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Gouveia, Susan

From: Masser, Michelle
Sent: Friday, November 20, 2015 10:20 AM
To: Harris, Laura
Cc: Gouveia, Susan
Subject: FW: MSA October 22, 2106 Approved Meeting Minutes
Attachments: October 22, 2015 approved meeting minutes.pdf; MSA 2016 Budget - Approved.pdf

CORRESPONDENCE

Michelle Masser
Township Clerk

P0 Box 450
204 Flanders Drakestown Road
Budd Lake, NJ 07828
clerk@mtolivetwp.org
973-691-0900 X7291

From: Susan Grebe [mailto:sgrebe@msa-nj.org]
Sent: Friday, November 20, 2015 9:55 AM
To: Amy Rhead <rheada@roxburynj.us>; Catherine Gleason' <cgleason@hopatcong.org>; Dolores Dalessandro <boroughclerk@netcong.org>; Doris Flynn <dflynn@byramtwp.org>; Ellen Horak <ehorak@stanhopenj.gov>; Linda DeSantis <maboroughclerk@optonline.net>; Masser, Michelle <clerkmichelle@mtolivetwp.org>
Subject: MSA October 22, 2106 Approved Meeting Minutes

Attached is a copy of the approved minutes of the MSA's October 22nd meeting. Also attached is a copy of the MSA 2016 Budget that was approved at the meeting. The Budget is scheduled to be adopted at the MSA's December 17th meeting. The fully signed adopted budget will be posted on the MSA's website sometime in January 2016.

I hope you all have a Happy Thanksgiving,
Sue

Susan Grebe,

Administrative Assistant
Musconetcong Sewerage Authority
110 Continental Drive, Budd Lake, NJ 07828
973-347-1525 ext. 201

REGULAR MEETING OF THE MUSCONETCONG SEWERAGE AUTHORITY

Chairman Rattner called the meeting to order at 7:30 PM. Following the Pledge of Allegiance to the Flag, announcement was made that adequate notice of this meeting had been provided for as defined by the "Open Public Meetings Act".

- MEMBERS PRESENT:** Donald Bates, Michael Grogan, Brian McNeilly, Daren Phil, Michael Pucilowski, Steven Rattner, Richard Schindelar, Joseph Schwab
- MEMBERS ABSENT:** James Benson, Thomas Bruno, Melanie Michetti, John Sylvester
- OTHERS PRESENT:** Patrick Dwyer, Esq., Lee Purcell, PE, Fenton Purcell, PE, Marvin Joss, James Schilling

Chairman Rattner opened and closed the meeting to the public.

The Regular Meeting Minutes of September 24, 2015, were approved on a motion offered by Mr. Pucilowski, seconded by Mr. Schwab. Roll Call:

Mr. Bates	Yes	Mr. Pucilowski	Yes
Mr. Grogan	Yes	Mr. Rattner	Yes
Mr. McNeilly	Abstain	Mr. Schindelar	Yes
Mr. Phil	Abstain	Mr. Schwab	Yes

The Closed Session Meeting Minutes of September 24, 2015, were approved on a motion offered by Mr. Pucilowski, seconded by Mr. Schwab. Roll Call:

Mr. Bates	Yes	Mr. Pucilowski	Yes
Mr. Grogan	Yes	Mr. Rattner	Yes
Mr. McNeilly	Abstain	Mr. Schindelar	Yes
Mr. Phil	Abstain	Mr. Schwab	Yes

The Expenditures/Treasurer's Report for the month of September was accepted on a motion offered by Mr. Schwab, seconded by Mr. McNeilly and the affirmative roll call vote of members present.

TREASURER'S REPORT- OCTOBER 1, 2015
OPERATING ACCOUNT

Balance as of September 1, 2015:		<u>\$ 1,189,811.30</u>
Receipts (September):		
Hospitalization	2,688.36	
Renewal & Replacement Refund	42,242.73	
		<u>\$ 44,931.09</u>
Total Disbursements for September:		<u>\$ 172,411.67</u>
Balance as of October 1, 2015:		<u>\$ 1,062,330.72</u>

RENEWAL & REPLACEMENT ACCOUNT

Balance as of September 1, 2015:		<u>\$ 614,084.44</u>
Receipts:		0.00
Disbursements:		
Refund to Operating Acct	42,242.73	
PCS Pump & Process	6,280.00	
Pumping Service	4,826.40	
Balance as of October 1, 2015:		<u>\$ 560,735.31</u>

ESCROW ACCOUNT

Balance as of September 1, 2015:		<u>\$ 3,320.34</u>
Receipts:		0.00
Disbursements:		
Nusbaum Stein	275.00	
Balance as of October 1, 2015:		<u>\$ 3,045.34</u>

CAPITAL IMPROVEMENT/RESERVE FOR RETIREMENT ACCOUNT

Balance as of September 1, 2015:	\$ 855,000.00
Receipts:	0.00
Disbursements:	0.00
Balance as of October 1, 2015:	\$ 855,000.00

ANALYSIS OF BALANCE:

Capital Improvement	\$ 825,000.00
Reserve for Retirement	\$ 30,000.00

**EXPENDITURES REPORT - 2015 BUDGET
10/1/15**

	2015	YEAR-TO-DATE		%
	BUDGET	EXPENDITURES	BALANCE	REMAINING
Admin - Salaries and Wages	\$155,000.00	\$118,308.28	\$36,691.72	23.67%
Trustee Admin Fees	\$30,000.00	\$17,718.63	\$12,281.37	40.94%
Administrative - Other Expenses	\$35,000.00	\$14,529.61	\$20,470.39	58.49%
Legal	\$25,000.00	\$13,890.20	\$11,109.80	44.44%
Audit	\$14,000.00	\$0.00	\$14,000.00	100.00%
Engineer	\$20,000.00	\$6,750.00	\$13,250.00	66.25%
Pension	\$86,000.00	\$77,573.00	\$8,427.00	9.80%
Social Security	\$60,000.00	\$47,143.25	\$12,856.75	21.43%
Unemployment	\$7,000.00	\$5,305.79	\$1,694.21	24.20%
Hospitalization	\$222,900.00	\$168,354.67	\$54,545.33	24.47%
Disability Insurance	\$10,000.00	\$6,398.65	\$3,601.35	36.01%
Operating - Salaries and Wages	\$632,000.00	\$490,281.32	\$141,718.68	22.42%
Reserve for Future Retirement	\$15,000.00	\$0.00	\$15,000.00	100.00%
Telephone	\$18,000.00	\$11,075.20	\$6,924.80	38.47%
Electric	\$527,000.00	\$293,233.30	\$233,766.70	44.36%
Propane/Fuel Oil/ Gasoline	\$35,000.00	\$12,560.20	\$22,439.80	64.11%
Supplies/Chemicals	\$140,000.00	\$102,406.28	\$37,593.72	26.85%
Laboratory Supplies	\$10,000.00	\$6,943.37	\$3,056.63	30.57%
Office	\$20,000.00	\$14,710.84	\$5,289.16	26.45%
External Services	\$50,000.00	\$40,632.07	\$9,367.93	18.74%
Education/Training	\$15,000.00	\$14,705.74	\$294.26	1.96%
Laboratory Fees	\$25,000.00	\$15,270.70	\$9,729.30	38.92%
Maintenance/Repairs	\$100,000.00	\$83,712.09	\$16,287.91	16.29%
Insurance	\$110,000.00	\$97,555.42	\$12,444.58	11.31%
NJDEP Fees	\$25,000.00	\$17,827.86	\$7,172.14	28.69%
Permit/Compliance Fees	\$100,000.00	\$6,892.70	\$93,107.30	93.11%
Equipment	\$60,000.00	\$8,618.74	\$51,381.26	85.64%
Sludge Removal	\$600,000.00	\$493,708.81	\$106,291.19	17.72%
Contingency	\$25,000.00	\$0.00	\$25,000.00	100.00%
Capital Improvement	\$300,000.00	\$225,000.00	\$75,000.00	25.00%
Renewal and Replacement	\$200,000.00	\$150,000.00	\$50,000.00	25.00%
TOTAL	\$3,671,900.00	\$2,561,106.72	\$1,110,793.28	30.25%

The pending vouchers for the month of October were approved for payment on a motion offered by Mr. Schwab, seconded by Mr. Bates and the affirmative roll call vote of members present.

RENEWAL & REPLACEMENT ACCOUNT	
Daily Record	\$79.00
NJ Advance Media - Star Ledger	\$187.65
Nusbaum Stein	\$655.60
OPERATING ACCOUNT	
ADP	\$712.72
AEA	\$3,480.00
Accurate Waste Removal Services	\$2,797.50
Atlantic Tomorrow	\$18.24
Donald Bates (AEA Conference)	\$472.00
James Benson (AEA Conference)	\$472.00
Caesars Atlantic City	\$1,710.00
Certified Labs	\$507.98
Cintas Corp.	\$466.24
Cintas First Aid	\$63.45
Cleary Giacobbe	\$70.00
Robert Colabella (dental reimb)	\$474.81

Culligan - Tri County Water	\$120.00
Daily Record	\$78.12
Eurofins QC Labs	\$496.50
Finch Fuel Oil	\$1,639.74
Grainger	\$592.51
Susan Grebe (petty cash & mileage)	\$165.13
Michael Grogan (AEA Conference)	\$472.00
Hayes Pump	\$2,540.00
JCP&L	\$24,874.06
Kemira	\$5,070.22
LTPA	\$2,700.00
MSA Payroll 10/9/15	\$29,513.32
MSA Payroll 10/23/15	\$29,607.24
NJSHP	\$17,287.14
NJ Advance Media - Star Ledger	\$186.10
NJ American Water	\$1,420.25
Napa Auto Parts	\$416.21
Nusbaum Stein	\$1,700.60
One Call	\$21.08
Pan Metro	\$600.00
Passaic Valley Sewerage Commission	\$34,056.00
Pegasus Electric Motors	\$4,770.00
Daren Phil (AEA Conference)	\$472.00
Michael Pucilowski (AEA Conference)	\$472.00
R-D Trucking	\$15,400.00
Steven Rattner (AEA Conference)	\$472.00
James Schilling (mileage reimb & AEA Conference)	\$740.86
Richard Schindelar (AEA Conference)	\$700.00
Joseph Schwab (AEA Conference)	\$472.00
Shell Fleet Plus	\$284.92
David Stracco (work boot reimbursement)	\$139.99
Verizon	\$706.02
Verizon Communications	\$64.99
Verizon Wireless	\$225.18
WEF	\$94.00

The following correspondence for the month of October was received and filed on a motion offered by Mr. McNeilly, seconded by Mr. Schindelar and the affirmative vote of members present.

- A. 9/22/15 Nicholas Noce, LSRP – NJDOT Netcong Maintenance Facility Public Outreach Notification Letter
- B. 9/28/15 To CP Engineers – 2015 MSA Alternate Engineer Position
- C. 10/14/15 Sussex County MUA – Proposed FY2016 Rate Schedule

Mr. Schilling asked if the commissioners had reviewed his monthly report and if anyone had any questions or comments.

Chairman Rattner briefly discussed the sludge increase and asked Mr. Schilling if he had contacted any other facilities to see if they had been experiencing sludge increases. Mr. Schilling was more concerned with the MSA's facilities and increases. He noted that he had provided data to the commissioners that showed the sludge numbers for the plant over the past seven years and explained that the sludge increase that the plant is presently experiencing is not inconsistent with past years. He discussed how he initially decreased sludge numbers when he first came to work at the MSA due to inefficiencies. Chairman Rattner was concerned about the procedures with the sludge trucks entering and leaving the plant. He indicated that he would like the MSA Engineers to get involved. He noted that the first possibility for the increases could possibly be due to the vendors. He explained about some conversations he had with other sewerage facilities' personnel and the sludge trucks should be monitored to make sure they are coming into the plant empty and leaving full. Chairman Rattner suggested that more internal monitoring of the sludge trucks should be done. He discussed past instances where he heard that trucks would be half full coming into or going out of a facility. Mr. Schilling discussed some of the percentages over the past years and the contractual agreement with PVSC. Chairman Rattner reiterated that the Authority needs to find a way to measure the sludge amounts of the trucks internally. The commissioners discussed metering or weighing the trucks. Mr. Schilling suggested that he and LTPA should work on a leveling and quantifying system for sludge amounts going into the trucks.

Mr. Pucilowski asked about the PVSC Wastewater Coop Agreement. The MSA should be receiving the information and signed agreement in November.

Mr. Schilling discussed the NJSMAESA energy consortium and Resolution #15-27 authorizing him to accept a contract with the consortium. He explained the current electric costs against the strike price and the fact that the market conditions are very favorable at this time. He is hoping the Authority will get a contract price lower than the strike price.

Mr. Schilling also reported on the Ferric Chloride bids received. The two bids received were very competitive. He suggested awarding the two year contract to the low bidder, Coyne Chemical.

The Director's Report and Maintenance and Repairs Report for the month of October was accepted on a motion offered by Mr. McNeilly, seconded by Mr. Pucilowski and the affirmative vote of members present.

Lee Purcell, PE reported that the developer's review of the Roxbury Park sanitary sewer capacity is still on hold until Roxbury and Netcong discuss what they want to do regarding the project.

Fenton Purcell, PE reported that the NJDEP Permit has been in effect since July 1st. The Authority will need to submit a compliance report on July 1, 2016. He explained the different options for submitting the compliance report and what types of replies to expect.

Mr. Purcell also reported that LTPA has completed the engineering aspects for the DRBC renewal application. He met with Mr. Schilling and made some small changes to the application. He also met with Mr. Dwyer to review the application before it is submitted. He believed the application is ready for submittal.

Mr. Pucilowski noted that Mr. Purcell was not present at the September 24th MSA meeting. Mr. Pucilowski explained discussion from that meeting regarding an informal conversation he and Mr. Schilling had at a recent seminar with Susan Rosenwinkle of the NJDEP regarding submittal of the Permit Compliance Report on July 1, 2016. He said that Ms. Rosenwinkle had suggested that a letter expressing that the MSA has a Stay on its permit at this time is all that may be required. Mr. Pucilowski suggested that the MSA should submit the letter for the July 1, 2016 due date indicating that the MSA has a Stay on its permit at the present time and then wait for a response from the NJDEP to see if anything further would be required. Mr. Purcell explained he had a conversation with Ms. Rosenwinkle approximately 2 years ago about the difference the DRBC effluent limits and the NJDEP's limits and she was going to find out more on the subject. He never got a response from her and was not sure of Ms. Rosenwinkle's status at the NJDEP.

Mr. Rattner thanked Lee Purcell, PE for the two articles he had forwarded regarding the State sewer mapping rule changes and the River Friendly Farms for the Musconetcong River. He briefly discussed the article regarding the Musconetcong River and the MSA.

The Engineer's Report for the month of October was accepted on a motion offered by Mr. Schindelar, seconded by Mr. Pucilowski and the affirmative vote of members present.

Chairman Rattner briefly reviewed past budget discussions at the previous meetings and asked if any of the Commissioners had any questions regarding approval of the 2016 Budget.

Resolution No. 15-26 Approving the 2016 Budget, was moved by Mr. Pucilowski, seconded by Mr. Bates and the affirmative roll call vote of members present.

RESOLUTION NO. 15-26
AUTHORITY BUDGET
MUSCONETCONG SEWERAGE AUTHORITY
FISCAL YEAR: from Jan. 1, 2016 to Dec. 31, 2016

WHEREAS, the Annual Budget and Capital Budget for the Musconetcong Sewerage Authority for the fiscal year beginning January 1, 2016 and ending December 31, 2016 has been presented before the governing body of the Musconetcong Sewerage Authority at its open public meeting of October 22, 2015; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$4,360,000.00, Total Appropriations including any Accumulated Deficit if any, of \$4,448,940.00, and Total Unrestricted Net Assets utilized of \$88,940.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$560,000.00 and Total Unrestricted Net Assets planned to be utilized as funding thereof, of \$0.00; and

WHEREAS, the schedule of rates, fees, and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Musconetcong Sewerage Authority at an open public meeting held on October 22, 2015 that the Annual Budget, including Supplemental Schedules, and the Capital Budget/Program of the Musconetcong Sewerage Authority for the fiscal year beginning January 1, 2016 and ending December 31, 2016 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Musconetcong Sewerage Authority will consider the Annual Budget and Capital Budget/Program for adoption on December 17, 2015.

Resolution No. 15-27 Authorizing James Schilling, MSA Director, to Accept a Contract for Electric Supply Service for the MSA as a Result of Competitive Bidding Pursuant to the Local Public Contract Law, was moved by Mr. McNeilly, seconded by Mr. Grogan and the affirmative roll call vote of members present.

RESOLUTION NO. 15-27

**Resolution of the Musconetcong Sewerage Authority
Authorizing James Schilling to Accept a Contract
to be Signed for Electric Supply Service for the
Musconetcong Sewerage Authority as a
Result of Competitive Bidding Pursuant to Local
Public Contracts Law, N.J.S.A. 40A:11, et seq.
Via Participation in the NJSMUAESA**

WHEREAS, effective August 1, 2003, the Electric Discount and Energy Competition Act (P.L. 1999, c23) allowed the Musconetcong Sewerage Authority to arrange for the purchase of electricity service on a retail basis; and

WHEREAS, the MSA is a Member of the New Jersey Sewage and Municipal Utilities Electrical Supply Aggregation (NJSMUAESA) a voluntary and informal association of public sewage and environmental authorities formed for the purpose of soliciting and securing bids on an aggregated basis for electric generation service; and

WHEREAS, the NJSMUAESA has issued a Request for Bids for the purpose of seeking bids for electric generation service from licensed electric power suppliers to replace the existing contract that is scheduled to expire; and

WHEREAS, it is the NJSMUAESA's intent to receive bid price submissions on November 20, 2015; and

WHEREAS, due to the fact that the electricity market is highly volatile and bid prices will not be guaranteed past 3:00 p.m. on the day that bids are accepted, the award or rejection of bid(s) must be made on the Authority's behalf by its designated representative by no later than 3:00 p.m. on bid day;

NOW, THEREFORE, BE IT RESOLVED that the Authority is hereby authorized to participate with the NJSMUAESA for the purpose of securing bids for electric generation service from licensed electric power suppliers for a contract to replace the existing contract that is expiring, pursuant to the "Electric Discount and Energy Competition Act" (P.L. 1999, c.23, N.J.S.A. 48:3- 49 et. seq.), Local Public Contracts Law, N.J.S.A. 40A:11-1 et. seq., and the "Local Unit Electronic Technology Pilot Program and Study Act" (P.L. 2001, c.30).

BE IT FURTHER RESOLVED by the Authority that it hereby authorizes the Authority's Director to act in his sole discretion as the Authority's designated representative to award a contract to the low, qualified bidder for the contract term and pricing product deemed most beneficial to the Authority, by executing an Award Letter on the day of bid receipt and subsequently executing the Model Supply Contract or other document on MSA's behalf; or reject an electricity bid, in conjunction with the NJSMUAESA Request for Bids.

BE IT FURTHER RESOLVED that notwithstanding the foregoing, the Authority's Director may reject any bid, including, if necessary, all bids (and not award a contract), and if desirable, to authorize the NJSMUAESA to rebid the contract, provided that such rejection is in accordance with the provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et. seq.

Resolution No. 15-28 Awarding Contract No. MS-15 to G.P. Jager, Inc. for Purchase of Supply Replacement Parts for Envirex-Evoqua Water Technologies Micro Screen System, was moved by Mr. Grogan, seconded by Mr. Pucilowski and the affirmative roll call vote of members present.

RESOLUTION NO. 15-28

**Resolution of the Musconetcong Sewerage Authority
Awarding Contract No. MS-15 to G.P. JAGER, INC., for
Purchase of Supply Replacement Parts for
Envirex-Evoqua Water Technologies Micro Screen System**

WHEREAS, on October 15, 2015, the Musconetcong Sewerage Authority received the following bids for supply replacement parts for the Envirex-Evoqua Water Technologies Micro Screen System:

<u>Bidder's Name & Address</u>	<u>Total Bid</u>
1 G.P. Jager, Inc. PO Box 417 Butler, New Jersey 07405	\$103,197.50

WHEREAS, the Commissioners of the Musconetcong Sewerage Authority hereby make the following findings of fact:

1. G.P. Jager, Inc., submitted the lowest, responsible, responsive bid for Contract No. MS-15 in the amount of One Hundred Three Thousand One Hundred Ninety Seven (\$103,197.50) Dollars and 50/100; and
2. The bid from G.P. Jager, Inc., is a conforming bid in that it complied with all of the requirements of the Notice to Bidders and submitted all of the required documentation, namely:
 - a. Fully executed Proposal and Contract;
 - b. Bid Guaranty Form (bank check);
 - c. Disclosure Statement;
 - d. Business Registration Certificate;
 - e. Non-Collusion Affidavit;
 - f. Affirmative Action Certification;
 - g. Material and Equipment Information; and

WHEREAS, the MSA has sufficient funds available to pay for said Contract; and
NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that Contract No. MS-15 be awarded to G.P. Jager, Inc., on its bid of \$103,197.50; and be it

FURTHER RESOLVED, that the amount of the Contract shall not exceed \$103,197.50 without further approval from the Musconetcong Sewerage Authority, and the Musconetcong Sewerage Authority shall not be liable to pay any amount over and above \$103,197.50 without prior written approval; and be it

FURTHER RESOLVED, that Steven Ratner as Chairman is hereby authorized to execute the Contract with G.P. Jager, Inc., on behalf of the Musconetcong Sewerage Authority.

Resolution No. 15-29 Awarding Contract No. FC-16 for Ferric Chloride to George S. Coyne Chemical Company, Inc., was moved by Mr. Schwab, seconded by Mr. Bates and the affirmative roll call vote of members present.

RESOLUTION NO. 15-29

**Resolution of the Musconetcong Sewerage Authority
Awarding Contract No. FC-16 for Ferric Chloride to
George S. Coyne Chemical Co., Inc.**

WHEREAS, on October 15, 2015, the Musconetcong Sewerage Authority received the following bids for ferric chloride:

<u>Contractor</u>	<u>Bid Amount</u> <u>1/1/16 to 12/31/16</u>	<u>Bid Amount</u> <u>1/1/17 to 12/31/17</u>
George S. Coyne Chemical Co., Inc.	\$1.188 per gallon	\$1.201 per gallon
Kemira Water Solutions, Inc.	\$1.18 per gallon	\$1.215 per gallon

WHEREAS, the Commissioners of the Musconetcong Sewerage Authority hereby make the following findings of fact:

1. George S. Coyne Chemical Co., Inc. submitted the lowest bid for the contract which bid is in the amount of \$1.188 per gallon for the one year period from 1/1/2016 to 12/31/2016, and \$1.201 per gallon for the one year period from 1/1/2017 to 12/31/2017.
2. The bid of George S. Coyne Chemical Co., Inc. is a conforming bid in that it complied with all of the requirements of the Notice to Bidders and submitted all of the required documentation.
3. It is advantageous for the Musconetcong Sewerage Authority to accept the bid for a two year term since the second year does not represent an increase in price over the amount currently being paid by the Authority, and it is prudent to accept a bid which will retain similar pricing thorough 2017.

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that Contract FC-16 for ferric chloride is hereby awarded to George S. Coyne Chemical Co., Inc. for their bid of \$1.188 per gallon for the period from 1/1/2016 to 12/31/2016 and \$1.201 per gallon for the period from 1/1/2017 to 12/31/2017; and it is

FURTHER RESOLVED, that Steven Rattner as Chairman is hereby authorized to execute the Contract with George S. Coyne Chemical Co., Inc. on behalf of the Musconetcong Sewerage Authority; and be it

FURTHER RESOLVED, that the Bid Guarantee and Consent of Surety from Kenira Water Solutions, Inc. be returned to them upon MSA's receipt of all applicable bid processing documents from George S. Coyne Chemical Co., Inc.

Mr. Pucilowski reported that the Engineering Committee has selected several engineering firms for consideration as Special Needs Engineers. They are still obtaining the individual firms' engineering fees. The Engineering Committee will be able to make a recommendation for the February 2016 Reorganization Meeting. The matter would be on the November 19th Meeting Agenda for further discussion.

Marvin Joss, Lee Purcell, PE and Fenton Purcell, PE left the meeting at 8:07.

Motion made by Mr. Pucilowski, seconded by Mr. Phil and the affirmative roll call vote of members present for the commissioners to go into closed session at 8:09 PM:

WHEREAS, Section 8 of the Open Public Meetings Act (N.J.S.A. 10:4-12 (b) (1-9) permits the exclusion of the public from meeting in certain circumstances;

WHEREAS, the Commissioners of the Musconetcong Sewerage Authority are of the opinion that such circumstances exist.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Musconetcong Sewerage Authority as follows:

1. The public shall be excluded from discussion and action of the closed session of the Musconetcong Sewerage Authority;
2. The general nature of the subject matter to be discussed is as follows: Personnel Negotiations
The above subject matter will be made public once negotiations are completed and it is deemed to be in the public interest.

Motion to reopen the meeting to the public at 8:21 PM was offered by Mr. Schindelar, seconded by Mr. Schwab and the affirmative vote of members present.

Motion made by Mr. McNeilly, seconded by Mr. Grogan and the affirmative vote of members present, Chairman Rattner adjourned the meeting at 8:22 PM.

Respectfully Submitted:



Susan Grebe,
Administrative Assistant

2016

MUSCONETCONG SEWERAGE
Authority Budget

www.msa-nj.org
(Authority Web Address)

Department Of



Community
Affairs

Division of Local Government Services

2016 AUTHORITY BUDGET

Certification Section

2016

MUSCONETCONG SEWERAGE
AUTHORITY BUDGET

FISCAL YEAR: FROM JANUARY 1, 2016 TO DECEMBER 31, 2016

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

It is hereby certified that the approved Budget made a part hereof complies with the requirements of law and the rules and regulations of the Local Finance Board, and approval is given pursuant to N.J.S.A. 40A:5A-11.

*State of New Jersey
Department of Community Affairs
Director of the Division of Local Government Services*

By: _____ Date: _____

CERTIFICATION OF ADOPTED BUDGET

It is hereby certified that the adopted Budget made a part hereof has been compared with the approved Budget previously certified by the Division, and any amendments made thereto. This adopted Budget is certified with respect to such amendments and comparisons only.

*State of New Jersey
Department of Community Affairs
Director of the Division of Local Government Services*

By: _____ Date: _____

2016 PREPARER'S CERTIFICATION

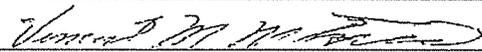
MUSCONETCONG SEWERAGE

AUTHORITY BUDGET

FISCAL YEAR: FROM: JANUARY 1, 2016 TO: DECEMBER 31, 2016

It is hereby certified that the Authority Budget, including both the Annual Budget and the Capital Budget/Program annexed hereto, represents the members of the governing body's resolve with respect to statute in that: all estimates of revenue are reasonable, accurate and correctly stated; all items of appropriation are properly set forth; and in itemization, form and content, the budget will permit the exercise of the comptroller function within the Authority.

It is further certified that all proposed budgeted amounts and totals are correct. Also, I hereby provide reasonable assurance that all assertions contained herein are accurate and all required schedules are completed and attached.

Preparer's Signature:			
Name:	Vincent M. Montanino		
Title:	Auditor		
Address:	P.O. Box 397 Mount Arlington, New Jersey 07856		
Phone Number:	(973)770-5491	Fax Number:	(973)770-5494
E-mail address	VM_ASSOCIATES@MSN.COM		

2016 APPROVAL CERTIFICATION

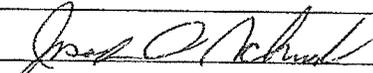
MUSCONETCONG SEWERAGE

AUTHORITY BUDGET

FISCAL YEAR: FROM: JANUARY 1, 2016 TO: DECEMBER 31, 2016

It is hereby certified that the Authority Budget, including all schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body of the Musconetcong Sewerage Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 22rd day of October, 2015.

It is further certified that the recorded vote appearing in the resolution represents not less than a majority of the full membership of the governing body thereof.

Officer's Signature:			
Name:	Joseph Schwab		
Title:	Secretary		
Address:	110 Continental Drive Budd Lake, New Jersey 07828		
Phone Number:	(973)347-1525	Fax Number:	(973)347-8356
E-mail address			

INTERNET WEBSITE CERTIFICATION

Authority's Web Address:	www.msa-nj.org
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All authorities shall maintain either an Internet website or a webpage on the municipality's or county's Internet website. The purpose of the website or webpage shall be to provide increased public access to the authority's operations and activities. N.J.S.A. 40A:5A-17.1 requires the following items to be included on the Authority's website at a minimum for public disclosure. Check the boxes below to certify the Authority's compliance with N.J.S.A. 40A:5A-17.1.

- A description of the Authority's mission and responsibilities
- Commencing with 2013, the budgets for the current fiscal year and immediately preceding two prior years
- The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information
- Commencing with 2012, the annual audits of the most recent fiscal year and immediately two prior years
- The Authority's rules, regulations and official policy statements deemed relevant by the governing body of the authority to the interests of the residents within the authority's service area or jurisdiction
- Notice posted pursuant to the "Open Public Meetings Act" for each meeting of the Authority, setting forth the time, date, location and agenda of each meeting
- Beginning January 1, 2013, the approved minutes of each meeting of the Authority including all resolutions of the board and their committees; for at least three consecutive fiscal years
- The name, mailing address, electronic mail address and phone number of every person who exercises day-to-day supervision or management over some or all of the operations of the Authority
- A list of attorneys, advisors, consultants and any other person, firm, business, partnership, corporation or other organization which received any remuneration of \$17,500 or more during the preceding fiscal year for any service whatsoever rendered to the Authority.

It is hereby certified by the below authorized representative of the Authority that the Authority's website or webpage as identified above complies with the minimum statutory requirements of N.J.S.A. 40A:5A-17.1 as listed above. A check in each of the above boxes signifies compliance.

Name of Officer Certifying compliance

James Schilling

Title of Officer Certifying compliance

Executive Director

Signature



2016 AUTHORITY BUDGET RESOLUTION

MUSCONETCONG SEWERAGE

FISCAL YEAR: FROM: JANUARY 1, 2016 TO: DECEMBER 31, 2016

WHEREAS, the Annual Budget and Capital Budget for the Musconetcong Sewerage Authority for the fiscal year beginning, January 1, 2016 and ending, December 31, 2016 has been presented before the governing body of the Musconetcong Sewerage Authority at its open public meeting of October 22, 2015; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$4,360,000.00, Total Appropriations, including any Accumulated Deficit if any, of \$4,448,940.00 and Total Unrestricted Net Position utilized of \$88,940.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$560,000.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; and

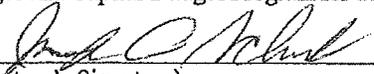
WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Musconetcong Sewerage Authority, at an open public meeting held on October 22, 2015 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Musconetcong Sewerage Authority for the fiscal year beginning, January 1, 2016 and ending, December 31, 2016 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Musconetcong Sewerage Authority will consider the Annual Budget and Capital Budget/Program for adoption on December 17, 2015.



 (Secretary's Signature)

October 22, 2015

 (Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Donald Bates	x			
James Benson				x
Thomas Bruno				x
Michael Grogan	x			
Brian McNeilly	x			
Melanie Michetti				x
Daren Phil	x			
Michael Pucilowski	x			
Steven Rattner	x			
Richard Schindelar	x			
Joseph Schwab	x			
John Sylvester				x

2016 AUTHORITY BUDGET

Narrative and Information Section

2016 AUTHORITY BUDGET MESSAGE & ANALYSIS

MUSCONETCONG SEWERAGE

AUTHORITY BUDGET

FISCAL YEAR: FROM: JANUARY 1, 2016 TO: DECEMBER 31, 2016

Answer all questions below. Attach additional pages and schedules as needed.

1. Complete a brief statement on the 2016 proposed Annual Budget and make comparison to the 2015 adopted budget for each operation. Explain any variances over +/-10% for each line item by operation. Explanations of variances should include a description of the reason for the increase/decrease in the budgeted line item, not just an indication of the amount and percent of the change. Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item. For example, if anticipated service charges have increased 15% due to an increase in rates, provide a copy of the resolution authorizing the rate increase.

The 2016 proposed Annual Budget shows a significant increase for sludge disposal and maintenance, repairs and equipment as the facility ages. The significant decrease is in the other reserves appropriations with a reduction for the reserve for capital improvements.

2. Complete a brief statement on the impact the proposed Annual Budget will have on Anticipated Revenues, especially service charges and on the general purpose/component unit financial statements. Explain significant increases or decreases, if any. An increase or decrease is considered significant if it is over +/-10% from the current year adopted budget.

Revenues to support the budget are derived from user charges apportioned among the seven participating municipalities using the system. Operating and Maintenance costs are based on metered flow with a guaranteed minimum provision. Debt Service costs are based on the plant's capacity allocated to the participating municipalities.

3. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program.

The state of the local economy has no affect on the budgets of the Authority because all revenues are derived from the service contracts with the participating municipalities.

4. Describe the reasons for utilizing Unrestricted Net Position in the proposed Annual Budget, i.e. rate stabilization, debt service reduction, to balance the budget, etc. If the Authority's budget anticipates a use of Unrestricted Net Position, this question must be answered.

The Authority is utilizing a portion of its Unrestricted Net Position which was accumulated from earnings credits derived from loan repayments to the NJEIT.

5. Identify any sources of funds transferred to the County/Municipality as a budget subsidy or a shared service and explain the reason for the transfer (i.e.: to balance the County/Municipality budget, etc.).

This is not applicable for the Authority.

6. The proposed budget must not reflect an anticipated deficit from 2016 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a prior deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question.

This is not applicable for the Authority.

7. Attach a schedule of the Authority's existing rate structure (connection fees, parking fees, service charges, etc.) and a schedule of the proposed rate structure for the upcoming fiscal year. Explain any proposed changes in the rate structure and attach the resolution approving the change in the rate structure, if applicable.

The Authority has service contracts with each of the seven participating municipalities. Operating and Maintenance costs are based on metered flow with a guaranteed minimum provision. Debt Service costs are based on the plant's capacity allocated to the participating municipalities.

8. Attach a copy of the Authority's most recent Annual Operating Data submission to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) under the Authority's Continuing Disclosure Agreements for any debt issuances outstanding. Examples of Annual Operating Data may include sewer and water billings; parking rents and collections; number of customers; number of available parking spaces; etc. See Local Finance Notice 2014-9 for more information.

This is not applicable for the Authority.

AUTHORITY CONTACT INFORMATION 2016

Please complete the following information regarding this Authority. All information requested below must be completed.

Name of Authority:	MUSCONETCONG SEWERAGE AUTHORITY		
Address:	110 CONTINENTAL DRIVE		
City, State, Zip:	MOUNT OLIVE	NJ	07828
Phone: (ext.)	973-347-1525	Fax:	973-347-8356

Preparer's Name:	VINCENT M. MONTANINO		
Preparer's Address:	P.O.BOX 397		
City, State, Zip:	MOUNT ARLINGTON	NJ	07856
Phone: (ext.)	973-770-5491	Fax:	973-770-5494
E-mail:	VM_ASSOCIATES@MSN.COM		

Executive Director:	James Schilling		
Phone: (ext.)	973-347-1525 Ext. 203	Fax:	973-347-8356
E-mail:	jschilling@msa-nj.org		

Chief Financial Officer:			
Phone: (ext.)		Fax:	
E-mail:			

Name of Auditor:	SEE PREPARER ABOVE		
Name of Firm:			
Address:			
City, State, Zip:			
Phone: (ext.)		Fax:	
E-mail:			

AUTHORITY INFORMATIONAL QUESTIONNAIRE

MUSCONETCONG SEWERAGE AUTHORITY

FISCAL YEAR: FROM: JANUARY 1, 2016 TO: DECEMBER 31, 2016

Answer all questions below completely and attach additional information as required.

- 1) Provide the number of individuals employed in calendar year 2014 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: *12*
- 2) Provide the amount of total salaries and wages for calendar year 2014 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: *\$755,540*
- 3) Provide the number of regular voting members of the governing body: *12*
- 4) Provide the number of alternate voting members of the governing body: *None*
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? *No. If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.*
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year because of their relationship with the Authority file the form as required? *Yes. If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.*
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? *No. If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.*
- 8) Was the Authority a party to a business transaction with one of the following parties:
 - a. A current or former commissioner, officer, key employee, or highest compensated employee? *No.*
 - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? *No.*
 - c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner? No.
If the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.
- 9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. *No. If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.*
- 10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. *See Attachment A.*
- 11) Did the Authority pay for meals or catering during the current fiscal year? *Yes - See Attachment B. If "yes," attach a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.*
- 12) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? *Yes See Attachment C. If "yes," attach a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed.*

**AUTHORITY INFORMATIONAL QUESTIONNAIRE
(CONTINUED)
MUSCONETCONG SEWERAGE AUTHORITY**

FISCAL YEAR: FROM: JANUARY 1, 2016 TO: DECEMBER 31, 2016

- 13) Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority:
- a. First class or charter travel *No.*
 - b. Travel for companions *No.*
 - c. Tax indemnification and gross-up payments *No.*
 - d. Discretionary spending account *No.*
 - e. Housing allowance or residence for personal use *No.*
 - f. Payments for business use of personal residence *No.*
 - g. Vehicle/auto allowance or vehicle for personal use *No.*
 - h. Health or social club dues or initiation fees *No.*
 - i. Personal services (i.e.: maid, chauffeur, chef) *No.*
- If the answer to any of the above is "yes," attach a description of the transaction including the name and position of the individual and the amount expended.*
- 14) Did the Authority follow a written policy regarding payment or reimbursement for expenses incurred by employees and/or commissioners during the course of Authority business and does that policy require substantiation of expenses through receipts or invoices prior to reimbursement? *Yes. If "no," attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses.*
- 15) Did the Authority make any payments to current or former commissioners or employees for severance or termination? *No. If "yes," attach explanation including amount paid.*
- 16) Did the Authority make any payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses? *No. If "yes," attach explanation including amount paid.*
- 17) Did the Authority comply with its Continuing Disclosure Agreements for all debt issuances outstanding by submitting its audited annual financial statements, annual operating data, and notice of material events to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) as required? *N/A. If "no," attach a description of the Authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future.*
- 18) Did the Authority receive any notices from the Department of Environmental Protection or any other entity regarding maintenance or repairs required to the Authority's systems to bring them into compliance with current regulations and standards that it has not yet taken action to remediate? *No. If "yes," attach explanation as to why the Authority has not yet undertaken the required maintenance or repairs and describe the Authority's plan to address the conditions identified.*
- 19) Did the Authority receive any notices of fines or assessments from the Department of Environmental Protection or any other entity due to noncompliance with current regulations (i.e.: sewer overflow, etc.)? *No. If "yes," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.*

AUTHORITY INFORMATIONAL QUESTIONNAIRE

ATTACHMENTS

MUSCONETCONG SEWERAGE AUTHORITY

FISCAL YEAR: FROM: JANUARY 1, 2016 TO: DECEMBER 31, 2016

ATTACHMENT A for Question 10:

The salaries for the staff of the Musconetcong Sewerage Authority are set every three years by Union Contract. The Administration salaries are set annually by the Board of Commissioners after reviewing employee job performance. Following the review process the Commissioners determine employee compensation based upon job performance and general behavior. In addition, a survey is periodically conducted to obtain comparable salary and wage data.

ATTACHMENT B for Question 11:

The Authority conducted three safety and training meetings where lunch was ordered:

Date	Description	Expenditures
26-Mar	Deli Delicious	\$470.00
28-May	Deli Delicious	\$450.00
23-July	Deli Delicious	\$470.00

The Authority also had members that attended the following conferences:

ATTACHMENT C for Question 12:

CONFERENCE ALLOTMENTS - 2015 (Includes hotel accomodations, meals, gas & tolls):

PAID VOUCHERS - APRIL 23, 2015 NJWEA CONFERENCE - MAY 11TH TO 15TH

Scott Allen (NJWEA conf)	\$700.00
Don Bates (NJWEA conf)	\$700.00
James Benson (NJWEA conf)	\$700.00
Mike Grogan (NJWEA conf)	\$700.00
Brian McNeilly (NJWEA conf)	\$700.00
Daren Phil (NJWEA conf)	\$700.00
Mike Pucilowski (NJWEA conf)	\$700.00
Steve Rattner (NJWEA conf)	\$700.00
James Schilling (NJWEA conf)	\$700.00
Richard Schindelar (NJWEA conf)	\$700.00
Joe Schwab (NJWEA conf)	\$700.00

AUTHORITY INFORMATIONAL QUESTIONNAIRE

ATTACHMENTS (CONTINUED)

MUSCONETCONG SEWERAGE AUTHORITY

FISCAL YEAR: FROM: JANUARY 1, 2016 TO: DECEMBER 31, 2016

PAID VOUCHERS - OCTOBER 22, 2015 AEA CONFERENCE - NOVEMBER 17 & 18

Donald Bates (AEA conference)	\$700.00
James Benson (AEA conference)	\$700.00
Michael Grogan (AEA conference)	\$700.00
Daren Phil (AEA conference)	\$700.00
Michael Pucilowski (AEA conference)	\$700.00
Steven Rattner (AEA conference)	\$700.00
James Schilling (AEA conference)	\$700.00
Rich Schindelar (AEA conference)	\$700.00
Joseph Schwab (AEA conference)	\$700.00

AUTHORITY SCHEDULE OF COMMISSIONERS, OFFICERS, KEY EMPLOYEES,
HIGHEST COMPENSATED EMPLOYEES AND INDEPENDENT CONTRACTORS

MUSCONETCONG SEWERAGE AUTHORITY

FISCAL YEAR: FROM: JANUARY 1, 2016 TO: DECEMBER 31, 2016

Complete the attached table for all persons required to be listed per #1-4 below.

- 1) List all of the Authority's current commissioners and officers and amount of compensation from the Authority and any other public entities as defined below. Enter zero if no compensation was paid.
- 2) List all of the Authority's key employees and highest compensated employees other than a commissioner or officer as defined below and amount of compensation from the Authority and any other public entities.
- 3) List all of the Authority's former officers, key employees and highest compensated employees who received more than \$100,000 in reportable compensation from the Authority and any other public entities during the most recent fiscal year completed.
- 4) List all of the Authority's former commissioners who received more than \$10,000 in reportable compensation from the Authority and any other public entities during the most recent fiscal year completed.

Commissioner: A member of the governing body of the authority with voting rights. Include alternates for purposes of this schedule.

Officer: A person elected or appointed to manage the authority's daily operations at any time during the year, such as the chairperson, vice-chairperson, secretary, or treasurer. For the purposes of this schedule, treat the authority's top management official and top financial official as officers. A member of the governing body may be both a commissioner and an officer for the purposes of this schedule.

Key employee: An employee or independent contractor of the authority (other than a commissioner or officer) who meets both of the following criteria:

- a) The individual received reportable compensation from the authority and all related entities in excess of \$150,000 for the most recent fiscal year completed; and
- b) The individual has responsibilities or influence over the authority as a whole or has power to control or determine 10% or more of the authority's capital expenditures or operating budget.

Highest compensated employee: One of the five highest compensated employees or independent contractors of the authority other than current commissioners, officers, or key employees whose aggregate reportable compensation from the authority and related entities is greater than \$100,000 for the most recent fiscal year completed.

Compensation: All forms of cash and non-cash payments or benefits provided in exchange for services, including salaries and wages, bonuses, severance payments, deferred payments, retirement benefits, fringe benefits, and other financial arrangements or transactions such as personal vehicles, meals, housing, personal and family education benefits, below-market loans, payment of personal or family travel, entertainment, and personal use of the Authority's property. Compensation includes payments and other benefits provided to both employees and independent contractors in exchange for services.

Reportable compensation: The aggregate compensation that is reported (or is required to be reported) on Form W-2, box 1 or 5, whichever amount is greater, and/or Form 1099-MISC, box 7, for the most recent calendar year ended 60 days before the start of the proposed budget year. For example, for fiscal years ending December 31, 2016, the calendar year 2014 W-2 and 1099 should be used (60 days prior to start of budget year is November 1, 2015, with 2014 being the most recent calendar year ended), and for fiscal years ending June 30, 2016, the calendar year 2015 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2016, with 2015 being the most recent calendar year ended).

Other Public Entity: Any municipality, county, local authority, fire district, or other government unit, regardless of whether it is related in any way to the Authority either by function or by physical location.

Authority Schedule of Commissioners, Officers, Key Employees, Highest Compensated Employees and Independent Contractors (Continued)

MUSCONETCONG SEWERAGE AUTHORITY
 December 31, 2015

For the Period January 1, 2016

Reportable Compensation from Authority (W-2/1099)

Name	Title	Average Hours per Week Dedicated to Position	Position			Base Salary/ Stipend	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Estimated amount of other compensation from Authority (health benefits, pension, etc.)	Total Compensation from Authority	Names of Other Public Entities where Individual is an Employee or Member of the Governing Body	Positions held at Other Public Entities Listed in Column O	Average Hours per Week Dedicated to Positions at Other Public Entities Listed in Column O	Reportable Compensation from Other Public Entities (W-2/1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities
			Commissioner	Officer	Key Employee										
1 Donald Bates	Commissioner	1	X			None	None	None	None	None	None	None	None	None	None
2 James Betison	Commissioner	1	X			None	None	None	None	None	None	None	None	None	None
3 Thomas Bruno	Commissioner	1	X			None	None	None	None	None	None	None	None	None	None
4 Michael Grogan	Commissioner	1	X			None	None	None	None	None	None	None	None	None	None
5 Brian McNeilly	Commissioner	1	X			None	None	None	None	None	None	None	None	None	None
6 Melissa Michetti	Commissioner	1	X			None	None	None	None	None	None	None	None	None	None
7 Daren Phillips	Commissioner	1	X			None	None	None	None	None	None	None	None	None	None
8 Michael Podowski	Commissioner	1	X			None	None	None	None	None	None	None	None	None	None
9 Steven Rattner	Commissioner	1	X			None	None	None	None	None	None	None	None	None	None
10 Richard Schneider	Commissioner	1	X			None	None	None	None	None	None	None	None	None	None
11 Joseph Schwab	Commissioner	1	X			None	None	None	None	None	None	None	None	None	None
12 John Sylvester	Commissioner	1	X			None	None	None	None	None	None	None	None	None	None
13 James Schilling	Director	40		X		94,381	None	27,175	121,556	None	None	None	None	121,556	
14 Nicholas Barbato	Chief Operator	40		X		84,520	None	34,078	118,598	None	None	None	None	118,598	
Total:						\$ 178,901	\$ -	\$ 61,253	\$ 240,154				\$ 274,898	\$ 62,663	\$ 577,715

Enter the total number of employees/independent contractors who received more than \$100,000 in total reportable compensation for the most recent fiscal year completed:

Schedule of Health Benefits - Detailed Cost Analysis

MUSCONETCONG SEWERAGE AUTHORITY

For the Period January 1, 2016 to December 31, 2016

	# of Covered Members (Medical & Rx)		Annual Cost Estimate per Employee Proposed		# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Current Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
	Proposed Budget	Estimate Proposed Budget	Employee Proposed Budget	Total Cost Estimate Proposed Budget					
Active Employees - Health Benefits - Annual Cost									
Single Coverage	1	\$ 10,900	\$ 10,900	1	1	\$ 10,300	\$ 600	5.8%	
Parent & Child	1	18,400	18,400	1	1	17,407	993	5.7%	
Employee & Spouse (or Partner)	2	21,800	43,600	2	2	41,200	2,400	5.8%	
Family	5	29,400	147,000	5	5	27,708	138,540	6.1%	
Employee Cost Sharing Contribution (enter as negative -)			(36,500)			(32,260)	(4,240)	13.1%	
Subtotal	9		183,400	9		175,187	8,213	4.7%	
Commissioners - Health Benefits - Annual Cost									
Single Coverage									#DIV/0!
Parent & Child									#DIV/0!
Employee & Spouse (or Partner)									#DIV/0!
Family									#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)									#DIV/0!
Subtotal	0				0				#DIV/0!
Retirees - Health Benefits - Annual Cost									
Single Coverage									#DIV/0!
Parent & Child									#DIV/0!
Employee & Spouse (or Partner)									#DIV/0!
Family									#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)									#DIV/0!
Subtotal	0				0				#DIV/0!
GRAND TOTAL	9		\$ 183,400	9		\$ 175,187	\$ 8,213	4.7%	

Is medical coverage provided by the SHBP (Yes or No)?
 Is prescription drug coverage provided by the SHBP (Yes or No)?

YES
 YES

2016 AUTHORITY BUDGET

Financial Schedules Section

2016 Budget Summary

MUSCONETCONG SEWERAGE AUTHORITY
 For the Period January 1, 2016 to December 31, 2016

	Proposed Budget						Adopted Budget Total All Operations	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	SEWER	Operation #2	Operation #3	Operation #4	Operation #5	Operation #6			
REVENUES									
Total Operating Revenues	\$ 4,360,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,360,000	\$ 60,000	1.4%
Total Non-Operating Revenues	-	-	-	-	-	-	-	-	#DIV/0!
Total Anticipated Revenues	4,360,000	-	-	-	-	-	4,360,000	60,000	1.4%
APPROPRIATIONS									
Total Administration	283,000	-	-	-	-	-	283,000	8,500	3.1%
Total Cost of Providing Services	3,035,900	-	-	-	-	-	3,035,900	153,500	5.3%
Total Principal Payments on Debt Service In Lieu of Depreciation	588,865	-	-	-	-	-	588,865	15,526	2.7%
Total Operating Appropriations	3,907,765	-	-	-	-	-	3,907,765	177,526	4.8%
Total Interest Payments on Debt	136,175	-	-	-	-	-	136,175	(14,875)	-9.8%
Total Other Non-Operating Appropriations	405,000	-	-	-	-	-	405,000	(110,000)	-21.4%
Total Non-Operating Appropriations	541,175	-	-	-	-	-	541,175	(124,875)	-18.7%
Accumulated Deficit	-	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	4,448,940	-	-	-	-	-	4,448,940	52,651	1.2%
Less: Total Unrestricted Net Position Utilized	88,940	-	-	-	-	-	88,940	(7,349)	-7.6%
Net Total Appropriations	4,360,000	-	-	-	-	-	4,360,000	60,000	1.4%
ANTICIPATED SURPLUS (DEFICIT)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!

2016 Revenue Schedule

MUSCONETCONG SEWERAGE AUTHORITY

For the Period January 1, 2016 to December 31, 2016

	<i>Proposed Budget</i>						<i>Adopted Budget</i>		<i>\$ Increase (Decrease)</i>	<i>% Increase (Decrease)</i>
	SEWER	Operation #2	#3	#4	#5	#6	Total All Operations	Total All Operations	Proposed vs. Adopted	Proposed vs. Adopted
OPERATING REVENUES										
<i>Service Charges</i>										
Residential							\$ -	\$ -	\$ -	#DIV/0!
Business/Commercial							-	-	-	#DIV/0!
Industrial							-	-	-	#DIV/0!
Intergovernmental	4,360,000						4,360,000	4,300,000	60,000	1.4%
Other							-	-	-	#DIV/0!
Total Service Charges	4,360,000						4,360,000	4,300,000	60,000	1.4%
<i>Connection Fees</i>										
Residential							-	-	-	#DIV/0!
Business/Commercial							-	-	-	#DIV/0!
Industrial							-	-	-	#DIV/0!
Intergovernmental							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
Total Connection Fees							-	-	-	#DIV/0!
<i>Parking Fees</i>										
Meters							-	-	-	#DIV/0!
Permits							-	-	-	#DIV/0!
Fines/Penalties							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
Total Parking Fees							-	-	-	#DIV/0!
<i>Other Operating Revenues (List)</i>										
Other Revenue 1							-	-	-	#DIV/0!
Other Revenue 2							-	-	-	#DIV/0!
Other Revenue 3							-	-	-	#DIV/0!
Other Revenue 4							-	-	-	#DIV/0!
Total Other Revenue							-	-	-	#DIV/0!
Total Operating Revenues	4,360,000						4,360,000	4,300,000	60,000	1.4%
NON-OPERATING REVENUES										
<i>Grants & Entitlements (List)</i>										
Grant #1							-	-	-	#DIV/0!
Grant #2							-	-	-	#DIV/0!
Grant #3							-	-	-	#DIV/0!
Grant #4							-	-	-	#DIV/0!
Total Grants & Entitlements							-	-	-	#DIV/0!
<i>Local Subsidies & Donations (List)</i>										
Local Subsidy #1							-	-	-	#DIV/0!
Local Subsidy #2							-	-	-	#DIV/0!
Local Subsidy #3							-	-	-	#DIV/0!
Local Subsidy #4							-	-	-	#DIV/0!
Total Local Subsidies & Donations							-	-	-	#DIV/0!
<i>Interest on Investments & Deposits</i>										
Investments							-	-	-	#DIV/0!
Security Deposits							-	-	-	#DIV/0!
Penalties							-	-	-	#DIV/0!
Other Investments							-	-	-	#DIV/0!
Total Interest							-	-	-	#DIV/0!
<i>Other Non-Operating Revenues (List)</i>										
Other Non-Operating #1							-	-	-	#DIV/0!
Other Non-Operating #2							-	-	-	#DIV/0!
Other Non-Operating #3							-	-	-	#DIV/0!
Other Non-Operating #4							-	-	-	#DIV/0!
Total Non-Operating Revenues							-	-	-	#DIV/0!
TOTAL ANTICIPATED REVENUES	\$ 4,360,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,360,000	\$ 4,300,000	\$ 60,000	1.4%

2015 Adopted Revenue Schedule

MUSCONETCONG SEWERAGE AUTHORITY

	<i>Adopted Budget</i>						Total All Operations
	SEWER	Operation #2	Operation #3	Operation #4	Operation #5	Operation #6	
OPERATING REVENUES							
<i>Service Charges</i>							
Residential							\$ -
Business/Commercial							-
Industrial							-
Intergovernmental	4,300,000						4,300,000
Other							-
Total Service Charges	4,300,000						4,300,000
<i>Connection Fees</i>							
Residential							-
Business/Commercial							-
Industrial							-
Intergovernmental							-
Other							-
Total Connection Fees							-
<i>Parking Fees</i>							
Meters							-
Permits							-
Fines/Penalties							-
Other							-
Total Parking Fees							-
<i>Other Operating Revenues (List)</i>							
Other Revenue 1							-
Other Revenue 2							-
Other Revenue 3							-
Other Revenue 4							-
Total Other Revenue							-
Total Operating Revenues	4,300,000						4,300,000
NON-OPERATING REVENUES							
<i>Grants & Entitlements (List)</i>							
Grant #1							-
Grant #2							-
Grant #3							-
Grant #4							-
Total Grants & Entitlements							-
<i>Local Subsidies & Donations (List)</i>							
Local Subsidy #1							-
Local Subsidy #2							-
Local Subsidy #3							-
Local Subsidy #4							-
Total Local Subsidies & Donations							-
<i>Interest on Investments & Deposits</i>							
Investments							-
Security Deposits							-
Penalties							-
Other Investments							-
Total Interest							-
<i>Other Non-Operating Revenues (List)</i>							
Other Non-Operating #1							-
Other Non-Operating #2							-
Other Non-Operating #3							-
Other Non-Operating #4							-
Total Other Non-Operating Revenues							-
Total Non-Operating Revenues							-
TOTAL ANTICIPATED REVENUES	\$ 4,300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,300,000

2016 Appropriations Schedule

MUSCONETCONG SEWERAGE AUTHORITY

For the Period January 1, 2016 to December 31, 2016

	Proposed Budget						Adopted Budget			
	SEWER	Operation #2	Operation #3	Operation #4	Operation #5	Operation #6	Total All Operations	Total All Operations	All Operations	All Operations
										\$ Increase (Decrease) Proposed vs. Adopted
OPERATING APPROPRIATIONS										
<i>Administration - Personnel</i>										
Salary & Wages	\$ 160,000						\$ 160,000	\$ 155,000	\$ 5,000	3.2%
Fringe Benefits	88,000						88,000	84,500	3,500	4.1%
Total Administration - Personnel	248,000						248,000	239,500	8,500	3.5%
<i>Administration - Other (List)</i>										
Admin Office Expenses	35,000						35,000	35,000	-	0.0%
Other Admin Expense #2										#DIV/0!
Other Admin Expense #3										#DIV/0!
Other Admin Expense #4										#DIV/0!
Miscellaneous Administration*										#DIV/0!
Total Administration - Other	35,000						35,000	35,000	-	0.0%
Total Administration	283,000						283,000	274,500	8,500	3.1%
<i>Cost of Providing Services - Personnel</i>										
Salary & Wages	666,640						666,640	632,000	34,640	5.5%
Fringe Benefits	299,260						299,260	301,400	(2,140)	-0.7%
Total COPS - Personnel	965,900						965,900	933,400	32,500	3.5%
<i>Cost of Providing Services - Other (List)</i>										
Maintenance, Repairs & Equipment	210,000						210,000	160,000	50,000	31.3%
Sludge Disposal	700,000						700,000	600,000	100,000	16.7%
Utilities	590,000						590,000	580,000	10,000	1.7%
Plant Supplies, Fees & Prof. Services	545,000						545,000	584,000	(39,000)	-6.7%
Miscellaneous COPS*	25,000						25,000	25,000	-	0.0%
Total COPS - Other	2,070,000						2,070,000	1,949,000	121,000	6.2%
Total Cost of Providing Services	3,035,900						3,035,900	2,882,400	153,500	5.3%
Total Principal Payments on Debt Service In Lieu of Depreciation	588,865						588,865	573,339	15,526	2.7%
Total Operating Appropriations	3,907,765						3,907,765	3,730,239	177,526	4.8%
NON-OPERATING APPROPRIATIONS										
Total Interest Payments on Debt Operations & Maintenance Reserve	136,175						136,175	151,050	(14,875)	-9.8%
Renewal & Replacement Reserve	200,000						200,000	200,000	-	#DIV/0!
Municipality/County Appropriation										0.0%
Other Reserves	205,000						205,000	315,000	(110,000)	-34.9%
Total Non-Operating Appropriations	541,175						541,175	666,050	(124,875)	-18.7%
TOTAL APPROPRIATIONS	4,448,940						4,448,940	4,396,289	52,651	1.2%
ACCUMULATED DEFICIT										#DIV/0!
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	4,448,940						4,448,940	4,396,289	52,651	1.2%
UNRESTRICTED NET POSITION UTILIZED										
Municipality/County Appropriation										#DIV/0!
Other	88,940						88,940	96,289	(7,349)	-7.6%
Total Unrestricted Net Position Utilized	88,940						88,940	96,289	(7,349)	-7.6%
TOTAL NET APPROPRIATIONS	\$ 4,360,000	\$ -	\$ 4,360,000	\$ 4,300,000	\$ 60,000	1.4%				

* Miscellaneous line items may not exceed 5% of total operating appropriations shown below. If amount in miscellaneous is greater than the amount shown below, then the line item must be itemized above.

5% of Total Operating Appropriations \$ 195,388.25 \$ - \$ - \$ - \$ - \$ - \$ - \$ 195,388.25

2015 Adopted Appropriations Schedule

MUSCONETCONG SEWERAGE AUTHORITY

	<i>Adopted Budget</i>						Total All Operations
	SEWER	Operation #2	Operation #3	Operation #4	Operation #5	Operation #6	
OPERATING APPROPRIATIONS							
<i>Administration - Personnel</i>							
Salary & Wages	\$ 155,000						\$ 155,000
Fringe Benefits	84,500						84,500
Total Administration - Personnel	239,500	-	-	-	-	-	239,500
<i>Administration - Other (List)</i>							
Admin Office Expenses	35,000						35,000
Other Admin Expense #2							-
Other Admin Expense #3							-
Other Admin Expense #4							-
Miscellaneous Administration*							-
Total Administration - Other	35,000	-	-	-	-	-	35,000
Total Administration	274,500	-	-	-	-	-	274,500
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	632,000						632,000
Fringe Benefits	301,400						301,400
Total COPS - Personnel	933,400	-	-	-	-	-	933,400
<i>Cost of Providing Services - Other (List)</i>							
Maintenance, Repairs & Equipment	160,000						160,000
Sludge Disposal	600,000						600,000
Utilities	580,000						580,000
Plant Supplies, Fees & Prof. Services	584,000						584,000
Miscellaneous COPS*	25,000						25,000
Total COPS - Other	1,949,000	-	-	-	-	-	1,949,000
Total Cost of Providing Services	2,882,400	-	-	-	-	-	2,882,400
Total Principal Payments on Debt Service in Lieu of Depreciation	573,339	-	-	-	-	-	573,339
Total Operating Appropriations	3,730,239	-	-	-	-	-	3,730,239
NON-OPERATING APPROPRIATIONS							
Total Interest Payments on Debt	151,050	-	-	-	-	-	151,050
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve	200,000						200,000
Municipality/County Appropriation							-
Other Reserves	315,000						315,000
Total Non-Operating Appropriations	666,050	-	-	-	-	-	666,050
TOTAL APPROPRIATIONS	4,396,289	-	-	-	-	-	4,396,289
ACCUMULATED DEFICIT							-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	4,396,289	-	-	-	-	-	4,396,289
UNRESTRICTED NET POSITION UTILIZED							
Municipality/County Appropriation							-
Other	96,289						96,289
Total Unrestricted Net Position Utilized	96,289	-	-	-	-	-	96,289
TOTAL NET APPROPRIATIONS	\$ 4,300,000	\$ -	\$ 4,300,000				

* Miscellaneous line items may not exceed 5% of total operating appropriations shown below. If amount in miscellaneous is greater than the amount shown below, then the line item must be itemized above.

5% of Total Operating Appropriations \$ 186,511.95 \$ - \$ - \$ - \$ - \$ - \$ 186,511.95

5 Year Debt Service Schedule - Interest

MUSCONETCONG SEWERAGE AUTHORITY

Fiscal Year Beginning in

	2015	2016	2017	2018	2019	2020	2021	Thereafter	Total Interest Payments Outstanding
SEWER									
2002 A Wastewater	\$ 88,675	\$ 78,675	\$ 68,050	\$ 56,800	\$ 45,050	\$ 32,800	\$ 19,975	\$ 6,650	\$ 307,950
2007 Wastewater	25,750	22,625	19,375	16,000	12,750	9,750	6,250	2,125	88,875
2010 Wastewater	36,625	34,875	33,125	31,375	29,625	27,750	25,625	118,000	300,375
Total Interest Payments	151,050	136,175	120,550	104,175	87,425	70,300	51,800	126,775	697,200
Operation #2									
Debt Issuance #1									
Debt Issuance #2									
Debt Issuance #3									
Debt Issuance #4									
Total Interest Payments	-	-	-	-	-	-	-	-	-
Operation #3									
Debt Issuance #1									
Debt Issuance #2									
Debt Issuance #3									
Debt Issuance #4									
Total Interest Payments	-	-	-	-	-	-	-	-	-
Operation #4									
Debt Issuance #1									
Debt Issuance #2									
Debt Issuance #3									
Debt Issuance #4									
Total Interest Payments	-	-	-	-	-	-	-	-	-
Operation #5									
Debt Issuance #1									
Debt Issuance #2									
Debt Issuance #3									
Debt Issuance #4									
Total Interest Payments	-	-	-	-	-	-	-	-	-
Operation #6									
Debt Issuance #1									
Debt Issuance #2									
Debt Issuance #3									
Debt Issuance #4									
Total Interest Payments	-	-	-	-	-	-	-	-	-
TOTAL INTEREST ALL OPERATIONS	\$ 151,050	\$ 136,175	\$ 120,550	\$ 104,175	\$ 87,425	\$ 70,300	\$ 51,800	\$ 126,775	\$ 697,200

2016 Net Position Reconciliation

MUSCONETCONG SEWERAGE AUTHORITY

For the Period January 1, 2016 to December 31, 2016

Proposed Budget

SEWER	Operation #2	#3	#4	#5	#6	Total All Operations
\$ 27,366,815	-	-	-	-	-	\$ 27,366,815
25,186,500	-	-	-	-	-	25,186,500
1,453,475	-	-	-	-	-	1,453,475
726,840	-	-	-	-	-	726,840
726,840	-	-	-	-	-	726,840
88,940	-	-	-	-	-	88,940
88,940	-	-	-	-	-	88,940
\$ 637,900	-	-	-	-	-	\$ 637,900

TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)
 Less: Invested in Capital Assets, Net of Related Debt (1)
 Less: Restricted for Debt Service Reserve (1)
 Less: Other Restricted Net Position (1)
 Total Unrestricted Net Position (1)
 Less: Designated for Non-Operating Improvements & Repairs
 Less: Designated for Rate Stabilization
 Less: Other Designated by Resolution
 Plus: Accrued Unfunded Pension Liability (1)
 Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)
 Plus: Estimated Income (Loss) on Current Year Operations (2)
 Plus: Other Adjustments (attach schedule)

UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET
 Unrestricted Net Position Utilized to Balance Proposed Budget
 Unrestricted Net Position Utilized in Proposed Capital Budget
 Appropriation to Municipality/County (3)
 Total Unrestricted Net Position Utilized in Proposed Budget
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR
 (4)

(1) Total of all operations for this line item must agree to audited financial statements.
 (2) Include budgeted and unbudgeted use of unrestricted net position in the current year's operations.
 (3) Amount may not exceed 5% of total operating appropriations. See calculation below.
 Maximum Allowable Appropriation to Municipality/County \$ 195,638 \$ - \$ - \$ - \$ - \$ - \$ 195,638
 (4) If Authority is projecting a deficit for any operation at the end of the budget period, the Authority must attach a statement explaining its plan to reduce the deficit, including the timeline for elimination of the deficit, if not already detailed in the budget narrative section.

2016

MUSCONETCONG SEWERAGE

AUTHORITY
CAPITAL
BUDGET/
PROGRAM

2016 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM

MUSCONETCONG SEWERAGE AUTHORITY

FISCAL YEAR: FROM: JANUARY 1, 2016 TO: DECEMBER 31, 2016

It is hereby certified that the Authority Capital Budget/Program annexed hereto is a true copy of the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, by the governing body of the Musconetcong Sewerage Authority, on the 22rd day of October, 2015.

OR

It is hereby certified that the governing body of the _____ Authority have elected NOT to adopt a Capital Budget /Program for the aforesaid fiscal year, pursuant to N.J.A.C. 5:31-2.2 for the following reason(s): _____

Officer's Signature:			
Name:	Joseph Schwab		
Title:	Secretary		
Address:	110 Continental Drive Budd Lake, New Jersey 07828		
Phone Number:	(973)347-1525	Fax Number:	(973)347-8356
E-mail address			

2016 CAPITAL BUDGET/PROGRAM MESSAGE

MUSCONETCONG SEWERAGE AUTHORITY

FISCAL YEAR: FROM: JANUARY 1, 2016 TO: DECEMBER 31, 2016

1. Has each municipality or county affected by the actions of the authority participated in the development of the capital plan and reviewed or approved the plans or projects included within the Capital Budget/Program?

Yes.

2. Has each capital project/project financing been developed from a specific capital improvement plan or report; does it include full lifecycle costs; and is it consistent with appropriate elements of Master Plans or other plans in the jurisdiction(s) served by the authority?

Yes.

3. Has a long-term (10-20 years) infrastructure needs assessment or other capital plan with a horizon beyond six years been prepared?

No, but has started one recently.

4. Describe the projected impact of the proposed capital projects, including impact on the schedule of rates, fees, and service charges and the impact on current and future year's schedules.

The proposed capital projects will have minimal impact on the service charges to the participants as these costs will be funded from the Authority's reserves.

5. Please indicate which capital projects/project financings are being undertaken in the Metropolitan or Suburban Planning Areas as defined in the State Development and Redevelopment Plan.

None.

6. Please indicate which capital projects/project financings are being undertaken within the boundary of a State Planning Commission-designated Center and/or Endorsed Plan and if the project was included in the Plan Implementation Agenda for that Center/Endorsed Plan.

None.

Add additional sheets if necessary.

2016 Proposed Capital Budget

MUSCONETCONG SEWERAGE AUTHORITY
For the Period January 1, 2016 to December 31, 2016

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
SEWER						
Plant Automation	\$ 80,000		\$ 80,000			
Screening Removal System	420,000		420,000			
Utility Vehicle	60,000		60,000			
Replace Aerators	-					
Total	560,000	-	560,000	-	-	-
Operation #2						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-	-	-	-	-	-
Operation #3						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-	-	-	-	-	-
Operation #4						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-	-	-	-	-	-
Operation #5						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-	-	-	-	-	-
Operation #6						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ 560,000	\$ -	\$ 560,000	\$ -	\$ -	\$ -

Enter brief description of up to four projects for each operation above. For operations with more than four budgeted projects, please attach additional schedules. Input total amount of all projects for the operation on single line and enter "See Attached Schedule" instead of project description.

5 Year Capital Improvement Plan

MUSCONETCONG SEWERAGE AUTHORITY

For the Period January 1, 2016 to December 31, 2016

	Estimated Total Cost	<i>Fiscal Year Beginning in</i>					
		Current Year Proposed Budget	2017	2018	2019	2020	2021
SEWER							
Plant Automation	\$ 80,000	\$ 80,000					
Screening Removal System	420,000	420,000					
Utility Vehicle	60,000	60,000					
Replace Aerators	740,000	-	740,000				
Total	1,300,000	560,000	740,000	-	-	-	-
Operation #2							
Project A Description	-	-					
Project B Description	-	-					
Project C Description	-	-					
Project D Description	-	-					
Total	-	-	-	-	-	-	-
Operation #3							
Project A Description	-	-					
Project B Description	-	-					
Project C Description	-	-					
Project D Description	-	-					
Total	-	-	-	-	-	-	-
Operation #4							
Project A Description	-	-					
Project B Description	-	-					
Project C Description	-	-					
Project D Description	-	-					
Total	-	-	-	-	-	-	-
Operation #5							
Project A Description	-	-					
Project B Description	-	-					
Project C Description	-	-					
Project D Description	-	-					
Total	-	-	-	-	-	-	-
Operation #6							
Project A Description	-	-					
Project B Description	-	-					
Project C Description	-	-					
Project D Description	-	-					
Total	-	-	-	-	-	-	-
TOTAL	\$ 1,300,000	\$ 560,000	\$ 740,000	\$ -	\$ -	\$ -	\$ -

Project descriptions entered on Page CB-3 will carry forward to Pages CB-4 and CB-5. No need to re-enter project descriptions above.

5 Year Capital Improvement Plan Funding Sources

MUSCONETCONG SEWERAGE AUTHORITY

For the Period January 1, 2016 to December 31, 2016

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
SEWER						
Plant Automation	\$ 80,000		\$ 80,000			
Screening Removal System	420,000		420,000			
Utility Vehicle	60,000		60,000			
Replace Aerators	740,000					
Total	1,300,000	-	560,000	-	-	740,000
Operation #2						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-	-	-	-	-	-
Operation #3						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-	-	-	-	-	-
Operation #4						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-	-	-	-	-	-
Operation #5						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-	-	-	-	-	-
Operation #6						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-	-	-	-	-	-
TOTAL	\$ 1,300,000	\$ -	\$ 560,000	\$ -	\$ -	\$ 740,000
Total 5 Year Plan per CB-4	<u>\$ 1,300,000</u>					
Balance check						

- If amount is other than zero, verify that projects listed above match projects listed on CB-4.

Project descriptions entered on Page CB-3 will carry forward to Pages CB-4 and CB-5. No need to re-enter project descriptions above.