials	$0.00	$0.00	$32,250.00	$70.00	$23,832.45	$8,347.55	73.899%
5101-531-420-1100	Operating Supplies and Materials{Gasoline}	$0.00	$0.00	$7,000.00	$0.00	$4,723.10	$2,276.90	67.473%
5101-531-420-1105	Operating Supplies and Materials{CHEMICALS}	$0.00	$0.00	$29,000.00	$0.00	$25,933.52	$3,066.48	89.426%
5101-531-420-1270	Operating Supplies and Materials{LAB O&M}	$0.00	$0.00	$6,000.00	$0.00	$5,370.08	$629.92	89.501%
5101-910-910-0000	D Transfers - Out	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
	Water Operating Fund Total:	$1,002.11	$836.00	$305,250.00	$182.50	$264,337.77	$40,895.84	86.550%

Fund: Sanitary Sewer Operating
Pooled Balance: $164,901.91
Non-Pooled Balance: $0.00
Total Cash Balance: $164,901.91

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5201-531-340-0015	Professional and Technical Services{Branding/Website}	$0.00	$0.00	$5,000.00	$0.00	$5,000.00	$0.00	100.000%
5201-531-348-0000	Training Services	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5201-541-190-0000	D Other - Personal Services	$512.71	$416.96	$56,975.00	$0.00	$47,743.71	$9,327.04	83.657%
5201-541-211-0000	D Ohio Public Employees Retirement System	$0.00	$0.00	$8,000.00	$0.00	$7,215.25	$784.75	90.191%

Report reflects selected information.

Fund: Sewer Equipment Replacement
Pooled Balance: $349,740.72
Non-Pooled Balance: $0.00
Total Cash Balance: $349,740.72

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5701-541-432-1190	Repairs and Maintenance of Machinery & Equip{Sanitary}	$0.00	$0.00	$20,000.00	$0.00	$840.00	$19,160.00	4.200%
5701-541-432-1200	Repairs and Maintenance of Machinery & Equip{Regional}	$0.00	$0.00	$25,000.00	$0.00	$840.00	$24,160.00	3.360%
5701-800-520-0000	Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5701-800-520-1190	Equipment{Sanitary}	$0.00	$0.00	$20,000.00	$0.00	$0.00	$20,000.00	0.000%
5701-800-540-0000	Machinery, Equipment and Furniture	$0.00	$0.00	$70,000.00	$0.00	$11,200.00	$58,800.00	16.000%
5701-800-550-1190	Motor Vehicles{Sanitary}	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5701-800-550-1200	Motor Vehicles{Regional}	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5701-910-910-0000	D Transfers - Out	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
	Sewer Equipment Replacement Fund Total:	$0.00	$0.00	$135,000.00	$0.00	$12,880.00	$122,120.00	9.541%

Fund: Water Improvements
Pooled Balance: $112,351.40
Non-Pooled Balance: $0.00
Total Cash Balance: $112,351.40

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5702-535-430-0000	Repairs and Maintenance	$0.00	$0.00	$50,000.00	$0.00	$5,210.00	$44,790.00	10.420%
5702-800-397-0000	Utility - Systems	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5702-800-520-0000	Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5702-800-560-0000	Utility Distribution Systems	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
	Water Improvements Fund Total:	$0.00	$0.00	$50,000.00	$0.00	$5,210.00	$44,790.00	10.420%

Fund: Water Equipment Replacement
Pooled Balance: $33,995.87

Report reflects selected information.

Non-Pooled Balance: $0.00
Total Cash Balance: $33,995.87

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5703-535-560-0000	Utility Distribution Systems	$0.00	$0.00	$28,000.00	$0.00	$0.00	$28,000.00	0.000%
5703-800-394-0000	Machinery, Equipment & Furniture	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5703-800-520-0000	Equipment	$0.00	$0.00	$2,000.00	$0.00	$1,890.00	$110.00	94.500%
	Water Equipment Replacement Fund Total:	$0.00	$0.00	$30,000.00	$0.00	$1,890.00	$28,110.00	6.300%

Fund: Sewer Debt Service
Pooled Balance: $98,465.87
Non-Pooled Balance: $0.00
Total Cash Balance: $98,465.87

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5721-790-351-1350	Insurance and Bonding{USDA DEBT PAYMENT}	$0.00	$0.00	$400.00	$0.00	$0.00	$400.00	0.000%
5721-850-710-1220	Principal{OWDA DEBT PAYMENT}	$0.00	$0.00	$16,000.00	$0.00	$13,897.59	$2,102.41	86.860%
5721-850-710-1340	Principal{OPWC DEBT PAYMENT}	$0.00	$0.00	$33,000.00	$0.00	$12,385.97	$20,614.03	37.533%
5721-850-710-1350	Principal{USDA DEBT PAYMENT}	$0.00	$0.00	$38,000.00	$0.00	$38,000.00	$0.00	100.000%
5721-850-720-1220	Interest{OWDA DEBT PAYMENT}	$0.00	$0.00	$3,000.00	$0.00	$343.57	$2,656.43	11.452%
5721-850-720-1340	Interest{OPWC DEBT PAYMENT}	$0.00	$0.00	$10,000.00	$0.00	$307.37	$9,692.63	3.074%
5721-850-720-1350	Interest{USDA DEBT PAYMENT}	$0.00	$0.00	$39,000.00	$0.00	$31,650.00	$7,350.00	81.154%
	Sewer Debt Service Fund Total:	$0.00	$0.00	$139,400.00	$0.00	$96,584.50	$42,815.50	69.286%

Fund: Water Debt Service
Pooled Balance: $117,634.50
Non-Pooled Balance: $0.00
Total Cash Balance: $117,634.50

Appropriation Status

By Fund

As Of 12/31/2017

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5724-850-710-1220	Principal{OWDA DEBT PAYMENT}	$0.00	$0.00	$70,000.00	$0.00	$69,128.15	$871.85	98.755%
5724-850-720-1220	Interest{OWDA DEBT PAYMENT}	$0.00	$0.00	$42,000.00	$0.00	$12,929.82	$29,070.18	30.785%
	Water Debt Service Fund Total:	$0.00	$0.00	$112,000.00	$0.00	$82,057.97	$29,942.03	73.266%

Fund: USDA Rural Dev Debt Service Reserve
Pooled Balance: $70,000.00
Non-Pooled Balance: $0.00
Total Cash Balance: $70,000.00

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5741-850-710-0000	Principal	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5741-850-720-0000	Interest	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
	USDA Rural Dev Debt Service Reserve Fund Total:	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%

Fund: Guaranteed Deposit Fund
Pooled Balance: $14,232.41
Non-Pooled Balance: $0.00
Total Cash Balance: $14,232.41

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5781-542-610-0000	D Deposits Refunded	$0.00	$0.00	$4,000.00	$0.00	$1,150.34	$2,849.66	28.759%
5781-542-620-0000	D Deposits Applied	$0.00	$0.00	$7,000.00	$0.00	$3,174.66	$3,825.34	45.352%
	Guaranteed Deposit Fund Fund Total:	$0.00	$0.00	$11,000.00	$0.00	$4,325.00	$6,675.00	39.318%

Fund: Flood Control
Pooled Balance: $29,474.45
Non-Pooled Balance: $0.00
Total Cash Balance: $29,474.45

Report reflects selected information.

ROSEVILLE VILLAGE, MUSKINGUM COUNTY
Cash Flow Summary by Fund
System Year 2017

Fund: 2907 - Fire Department Club Account

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$13,184.50	$13,384.50	$13,384.50	$13,384.50	$11,213.78	$6,584.63	$6,584.63	$6,625.63	$6,625.63	$6,725.63	$6,725.63	$6,301.70	$13,184.50
+ Fund Balance Adj. Inc. (Dec.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Revenues	200.00	0.00	0.00	948.00	0.00	0.00	60.60	0.00	100.00	0.00	0.00	200.00	1,508.60
+ Advances In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Transfers In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
- Expenditures	0.00	0.00	0.00	3,118.72	4,629.15	0.00	19.60	0.00	0.00	0.00	423.93	0.00	8,191.40
Ending Balance	$13,384.50	$13,384.50	$13,384.50	$11,213.78	$6,584.63	$6,584.63	$6,625.63	$6,625.63	$6,725.63	$6,725.63	$6,301.70	$6,501.70	$6,501.70

Fund: 5101 - Water Operating

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$247,154.33	$234,291.86	$217,905.87	$202,341.00	$185,112.63	$201,672.40	$190,772.82	$212,163.45	$226,917.28	$259,312.17	$264,563.67	$284,360.65	$247,154.33
+ Fund Balance Adj. Inc. (Dec.)	(15.68)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(15.68)
+ Revenues	1,477.00	1,702.75	1,758.43	1,563.00	38,007.48	21,452.36	51,099.97	31,087.37	55,078.95	21,168.31	50,397.00	18,031.65	292,824.27
+ Advances In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Transfers In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
- Expenditures	14,323.79	18,088.74	17,323.30	18,791.37	21,447.71	32,351.94	29,709.34	16,333.54	22,684.06	15,916.81	30,600.02	26,767.15	264,337.77
Ending Balance	$234,291.86	$217,905.87	$202,341.00	$185,112.63	$201,672.40	$190,772.82	$212,163.45	$226,917.28	$259,312.17	$264,563.67	$284,360.65	$275,625.15	$275,625.15

Fund: 5201 - Sanitary Sewer Operating

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$219,204.92	$208,526.27	$198,517.56	$87,450.52	$77,400.77	$74,021.58	$72,260.21	$98,575.56	$104,950.23	$130,744.52	$139,038.83	$164,436.10	$219,204.92
+ Fund Balance Adj. Inc. (Dec.)	(9.32)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(9.32)
+ Revenues	0.00	0.00	110.68	0.00	9,229.45	14,396.68	36,717.79	15,949.00	40,657.65	15,233.72	38,226.86	13,753.02	184,274.85
+ Advances In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Transfers In (Out)	0.00	0.00	(105,000.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(105,000.00)
- Expenditures	10,669.33	10,008.71	6,177.72	10,049.75	12,608.64	16,158.05	10,402.44	9,574.33	14,863.36	6,939.41	12,829.59	13,287.21	133,568.54
Ending Balance	$208,526.27	$198,517.56	$87,450.52	$77,400.77	$74,021.58	$72,260.21	$98,575.56	$104,950.23	$130,744.52	$139,038.83	$164,436.10	$164,901.91	$164,901.91

Fund: 5202 - Regional Sewer Operating

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$33,260.93	$34,441.28	$31,738.70	$136,231.47	$128,345.35	$120,279.62	$99,993.32	$87,711.26	$83,257.91	$74,847.71	$66,367.41	$55,636.20	$33,260.93
+ Fund Balance Adj. Inc. (Dec.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Revenues	6,345.72	6,046.20	6,046.20	0.00	0.00	0.00	375.17	0.00	0.00	0.00	0.00	0.00	18,813.29
+ Advances In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Transfers In (Out)	0.00	0.00	105,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	105,000.00
- Expenditures	5,165.37	8,748.78	6,553.43	7,886.12	8,065.73	20,286.30	12,657.23	4,453.35	8,410.20	8,480.30	10,731.21	11,163.31	112,601.33
Ending Balance	$34,441.28	$31,738.70	$136,231.47	$128,345.35	$120,279.62	$99,993.32	$87,711.26	$83,257.91	$74,847.71	$66,367.41	$55,636.20	$44,472.89	$44,472.89

ROSEVILLE VILLAGE, MUSKINGUM COUNTY
Cash Flow Summary by Fund
System Year 2017

Fund: 5203 - Septage Operating Fund

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$52,077.26	$52,906.06	$53,478.28	$54,418.85	$53,803.29	$53,239.88	$52,589.45	$52,175.62	$51,654.07	$51,054.77	$50,497.49	$49,517.23	$52,077.26
+ Fund Balance Adj. Inc. (Dec.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Revenues	1,325.98	1,325.98	1,325.98	0.00	0.00	0.00	58.52	0.00	0.00	0.00	0.00	0.00	4,036.46
+ Advances In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Transfers In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
- Expenditures	497.18	753.76	385.41	615.56	563.41	650.43	472.35	521.55	599.30	557.28	980.26	488.18	7,084.67
Ending Balance	$52,906.06	$53,478.28	$54,418.85	$53,803.29	$53,239.88	$52,589.45	$52,175.62	$51,654.07	$51,054.77	$50,497.49	$49,517.23	$49,029.05	$49,029.05

Fund: 5701 - Sewer Equipment Replacement

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$306,964.69	$344,787.79	$360,499.92	$360,819.69	$352,419.69	$351,420.72	$351,420.72	$351,420.72	$351,420.72	$349,740.72	$349,740.72	$349,740.72	$306,964.69
+ Fund Balance Adj. Inc. (Dec.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Revenues	37,823.10	15,712.13	319.77	0.00	1,801.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	55,656.03
+ Advances In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Transfers In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
- Expenditures	0.00	0.00	0.00	8,400.00	2,800.00	0.00	0.00	0.00	1,680.00	0.00	0.00	0.00	12,880.00
Ending Balance	$344,787.79	$360,499.92	$360,819.69	$352,419.69	$351,420.72	$351,420.72	$351,420.72	$351,420.72	$349,740.72	$349,740.72	$349,740.72	$349,740.72	$349,740.72

Fund: 5702 - Water Improvements

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$97,476.38	$97,476.38	$92,266.38	$98,197.02	$112,351.40	$112,351.40	$112,351.40	$112,351.40	$112,351.40	$112,351.40	$112,351.40	$112,351.40	$97,476.38
+ Fund Balance Adj. Inc. (Dec.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Revenues	0.00	0.00	5,930.64	14,154.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,085.02
+ Advances In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Transfers In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
- Expenditures	0.00	5,210.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,210.00
Ending Balance	$97,476.38	$92,266.38	$98,197.02	$112,351.40	$112,351.40	$112,351.40	$112,351.40	$112,351.40	$112,351.40	$112,351.40	$112,351.40	$112,351.40	$112,351.40

Fund: 5703 - Water Equipment Replacement

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$20,885.87	$20,885.87	$20,885.87	$20,885.87	$21,007.61	$35,885.87	$35,885.87	$35,885.87	$35,885.87	$35,885.87	$33,995.87	$33,995.87	$20,885.87
+ Fund Balance Adj. Inc. (Dec.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Revenues	0.00	0.00	0.00	121.74	14,878.26	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,000.00
+ Advances In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Transfers In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
- Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,890.00	0.00	0.00	1,890.00
Ending Balance	$20,885.87	$20,885.87	$20,885.87	$21,007.61	$35,885.87	$35,885.87	$35,885.87	$35,885.87	$35,885.87	$33,995.87	$33,995.87	$33,995.87	$33,995.87

ROSEVILLE VILLAGE, MUSKINGUM COUNTY
Cash Flow Summary by Fund
System Year 2017

Fund: 5721 - Sewer Debt Service

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$108,946.84	$111,848.09	$115,901.77	$155,000.92	$166,923.57	$175,986.45	$175,986.45	$175,986.45	$175,986.45	$169,386.45	$169,386.45	$169,386.45	$108,946.84
+ Fund Balance Adj. Inc. (Dec.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Revenues	2,901.25	4,053.68	39,099.15	11,922.65	28,126.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	86,103.53
+ Advances In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Transfers In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
- Expenditures	0.00	0.00	0.00	0.00	19,063.92	0.00	0.00	0.00	6,600.00	0.00	0.00	70,920.58	96,584.50
Ending Balance	$111,848.09	$115,901.77	$155,000.92	$166,923.57	$175,986.45	$175,986.45	$175,986.45	$175,986.45	$169,386.45	$169,386.45	$169,386.45	$98,465.87	$98,465.87

Fund: 5724 - Water Debt Service

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$89,831.56	$137,427.17	$157,267.38	$199,692.47	$199,692.47	$158,311.29	$158,311.29	$158,311.29	$158,311.29	$158,311.29	$158,311.29	$158,311.29	$89,831.56
+ Fund Balance Adj. Inc. (Dec.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Revenues	47,595.61	19,840.21	42,425.09	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	109,860.91
+ Advances In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Transfers In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
- Expenditures	0.00	0.00	0.00	0.00	41,381.18	0.00	0.00	0.00	0.00	0.00	0.00	40,676.79	82,057.97
Ending Balance	$137,427.17	$157,267.38	$199,692.47	$199,692.47	$158,311.29	$158,311.29	$158,311.29	$158,311.29	$158,311.29	$158,311.29	$158,311.29	$117,634.50	$117,634.50

Fund: 5741 - USDA Rural Dev Debt Service Reserve

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$70,000.00	$70,000.00	$70,000.00	$70,000.00	$70,000.00	$70,000.00	$70,000.00	$70,000.00	$70,000.00	$70,000.00	$70,000.00	$70,000.00	$70,000.00
+ Fund Balance Adj. Inc. (Dec.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Revenues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Advances In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Transfers In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
- Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Balance	$70,000.00	$70,000.00	$70,000.00	$70,000.00	$70,000.00	$70,000.00	$70,000.00	$70,000.00	$70,000.00	$70,000.00	$70,000.00	$70,000.00	$70,000.00

Fund: 5781 - Guaranteed Deposit Fund

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$13,807.41	$12,907.41	$13,107.41	$12,907.41	$13,007.41	$13,007.41	$13,207.41	$13,507.41	$13,907.41	$14,032.41	$13,882.41	$13,682.41	$13,807.41
+ Fund Balance Adj. Inc. (Dec.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Revenues	100.00	500.00	300.00	300.00	100.00	200.00	500.00	700.00	625.00	50.00	625.00	750.00	4,750.00
+ Advances In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Transfers In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
- Expenditures	1,000.00	300.00	500.00	200.00	100.00	0.00	200.00	300.00	500.00	200.00	825.00	200.00	4,325.00
Ending Balance	$12,907.41	$13,107.41	$12,907.41	$13,007.41	$13,007.41	$13,207.41	$13,507.41	$13,907.41	$14,032.41	$13,882.41	$13,682.41	$14,232.41	$14,232.41

ROSEVILLE VILLAGE, MUSKINGUM COUNTY

Revenue Status

By Fund

As Of 12/31/2016

Fund: 5101 Water Operating

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5101-541-1150	Consumer Rent{Collections}	$255,000.00	$247,603.05	$7,396.95	97.099%
5101-542-0000	Tap Fees	$1,000.00	$0.00	$1,000.00	0.000%
5101-543-0000	Bulk Sales	$23,000.00	$26,960.05	-$3,960.05	117.218%
5101-590-1160	Other - Charges for Services{Reconnect Fee}	$1,500.00	$2,080.00	-$580.00	138.667%
5101-891-0000	Other - Miscellaneous Operating	$0.00	$783.40	-$783.40	0.000%
5101-931-0000	Transfers - In	$0.00	$0.00	$0.00	0.000%
	Fund 5101 Sub-Total:	$280,500.00	$277,426.50	$3,073.50	98.904%

Fund: 5702 Water Improvements

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5702-541-1150	Consumer Rent{Collections}	$20,000.00	$14,855.72	$5,144.28	74.279%
5702-931-0000	Transfers - In	$0.00	$0.00	$0.00	0.000%
	Fund 5702 Sub-Total:	$20,000.00	$14,855.72	$5,144.28	74.279%

Fund: 5703 Water Equipment Replacement

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5703-541-0000	Consumer Rent	$20,000.00	$15,000.00	$5,000.00	75.000%
5703-931-0000	Transfers - In	$0.00	$0.00	$0.00	0.000%
	Fund 5703 Sub-Total:	$20,000.00	$15,000.00	$5,000.00	75.000%

Revenue Status

By Fund

As Of 12/31/2016

Fund: 5724 Water Debt Service

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5724-541-0000	Consumer Rent	$110,000.00	$115,144.28	-$5,144.28	104.677%
5724-931-0000	Transfers - In	$0.00	$0.00	$0.00	0.000%
	Fund 5724 Sub-Total:	$110,000.00	$115,144.28	-$5,144.28	104.677%

Fund: 5781 Guaranteed Deposit Fund

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5781-544-0000	Deposits	$5,000.00	$4,400.00	$600.00	88.000%
5781-891-0000	Other - Miscellaneous Operating	$0.00	$0.00	$0.00	0.000%
	Fund 5781 Sub-Total:	$5,000.00	$4,400.00	$600.00	88.000%
	Report Total:	$435,500.00	$426,826.50	$8,673.50	98.008%

ROSEVILLE VILLAGE, MUSKINGUM COUNTY

Appropriation Status

By Fund

As Of 12/31/2016

Fund: Water Operating
Pooled Balance: $247,154.33
Non-Pooled Balance: $0.00
Total Cash Balance: $247,154.33

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5101-531-190-0000	D Other - Personal Services	$0.00	$0.00	$113,500.00	$1,002.11	$105,766.00	$6,731.89	93.186%
5101-531-211-0000	D Ohio Public Employees Retirement System	$0.00	$0.00	$18,000.00	$0.00	$13,547.50	$4,452.50	75.264%
5101-531-213-0000	D Medicare	$0.00	$0.00	$1,750.00	$0.00	$1,562.92	$187.08	89.310%
5101-531-221-0000	Medical/Hospitalization	$0.00	$0.00	$21,250.00	$0.00	$19,938.94	$1,311.06	93.830%
5101-531-225-0000	D Workers' Compensation	$0.00	$0.00	$3,000.00	$0.00	$1,463.33	$1,536.67	48.778%
5101-531-229-0000	Other - Insurance Benefits	$0.00	$0.00	$8,000.00	$0.00	$8,000.00	$0.00	100.000%
5101-531-240-0000	D Unemployment Compensation	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5101-531-311-0000	Electricity	$0.00	$0.00	$40,750.00	$0.00	$40,711.60	$38.40	99.906%
5101-531-313-0000	Natural Gas	$0.00	$0.00	$1,000.00	$0.00	$400.00	$600.00	40.000%
5101-531-321-0000	Telephone	$0.00	$0.00	$2,000.00	$0.00	$1,657.15	$342.85	82.858%
5101-531-348-0000	Training Services	$0.00	$0.00	$1,500.00	$0.00	$1,050.00	$450.00	70.000%
5101-531-348-0100	Training Services{Court Cost Disbursements}	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5101-531-392-0000	Buildings and Other Structures	$0.00	$0.00	$29,964.00	$0.00	$29,964.00	$0.00	100.000%
5101-531-393-0000	Motor Vehicles	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5101-531-410-0000	Office Supplies and Materials	$0.00	$0.00	$5,000.00	$0.00	$4,199.13	$800.87	83.983%
5101-531-420-0000	Operating Supplies and Materials	$0.00	$0.00	$46,086.00	$0.00	$39,114.17	$6,971.83	84.872%
5101-531-420-1100	Operating Supplies and Materials{Gasoline}	$0.00	$0.00	$7,000.00	$0.00	$2,065.16	$4,934.84	29.502%
5101-531-420-1105	Operating Supplies and Materials{CHEMICALS}	$0.00	$0.00	$29,000.00	$0.00	$27,624.41	$1,375.59	95.257%
5101-531-420-1270	Operating Supplies and Materials{LAB O&M}	$0.00	$0.00	$6,450.00	$0.00	$2,744.48	$3,705.52	42.550%
5101-910-910-0000	D Transfers - Out	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
	Water Operating Fund Total:	$0.00	$0.00	$334,250.00	$1,002.11	$299,808.79	$33,439.10	89.696%

Fund: Water Improvements
Pooled Balance: $97,476.38
Non-Pooled Balance: $0.00
Total Cash Balance: $97,476.38

Report reflects selected information.

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5702-535-430-0000	Repairs and Maintenance	$0.00	$0.00	$30,000.00	$0.00	$16,630.00	$13,370.00	55.433%
5702-800-397-0000	Utility - Systems	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5702-800-520-0000	Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5702-800-560-0000	Utility Distribution Systems	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
	Water Improvements Fund Total:	$0.00	$0.00	$30,000.00	$0.00	$16,630.00	$13,370.00	55.433%

Fund: Water Equipment Replacement
Pooled Balance: $20,885.87
Non-Pooled Balance: $0.00
Total Cash Balance: $20,885.87

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5703-535-560-0000	Utility Distribution Systems	$0.00	$0.00	$9,250.00	$0.00	$3,926.10	$5,323.90	42.444%
5703-800-394-0000	Machinery, Equipment & Furniture	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5703-800-520-0000	Equipment	$0.00	$0.00	$5,750.00	$0.00	$5,750.00	$0.00	100.000%
	Water Equipment Replacement Fund Total:	$0.00	$0.00	$15,000.00	$0.00	$9,676.10	$5,323.90	64.507%

Fund: Water Debt Service
Pooled Balance: $89,831.56
Non-Pooled Balance: $0.00
Total Cash Balance: $89,831.56

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5724-850-710-1220	Principal{OWDA DEBT PAYMENT}	$0.00	$0.00	$92,042.02	$0.00	$62,155.25	$29,886.77	67.529%
5724-850-720-1220	Interest{OWDA DEBT PAYMENT}	$0.00	$0.00	$17,957.98	$0.00	$10,057.60	$7,900.38	56.006%
	Water Debt Service Fund Total:	$0.00	$0.00	$110,000.00	$0.00	$72,212.85	$37,787.15	65.648%

Fund: Guaranteed Deposit Fund
Report reflects selected information.

ROSEVILLE VILLAGE, MUSKINGUM COUNTY

Appropriation Status

By Fund

As Of 12/31/2016

Pooled Balance:	$13,807.41
Non-Pooled Balance:	$0.00
Total Cash Balance:	$13,807.41

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5781-542-610-0000	D Deposits Refunded	$0.00	$0.00	$4,000.00	$0.00	$600.00	$3,400.00	15.000%
5781-542-620-0000	D Deposits Applied	$0.00	$0.00	$7,000.00	$0.00	$2,900.00	$4,100.00	41.429%
	Guaranteed Deposit Fund Fund Total:	$0.00	$0.00	$11,000.00	$0.00	$3,500.00	$7,500.00	31.818%
	Report Total:	$0.00	$0.00	$500,250.00	$1,002.11	$401,827.74	$97,420.15	80.325%

Report reflects selected information.

ROSEVILLE VILLAGE, MUSKINGUM COUNTY

Cash Flow Summary by Fund

System Year 2016

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Fund: 5101 - Water Operating

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$269,536.62	$248,696.36	$235,633.38	$220,432.11	$195,552.92	$218,072.97	$205,443.09	$227,024.99	$234,024.38	$273,090.00	$241,363.66	$268,337.92	$269,536.62
+ Fund Balance Adj. Inc. (Dec.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Revenues	2,003.15	2,130.75	1,594.50	1,648.50	35,711.75	20,063.48	50,335.02	20,294.01	51,638.38	20,169.83	52,864.53	18,972.60	277,426.50
+ Advances In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Transfers In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
- Expenditures	22,843.41	15,193.73	16,795.77	26,527.69	13,191.70	32,693.36	28,753.12	13,294.62	12,572.76	51,896.17	25,890.27	40,156.19	299,808.79
Ending Balance	$248,696.36	$235,633.38	$220,432.11	$195,552.92	$218,072.97	$205,443.09	$227,024.99	$234,024.38	$273,090.00	$241,363.66	$268,337.92	$247,154.33	$247,154.33

Fund: 5702 - Water Improvements

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$99,250.66	$99,250.66	$99,250.66	$99,666.04	$114,106.38	$114,106.38	$114,106.38	$114,106.38	$114,106.38	$97,476.38	$97,476.38	$97,476.38	$99,250.66
+ Fund Balance Adj. Inc. (Dec.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Revenues	0.00	0.00	415.38	14,440.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14,855.72
+ Advances In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Transfers In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
- Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16,630.00	0.00	0.00	0.00	16,630.00
Ending Balance	$99,250.66	$99,250.66	$99,666.04	$114,106.38	$114,106.38	$114,106.38	$114,106.38	$114,106.38	$97,476.38	$97,476.38	$97,476.38	$97,476.38	$97,476.38

Fund: 5703 - Water Equipment Replacement

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$15,561.97	$15,561.97	$15,561.97	$15,561.97	$16,356.35	$23,718.41	$23,718.41	$23,718.41	$23,177.22	$20,885.87	$20,885.87	$20,885.87	$15,561.97
+ Fund Balance Adj. Inc. (Dec.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Revenues	0.00	0.00	0.00	794.38	14,205.62	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,000.00
+ Advances In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Transfers In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
- Expenditures	0.00	0.00	0.00	0.00	6,843.56	0.00	0.00	541.19	2,291.35	0.00	0.00	0.00	9,676.10
Ending Balance	$15,561.97	$15,561.97	$15,561.97	$16,356.35	$23,718.41	$23,718.41	$23,718.41	$23,177.22	$20,885.87	$20,885.87	$20,885.87	$20,885.87	$20,885.87

Fund: 5724 - Water Debt Service

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$46,900.13	$95,261.69	$111,777.90	$162,044.41	$162,044.41	$162,044.41	$128,960.06	$128,960.06	$128,960.06	$128,960.06	$128,960.06	$128,960.06	$46,900.13
+ Fund Balance Adj. Inc. (Dec.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Revenues	48,361.56	16,516.21	50,266.51	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	115,144.28
+ Advances In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Transfers In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
- Expenditures	0.00	0.00	0.00	0.00	0.00	33,084.35	0.00	0.00	0.00	0.00	0.00	39,128.50	72,212.85
Ending Balance	$95,261.69	$111,777.90	$162,044.41	$162,044.41	$162,044.41	$128,960.06	$128,960.06	$128,960.06	$128,960.06	$128,960.06	$128,960.06	$89,831.56	$89,831.56

Fund: 5781 - Guaranteed Deposit Fund

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$12,907.41	$13,104.15	$13,904.15	$13,807.41	$13,707.41	$13,807.41	$13,907.41	$13,307.41	$13,207.41	$13,607.41	$13,407.41	$13,407.41	$12,907.41
+ Fund Balance Adj. Inc. (Dec.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Revenues	200.00	800.00	0.00	100.00	500.00	500.00	200.00	400.00	500.00	500.00	200.00	500.00	4,400.00
+ Advances In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Transfers In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
- Expenditures	3.26	0.00	96.74	200.00	400.00	400.00	800.00	500.00	100.00	700.00	200.00	100.00	3,500.00
Ending Balance	$13,104.15	$13,904.15	$13,807.41	$13,707.41	$13,807.41	$13,907.41	$13,307.41	$13,207.41	$13,607.41	$13,407.41	$13,407.41	$13,807.41	$13,807.41

Fund: Total All Selected Funds

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$444,156.79	$471,874.83	$476,128.06	$511,511.94	$501,767.47	$531,749.58	$486,135.35	$507,117.25	$513,475.45	$534,019.72	$502,093.38	$529,067.64	$444,156.79
+ Fund Balance Adj. Inc. (Dec.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Revenues	$50,564.71	$19,446.96	$52,276.39	$16,983.22	$50,417.37	$20,563.48	$50,535.02	$20,694.01	$52,138.38	$20,669.83	$53,064.53	$19,472.60	$426,826.50
+ Advances In (Out)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
+ Transfers In (Out)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
- Expenditures	$22,846.67	$15,193.73	$16,892.51	$26,727.69	$20,435.26	$66,177.71	$29,553.12	$14,335.81	$31,594.11	$52,596.17	$26,090.27	$79,384.69	$401,827.74
Ending Balance	$471,874.83	$476,128.06	$511,511.94	$501,767.47	$531,749.58	$486,135.35	$507,117.25	$513,475.45	$534,019.72	$502,093.38	$529,067.64	$469,155.55	$469,155.55

Revenue Status

By Fund

As Of 12/31/2015

Fund: 5101 Water Operating

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5101-541-1150	Consumer Rent{Collections}	$265,000.00	$245,049.11	$19,950.89	92.471%
5101-542-0000	Tap Fees	$1,000.00	$0.00	$1,000.00	0.000%
5101-543-0000	Bulk Sales	$25,000.00	$31,882.75	-$6,882.75	127.531%
5101-590-1160	Other - Charges for Services{Reconnect Fee}	$1,500.00	$1,880.00	-$380.00	125.333%
5101-891-0000	Other - Miscellaneous Operating	$250.00	$984.42	-$734.42	393.768%
5101-931-0000	Transfers - In	$0.00	$0.00	$0.00	0.000%
	Fund 5101 Sub-Total:	$292,750.00	$279,796.28	$12,953.72	95.575%

Fund: 5702 Water Improvements

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5702-541-1150	Consumer Rent{Collections}	$20,000.00	$20,000.00	$0.00	100.000%
5702-931-0000	Transfers - In	$0.00	$0.00	$0.00	0.000%
	Fund 5702 Sub-Total:	$20,000.00	$20,000.00	$0.00	100.000%

Fund: 5703 Water Equipment Replacement

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5703-541-0000	Consumer Rent	$15,000.00	$15,146.75	-$146.75	100.978%
5703-931-0000	Transfers - In	$0.00	$0.00	$0.00	0.000%
	Fund 5703 Sub-Total:	$15,000.00	$15,146.75	-$146.75	100.978%

Revenue Status

By Fund

As Of 12/31/2015

Fund: 5721 Sewer Debt Service

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5721-931-0000	Transfers - In	$0.00	$0.00	$0.00	0.000%
	Fund 5721 Sub-Total:	$0.00	$0.00	$0.00	0.000%

Fund: 5724 Water Debt Service

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5724-541-0000	Consumer Rent	$110,000.00	$110,000.00	$0.00	100.000%
5724-931-0000	Transfers - In	$0.00	$0.00	$0.00	0.000%
	Fund 5724 Sub-Total:	$110,000.00	$110,000.00	$0.00	100.000%

Fund: 5781 Guaranteed Deposit Fund

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5781-544-0000	Deposits	$5,000.00	$4,700.00	$300.00	94.000%
5781-891-0000	Other - Miscellaneous Operating	$0.00	$0.00	$0.00	0.000%
	Fund 5781 Sub-Total:	$5,000.00	$4,700.00	$300.00	94.000%
	Report Total:	$442,750.00	$429,643.03	$13,106.97	97.040%

Appropriation Status

By Fund

As Of 12/31/2015

Fund: Water Operating
Pooled Balance: $269,536.62
Non-Pooled Balance: $0.00
Total Cash Balance: $269,536.62

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5101-531-190-0000	D Other - Personal Services	$0.00	$0.00	$108,000.00	$0.00	$107,992.96	$7.04	99.993%
5101-531-211-0000	D Ohio Public Employees Retirement System	$0.00	$0.00	$18,000.00	$0.00	$14,822.15	$3,177.85	82.345%
5101-531-213-0000	D Medicare	$0.00	$0.00	$2,750.00	$0.00	$1,535.17	$1,214.83	55.824%
5101-531-221-0000	Medical/Hospitalization	$0.00	$0.00	$25,000.00	$0.00	$24,745.87	$254.13	98.983%
5101-531-225-0000	D Workers' Compensation	$0.00	$0.00	$1,600.68	$0.00	$1,600.68	$0.00	100.000%
5101-531-229-0000	Other - Insurance Benefits	$0.00	$0.00	$8,000.00	$0.00	$8,000.00	$0.00	100.000%
5101-531-240-0000	D Unemployment Compensation	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5101-531-311-0000	Electricity	$0.00	$0.00	$30,000.00	$0.00	$29,851.05	$148.95	99.504%
5101-531-313-0000	Natural Gas	$0.00	$0.00	$1,500.00	$0.00	$770.28	$729.72	51.352%
5101-531-321-0000	Telephone	$0.00	$0.00	$2,820.00	$0.00	$1,659.49	$1,160.51	58.847%
5101-531-393-0000	Motor Vehicles	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5101-531-410-0000	Office Supplies and Materials	$0.00	$0.00	$5,000.00	$0.00	$4,740.22	$259.78	94.804%
5101-531-420-0000	Operating Supplies and Materials	$0.00	$0.00	$30,829.32	$0.00	$30,195.92	$633.40	97.945%
5101-531-420-1100	Operating Supplies and Materials{Gasoline}	$0.00	$0.00	$3,750.00	$0.00	$3,478.77	$271.23	92.767%
5101-531-420-1105	Operating Supplies and Materials{CHEMICALS}	$0.00	$0.00	$26,000.00	$0.00	$25,352.89	$647.11	97.511%
5101-531-420-1270	Operating Supplies and Materials{LAB O&M}	$0.00	$0.00	$2,500.00	$0.00	$1,231.76	$1,268.24	49.270%
5101-910-910-0000	D Transfers - Out	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
	Water Operating Fund Total:	$0.00	$0.00	$265,750.00	$0.00	$255,977.21	$9,772.79	96.323%

Fund: Water Improvements
Pooled Balance: $99,250.66
Non-Pooled Balance: $0.00
Total Cash Balance: $99,250.66

Report reflects selected information.

Appropriation Status

By Fund

As Of 12/31/2015

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5702-535-430-0000	Repairs and Maintenance	$0.00	$0.00	$15,000.00	$0.00	$15,000.00	$0.00	100.000%
5702-800-397-0000	Utility - Systems	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5702-800-520-0000	Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5702-800-560-0000	Utility Distribution Systems	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
	Water Improvements Fund Total:	$0.00	$0.00	$15,000.00	$0.00	$15,000.00	$0.00	100.000%

Fund: Water Equipment Replacement
Pooled Balance: $15,561.97
Non-Pooled Balance: $0.00
Total Cash Balance: $15,561.97

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5703-535-560-0000	Utility Distribution Systems	$0.00	$0.00	$9,491.00	$0.00	$9,159.48	$331.52	96.507%
5703-800-394-0000	Machinery, Equipment & Furniture	$0.00	$0.00	$1,509.00	$0.00	$1,509.00	$0.00	100.000%
	Water Equipment Replacement Fund Total:	$0.00	$0.00	$11,000.00	$0.00	$10,668.48	$331.52	96.986%

Fund: Water Debt Service
Pooled Balance: $46,900.13
Non-Pooled Balance: $0.00
Total Cash Balance: $46,900.13

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5724-850-710-1220	Principal{OWDA DEBT PAYMENT}	$0.00	$0.00	$60,000.00	$0.00	$58,431.00	$1,569.00	97.385%
5724-850-720-1220	Interest{OWDA DEBT PAYMENT}	$0.00	$0.00	$50,000.00	$0.00	$28,865.62	$21,134.38	57.731%
	Water Debt Service Fund Total:	$0.00	$0.00	$110,000.00	$0.00	$87,296.62	$22,703.38	79.361%

Fund: Guaranteed Deposit Fund
Pooled Balance: $12,907.41

Report reflects selected information.

ROSEVILLE VILLAGE, MUSKINGUM COUNTY

Appropriation Status

By Fund

As Of 12/31/2015

Non-Pooled Balance: $0.00
Total Cash Balance: $12,907.41

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5781-542-610-0000	D Deposits Refunded	$0.00	$0.00	$3,000.00	$0.00	$2,104.40	$895.60	70.147%
5781-542-620-0000	D Deposits Applied	$0.00	$0.00	$8,000.00	$0.00	$3,497.40	$4,502.60	43.718%
	Guaranteed Deposit Fund Fund Total:	$0.00	$0.00	$11,000.00	$0.00	$5,601.80	$5,398.20	50.925%
	Report Total:	$0.00	$0.00	$412,750.00	$0.00	$374,544.11	$38,205.89	90.744%

Report reflects selected information.

ROSEVILLE VILLAGE, MUSKINGUM COUNTY

Cash Flow Summary by Fund

System Year 2015

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Fund: 5101 - Water Operating

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$245,715.75	$230,213.70	$216,063.69	$191,110.88	$185,655.90	$196,060.58	$194,682.85	$218,378.65	$217,470.84	$253,112.22	$247,560.84	$282,560.51	$245,715.75
+ Fund Balance Adj. Inc. (Dec.)	0.00	0.00	0.00	0.00	0.00	1.80	0.00	0.00	0.00	0.00	0.00	0.00	1.80
+ Revenues	1,629.00	1,848.25	1,823.00	1,412.00	34,075.92	22,700.19	49,949.36	19,995.58	54,760.37	20,081.27	50,912.55	20,608.79	279,796.28
+ Advances In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Transfers In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
- Expenditures	17,131.05	15,998.26	26,775.81	6,866.98	23,671.24	24,079.72	26,253.56	20,903.39	19,118.99	25,632.65	15,912.88	33,632.68	255,977.21
Ending Balance	$230,213.70	$216,063.69	$191,110.88	$185,655.90	$196,060.58	$194,682.85	$218,378.65	$217,470.84	$253,112.22	$247,560.84	$282,560.51	$269,536.62	$269,536.62

Fund: 5702 - Water Improvements

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$94,250.66	$94,250.66	$94,250.66	$98,392.95	$114,039.64	$114,250.66	$114,250.66	$104,302.66	$104,302.66	$104,302.66	$99,250.66	$99,250.66	$94,250.66
+ Fund Balance Adj. Inc. (Dec.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Revenues	0.00	0.00	4,142.29	15,646.69	211.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00
+ Advances In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Transfers In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
- Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	9,948.00	0.00	0.00	5,052.00	0.00	0.00	15,000.00
Ending Balance	$94,250.66	$94,250.66	$98,392.95	$114,039.64	$114,250.66	$114,250.66	$104,302.66	$104,302.66	$104,302.66	$99,250.66	$99,250.66	$99,250.66	$99,250.66

Fund: 5703 - Water Equipment Replacement

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$11,083.70	$11,083.70	$11,083.70	$11,083.70	$9,574.70	$24,721.45	$24,721.45	$16,224.45	$16,224.45	$16,224.45	$16,224.45	$15,561.97	$11,083.70
+ Fund Balance Adj. Inc. (Dec.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Revenues	0.00	0.00	0.00	0.00	15,146.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,146.75
+ Advances In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Transfers In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
- Expenditures	0.00	0.00	0.00	1,509.00	0.00	0.00	8,497.00	0.00	0.00	0.00	662.48	0.00	10,668.48
Ending Balance	$11,083.70	$11,083.70	$11,083.70	$9,574.70	$24,721.45	$24,721.45	$16,224.45	$16,224.45	$16,224.45	$16,224.45	$15,561.97	$15,561.97	$15,561.97

ROSEVILLE VILLAGE, MUSKINGUM COUNTY

Cash Flow Summary by Fund

System Year 2015

Fund: 5724 - Water Debt Service

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$24,196.75	$72,346.54	$88,921.31	$134,689.77	$134,196.75	$134,196.75	$90,548.44	$90,548.44	$90,548.44	$90,548.44	$90,548.44	$90,548.44	$24,196.75
+ Fund Balance Adj. Inc. (Dec.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Revenues	48,149.79	16,574.77	45,768.46	(493.02)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	110,000.00
+ Advances In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Transfers In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
- Expenditures	0.00	0.00	0.00	0.00	0.00	43,648.31	0.00	0.00	0.00	0.00	0.00	43,648.31	87,296.62
Ending Balance	$72,346.54	$88,921.31	$134,689.77	$134,196.75	$134,196.75	$90,548.44	$90,548.44	$90,548.44	$90,548.44	$90,548.44	$90,548.44	$46,900.13	$46,900.13

Fund: 5781 - Guaranteed Deposit Fund

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$13,807.41	$12,707.41	$13,007.41	$12,707.41	$13,207.41	$13,307.41	$13,511.01	$13,311.01	$13,707.41	$13,407.41	$13,307.41	$12,907.41	$13,807.41
+ Fund Balance Adj. Inc. (Dec.)	0.00	0.00	0.00	0.00	0.00	1.80	0.00	0.00	0.00	0.00	0.00	0.00	1.80
+ Revenues	300.00	400.00	700.00	700.00	400.00	500.00	400.00	500.00	200.00	0.00	200.00	400.00	4,700.00
+ Advances In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Transfers In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
- Expenditures	1,400.00	100.00	1,000.00	200.00	300.00	298.20	600.00	103.60	500.00	100.00	600.00	400.00	5,601.80
Ending Balance	$12,707.41	$13,007.41	$12,707.41	$13,207.41	$13,307.41	$13,511.01	$13,311.01	$13,707.41	$13,407.41	$13,307.41	$12,907.41	$12,907.41	$12,907.41

Fund: Total All Selected Funds

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$389,054.27	$420,602.01	$423,326.77	$447,984.71	$456,674.40	$482,536.85	$437,714.41	$442,765.21	$442,253.80	$477,595.18	$466,891.80	$500,828.99	$389,054.27
+ Fund Balance Adj. Inc. (Dec.)	0.00	0.00	0.00	0.00	0.00	3.60	0.00	0.00	0.00	0.00	0.00	0.00	3.60
+ Revenues	$50,078.79	$18,823.02	$52,433.75	$17,265.67	$49,833.69	$23,200.19	$50,349.36	$20,495.58	$54,960.37	$20,081.27	$51,112.55	$21,008.79	$429,643.03
+ Advances In (Out)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
+ Transfers In (Out)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
- Expenditures	$18,531.05	$16,098.26	$27,775.81	$8,575.98	$23,971.24	$68,026.23	$45,298.56	$21,006.99	$19,618.99	$30,784.65	$17,175.36	$77,680.99	$374,544.11
Ending Balance	$420,602.01	$423,326.77	$447,984.71	$456,674.40	$482,536.85	$437,714.41	$442,765.21	$442,253.80	$477,595.18	$466,891.80	$500,828.99	$444,156.79	$444,156.79

Revenue Status

By Fund

As Of 12/31/2014

Fund: 5101 Water Operating

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5101-541-1150	Consumer Rent{Collections}	$265,000.00	$241,457.68	$23,542.32	91.116%
5101-542-0000	Tap Fees	$1,000.00	$0.00	$1,000.00	0.000%
5101-543-0000	Bulk Sales	$27,000.00	$29,643.75	-$2,643.75	109.792%
5101-590-1160	Other - Charges for Services{Reconnect Fee}	$1,500.00	$2,000.00	-$500.00	133.333%
5101-891-0000	Other - Miscellaneous Operating	$250.00	$1,590.76	-$1,340.76	636.304%
5101-931-0000	Transfers - In	$0.00	$0.00	$0.00	0.000%
	Fund 5101 Sub-Total:	$294,750.00	$274,692.19	$20,057.81	93.195%

Fund: 5702 Water Improvements

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5702-541-1150	Consumer Rent{Collections}	$20,000.00	$20,000.00	$0.00	100.000%
5702-931-0000	Transfers - In	$0.00	$0.00	$0.00	0.000%
	Fund 5702 Sub-Total:	$20,000.00	$20,000.00	$0.00	100.000%

Fund: 5703 Water Equipment Replacement

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5703-541-0000	Consumer Rent	$15,000.00	$15,000.00	$0.00	100.000%
5703-931-0000	Transfers - In	$0.00	$0.00	$0.00	0.000%
	Fund 5703 Sub-Total:	$15,000.00	$15,000.00	$0.00	100.000%

Fund: 5724 Water Debt Service

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5724-541-0000	Consumer Rent	$90,000.00	$100,000.00	-$10,000.00	111.111%
5724-931-0000	Transfers - In	$0.00	$0.00	$0.00	0.000%
	Fund 5724 Sub-Total:	$90,000.00	$100,000.00	-$10,000.00	111.111%

Fund: 5781 Guaranteed Deposit Fund

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5781-544-0000	Deposits	$5,000.00	$5,200.00	-$200.00	104.000%
5781-891-0000	Other - Miscellaneous Operating	$0.00	$0.00	$0.00	0.000%
	Fund 5781 Sub-Total:	$5,000.00	$5,200.00	-$200.00	104.000%
	Report Total:	$424,750.00	$414,892.19	$9,857.81	97.679%

ROSEVILLE VILLAGE, MUSKINGUM COUNTY

Appropriation Status

By Fund

As Of 12/31/2014

Fund: Water Operating
Pooled Balance: $245,715.75
Non-Pooled Balance: $0.00
Total Cash Balance: $245,715.75

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5101-531-190-0000	D Other - Personal Services	$374.94	$0.00	$104,800.00	$0.00	$105,140.04	$34.90	99.967%
5101-531-211-0000	D Ohio Public Employees Retirement System	$0.00	$0.00	$16,000.00	$0.00	$15,192.36	$807.64	94.952%
5101-531-213-0000	D Medicare	$0.00	$0.00	$1,750.00	$0.00	$1,518.93	$231.07	86.796%
5101-531-221-0000	Medical/Hospitalization	$0.00	$0.00	$25,400.00	$0.00	$20,548.33	$4,851.67	80.899%
5101-531-225-0000	D Workers' Compensation	$0.00	$0.00	$2,500.00	$0.00	$2,271.51	$228.49	90.860%
5101-531-229-0000	Other - Insurance Benefits	$0.00	$0.00	$8,000.00	$0.00	$6,098.00	$1,902.00	76.225%
5101-531-240-0000	D Unemployment Compensation	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5101-531-311-0000	Electricity	$0.00	$0.00	$34,625.00	$0.00	$31,542.98	$3,082.02	91.099%
5101-531-313-0000	Natural Gas	$0.00	$0.00	$1,500.00	$0.00	$1,069.34	$430.66	71.289%
5101-531-321-0000	Telephone	$0.00	$0.00	$3,250.00	$0.00	$2,752.41	$497.59	84.690%
5101-531-393-0000	Motor Vehicles	$0.00	$0.00	$375.00	$0.00	$375.00	$0.00	100.000%
5101-531-410-0000	Office Supplies and Materials	$0.00	$0.00	$2,700.00	$0.00	$2,138.16	$561.84	79.191%
5101-531-420-0000	Operating Supplies and Materials	$0.00	$0.00	$29,500.00	$0.00	$29,200.86	$299.14	98.986%
5101-531-420-1100	Operating Supplies and Materials{Gasoline}	$0.00	$0.00	$6,600.00	$0.00	$5,700.70	$899.30	86.374%
5101-531-420-1105	Operating Supplies and Materials{CHEMICALS}	$0.00	$0.00	$25,000.00	$0.00	$24,453.92	$546.08	97.816%
5101-531-420-1270	Operating Supplies and Materials{LAB O&M}	$0.00	$0.00	$2,500.00	$0.00	$2,500.00	$0.00	100.000%
5101-910-910-0000	D Transfers - Out	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
	Water Operating Fund Total:	$374.94	$0.00	$264,500.00	$0.00	$250,502.54	$14,372.40	94.574%

Fund: Water Improvements
Pooled Balance: $94,250.66
Non-Pooled Balance: $0.00
Total Cash Balance: $94,250.66

Report reflects selected information.

Appropriation Status

By Fund

As Of 12/31/2014

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5702-800-520-0000	Equipment	$0.00	$0.00	$15,000.00	$0.00	$8,395.00	$6,605.00	55.967%
	Water Improvements Fund Total:	$0.00	$0.00	$15,000.00	$0.00	$8,395.00	$6,605.00	55.967%

Fund: Water Equipment Replacement
Pooled Balance: $11,083.70
Non-Pooled Balance: $0.00
Total Cash Balance: $11,083.70

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5703-800-394-0000	Machinery, Equipment & Furniture	$0.00	$0.00	$15,000.00	$0.00	$12,196.00	$2,804.00	81.307%
	Water Equipment Replacement Fund Total:	$0.00	$0.00	$15,000.00	$0.00	$12,196.00	$2,804.00	81.307%

Fund: Water Debt Service
Pooled Balance: $24,196.75
Non-Pooled Balance: $0.00
Total Cash Balance: $24,196.75

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5724-850-710-1220	Principal{OWDA DEBT PAYMENT}	$0.00	$0.00	$55,000.00	$0.00	$54,950.61	$49.39	99.910%
5724-850-720-1220	Interest{OWDA DEBT PAYMENT}	$0.00	$0.00	$40,000.00	$0.00	$32,346.01	$7,653.99	80.865%
	Water Debt Service Fund Total:	$0.00	$0.00	$95,000.00	$0.00	$87,296.62	$7,703.38	91.891%

Fund: Guaranteed Deposit Fund
Pooled Balance: $13,807.41
Non-Pooled Balance: $0.00
Total Cash Balance: $13,807.41

Report reflects selected information.

ROSEVILLE VILLAGE, MUSKINGUM COUNTY

Appropriation Status

By Fund

As Of 12/31/2014

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5781-542-610-0000	D Deposits Refunded	$0.00	$0.00	$3,000.00	$0.00	$1,326.57	$1,673.43	44.219%
5781-542-620-0000	D Deposits Applied	$0.00	$0.00	$8,000.00	$0.00	$4,179.91	$3,820.09	52.249%
	Guaranteed Deposit Fund Fund Total:	$0.00	$0.00	$11,000.00	$0.00	$5,506.48	$5,493.52	50.059%
	Report Total:	$374.94	$0.00	$400,500.00	$0.00	$363,896.64	$36,978.30	90.776%

Report reflects selected information.

ROSEVILLE VILLAGE, MUSKINGUM COUNTY

Cash Flow Summary by Fund

System Year 2014

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Fund: 5101 - Water Operating

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$221,526.10	$199,993.18	$183,183.17	$166,952.00	$158,626.86	$172,234.70	$164,174.40	$192,738.42	$185,120.14	$218,390.78	$217,656.79	$251,658.90	$221,526.10
+ Fund Balance Adj. Inc. (Dec.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Revenues	1,449.00	1,967.00	1,671.50	2,141.00	34,394.93	18,582.47	53,017.12	23,588.19	46,717.41	19,733.09	52,100.10	19,330.38	274,692.19
+ Advances In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Transfers In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
- Expenditures	22,981.92	18,777.01	17,902.67	10,466.14	20,787.09	26,642.77	24,453.10	31,206.47	13,446.77	20,467.08	18,097.99	25,273.53	250,502.54
Ending Balance	$199,993.18	$183,183.17	$166,952.00	$158,626.86	$172,234.70	$164,174.40	$192,738.42	$185,120.14	$218,390.78	$217,656.79	$251,658.90	$245,715.75	$245,715.75

Fund: 5702 - Water Improvements

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$82,645.66	$82,645.66	$82,645.66	$87,682.89	$98,291.30	$102,510.64	$102,510.64	$102,510.64	$102,645.66	$94,250.66	$94,250.66	$94,250.66	$82,645.66
+ Fund Balance Adj. Inc. (Dec.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Revenues	0.00	0.00	5,037.23	10,608.41	4,219.34	0.00	0.00	135.02	0.00	0.00	0.00	0.00	20,000.00
+ Advances In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Transfers In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
- Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,395.00	0.00	0.00	0.00	8,395.00
Ending Balance	$82,645.66	$82,645.66	$87,682.89	$98,291.30	$102,510.64	$102,510.64	$102,510.64	$102,645.66	$94,250.66	$94,250.66	$94,250.66	$94,250.66	$94,250.66

Fund: 5703 - Water Equipment Replacement

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$8,279.70	$8,279.70	$8,279.70	$8,279.70	$9,167.47	$23,279.70	$15,360.70	$11,083.70	$11,083.70	$11,083.70	$11,083.70	$11,083.70	$8,279.70
+ Fund Balance Adj. Inc. (Dec.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Revenues	0.00	0.00	0.00	887.77	14,112.23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,000.00
+ Advances In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Transfers In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
- Expenditures	0.00	0.00	0.00	0.00	0.00	7,919.00	4,277.00	0.00	0.00	0.00	0.00	0.00	12,196.00
Ending Balance	$8,279.70	$8,279.70	$8,279.70	$9,167.47	$23,279.70	$15,360.70	$11,083.70	$11,083.70	$11,083.70	$11,083.70	$11,083.70	$11,083.70	$11,083.70

ROSEVILLE VILLAGE, MUSKINGUM COUNTY

Cash Flow Summary by Fund

System Year 2014

Fund: 5724 - Water Debt Service

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$11,493.37	$49,985.09	$67,754.30	$111,493.37	$115,847.73	$111,493.37	$67,845.06	$67,845.06	$67,845.06	$67,845.06	$67,845.06	$67,845.06	$11,493.37
+ Fund Balance Adj. Inc. (Dec.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Revenues	38,491.72	17,769.21	43,739.07	4,354.36	(4,354.36)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00
+ Advances In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Transfers In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
- Expenditures	0.00	0.00	0.00	0.00	0.00	43,648.31	0.00	0.00	0.00	0.00	0.00	43,648.31	87,296.62
Ending Balance	$49,985.09	$67,754.30	$111,493.37	$115,847.73	$111,493.37	$67,845.06	$67,845.06	$67,845.06	$67,845.06	$67,845.06	$67,845.06	$24,196.75	$24,196.75

Fund: 5781 - Guaranteed Deposit Fund

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$14,107.41	$14,207.41	$14,107.41	$14,207.41	$14,405.61	$14,207.41	$13,707.41	$13,707.41	$13,507.41	$13,207.41	$13,307.41	$13,807.41	$14,107.41
+ Fund Balance Adj. Inc. (Dec.)	6.48	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6.48
+ Revenues	400.00	200.00	500.00	300.00	500.00	300.00	300.00	800.00	100.00	500.00	900.00	400.00	5,200.00
+ Advances In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Transfers In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
- Expenditures	306.48	300.00	400.00	101.80	698.20	800.00	300.00	1,000.00	400.00	400.00	400.00	400.00	5,506.48
Ending Balance	$14,207.41	$14,107.41	$14,207.41	$14,405.61	$14,207.41	$13,707.41	$13,707.41	$13,507.41	$13,207.41	$13,307.41	$13,807.41	$13,807.41	$13,807.41

Fund: Total All Selected Funds

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$338,052.24	$355,111.04	$355,970.24	$388,615.37	$396,338.97	$423,725.82	$363,598.21	$387,885.23	$380,201.97	$404,777.61	$404,143.62	$438,645.73	$338,052.24
+ Fund Balance Adj. Inc. (Dec.)	6.48	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6.48
+ Revenues	$40,340.72	$19,936.21	$50,947.80	$18,291.54	$48,872.14	$18,882.47	$53,317.12	$24,523.21	$46,817.41	$20,233.09	$53,000.10	$19,730.38	$414,892.19
+ Advances In (Out)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
+ Transfers In (Out)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
- Expenditures	$23,288.40	$19,077.01	$18,302.67	$10,567.94	$21,485.29	$79,010.08	$29,030.10	$32,206.47	$22,241.77	$20,867.08	$18,497.99	$69,321.84	$363,696.64
Ending Balance	$355,111.04	$355,970.24	$388,615.37	$396,338.97	$423,725.82	$363,598.21	$387,885.23	$380,201.97	$404,777.61	$404,143.62	$438,645.73	$389,054.27	$389,054.27

Revenue Status

By Fund

As Of 12/31/2013

Fund: 5101 Water Operating

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5101-541-1150	Consumer Rent{Collections}	$260,000.00	$263,526.84	-$3,526.84	101.356%
5101-542-0000	Tap Fees	$1,000.00	$1,500.00	-$500.00	150.000%
5101-543-0000	Bulk Sales	$27,000.00	$24,981.00	$2,019.00	92.522%
5101-590-1160	Other - Charges for Services{Reconnect Fee}	$1,500.00	$2,520.00	-$1,020.00	168.000%
5101-891-0000	Other - Miscellaneous Operating	$250.00	$1,739.10	-$1,489.10	695.640%
5101-931-0000	Transfers - In	$0.00	$1,873.34	-$1,873.34	0.000%
	Fund 5101 Sub-Total:	$289,750.00	$296,140.28	-$6,390.28	102.205%

Fund: 5702 Water Improvements

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5702-541-1150	Consumer Rent{Collections}	$20,000.00	$20,000.00	$0.00	100.000%
5702-931-0000	Transfers - In	$0.00	$0.00	$0.00	0.000%
	Fund 5702 Sub-Total:	$20,000.00	$20,000.00	$0.00	100.000%

Fund: 5703 Water Equipment Replacement

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5703-541-0000	Consumer Rent	$15,000.00	$15,000.00	$0.00	100.000%
5703-931-0000	Transfers - In	$0.00	$0.00	$0.00	0.000%
	Fund 5703 Sub-Total:	$15,000.00	$15,000.00	$0.00	100.000%

Fund: 5724 Water Debt Service

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5724-541-0000	Consumer Rent	$90,000.00	$87,400.00	$2,600.00	97.111%
5724-931-0000	Transfers - In	$0.00	$0.00	$0.00	0.000%
	Fund 5724 Sub-Total:	$90,000.00	$87,400.00	$2,600.00	97.111%

Fund: 5781 Guaranteed Deposit Fund

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5781-544-0000	Deposits	$5,000.00	$4,900.00	$100.00	98.000%
5781-891-0000	Other - Miscellaneous Operating	$0.00	$0.00	$0.00	0.000%
	Fund 5781 Sub-Total:	$5,000.00	$4,900.00	$100.00	98.000%
	Report Total:	$419,750.00	$423,440.28	-$3,690.28	100.879%

ROSEVILLE VILLAGE, MUSKINGUM COUNTY

Appropriation Status

By Fund

As Of 12/31/2013

Fund: Water Operating
Pooled Balance: $221,526.10
Non-Pooled Balance: $0.00
Total Cash Balance: $221,526.10

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5101-531-190-0000	D Other - Personal Services	$0.00	$0.00	$103,725.00	$374.94	$99,474.25	$3,875.81	95.902%
5101-531-211-0000	D Ohio Public Employees Retirement System	$0.00	$0.00	$14,000.00	$0.00	$13,405.12	$594.88	95.751%
5101-531-213-0000	D Medicare	$0.00	$0.00	$1,750.00	$0.00	$1,442.97	$307.03	82.455%
5101-531-221-0000	Medical/Hospitalization	$0.00	$0.00	$23,370.00	$0.00	$23,347.08	$22.92	99.902%
5101-531-225-0000	D Workers' Compensation	$0.00	$0.00	$2,355.00	$0.00	$2,354.79	$0.21	99.991%
5101-531-229-0000	Other - Insurance Benefits	$0.00	$0.00	$7,300.00	$0.00	$7,286.00	$14.00	99.808%
5101-531-240-0000	D Unemployment Compensation	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
5101-531-311-0000	Electricity	$0.00	$0.00	$32,400.00	$0.00	$32,358.03	$41.97	99.870%
5101-531-313-0000	Natural Gas	$0.00	$0.00	$1,500.00	$0.00	$1,064.73	$435.27	70.982%
5101-531-321-0000	Telephone	$0.00	$0.00	$3,250.00	$0.00	$2,528.37	$721.63	77.796%
5101-531-410-0000	Office Supplies and Materials	$0.00	$0.00	$4,000.00	$0.00	$3,719.43	$280.57	92.986%
5101-531-420-0000	Operating Supplies and Materials	$0.00	$0.00	$36,000.00	$0.00	$32,373.96	$3,626.04	89.928%
5101-531-420-1100	Operating Supplies and Materials{Gasoline}	$0.00	$0.00	$5,750.00	$0.00	$5,449.41	$300.59	94.772%
5101-531-420-1105	Operating Supplies and Materials{CHEMICALS}	$0.00	$0.00	$21,250.00	$0.00	$17,804.29	$3,445.71	83.785%
5101-531-420-1270	Operating Supplies and Materials{LAB O&M}	$0.00	$0.00	$2,350.00	$0.00	$1,516.09	$833.91	64.514%
5101-910-910-0000	D Transfers - Out	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
	Water Operating Fund Total:	$0.00	$0.00	$259,000.00	$374.94	$244,124.52	$14,500.54	94.257%

Fund: Water Improvements
Pooled Balance: $82,645.66
Non-Pooled Balance: $0.00
Total Cash Balance: $82,645.66

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures

Report reflects selected information.

Appropriation Status

By Fund

As Of 12/31/2013

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5702-800-520-0000	Equipment	$0.00	$0.00	$15,000.00	$0.00	$2,972.49	$12,027.51	19.817%
	Water Improvements Fund Total:	$0.00	$0.00	$15,000.00	$0.00	$2,972.49	$12,027.51	19.817%

Fund: Water Equipment Replacement
Pooled Balance: $8,279.70
Non-Pooled Balance: $0.00
Total Cash Balance: $8,279.70

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5703-800-394-0000	Machinery, Equipment & Furniture	$0.00	$0.00	$35,000.00	$0.00	$34,609.30	$390.70	98.884%
	Water Equipment Replacement Fund Total:	$0.00	$0.00	$35,000.00	$0.00	$34,609.30	$390.70	98.884%

Fund: Water Debt Service
Pooled Balance: $11,493.37
Non-Pooled Balance: $0.00
Total Cash Balance: $11,493.37

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5724-850-710-1220	Principal{OWDA DEBT PAYMENT}	$0.00	$0.00	$80,000.00	$0.00	$76,378.47	$3,621.53	95.473%
5724-850-720-1220	Interest{OWDA DEBT PAYMENT}	$0.00	$0.00	$55,000.00	$0.00	$54,208.81	$791.19	98.561%
	Water Debt Service Fund Total:	$0.00	$0.00	$135,000.00	$0.00	$130,587.28	$4,412.72	96.731%

Fund: Guaranteed Deposit Fund
Pooled Balance: $14,107.41
Non-Pooled Balance: $0.00
Total Cash Balance: $14,107.41

Report reflects selected information.

ROSEVILLE VILLAGE, MUSKINGUM COUNTY

Appropriation Status

By Fund

As Of 12/31/2013

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5781-542-610-0000	D Deposits Refunded	$0.00	$0.00	$3,000.00	$0.00	$1,442.37	$1,557.63	48.079%
5781-542-620-0000	D Deposits Applied	$0.00	$0.00	$5,000.00	$0.00	$4,357.63	$642.37	87.153%
	Guaranteed Deposit Fund Fund Total:	$0.00	$0.00	$8,000.00	$0.00	$5,800.00	$2,200.00	72.500%
	Report Total:	$0.00	$0.00	$452,000.00	$374.94	$418,093.59	$33,531.47	92.499%

Report reflects selected information.

ROSEVILLE VILLAGE, MUSKINGUM COUNTY

Cash Flow Summary by Fund

System Year 2013

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Fund: 5101 - Water Operating

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$170,047.43	$149,649.28	$131,739.15	$119,493.36	$109,330.88	$119,777.86	$122,665.62	$161,036.01	$149,562.96	$181,869.25	$186,880.12	$210,225.01	$170,047.43
+ Fund Balance Adj. Inc. (Dec.)	(537.09)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(537.09)
+ Revenues	1,962.00	1,776.50	1,652.25	9,945.65	46,251.11	19,313.30	52,402.03	21,648.24	46,453.91	18,015.25	47,015.80	27,830.90	294,266.94
+ Advances In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Transfers In (Out)	0.00	0.00	0.00	1,873.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,873.34
- Expenditures	21,823.06	19,686.63	13,898.04	21,981.47	35,804.13	16,425.54	14,031.64	33,121.29	14,147.62	13,004.38	23,670.91	16,529.81	244,124.52
Ending Balance	$149,649.28	$131,739.15	$119,493.36	$109,330.88	$119,777.86	$122,665.62	$161,036.01	$149,562.96	$181,869.25	$186,880.12	$210,225.01	$221,526.10	$221,526.10

Fund: 5702 - Water Improvements

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$65,618.15	$63,618.15	$63,618.15	$83,618.15	$83,618.15	$83,618.15	$82,645.66	$82,645.66	$82,645.66	$82,645.66	$82,645.66	$82,645.66	$65,618.15
+ Fund Balance Adj. Inc. (Dec.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Revenues	0.00	0.00	20,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00
+ Advances In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Transfers In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
- Expenditures	2,000.00	0.00	0.00	0.00	0.00	972.49	0.00	0.00	0.00	0.00	0.00	0.00	2,972.49
Ending Balance	$63,618.15	$63,618.15	$83,618.15	$83,618.15	$83,618.15	$82,645.66	$82,645.66	$82,645.66	$82,645.66	$82,645.66	$82,645.66	$82,645.66	$82,645.66

Fund: 5703 - Water Equipment Replacement

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$27,889.00	$27,889.00	$27,889.00	$35,111.93	$42,889.00	$14,239.00	$14,239.00	$14,239.00	$14,239.00	$14,239.00	$14,239.00	$11,279.00	$27,889.00
+ Fund Balance Adj. Inc. (Dec.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Revenues	0.00	0.00	7,222.93	7,777.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,000.00
+ Advances In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Transfers In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
- Expenditures	0.00	0.00	0.00	0.00	28,650.00	0.00	0.00	0.00	0.00	0.00	2,960.00	2,999.30	34,609.30
Ending Balance	$27,889.00	$27,889.00	$35,111.93	$42,889.00	$14,239.00	$14,239.00	$14,239.00	$14,239.00	$14,239.00	$14,239.00	$11,279.00	$8,279.70	$8,279.70

ROSEVILLE VILLAGE, MUSKINGUM COUNTY

Cash Flow Summary by Fund

System Year 2013

Fund: 5724 - Water Debt Service

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$54,680.65	$59,008.88	$75,999.69	$98,789.99	$98,789.99	$98,789.99	$55,141.68	$55,141.68	$55,141.68	$55,141.68	$55,141.68	$55,141.68	$54,680.65
+ Fund Balance Adj. Inc. (Dec.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Revenues	47,618.89	16,990.81	22,790.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	87,400.00
+ Advances In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Transfers In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
- Expenditures	43,290.66	0.00	0.00	0.00	0.00	43,648.31	0.00	0.00	0.00	0.00	0.00	43,648.31	130,587.28
Ending Balance	$59,008.88	$75,999.69	$98,789.99	$98,789.99	$98,789.99	$55,141.68	$55,141.68	$55,141.68	$55,141.68	$55,141.68	$55,141.68	$11,493.37	$11,493.37

Fund: 5781 - Guaranteed Deposit Fund

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$15,007.41	$14,507.41	$14,607.41	$14,607.41	$14,707.41	$14,507.41	$14,607.41	$14,407.41	$14,607.41	$14,707.41	$13,507.41	$13,807.41	$15,007.41
+ Fund Balance Adj. Inc. (Dec.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Revenues	0.00	200.00	500.00	400.00	300.00	400.00	600.00	300.00	300.00	600.00	700.00	600.00	4,900.00
+ Advances In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
+ Transfers In (Out)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
- Expenditures	500.00	100.00	500.00	300.00	500.00	300.00	800.00	100.00	200.00	1,800.00	400.00	300.00	5,800.00
Ending Balance	$14,507.41	$14,607.41	$14,607.41	$14,707.41	$14,507.41	$14,607.41	$14,407.41	$14,607.41	$14,707.41	$13,507.41	$13,807.41	$14,107.41	$14,107.41

Fund: Total All Selected Funds

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Balances
Beginning Balance	$333,242.64	$314,672.72	$313,853.40	$351,620.84	$349,335.43	$330,932.41	$289,299.37	$327,469.76	$316,196.71	$348,603.00	$352,413.87	$373,098.76	$333,242.64
+ Fund Balance Adj. Inc. (Dec.)	(537.09)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(537.09)
+ Revenues	$49,580.89	$18,967.31	$52,165.48	$18,122.72	$46,551.11	$19,713.30	$53,002.03	$21,948.24	$46,753.91	$18,615.25	$47,715.80	$28,430.90	$421,566.94
+ Advances In (Out)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
+ Transfers In (Out)	$0.00	$0.00	$0.00	$1,873.34	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$1,873.34
- Expenditures	$67,613.72	$19,786.63	$14,398.04	$22,281.47	$64,954.13	$61,346.34	$14,831.64	$33,221.29	$14,347.62	$14,804.38	$27,030.91	$63,477.42	$418,093.59
Ending Balance	$314,672.72	$313,853.40	$351,620.84	$349,335.43	$330,932.41	$289,299.37	$327,469.76	$316,196.71	$348,603.00	$352,413.87	$373,098.76	$338,052.24	$338,052.24