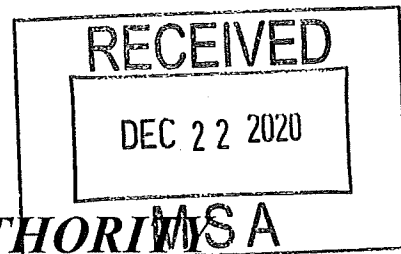


**ADOPTED COPY** Authority Budget of:



**MUSCONETCONG SEWERAGE AUTHORITY MSA**

**ADOPTED COPY**

State Filing Year

2021

**ADOPTED COPY**

For the Period:

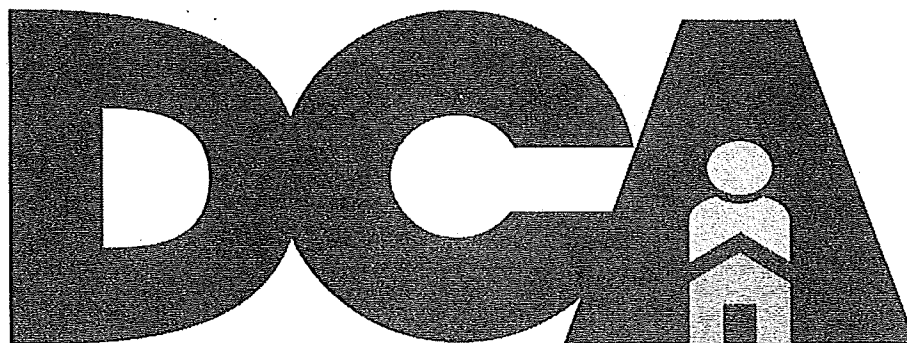
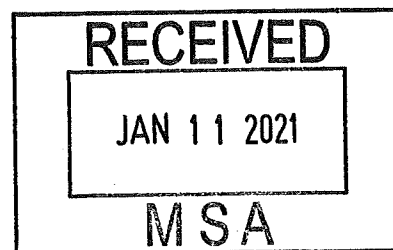
January 1, 2021

to

December 31, 2021

[www.msa-nj.org](http://www.msa-nj.org)

Authority Web Address



NJ DEPARTMENT OF  
**Community Affairs**

*Division of Local Government Services*

**2021 (2021-2022) AUTHORITY BUDGET**

**Certification Section**

2021 (2021-2022)

MUSCONETCONG SEWERAGE  
AUTHORITY BUDGET

FISCAL YEAR: FROM JANUARY 1, 2021 TO DECEMBER 31, 2021

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: Paul D. Cwert CPA, RMA Date: 12/16/2020

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: Paul D. Cwert CPA, RMA Date: 1/6/2021

# 2021 (2021-2022) PREPARER'S CERTIFICATION

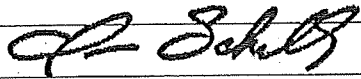
## MUSCONETCONG SEWERAGE

### AUTHORITY BUDGET

FISCAL YEAR: FROM: JAN. 1, 2021 TO: DEC. 31, 2021

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:	JAMES SCHILLING		
Title:	EXECUTIVE DIRECTOR		
Address:	110 CONTINENTAL DRIVE BUDD LAKE, NJ 07828		
Phone Number:	973-347-1525	Fax Number:	973-347-8356
E-mail address	<u>JSCHILLING@MSA-NJ.ORG</u>		

# 2021 (2021-2022) APPROVAL CERTIFICATION

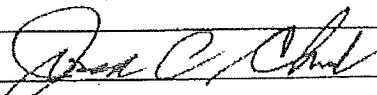
## MUSCONETCONG SEWERAGE

### AUTHORITY BUDGET

FISCAL YEAR: FROM: , JAN. 1, 2021 TO: DEC. 31, 2021

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 Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the day of November 24, 2020.

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 / TREASURER		
Address:	110 CONTINENTAL DRIVE BUDD LAKE, NJ 07828		
Phone Number:	973-347-1525	Fax Number:	973-347-8356
E-mail address			

# INTERNET WEBSITE CERTIFICATION

Authority's Web Address:	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
- Budgets for the current fiscal year and immediately preceding two prior years
- The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information (**Similar Information is such as PIE Charts, Bar Graphs etc. for such items as Revenues, Expenditures, and other information the Authority deems relevant to inform the public**)
- The complete (All Pages) annual audits (Not the Audit Synopsis) 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
- 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.

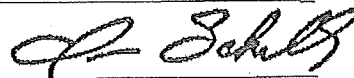
Name of Officer Certifying compliance

JAMES SCHILLING

Title of Officer Certifying compliance

EXECUTIVE DIRECTOR

Signature



## 2021 BUDGET RESOLUTION MUSCONETCONG SEWERAGE AUTHORITY

FISCAL YEAR: FROM: JAN. 1, 2021 TO: DEC. 31, 2021

WHEREAS, the Annual Budget and Capital Budget for the Musconetcong Sewerage Authority for the fiscal year beginning, January 1, 2021 and ending, December 31, 2021 has been presented before the governing body of the Musconetcong Sewerage Authority at its open public meeting of November 24, 2020; and

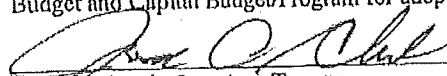
WHEREAS, the schedule of rents, fees and other charges, shown on Budget Page F-2 in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves shown on Budget Page F-4, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program shown on Capital Budget Page CB-3, 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 November 24, 2020 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, 2021 and ending, December 31, 2021 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, 2020.

  
Joseph Schwab, Secretary-Treasurer

11-24-2020  
Date

Governing Body Member:	Recorded Vote Aye    Nay	Abstain	Absent
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*See attached*

Date/Time Call to Order: Thursday November 24, 2020 - 7:30PM  
 Officers Present: Tom Carroll, Patrick Dwyer, Jim Wancho, James Schilling, Jilliam Martucci

Motion / Resolution	Benson	Cangiano	Grogan	McNelly	Michetti	Pucilowski	Raffner	Romano	Schindelar	Schwab	Still	Sylvester
Resolution # 20-45 ROLL CALL -	Absent	Absent	Yes	Yes	Yes	Yes	Yes	Seconded Yes	Yes	Motion Yes	Absent	Absent



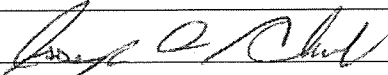
# 2021 (2021-2022) ADOPTION CERTIFICATION

## MUSCONETCONG SEWERAGE

### AUTHORITY BUDGET

FISCAL YEAR: FROM: JAN. 1, 2021 TO: DEC. 31, 2021

It is hereby certified that the Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the Musconetcong Sewerage Authority, pursuant to N.J.A.C. 5:31-2.3, on the 17th day of, December, 2020.

Officer's Signature:			
Name:	JOSEPH SCHWAB		
Title:	SECRETARY / TREASURER		
Address:	110 CONTINENTAL DRIVE BUDD LAKE, NJ 07828		
Phone Number:	973-347-1525	Fax Number:	973-347-8356
E-mail address			

## 2021 BUDGET RESOLUTION MUSCONETCONG SEWERAGE AUTHORITY

**FISCAL YEAR: FROM: JAN. 1, 2021 TO: DEC. 31, 2021**

WHEREAS, the Annual Budget and Capital Budget for the Musconetcong Sewerage Authority for the fiscal year beginning, January 1, 2021 and ending, December 31, 2021 has been presented before the governing body of the Musconetcong Sewerage Authority at its open public meeting of December 17, 2020; and


WHEREAS, the schedule of rents, fees and other charges, shown on Budget Page F-2 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 shown on Budget Page F-4, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program shown on Capital Budget Page CB-3, 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 November 24, 2020 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, 2021 and ending, December 31, 2021 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, 2020.



Joseph Schwab, Secretary-Treasurer

Date

12-17-2020

Governing Body

Recorded Vote

Member:

Aye

Nay

Abstain

Absent

*see attached*

# 2021 (2021-2022) ADOPTED BUDGET RESOLUTION

## MUSCONETCONG SEWERAGE AUTHORITY


FISCAL YEAR: FROM: JAN. 1, 2021 TO: DEC. 31, 2021

WHEREAS, the Annual Budget and Capital Budget/Program for the Musconetcong Sewerage Authority for the fiscal year beginning January 1, 2021 and ending, December 31, 2021 has been presented for adoption before the governing body of the Musconetcong Sewerage Authority at its open public meeting of December 18, 2020; and

WHEREAS, the Annual Budget Page F-1 and Capital Budget page CB-3 as presented for adoption reflects each item of revenue Budget page F-2 and appropriation budget page F-4 in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Musconetcong Sewerage Authority, at an open public meeting held on December 18, 2020 that the Annual Budget and Capital Budget/Program of the Musconetcong Sewerage Authority for the fiscal year beginning, January 1, 2021 and, ending, December 31, 2021 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

  
\_\_\_\_\_  
(Secretary's Signature)

12-18-2020  
(Date)

Governing Body  
Member:

Recorded Vote  
Aye      Nay      Abstain      Absent

*See attached*

Date/Time Call to Order: Thursday December 17, 2020 – 7:30PM  
 Others Present: Tom Carroll, Patrick Dwyer, Jim Wanchio, James Schilling, Jillian Martucci

Motion / Resolution	Benson	Cangiano	Grogan	McNeilly	Michetti	Pucilowski	Rathner	Romano	Schindelar	Schwab	Still	Sylvester
2021 Adopted Budget	Yes	Yes	Absent	Yes	Yes	Motion Yes	Yes	Yes	Absent	Yes Secoinded	Yes	Yes

**2021 (2021-2022) AUTHORITY BUDGET**

**Narrative and Information Section**

# 2021 (2021-2022) AUTHORITY BUDGET MESSAGE & ANALYSIS

## MUSCONETCONG SEWERAGE AUTHORITY BUDGET

FISCAL YEAR: FROM: JAN. 1, 2021 TO: DEC. 31, 2021

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

1. Complete a brief statement on the 2021/2021-2022 proposed Annual Budget and make comparison to the 2020/2020-2021 adopted budget for each Revenues and Appropriations. Explain any variances over +/-10% (As shown on budget pages F-2 and F-4 explain the reason for changes for each revenue and appropriation changing more than 10%) for each individual revenue and appropriation line item. 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.

THE MUSCONETCONG SEWERAGE AUTHORITY PROPOSES A BUDGET OF \$4,483,500 (A 0.5% INCREASE FROM THE 2020 BUDGET) IN ANTICIPATED REVENUES AND \$4,592,111 IN APPROPRIATIONS (A 0.5% PERCENT INCREASE FROM THE 2020 BUDGET). BUDGETED INTEREST PAYMENTS DECREASED 23.6% IN THE PROPOSED 2021 BUDGET DUE TO SCHEDULE DEBT SERVICE.

2. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program. (Example Consider New Development projects such as Housing /Commercial projects impact on the Authorities expenses or revenues)

THE LOCAL/REGIONAL ECONOMY HAS BEEN STEADILY IMPROVING IN THE AREAS SERVICED BY THE AUTHORITY. THE MUSCONETCONG SEWERAGE AUTHORITY HAS CONSIDERED THIS FACTOR WHILE PREPARING THE 2021 BUDGET.

3. Describe the reasons for utilizing Unrestricted Net Position in the proposed Annual Budget and or Capital 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 \$108,611 IN UNRESTRICTED NET POSITION IN THE OPERATING BUDGET IN ORDER TO KEEP PARTICIPANT CHARGES STABLE. THE AUTHORITY ALSO IS UTILIZING \$300,000 IN UNRESTRICTED: DESIGNATED FOR CAPITAL IMPROVEMENTS NET POSITION TO FUND VARIOUS CAPITAL PROJECTS.

4. Identify any sources of funds transferred to the County/Municipality as a budget subsidy or a shared service payments, pilot payments, or other types of contracts or agreements (Example to provide police services to the Authority etc. and explain the reason for the transfer (i.e.: to balance the County/Municipality budget, etc.).

THIS IS NOT APPLICABLE TO THE AUTHORITY.

5. The proposed budget must not reflect an anticipated deficit from 2021/2021-2022 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.

THE AUTHORITY REPORTED A (\$1,559,664) DEFICIT IN UNRESTRICTED, UNDESIGNATED NET POSITION IN THE AUDIT REPORT FOR THE YEAR ENDING DECEMBER 31, 2019. \$2,233,826 IS DIRECTLY ATTRIBUTABLE TO THE IMPLEMENTATION OF GASB 68. THE AUTHORITY WILL CONTINUE TO PAY THE ANNUAL PENSIONBILL AND OVERTIME THE INCREASING AMOUNTS OF THESE PAYMENTS WILL FUND THIS DEFICIT.

6. Attach a schedule of the Authority's existing rate structure (connection fees, parking fees, service charges, etc.) if it has been changed since the prior year budget submission 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. (If no changes to fees or rates indicate (Answer as "Rates Are Staying the Same")

THERE ARE NO CHANGES TO THE AUTHORITY'S EXISTING RATE STRUCTURE. THE AUTHORITY HAS SEVERAL CONTRACTS WITH EACH OF THE SEVEN MEMBER MUNICIPALITIES.

## AUTHORITY CONTACT INFORMATION 2021 (2021-2022)

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

<b>Name of Authority:</b>	MUSCONETCONG SEWEREAGE AUTHORITY		
<b>Federal ID Number:</b>	22-1866449		
<b>Address:</b>	110 CONTINENTAL DRIVE		
<b>City, State, Zip:</b>	BUDD LAKE	NJ	07828
<b>Phone: (ext.)</b>	973-347-1525	<b>Fax:</b>	973-347-8356

<b>Preparer's Name:</b>	JAMES SCHILLING		
<b>Preparer's Address:</b>	110 CONTINENTAL DRIVE		
<b>City, State, Zip:</b>	BUDD LAKE	NJ	07828
<b>Phone: (ext.)</b>	973-347-1525	<b>Fax:</b>	973-347-8356
<b>E-mail:</b>	JSCHILLING@MSA-NJ.ORG		

<b>Chief Executive Officer:(1)</b>	JAMES SCHILLING		
(1)Or person who performs these functions under another Title			
<b>Phone: (ext.)</b>	973-347-1525	<b>Fax:</b>	973-347-8356
<b>E-mail:</b>	JSCHILLING@MSA-NJ.ORG		

<b>Chief Financial Officer(1)</b>	JAMES SCHILLING		
(1) Or person who performs these functions under another Title			
<b>Phone: (ext.)</b>	973-347-1525	<b>Fax:</b>	973-347-8356
<b>E-mail:</b>	JSCHILLING@MSA-NJ.ORG		

<b>Name of Auditor:</b>	ROBERT MCNINCH		
<b>Name of Firm:</b>	WIELKOTZ & COMPANY, LLC		
<b>Address:</b>	401 WANAQUE AVENUE		
<b>City, State, Zip:</b>	POMPTON LAKES	NJ	07442
<b>Phone: (ext.)</b>	973-835-7900	<b>Fax:</b>	973-835-6631
<b>E-mail:</b>	RMCNINCH@W-CPA.COM		



# AUTHORITY INFORMATIONAL QUESTIONNAIRE

## MUSCONETCONG SEWERAGE AUTHORITY

FISCAL YEAR: FROM: JAN. 1, 2021 TO: DEC. 31, 2021

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

- 1) Provide the number of individuals employed as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: **17**
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3 Transmittal of Wage and Tax Statements: **\$769,257**
- 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 (**Most Recent Filing that March 31, 2020 or 2021 deadline has passed 2020 or 2021**) because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at <http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html> before answering) 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? NOIf 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. *Attach a narrative of your Authority's procedures for all individuals listed on Page N-4 (2 of 2).*

- 11) Did the Authority pay for meals or catering during the current fiscal year? YES *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 *If "yes," **attach a detailed list of all travel expenses** for the current fiscal year and provide an explanation for each expenditure listed.*
- 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. (If your authority does not allow for reimbursements indicate that in answer)*
- 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. (If no bonded Debt answer is Not Applicable). (New Jersey Infrastructure Trust Loans are not bonded debt of an Authority)*
- 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

FISCAL YEAR: FROM: January 01, 2021 TO: December 31, 2021

ATTACHMENT A – for Question 10:

The salaries for the staff of the Musconetcong Sewerage Authority are set 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 periodically conducted to obtain comparable salary and wage data.

ATTACHMENT B – for Question 11:

<u>Date:</u>	<u>Description:</u>	<u>Expenditures:</u>
03.17.2020	Frank's Trattoria	\$390.21
06.16.2020	Frank's Trattoria	\$465.01
08.19.2020	Classic Bagel & Deli	\$69.14
10.22.2020	Classic Bagel & Deli	\$69.14

ATTACHMENT C – for Question 12:

Not applicable for 2020

ATTACHMENT D – for Question 13:

Not applicable for 2020

*(This page is directions for filling in page (N-4 (2-of 2) (No answers should be entered on this page)*

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

**MUSCONETCONG SEWERAGE AUTHORITY**

**FISCAL YEAR: FROM: JAN. 1, 2021 TO: DEC. 31, 2021**

*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 other public 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 other public 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:** (Use the Most Recent W-2 available 2019 or 2020. 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, 2021, the most recent W-2 and 1099 should be used 2020 or 2019 (60 days prior to start of budget year is November 1, 2020, with 2019 being the most recent calendar year ended), and for fiscal years ending June 30, 2021, the calendar year 2020 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2021, with 2020 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, 2021

For the Period January 1, 2021

A B C D E F G H I J K L M N O P Q R S T

Position (Can Check more than 1 Column for each person)

Reportable Compensation from Authority (W-2/1099)

Name	Title	Average Hours per Week Dedicated to Position	Commissioner	Officer	Key Employee	Former Employee	Highest Compensated Employee		Base Salary/Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Estimated amount of other compensation from the 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 (1) See note below	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												
1 Steve Rattner	Chairman	2 X	X																	
2 John Sylvester	Vice Chairman	2 X	X																	
3 Joseph Schwab	Secretary/Treasurer	2 X	X																	
4 Thomas Romano	Asst. Secretary	2 X	X																	
5 Brian McNeill	Commissioner	2 X	X																	
6 Jim Benson	Commissioner	2 X	X																	
7 Elmer Still	Commissioner	2 X	X																	
8 Mike Grogan	Commissioner	2 X	X																	
9 Richard Schindelar	Commissioner	2 X	X																	
10 Michael Pucilowski	Commissioner	2 X	X																	
11 Melanie Michetti	Commissioner	2 X	X																	
12 Andrew Cangiano	Commissioner	2 X	X																	
13 Joseph Sabatini	Commissioner	2 X	X																	
14 Mike Orgera	Commissioner	2 X	X																	
15 James Schilling	Executive Director	45			X			109,304	2,000	5,000	23,260	139,564								
<b>Total:</b>								<b>\$ 109,304</b>	<b>\$ 2,000</b>	<b>\$ 5,000</b>	<b>\$ 23,260</b>	<b>\$ 139,564</b>					<b>\$ 283,291</b>	<b>\$ 80,773</b>	<b>\$ 139,564</b>	<b>\$ 503,628</b>

(1) Insert "None" in this column for each individual that does not hold a position with another Public Entity

# Schedule of Health Benefits - Detailed Cost Analysis

MUSCONETCONG SEWERAGE AUTHORITY  
 For the Period January 1, 2021 to December 31, 2021

If Not Applicable X this box Below

	# of Covered Members (Medical & Rx)		Annual Cost Estimate per Employee Proposed Budget		# of Covered Members (Medical & Rx) Current Year		Annual Cost per Employee Current Year		Total Prior year Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
	Proposed Budget	Employee Proposed Budget	Proposed Budget	Employee Proposed Budget	Current Year	Current Year	Current Year	Current Year			
<b>Active Employees - Health Benefits - Annual Cost</b>											
Single Coverage	1	\$ 11,600	\$ 11,600	1	\$ 11,100	\$ 11,100	\$ 500	4.5%	#DIV/0!		
Parent & Child	0	-	-	0	-	-	-	-	-		
Employee & Spouse (or Partner)	3	22,800	68,400	3	22,200	66,600	1,800	2.7%	#DIV/0!		
Family	2	31,850	63,700	2	30,720	61,440	2,260	3.7%	#DIV/0!		
Employee Cost Sharing Contribution (enter as negative -)			(24,000)			(23,475)	(525)	2.2%	#DIV/0!		
Subtotal	6	119,700	119,700	6	115,665	115,665	4,035	3.5%	#DIV/0!		
<b>Commissioners - Health Benefits - Annual Cost</b>											
Single Coverage	0	-	-	0	-	-	-	-	-	#DIV/0!	
Parent & Child	0	-	-	0	-	-	-	-	-	#DIV/0!	
Employee & Spouse (or Partner)	0	-	-	0	-	-	-	-	-	#DIV/0!	
Family	0	-	-	0	-	-	-	-	-	#DIV/0!	
Employee Cost Sharing Contribution (enter as negative -)			-			-	-	-	-	#DIV/0!	
Subtotal	0	-	-	0	-	-	-	-	-	#DIV/0!	
<b>Retirees - Health Benefits - Annual Cost</b>											
Single Coverage	0	-	-	0	-	-	-	-	-	#DIV/0!	
Parent & Child	0	-	-	0	-	-	-	-	-	#DIV/0!	
Employee & Spouse (or Partner)	0	-	-	0	-	-	-	-	-	#DIV/0!	
Family	0	-	-	0	-	-	-	-	-	#DIV/0!	
Employee Cost Sharing Contribution (enter as negative -)			-			-	-	-	-	#DIV/0!	
Subtotal	0	-	-	0	-	-	-	-	-	#DIV/0!	
<b>GRAND TOTAL</b>											
	6	\$ 119,700	\$ 119,700	6	\$ 115,665	\$ 115,665	\$ 4,035	3.5%	#DIV/0!		

Is medical coverage provided by the SHBP (Yes or No)? (Place Answer in Box)	YES <input type="checkbox"/> No <input type="checkbox"/>
Is prescription drug coverage provided by the SHBP (Yes or No)? (Place Answer in Box)	YES <input type="checkbox"/> No <input type="checkbox"/>

**Note: Remember to Enter an amount in rows for Employee Cost Sharing**







**2021 (2021-2022) AUTHORITY BUDGET**

**Financial Schedules Section**

# SUMMARY

MUSCONETCONG SEWERAGE AUTHORITY  
 For the Period January 1, 2021 to December 31, 2021

	<i>FY 2021 Proposed Budget</i>						<i>FY 2020 Adopted Budget</i>		\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations		
							All Operations	All Operations		
<b>REVENUES</b>										
Total Operating Revenues	\$ 4,483,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,483,500	\$ 4,461,402	\$ 22,098	0.5%
Total Non-Operating Revenues	-	-	-	-	-	-	-	-	-	#DIV/0!
Total Anticipated Revenues	4,483,500	-	-	-	-	4,483,500	4,461,402	22,098	0.5%	
<b>APPROPRIATIONS</b>										
Total Administration	309,473	-	-	-	-	309,473	309,083	390	0.1%	
Total Cost of Providing Services	3,159,125	-	-	-	-	3,159,125	3,146,375	12,750	0.4%	
Total Principal Payments on Debt Service in Lieu of Depreciation	666,178	-	-	-	-	666,178	638,837	27,341	4.3%	
Total Operating Appropriations	4,134,776	-	-	-	-	4,134,776	4,094,295	40,481	1.0%	
Total Interest Payments on Debt	57,335	-	-	-	-	57,335	75,085	(17,750)	-23.6%	
Total Other Non-Operating Appropriations	400,000	-	-	-	-	400,000	400,000	-	0.0%	
Total Non-Operating Appropriations	457,335	-	-	-	-	457,335	475,085	(17,750)	-3.7%	
Accumulated Deficit	-	-	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	4,592,111	-	-	-	-	4,592,111	4,569,380	22,731	0.5%	
Less: Total Unrestricted Net Position Utilized	108,611	-	-	-	-	108,611	107,978	633	0.6%	
Net Total Appropriations	4,483,500	-	-	-	-	4,483,500	4,461,402	22,098	0.5%	
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!

## Revenue Schedule

### MUSCONETCONG SEWERAGE AUTHORITY

For the Period January 1, 2021 to December 31, 2021

	<b>FY 2021 Proposed Budget</b>						<b>FY 2020 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>
	Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations
<b>OPERATING REVENUES</b>									
<i>Service Charges</i>									
Residential						\$ -	\$ -	\$ -	#DIV/0!
Business/Commercial						-	-	-	#DIV/0!
Industrial						-	-	-	#DIV/0!
Intergovernmental	4,483,500					4,483,500	4,461,402	22,098	0.5%
Other						-	-	-	#DIV/0!
<b>Total Service Charges</b>	<b>4,483,500</b>					<b>4,483,500</b>	<b>4,461,402</b>	<b>22,098</b>	<b>0.5%</b>
<i>Connection Fees</i>									
Residential						-	-	-	#DIV/0!
Business/Commercial						-	-	-	#DIV/0!
Industrial						-	-	-	#DIV/0!
Intergovernmental						-	-	-	#DIV/0!
Other						-	-	-	#DIV/0!
<b>Total Connection Fees</b>						<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<i>Parking Fees</i>									
Meters						-	-	-	#DIV/0!
Permits						-	-	-	#DIV/0!
Fines/Penalties						-	-	-	#DIV/0!
Other						-	-	-	#DIV/0!
<b>Total Parking Fees</b>						<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<i>Other Operating Revenues (List)</i>									
N/A						-	-	-	#DIV/0!
N/A						-	-	-	#DIV/0!
N/A						-	-	-	#DIV/0!
N/A						-	-	-	#DIV/0!
N/A						-	-	-	#DIV/0!
N/A						-	-	-	#DIV/0!
N/A						-	-	-	#DIV/0!
N/A						-	-	-	#DIV/0!
N/A						-	-	-	#DIV/0!
N/A						-	-	-	#DIV/0!
<b>Total Other Revenue</b>						<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>Total Operating Revenues</b>	<b>4,483,500</b>					<b>4,483,500</b>	<b>4,461,402</b>	<b>22,098</b>	<b>0.5%</b>
<b>NON-OPERATING REVENUES</b>									
<i>Other Non-Operating Revenues (List)</i>									
N/A						-	-	-	#DIV/0!
N/A						-	-	-	#DIV/0!
N/A						-	-	-	#DIV/0!
N/A						-	-	-	#DIV/0!
N/A						-	-	-	#DIV/0!
N/A						-	-	-	#DIV/0!
<b>Total Other Non-Operating Revenue</b>						<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<i>Interest on Investments &amp; Deposits (List)</i>									
Interest Earned						-	-	-	#DIV/0!
Penalties						-	-	-	#DIV/0!
Other						-	-	-	#DIV/0!
<b>Total Interest</b>						<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>Total Non-Operating Revenues</b>						<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 4,483,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,461,402</b>	<b>\$ 22,098</b>	<b>0.5%</b>

# Prior Year Adopted Revenue Schedule

## MUSCONETCONG SEWERAGE AUTHORITY

*FY 2020 Adopted Budget*

	Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations	
<b>OPERATING REVENUES</b>								
<i>Service Charges</i>								
Residential							\$	-
Business/Commercial							-	
Industrial							-	
Intergovernmental							4,461,402	4,461,402
Other							-	
Total Service Charges	4,461,402	-	-	-	-	-	4,461,402	
<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>								
N/A							-	
N/A							-	
N/A							-	
N/A							-	
N/A							-	
N/A							-	
N/A							-	
N/A							-	
N/A							-	
N/A							-	
Total Other Revenue	-	-	-	-	-	-	-	
Total Operating Revenues	4,461,402	-	-	-	-	-	4,461,402	
<b>NON-OPERATING REVENUES</b>								
<i>Other Non-Operating Revenues (List)</i>								
N/A							-	
N/A							-	
N/A							-	
N/A							-	
N/A							-	
Total Other Non-Operating Revenues	-	-	-	-	-	-	-	
<i>Interest on Investments &amp; Deposits</i>								
Interest Earned							-	
Penalties							-	
Other							-	
Total Interest	-	-	-	-	-	-	-	
Total Non-Operating Revenues	-	-	-	-	-	-	-	
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 4,461,402</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,461,402</b>	

## Appropriations Schedule

### MUSCONETCONG SEWERAGE AUTHORITY

For the Period January 1, 2021 to December 31, 2021

	<b>FY 2021 Proposed Budget</b>						<b>FY 2020 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>	
	Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations	
							Total All Operations	All Operations	All Operations	
<b>OPERATING APPROPRIATIONS</b>										
<i>Administration - Personnel</i>										
Salary & Wages	\$ 171,640						\$ 171,640	\$ 172,000	\$ (360)	-0.2%
Fringe Benefits	97,833					97,833	97,083	750	0.8%	
<b>Total Administration - Personnel</b>	<b>269,473</b>	-	-	-	-	-	<b>269,473</b>	<b>269,083</b>	<b>390</b>	<b>0.1%</b>
<i>Administration - Other (List)</i>										
Other Expenses	40,000						40,000	40,000	-	0.0%
N/A							-	-	-	#DIV/0!
N/A							-	-	-	#DIV/0!
N/A							-	-	-	#DIV/0!
Miscellaneous Administration*							-	-	-	#DIV/0!
<b>Total Administration - Other</b>	<b>40,000</b>	-	-	-	-	-	<b>40,000</b>	<b>40,000</b>	-	<b>0.0%</b>
<b>Total Administration</b>	<b>309,473</b>	-	-	-	-	-	<b>309,473</b>	<b>309,083</b>	<b>390</b>	<b>0.1%</b>
<i>Cost of Providing Services - Personnel</i>										
Salary & Wages	668,000						668,000	667,500	500	0.1%
Fringe Benefits	290,625						290,625	288,375	2,250	0.8%
<b>Total COPS - Personnel</b>	<b>958,625</b>	-	-	-	-	-	<b>958,625</b>	<b>955,875</b>	<b>2,750</b>	<b>0.3%</b>
<i>Cost of Providing Services - Other (List)</i>										
Maintenance, Repairs & Equipment	274,000						274,000	274,000	-	0.0%
Sludge Disposal	720,000						720,000	720,000	-	0.0%
Utilities	536,500						536,500	536,500	-	0.0%
Plant Supplies, Fees, Prof. Services	645,000						645,000	635,000	10,000	1.6%
Miscellaneous COPS*	25,000						25,000	25,000	-	0.0%
<b>Total COPS - Other</b>	<b>2,200,500</b>	-	-	-	-	-	<b>2,200,500</b>	<b>2,190,500</b>	<b>10,000</b>	<b>0.5%</b>
<b>Total Cost of Providing Services</b>	<b>3,159,125</b>	-	-	-	-	-	<b>3,159,125</b>	<b>3,146,375</b>	<b>12,750</b>	<b>0.4%</b>
<i>Total Principal Payments on Debt Service In Lieu of Depreciation</i>										
	666,178						666,178	638,837	27,341	4.3%
<b>Total Operating Appropriations</b>	<b>4,134,776</b>	-	-	-	-	-	<b>4,134,776</b>	<b>4,094,295</b>	<b>40,481</b>	<b>1.0%</b>
<b>NON-OPERATING APPROPRIATIONS</b>										
Total Interest Payments on Debt	57,335						57,335	75,085	(17,750)	-23.6%
Operations & Maintenance Reserve							-	-	-	#DIV/0!
Renewal & Replacement Reserve	200,000						200,000	100,000	100,000	100.0%
Municipality/County Appropriation							-	-	-	#DIV/0!
Other Reserves	200,000						200,000	300,000	(100,000)	-33.3%
<b>Total Non-Operating Appropriations</b>	<b>457,335</b>	-	-	-	-	-	<b>457,335</b>	<b>475,085</b>	<b>(17,750)</b>	<b>-3.7%</b>
<b>TOTAL APPROPRIATIONS</b>	<b>4,592,111</b>	-	-	-	-	-	<b>4,592,111</b>	<b>4,569,380</b>	<b>22,731</b>	<b>0.5%</b>
<b>ACCUMULATED DEFICIT</b>										
							-	-	-	#DIV/0!
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>4,592,111</b>	-	-	-	-	-	<b>4,592,111</b>	<b>4,569,380</b>	<b>22,731</b>	<b>0.5%</b>
<b>UNRESTRICTED NET POSITION UTILIZED</b>										
Municipality/County Appropriation							-	-	-	#DIV/0!
Other	108,611						108,611	107,978	633	0.6%
<b>Total Unrestricted Net Position Utilized</b>	<b>108,611</b>	-	-	-	-	-	<b>108,611</b>	<b>107,978</b>	<b>633</b>	<b>0.6%</b>
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 4,483,500</b>	\$ -	\$ -	\$ -	\$ -	\$ -	<b>\$ 4,483,500</b>	<b>\$ 4,461,402</b>	<b>\$ 22,098</b>	<b>0.5%</b>

\* 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 \$ 206,738.80 \$ - \$ - \$ - \$ - \$ - \$ - \$ 206,738.80

# Prior Year Adopted Appropriations Schedule

## MUSCONETCONG SEWERAGE AUTHORITY

### FY 2020 Adopted Budget

	Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations
<b>OPERATING APPROPRIATIONS</b>							
<i>Administration - Personnel</i>							
Salary & Wages	\$ 172,000						\$ 172,000
Fringe Benefits	97,083						97,083
Total Administration - Personnel	269,083	-	-	-	-	-	269,083
<i>Administration - Other (List)</i>							
Other Expenses	40,000						40,000
N/A							-
N/A							-
N/A							-
Miscellaneous Administration*							-
Total Administration - Other	40,000	-	-	-	-	-	40,000
Total Administration	309,083	-	-	-	-	-	309,083
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	667,500						667,500
Fringe Benefits	288,375						288,375
Total COPS - Personnel	955,875	-	-	-	-	-	955,875
<i>Cost of Providing Services - Other (List)</i>							
Maintenance, Repairs & Equipment	274,000						274,000
Sludge Disposal	720,000						720,000
Utilities	536,500						536,500
Plant Supplies, Fees, Prof. Services	635,000						635,000
Miscellaneous COPS*	25,000						25,000
Total COPS - Other	2,190,500	-	-	-	-	-	2,190,500
Total Cost of Providing Services	3,146,375	-	-	-	-	-	3,146,375
Total Principal Payments on Debt Service in Lieu of Depreciation	638,837	-	-	-	-	-	638,837
Total Operating Appropriations	4,094,295	-	-	-	-	-	4,094,295
<b>NON-OPERATING APPROPRIATIONS</b>							
Total Interest Payments on Debt	75,085	-	-	-	-	-	75,085
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve	100,000						100,000
Municipality/County Appropriation							-
Other Reserves	300,000						300,000
Total Non-Operating Appropriations	475,085	-	-	-	-	-	475,085
<b>TOTAL APPROPRIATIONS</b>	4,569,380	-	-	-	-	-	4,569,380
<b>ACCUMULATED DEFICIT</b>							-
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	4,569,380	-	-	-	-	-	4,569,380
<b>UNRESTRICTED NET POSITION UTILIZED</b>							
Municipality/County Appropriation							-
Other	107,978						107,978
Total Unrestricted Net Position Utilized	107,978	-	-	-	-	-	107,978
<b>TOTAL NET APPROPRIATIONS</b>	\$ 4,461,402	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,461,402

\* 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      \$ 204,714.75    \$ -    \$ -    \$ -    \$ -    \$ -    \$ 204,714.75

# Debt Service Schedule - Principal

## MUSCONETCONG SEWERAGE AUTHORITY

		<i>Fiscal Year Ending in</i>							
If Authority has no debt X this box	Adopted Budget Year 2020	Proposed Budget Year 2021	2022	2023	2024	2025	2026	Thereafter	Total Principal Outstanding
<i>Sewer</i>									
NJEIT Series 2002A	\$ 416,925	\$ 432,826	\$ 448,316					\$ 881,142	
NJEIT Series 2007	130,097	137,537	142,257					279,794	
NJEIT Series 2010	91,815	95,815	95,815	95,815	99,815	99,815	104,815	392,578	984,468
N/A									
<b>Total Principal</b>	<b>638,837</b>	<b>666,178</b>	<b>686,388</b>	<b>95,815</b>	<b>99,815</b>	<b>99,815</b>	<b>104,815</b>	<b>392,578</b>	<b>2,145,404</b>
N/A									
N/A									
N/A									
N/A									
N/A									
<b>Total Principal</b>									
N/A									
N/A									
N/A									
N/A									
N/A									
<b>Total Principal</b>									
N/A									
N/A									
N/A									
N/A									
<b>Total Principal</b>									
N/A									
N/A									
N/A									
N/A									
<b>Total Principal</b>									
<b>TOTAL PRINCIPAL ALL OPERATIONS</b>	<b>\$ 638,837</b>	<b>\$ 666,178</b>	<b>\$ 686,388</b>	<b>\$ 95,815</b>	<b>\$ 99,815</b>	<b>\$ 99,815</b>	<b>\$ 104,815</b>	<b>\$ 392,578</b>	<b>\$ 2,145,404</b>

Indicate the Authority's most recent bond rating and the year of the rating by ratings service.

	<i>Moody's</i>	<i>Fitch</i>	<i>Standard &amp; Poors</i>
Bond Rating	N/A	N/A	N/A
Year of Last Rating	N/A	N/A	N/A

## Debt Service Schedule - Interest

MUSCONETCONG SEWERAGE AUTHORITY

	<i>Fiscal Year Ending in</i>							Total Interest Payments Outstanding	
	Adopted Budget Year 2020	Proposed Budget Year 2021	2022	2023	2024	2025	2026		Thereafter
<i>Sewer</i>									
NJEIT Series 2002A	\$ 39,050	\$ 26,550	\$ 13,300						\$ 39,850
NJEIT Series 2007	11,000	7,600	3,900						11,500
NJEIT Series 2010	25,035	23,185	21,135	19,085	17,035	14,785	12,535	25,290	133,050
N/A									
Total Interest Payments	75,085	57,335	38,335	19,085	17,035	14,785	12,535	25,290	184,400
N/A									
N/A									
N/A									
N/A									
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A									
N/A									
N/A									
N/A									
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A									
N/A									
N/A									
N/A									
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A									
N/A									
N/A									
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A									
N/A									
N/A									
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A									
Total Interest Payments	\$ 75,085	\$ 57,335	\$ 38,335	\$ 19,085	\$ 17,035	\$ 14,785	\$ 12,535	\$ 25,290	\$ 184,400
<b>TOTAL INTEREST ALL OPERATIONS</b>									



# Net Position Reconciliation

MUSCONETCONG SEWERAGE AUTHORITY

For the Period January 1, 2021 to December 31, 2021

## FY 2021 Proposed Budget

	Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations
<b>TOTAL NET POSITION BEGINNING OF LATEST AUDIT REPORT YEAR(1)</b>	\$ 21,152,719						\$ 21,152,719
Less: Invested in Capital Assets, Net of Related Debt (1)	21,536,132						21,536,132
Less: Restricted for Debt Service Reserve (1)	29,252						29,252
Less: Other Restricted Net Position (1)							
Total Unrestricted Net Position (1)	(412,665)						(412,665)
Less: Designated for Non-Operating Improvements & Repairs							
Less: Designated for Rate Stabilization							
Less: Other Designated by Resolution	1,146,999						1,146,999
Plus: Accrued Unfunded Pension Liability (1)	2,233,826						2,233,826
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)							
Plus: Estimated Income (Loss) on Current Year Operations (2)							
Plus: Other Adjustments (attach schedule)	300,000						300,000
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	974,162						974,162
Unrestricted Net Position Utilized to Balance Proposed Budget	108,611						108,611
Unrestricted Net Position Utilized in Proposed Capital Budget	300,000						300,000
Appropriation to Municipality/County (3)							
Total Unrestricted Net Position Utilized in Proposed Budget	408,611						408,611
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR</b>							
Last issued Audit Report (4)	\$ 565,551	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 565,551

(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

(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.

2021 (2021-2022)  
MUSCONETCONG  
SEWERAGE  
AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM

# 2021 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM


## MUSCONETCONG SEWERAGE AUTHORITY

FISCAL YEAR: FROM: JAN. 1, 2021 TO: DEC. 31, 2021

enter X to the left if this paragraph is applicable  
 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 24th day of November, 2020.

OR

enter X to the left if this paragraph is applicable  
 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 / TREASURER		
Address:	110 CONTINENTAL DRIVE BUDD LAKE, NJ 07828		
Phone Number:	973-347-1525	Fax Number:	973-347-8356
E-mail address			

# 2021 (2021-2022) CAPITAL BUDGET/PROGRAM MESSAGE

## Musconetcong Sewerage Authority

FISCAL YEAR: FROM: JAN. 1, 2021 TO: DEC. 31, 2021

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 (This may include the governing body or certain officials such as planning boards, Construction Code Officials) as to these Projects?

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 (5 years or more) infrastructure needs and other capital items (Vehicles, Equipment) needs assessment been prepared?

YES

4. If amounts are on Page CB-3 in the column Debt Authorizations. Indicate the primary source of funding the debt service for the Debt Authorizations (Example Rate Increases Funding or Other sources)

THE PROPOSED CAPITAL PROJECTS WILL HAVE MINIMAL IMPACT ON THE SERVICE CHARGES TO THE PARTICIPANTS AS THESE PROJECTS WILL BE FUNDED OR OFFSET BY AUTHORITY 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.*

# Proposed Capital Budget

## MUSCONETCONG SEWERAGE AUTHORITY

For the Period January 1, 2021 to December 31, 2021

		<i>Funding Sources</i>					
		Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Sewer</i>							
	See attached	\$ 3,674,500	\$300,000	\$0	\$3,374,500	\$0	\$0
	N/A	-					
	N/A	-					
	N/A	-					
	<b>Total</b>	<b>3,674,500</b>	<b>300,000</b>	<b>-</b>	<b>3,374,500</b>	<b>-</b>	<b>-</b>
<i>N/A</i>							
	N/A	-					
	N/A	-					
	N/A	-					
	N/A	-					
	<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<i>N/A</i>							
	N/A	-					
	N/A	-					
	N/A	-					
	N/A	-					
	<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<i>N/A</i>							
	N/A	-					
	N/A	-					
	N/A	-					
	N/A	-					
	<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<i>N/A</i>							
	N/A	-					
	N/A	-					
	N/A	-					
	N/A	-					
	<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL PROPOSED CAPITAL BUDGET</b>		<b>\$ 3,674,500</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ 3,374,500</b>	<b>\$ -</b>	<b>\$ -</b>

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.

## 2020 Proposed Capital Budget

### MUSCONETCONG SEWERAGE AUTHORITY

For the Period January 1, 2021 to December 31, 2021

Sewer	<i>Funding Sources</i>					
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
Tertiary Treatment - Microscreen Replacement	3,374,500			3,374,500		
Aerator Study	40,000	40,000				
Lighting - Plant and Buildings	195,000	195,000				
CCTV Inspection and Cleaning Collection System	65,000	65,000				
Total	\$3,674,500	\$300,000	\$0	\$3,374,500	\$0	\$0

# 5 Year Capital Improvement Plan

## MUSCONETCONG SEWERAGE AUTHORITY

For the Period January 1, 2021 to December 31, 2021

*Fiscal Year Beginning in*

	Estimated Total Cost	Current Budget Year 2021	2022	2023	2024	2025	2026
<i>Sewer</i>							
See attached	\$ 8,640,890	\$ 3,674,500	\$115,000	\$1,813,890	\$787,500	\$700,000	\$1,550,000
N/A	-	-					
N/A	-	-					
N/A	-	-					
Total	<u>8,640,890</u>	<u>3,674,500</u>	<u>115,000</u>	<u>1,813,890</u>	<u>787,500</u>	<u>700,000</u>	<u>1,550,000</u>
<i>N/A</i>							
N/A	-	-					
N/A	-	-					
N/A	-	-					
N/A	-	-					
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>N/A</i>							
N/A	-	-					
N/A	-	-					
N/A	-	-					
N/A	-	-					
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>N/A</i>							
N/A	-	-					
N/A	-	-					
N/A	-	-					
N/A	-	-					
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>N/A</i>							
N/A	-	-					
N/A	-	-					
N/A	-	-					
N/A	-	-					
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL</b>	<u><u>\$ 8,640,890</u></u>	<u><u>\$ 3,674,500</u></u>	<u><u>\$ 115,000</u></u>	<u><u>\$ 1,813,890</u></u>	<u><u>\$ 787,500</u></u>	<u><u>\$ 700,000</u></u>	<u><u>\$ 1,550,000</u></u>

*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

MUSCONETCONG SEWERAGE AUTHORITY  
 For the Period January 1, 2021 to December 31, 2021

	Estimated Total Cost	<i>Fiscal Year Beginning In</i>					
		Current Budget Year 2021	2022	2023	2024	2025	2026
<i>Sewer</i>							
U.V. Disinfection	850,000						850,000
Screenings Project	1,598,890			1,598,890			
Tertiary Treatment - Microscreen Replacement	3,374,500	3,374,500					
Clarifier Rehabilitation	1,950,000				650,000	650,000	650,000
Pump Station(s) Renewals	250,000		50,000	50,000	50,000	50,000	50,000
Aerator Study	40,000	40,000					
Sludge Mixing Drive and Shaft	87,500				87,500		
Lighting - Plant and Buildings	195,000	195,000					
CCTV Inspection and Cleaning Collection System	195,000	65,000	65,000	65,000			
HVAC System and Boiler	100,000			100,000			
<b>Total</b>	<b>\$8,640,890</b>	<b>\$3,674,500</b>	<b>\$115,000</b>	<b>\$1,813,890</b>	<b>\$787,500</b>	<b>\$700,000</b>	<b>\$1,550,000</b>



## 5 Year Capital Improvement Plan Funding Sources

### MUSCONETCONG SEWERAGE AUTHORITY

For the Period January 1, 2021 to December 31, 2021

		<i>Funding Sources</i>				
		Renewal &				
Sewer	Estimated Total Cost	Unrestricted Net Position Utilized	Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
See attached	\$ 8,640,890	\$867,500	\$0	\$7,773,390	\$0	\$0
N/A	-					
N/A	-					
N/A	-					
Total	8,640,890	867,500	-	7,773,390	-	-
N/A						
N/A	-					
N/A	-					
N/A	-					
Total	-	-	-	-	-	-
N/A						
N/A	-					
N/A	-					
N/A	-					
Total	-	-	-	-	-	-
N/A						
N/A	-					
N/A	-					
N/A	-					
Total	-	-	-	-	-	-
N/A						
N/A	-					
N/A	-					
N/A	-					
Total	-	-	-	-	-	-
N/A						
N/A	-					
N/A	-					
N/A	-					
Total	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 8,640,890</b>	<b>\$ 867,500</b>	<b>\$ -</b>	<b>\$ 7,773,390</b>	<b>\$ -</b>	<b>\$ -</b>
Total 5 Year Plan per CB-4	\$ 8,640,890					

- 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.

## 5 Year Capital Improvement Plan Funding Sources

### MUSCONETCONG SEWERAGE AUTHORITY

For the Period January 1, 2021 to December 31, 2021

	Estimated Total Cost	<i>Funding Sources</i>				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Sewer</i>						
U.V. Disinfection	850,000			\$ 850,000		
Screenings Project	1,598,890			1,598,890		
Tertiary Treatment - Microscreen Replacement	3,374,500			3,374,500		
Clarifier Rehabilitation	1,950,000			1,950,000		
Pump Station(s) Renewals	250,000	250,000				
Aerator Study	40,000	40,000				
Sludge Mixing Drive and Shaft	87,500	87,500				
Lighting - Plant and Buildings	195,000	195,000				
CCTV Inspection and Cleaning Collection System	195,000	195,000				
HVAC System and Boiler	100,000	100,000				
Total	\$8,640,890	\$867,500	\$0	\$7,773,390	\$0	\$0



**2021 (2021-2022) AUTHORITY BUDGET**

**Certification Section**