

**TOWN OF MANCHESTER**  
Ordinance No. 266

**AN ORDINANCE TO AMEND THE PROVISIONS OF CHAPTER 173 OF THE  
CODE OF THE TOWN OF MANCHESTER RELATING TO SEWER SERVICE  
AND RATES.**

**WHEREAS**, the Annotated Code of Maryland, Local Government Article, Chapter 9, Subtitle 7 of the Environmental Article, and Chapter 9 of the Charter of the Town of Manchester, authorize the Mayor and Council of the Town of Manchester to establish and from time to time amend a system and schedules for the creation of fees and other requirements regarding the public water system; and

**WHEREAS**, the ongoing development and growth of the Town of Manchester requires an updating of these schedules and other requirements; and

**WHEREAS**, it is in the best interests of the citizens of the Town of Manchester to amend the Code to incorporate these modernized requirements.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE TOWN OF MANCHESTER:

**ARTICLE 1.**

**SECTION 3.** That Section 173-29A be repealed and re-enacted as follows:

- A. Rates generally; metered service (based on water meter readings); effective date. The following quarterly rates and charges for metered service shall be in effect as of July 1, 2024 ~~2025~~. The Mayor may increase one or more of the rates set forth below each year beginning July 1, 2026 and every year thereafter by up to 10%.

(1) Residential rates per unit:

- (a) ~~\$6~~ \$7.20 per thousand gallons; plus
- (b) \$57 per residential unit.

(2) Commercial rates, including retail and business, hotels and motels, apartments, hospitals and care homes, schools and colleges and industrial rates:

- (a) ~~\$6~~ \$7.20 per thousand gallons; plus for the first unit:

[1] \$57 for a unit with a five-eighths-inch meter;

- [2] \$72 for a unit with a one-inch meter;
- [3] \$81 for a unit with a one-and-one-half-inch meter;
- [4] \$92 for a unit with a two-inch meter;
- [5] \$132 for a unit with a four-inch meter;
- [6] \$172 for a unit with a six-inch meter;

(b) Plus \$57 for each additional unit.

(3) The outside-of-Town rate shall be two times the above Town rates.

#### **ARTICLE 2. Severability.**

If any section, subsection, sentence, clause, phrase, or portion of this chapter is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portion of this chapter, it being the intent of the Town that this chapter shall stand, notwithstanding the invalidity of any section, subsection, sentence, clause, phrase, or portion thereof.

#### **ARTICLE 3. Section Headings, Chapter Headings, Titles.**

Section headings, chapter headings, titles, etc., are for the purpose of description or ease of use and do not form a part of the text of this Ordinance or any Code or test adopted hereby.

#### **ARTICLE 4. Existing Liabilities.**

This Ordinance shall not discharge, impair or release any contract, obligation, duty, liability or penalty whatever existing on the date of its enactment. All suits and actions, both civil and criminal pending or which may hereafter be instituted for causes of action now existing or offenses already committed against any law or ordinance affected by the adoption of this Ordinance shall be instituted, proceeded with and prosecuted to final determination and judgment as if this Ordinance had not become effective.

#### **ARTICLE 5. Effective Date.**

Introduced this \_\_\_\_ day of \_\_\_\_, 2025.

Passed this \_\_\_\_ day of \_\_\_\_, 2025, by a vote of \_\_\_\_ Council members in favor and \_\_\_\_ Council members opposed.

This Ordinance shall take effect on \_\_\_\_ day of \_\_\_\_, 2025.

ATTEST:

\_\_\_\_\_  
Melinda Smith  
Mayor

\_\_\_\_\_  
Kelly J. Baldwin  
Director of Finance

Approved as to form and legal  
sufficiency this \_\_\_\_ day of  
\_\_\_\_, 2025.

\_\_\_\_\_  
Thomas V. McCarron, Town Attorney

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NOTE: Matter in ~~strikethrough~~ is proposed for deletion from existing law.  
Matter underlined is new material proposed to be added to existing law.

<b><u>FY'26 SEWER FUND</u></b>			
<b><u>OPERATING REVENUES</u></b>	<b><u>FY'25</u></b>	<b><u>FY'26</u></b>	
Sewer Rents \$6 per 1,000 gallons	\$498,000	\$597,600	
Excise Tax \$3150 @ 2 new homes	\$12,600	\$6,300	
Sewer Inspection Fees	\$0	\$0	
Penalties	\$8,400	\$10,000	
Unit Charges \$57/qtr	\$424,000	\$430,000	
Bay Restoration Fees	\$112,800	\$112,800	
Misc Revenues	\$0	\$0	
Sprayfield Revenue	\$1,138	\$1,138	
FIP FY 23	\$10,000	\$10,000	
Encumber Nitrate Reduction FY23	\$10,000	\$10,000	
<b>TOTAL OPERATING REVENUES</b>	<b>\$1,076,938</b>	<b>\$1,177,838</b>	
<b><u>OPERATING EXPENSES</u></b>	<b><u>FY'25</u></b>	<b><u>FY'26</u></b>	
Salary Expense	\$310,450	\$322,241	
Overtime Expense	\$8,000	\$15,000	
Gasoline	\$10,000	\$10,000	
Equipment Repairs & Maintenance	\$25,000	\$25,000	
Vehicle Insurance	\$6,500	\$5,000	
Vehicle Repairs	\$13,000	\$8,000	
Uniforms	\$2,200	\$2,785	
Electric	\$117,713	\$200,000	
Communications	\$8,000	\$8,000	
Building Insurance	\$8,000	\$10,000	
Building Maint	\$10,000	\$9,000	
SCADA Maint	\$7,000	\$5,000	
Fuel Oil	\$2,000	\$1,500	
Laboratory Work	\$23,120	\$27,000	
Vac truck / jet services	\$20,000	\$20,000	
Sludge Removal	\$20,000	\$20,000	\$17,188
Service Contracts (generators & crane inspection)	\$7,500	\$11,000	
Chemicals	\$31,000	\$37,000	
Postage	\$3,000	\$3,000	
Supplies	\$25,000	\$25,000	
Ultraviolet Lights	\$4,500	\$7,000	
Training/Safety-	\$4,500	\$4,200	
Training/Safety Equipment	\$0	\$2,000	
Bay Restoration Fees Payable	\$112,800	\$112,800	
Sewer Plant w/s bills	\$11,963	\$11,800	
Sewer Dumpster	\$1,560	\$1,820	
IT Services	\$5,000	\$5,000	
Water Meter Replacement Program	\$4,800	\$5,805	
Facilities Improvement Plan Development	\$10,000	\$10,000	
Nitrate Level Reduction Plan Development	\$10,000	\$10,000	
Commercial Water Meter	\$3,500	\$3,500	
MXU Radio reads non-pit	\$10,125	\$13,043	
MXU Radio reads pit	\$10,125	\$6,345	
Misc small tools	\$1,000	\$0	
Washer & Dryer	\$1,300	\$0	
Gasoline-Sprayfields	\$2,500	\$2,500	

Repairs & Maintenance - Sprayfields	\$11,000	\$11,000	
Electric- Sprayfields	\$11,200	\$18,000	
Telephone Communications -Sprayfields	\$800	\$800	
Building Insurance -Sprayfields	\$2,200	\$2,200	
Building Maint - Sprayfields	\$3,000	\$3,000	
Fuel Oil- Sprayfields	\$2,750	\$3,000	
Service Contracts -Sprayfields	\$1,900	\$1,900	
Chemicals -Sprayfields	\$5,500	\$6,000	
Supplies -Sprayfields	\$9,000	\$10,000	
Sprayfield replacements/stone	\$5,000	\$2,500	50 ton @ \$50/ton
Repairs to Sprayhead Maintenance	\$2,700	\$5,000	
Nutrient Management Plan	\$1,500	\$1,800	
Spray Field Pump House Roof Rehab	\$5,200		
Monitoring Well Pump Replacement	\$5,000	\$0	
Pension	\$29,644	\$39,202	
Workman's Compensation	\$10,786	\$11,429	
F.I.C.A.	\$24,434	\$25,857	
Health Insurance	\$92,258	\$73,742	
Life & Disability Insurance	\$0	\$2,068	
TTCA Employer Expense	\$1,910	\$0	
<b>TOTAL OPERATING EXPENSES</b>	<b>\$1,076,938</b>	<b>\$1,177,838</b>	
<b>OPERATING REVENUES</b>	<b>\$1,076,938</b>	<b>\$1,177,838</b>	
<b>OPERATING EXPENSES</b>	<b>\$1,076,938</b>	<b>\$1,177,838</b>	
<b>SURPLUS (SHORTAGE)</b>	<b>-\$1</b>	<b>\$0</b>	
<b>CAPITAL REVENUES:</b>	<b><u>FY'25</u></b>	<b><u>FY'26</u></b>	
Interest Income	\$114,000	\$45,000	
Sewer Area Service Charge - 2 homes @ \$5000	\$20,000	\$10,000	
ENR Design (from MDE)	\$1,257,067	\$0	
ENR Design (Town's portion from ARPA)	\$626,546	\$0	
Encumber Balance of ARPA Funds	\$826,605	\$0	
Withdrawal from S/A/S/C		\$67,000	
<b>TOTAL CAPITAL REVENUES</b>	<b>\$2,844,218</b>	<b>\$122,000</b>	
<b>CAPITAL EXPENSES:</b>	<b><u>FY'25</u></b>	<b><u>FY'26</u></b>	
ENR Design (from MDE)	\$1,257,067	\$0	
ENR Design (Town's portion from ARPA)	\$626,546	\$0	ARPA
ENR Design add'l exp (Town's portion from ARPA)	\$250,000	\$0	ARPA
ENR Construction exp (Town's portion from ARP)	\$576,605	\$0	ARPA
South Station Pump Station Upgrade	\$0	\$0	
Tank #2 Cleaning		\$25,000	take from sewer area service
Sewer Lateral Lining		\$12,000	take from sewer area service
I & I investigation & repairs	\$134,000	\$85,000	take from sewer area service
<b>TOTAL CAPITAL EXPENSES</b>	<b>\$2,844,218</b>	<b>\$122,000</b>	
<b>CAPITAL REVENUES</b>	<b>\$2,844,218</b>	<b>\$122,000</b>	
<b>CAPITAL EXPENSES</b>	<b>\$2,844,218</b>	<b>\$122,000</b>	
<b>SURPLUS (SHORTAGE)</b>	<b>\$0</b>	<b>\$0</b>	
<b>TOTAL REVENUES</b>	<b>\$3,921,156</b>	<b>\$1,299,838</b>	
<b>TOTAL EXPENSES</b>	<b>\$3,921,156</b>	<b>\$1,299,838</b>	
<b>SURPLUS (SHORTAGE)</b>	<b>\$1</b>	<b>\$0</b>	