

Sam Messina
Town Supervisor

Erik T. Deyoe, P.E.
Commissioner

TOWN OF BETHLEHEM

Albany County - New York
DEPARTMENT OF PUBLIC WORKS
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MEMORANDUM

TO: Supervisor Messina & Members of the Town Board

FROM: Erik T. Deyoe P.E., Commissioner

DATE: December 29, 2011

SUBJECT: Annual Organizational Town Board Meeting
Proposed Department of Public Works Fee Schedule - 2012

REQUESTED ACTION

The Department of Public Works is recommending that the Town Board approve the fee schedule below, effective on 1 January 2012.

PROPOSED 2012 ENGINEERING DIVISION FEE STRUCTURE

Engineering Division Hourly Fee Structure:

Billing Title	Regular Time Hourly Rate (8:00 a.m. to 4:00 p.m., Monday through Friday)	Overtime Hourly Rate (all non-regular hours, including Town observed holidays)	% change
Commissioner of Public Works	\$160.00	\$ 240.00	New
Deputy Commissioner of Public Works	\$ 140.00	\$ 210.00	0%
Town Engineer	\$ 120.00	\$ 180.00	0%
Senior Engineer	\$ 100.00	\$ 150.00	0%
Assistant Engineer	\$ 88.00	\$ 132.00	0%
Principal Engineering Tech.	\$ 82.00	\$ 123.00	0%
Senior Inspector	\$ 75.00	\$ 113.00	0%
Senior Engineering Tech.	\$ 70.00	\$ 105.00	0%
Inspector/Engineering Tech.	\$65.00	\$ 98.00	0%
Survey or GPS Crew	\$ 150.00	\$ 225.00	0%
Environmental Scientist Tech	\$80.00	\$120.00	0%
Consultant Town Designated Engineering Firm	Per firm's current contract rate +10% Admin.	Per firm's current contract rate 10% Admin	0%

Fire Hydrant Flow Testing Fees

Witnessing of Fire Flow Test (test by others)	\$ 160.00 per test
Performance of Fire Flow Test and Analysis	\$ 315.00 per test

Major and Minor Subdivision, and Land Division Review Fees

Application Review Fee	\$ 115.00 / lot
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Site Plan & Special Use Permit Review Fees

Application Fee	\$ 105.00
Review & Approval Fees	Accrual basis per approved hourly rate schedule

Planned Development District Review Fees

For any portion of the area comprising the PDD that is subdivided into lots for single-family or two-family dwellings the fee shall be \$115.00 per lot based on the final plat.

Plus, for any other residential units the fee shall be \$75.00 per dwelling unit based on the final plat.

Plus, for any other commercial, service, and other non-residential uses, the fee shall be \$550.00 for up to 4,999 gross sq. feet, \$1,100.00 for between 5,000 and 9,999 gross sq. feet, and \$1,625.00 for over 10,000 gross sq. feet of building area.

Mixed Economic Development District Review Fees

Reviews of all master-planning documents will be completed on an accrual basis using the approved hourly rate schedule. In addition, fees associated with the review of land subdivisions, special use permit or site plan applications based on the approved fee for each of those individual actions, as listed above.

Water, Sewer, Drainage, and Special Assessment District Review Fee

Review Fee	Accrual basis per approved hourly rate schedule
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Stormwater Management, Grading and Erosion & Sediment Control Review Fee

Grading, Erosion & Sediment Control Review for residential construction (w/ Building Permit Application)	\$ 200.00
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Grading, Erosion & Sediment Control Review for pool and demolition permits (w/ Building Permit Application)	\$ 150.00
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Grading, Erosion & Sediment Control Permit (including programmed inspections required by Town Stormwater Law)

0.25 acre to 1 acre disturbance	\$ 450.00
Greater than 1 acre disturbance	\$ 1,350.00
Construction Compliance Field Inspection	\$ 200.00 per inspection
Violation Follow-up Inspection	\$ 350.00 per inspection
Stop Work Issuance	\$ 350.00

Note: If Construction Compliance Field Inspection or Violation Follow-up Inspection is completed by a Town Designated Engineering Firm, inspection Fees shall be at firm’s current contract rate for the actual hours worked and expenses, plus 10% for administration.

Backflow Prevention Device Review Fee

Review Fee \$ 200.00

Service Charges

A service charge of 1.5% per month for balances due after 30 days.

PROPOSED 2012 WATER DIVISION FEE STRUCTURE

Water Tap & Meter	\$ 1,650.00
Meter Only	\$ 620.00
Hydro Seeding Permit	\$ 200.00
Frost Bottom	\$ 120.00
Meter test	\$ 60.00
Service calls	\$ 60.00 (Nights/Weekends \$120.00)

WATER RENT		
Water Rate Tier	Price per CCF	% Change
Up to 500 CF	\$ 1.82	3%
501 CF to 100,000 CF	\$ 3.76	3%
100,001 CF and over	\$ 2.10	3%
Minimum Consumption and Bill by Meter Size		
<i>Meter Size</i>	<i>Minimum Consumption</i>	<i>Minimum Consumption Charge</i>
5/8" & 3/4"	500 CF	\$ 9.10
1"	2,000 CF	\$ 65.50
1 1/2"	4,000 CF	\$ 140.70
2"	6,000 CF	\$ 215.90
3", 4", 6", 8" & 10"	100 CF	\$ 150.00
Basic Service Fee		
Basic Water Service Fee of \$ 4.00 for every bill		
Notes:		
1. All rates above are for customers within Town of Bethlehem Water Districts		
2. Out-of-District customers will be billed twice In-District rates		

PROPOSED 2012 SEWER DIVISION FEE STRUCTURE

Sewer Connection Permits	
Residential	\$ 600.00
Commercial	\$ 1,050.00
Industrial	\$ 1,450.00
Additional/Follow-up inspections	\$ 60.00 each

SEWER RENT		
Sewer Rate Tier	Price	% Change
Metered CCF of Public Water Consumption	\$ 2.36 per CCF	3%
Customer on Private Water Supplies	\$ 51.00 per quarter	
Basic Service Fee		
Basic Sewer Service Fee of \$ 4.00 for every bill		
Notes:		
1. All rates above are for customers within Town of Bethlehem Sewer Districts		
2. Out-of-District customers will be billed twice In-District rates		
3. A 10% late fee will be assessed on any bill not paid by the due date		

RECOMMENDATION

We recommend that the Town Board approve the rate structure proposed, effective January 1, 2012. We trust that this information is sufficient for approval by the Town Board. Please feel free to contact me if you have any questions in this regard.

cc: Comptroller
D. Kitchen
M. Morelli
R. Nagengast
P. Penman
J. Stannard