

AGENDA

Time _____ p.m.

Adequate notice of this meeting of the WTMUA was given to the Daily Record and the Courier News on February 12, 2015. Notice was also posted on the Municipal Building Bulletin Board.

Members Present: Chairman Cullen_____, Vice Chairman Napolitano_____, Akin _____, Popper_____, Mascott_____

Alternate Members: 1st Alt - Kramer _____, 2nd Alt - Babb _____

Staff: Executive Director Pucilowski _____, Executive Secretary Waller_____, Attorney Gregory_____, Attorney Manganello_____.

ATTACHMENTS

Pg. 4 - Res-1503c Carswell retroactive water license compensation as a result of T-2

Pg. 5 - Res-1503d Hingel retroactive water license compensation as a result of T-2

Pg. 6 - Res-1503e personnel policies and procedures manual

Pg. 7 - 2015 Elected Officials on line instructions

Pg. 8 - 12_2014 bill adj

Pg. 17 - _11_2014 outstanding balance report comparison

Pg. 18 - _150304 Vouchers for Authorization Over \$5,000

Pg. 19 - Res-1503b Advertisement For Excavation Bid

Pg. 20 - Res-1503a non-fair and open -LVSTP SBR2 gorman rupp pump installation

Pg. 21 - 150223 -dps -pump replacement

CORRESPONDENCE

Pg. 22 - 1114 p_l with budget

Pg. 25 - 1114 dca budget summary

Pg. 28 - 11_2014 cap exp balance

Pg. 30 - 150121 - Mountain View Inn Redevelopment Waiver

Pg. 34 - 150220 - DEP Treatment Works Permit to Construct and Operate

Pg. 39 - 150209 -legal -Obama Care compliance

REGULAR MEETING

1. SALUTE THE FLAG

2. DAVE CARSWELL RETROACTIVE LICENSE COMPENSATION

Action Required: Discussion of employee's retroactive license compensation due to the SM Water System reclassification to a T-2 permit. Discussion may be either in or out of Closed Session as determined by employee.

Motion made by _____, and seconded by _____, to approve Resolution 15-02-B approving retroactive compensation for David Carswell.

Vote: ____ Cullen ____ Napolitano ____ Mascott ____ Akin ____ Popper ____ Kramer ____ Babb

3. DUSTIN HINGEL RETROACTIVE LICENSE COMPENSATION

Action Required: Discussion of employee's retroactive license compensation due to the SM Water System reclassification to a T-2 permit. Discussion may be either in or out of Closed Session as determined by employee.

Motion made by _____, and seconded by _____, to approve Resolution 15-02-C approving retroactive compensation for Dustin Hingel.

Vote: ____ Cullen ____ Napolitano ____ Mascott ____ Akin ____ Popper ____ Kramer ____ Babb

WASHINGTON TOWNSHIP MUA - REGULAR MEETING

March 4, 2015

4. **ADMINISTRATION SALARY ADJUSTMENT**

Action Required: Salary adjustments for Elizabeth Waller and Erin King were agreed upon by Board Motions at the 2/4/15 meeting. It was agreed to memorialize the Motions with Resolutions.

Motion made by _____, and seconded by _____, to approve Resolutions for salary adjustments for Elizabeth Waller and Erin King.

Vote: ____ Cullen ____ Napolitano ____ Mascott ____ Akin ____ Popper ____ Kramer ____ Babb

5. **REVISION TO PERSONNEL POLICIES AND PROCEDURES MANUAL**

Action Required: Approval of Resolution revising the Personnel Policies and Procedures Manual.

Motion made by _____, and seconded by _____, to approve Resolution 15-02-F revising the Personnel Policies and Procedures Manual.

Vote: ____ Cullen ____ Napolitano ____ Mascott ____ Akin ____ Popper ____ Kramer ____ Babb

6. **APPROVAL OF MEETING MINUTES**

Action Required: Approval of February 4, 2015 Meeting Minutes.

Motion made by _____, and seconded by _____, to approve the presented Meeting Minutes.

Vote: ____ Cullen ____ Napolitano ____ Mascott ____ Akin ____ Popper ____ Kramer ____ Babb

7. **MEL TRAINING FOR COMMISSIONERS**

Action Required: Scheduling of Commissioner Training.

8. **FEBRUARY CHECKBOOK REGISTER**

Action Required: Approval of Checkbook Register.

Motion made by _____, and seconded by _____, to approve the presented Checkbook Registers.

Vote: ____ Cullen ____ Napolitano ____ Mascott ____ Akin ____ Popper ____ Kramer ____ Babb

9. **DECEMBER BILLING ADJUSTMENTS**

Action Required: Approval of Billing Adjustments.

Motion made by _____, and seconded by _____, to approve the presented Billing Adjustments.

Vote: ____ Cullen ____ Napolitano ____ Mascott ____ Akin ____ Popper ____ Kramer ____ Babb

10. **VOUCHERS OVER \$5,000**

Action Required: Approval of payment for applicable vouchers exceeding \$5,000 limit.

Motion made by _____, and seconded by _____, to approve the payment of vouchers exceeding \$5,000.

Vote: ____ Cullen ____ Napolitano ____ Mascott ____ Akin ____ Popper ____ Kramer ____ Babb

11. **ELECTRICAL SUPPLY AUCTION**

Action Required: Approval of Resolution authorizing the participation in the Energy Market Exchange's reverse auction for electrical supply.

Motion made by _____, and seconded by _____, to approve the Resolution authorizing participation in an electrical supply auction through Energy Market Exchange.

Vote: ____ Cullen ____ Napolitano ____ Mascott ____ Akin ____ Popper ____ Kramer ____ Babb

12. **EXCAVATION PUBLIC BID**

Action Required: Approval of Resolution authorizing the public bidding of the Excavation Contract.

Motion made by _____, and seconded by _____, to approve the Resolution authorizing the public bidding of the Excavation Contract.

Vote: ____ Cullen ____ Napolitano ____ Mascott ____ Akin ____ Popper ____ Kramer ____ Babb

13. **NON-FAIR AND OPEN PURCHASE OF GORMAN RUPP PUMP INSTALLATION FOR LVSTP**

Action Required: Approval of Resolution authorizing the Non-Fair and Open purchase of the Gorman Rupp Pump installation.

Motion made by _____, and seconded by _____, to approve Resolution 15-02-H authorizing the Gorman Rupp Pump installation at the LVSTP.

Vote: ____ Cullen ____ Napolitano ____ Mascott ____ Akin ____ Popper ____ Kramer ____ Babb

WASHINGTON TOWNSHIP MUA - REGULAR MEETING

March 4, 2015

14. PURCHASE OF SCUM PUMP FOR SMSTP

Action Required: Approval for purchase of Scum Pump for SMSTP in the amount that exceeds \$5,000.

Motion made by _____, and seconded by _____, to authorize the Executive Director to spend over \$5,000 for the replacement of a Scum Pump for SMSTP.

Vote: Cullen Napolitano Mascott Akin Popper Kramer Babb

15. NEW WELL LOCATED ON SMITH FARM

Action Required: Discussion of status.

16. CLIFFSIDE PARK

Action Required: Discussion of status.

17. DIRECTOR'S REPORT

Action Required: Review of Director's Report

ADJOURNMENT _____

Adjournment - Motion to adjourn the Regular Meeting made at _____ PM, by _____ & seconded by _____.

Vote: Cullen Napolitano Mascott Akin Popper Kramer Babb

RESOLUTION

DAVID CARSWELL

RETROACTIVE WATER LICENSE COMPENSATION

AS A RESULT OF SCHOOLEY'S MOUNTAIN WATER SYSTEM T-2 CLASSIFICATION

No. 15-03-C

WHEREAS, on February 25, 2014, the NJ Division of Environmental Protection, Bureau of Safe Drinking Water ("DEP"), noticed the Washington Township Municipal Utilities Authority ("Authority") that on February 6, 2014 a permit was issued for additional chemical treatment of the Schooley's Mountain Water System; and

WHEREAS, as a result of this additional treatment, the DEP upgraded the Water Treatment licensed operator facility classification for the Schooley's Mountain Water System from a T-1 to a T-2; and

WHEREAS, as a result of the T-2 Classification, the Schooley's Mountain Water System minimum operator license increased from a T-1 to a T-2; and

WHEREAS, the Authority Employees Association contract provides for an annual license stipend for each license that is at or below the maximum class license required for the Water System; and

WHEREAS, the Authority approved on July 2, 2014 to compensate David Carswell for the license stipend effective February 6, 2014; and

WHEREAS, David Carswell on March 26, 2014 formally requested the license stipend implemented retroactive to the year 2000; and

WHEREAS, the Authority reviewed the history of the implementation of the T-2 license classification.

NOW, THEREFORE, BE IT RESOLVED by the Washington Township Municipal Utilities Authority as follows:

1. David Carswell is entitled to _____
2. This resolution shall take effect immediately pursuant to law.

INTRODUCED AND PASSED: March 4, 2015

ATTEST:

**WASHINGTON TOWNSHIP MUNICIPAL
UTILITIES AUTHORITY**

E. Jill Waller, Secretary

Walter Cullen, Chairman

Motion to approve this resolution was made by Mr. _____ and seconded by Mr. _____. Motion was carried by the following Roll Call Vote:

VOTE	Cullen	Napolitano	Akin	Mascott	Popper	Kramer	Babb
AYE							
NAY							
ABSTAIN							
ABSENT							
INELIGIBLE							

RESOLUTION

DUSTIN HINGEL

RETROACTIVE WATER LICENSE COMPENSATION

AS A RESULT OF SCHOOLEY'S MOUNTAIN WATER SYSTEM T-2 CLASSIFICATION

No. 15-03-D

WHEREAS, on February 25, 2014, the NJ Division of Environmental Protection, Bureau of Safe Drinking Water ("DEP"), noticed the Washington Township Municipal Utilities Authority ("Authority") that on February 6, 2014 a permit was issued for additional chemical treatment of the Schooley's Mountain Water System; and

WHEREAS, as a result of this additional treatment, the DEP upgraded the Water Treatment licensed operator facility classification for the Schooley's Mountain Water System from a T-1 to a T-2; and

WHEREAS, as a result of the T-2 Classification, the Schooley's Mountain Water System minimum operator license increased from a T-1 to a T-2; and

WHEREAS, the Authority Employees Association contract provides for an annual license stipend for each license that is at or below the maximum class license required for the Water System; and

WHEREAS, the Authority approved on November 5, 2014 to compensate Dustin Hingel for the license stipend effective February 6, 2014; and

WHEREAS, Dustin Hingel on September 30, 2014 formally requested the license stipend as a result of the reclassification of the Schooley's Mountain Water System to a T-2; and

WHEREAS, Dustin Hingel earned his T-2 license in 2009; and

WHEREAS, the Authority reviewed the history of the implementation of the T-2 license classification; and

NOW, THEREFORE, BE IT RESOLVED by the Washington Township Municipal Utilities Authority as follows:

1. Dustin Hingel is entitled to _____
2. This resolution shall take effect immediately pursuant to law.

INTRODUCED AND PASSED: March 4, 2015

ATTEST:

**WASHINGTON TOWNSHIP MUNICIPAL
UTILITIES AUTHORITY**

E. Jill Waller, Secretary

Walter Cullen, Chairman

Motion to approve this resolution was made by Mr. _____ and seconded by Mr. _____. Motion was carried by the following Roll Call Vote:

VOTE	Cullen	Napolitano	Akin	Mascott	Popper	Kramer	Babb
AYE							
NAY							
ABSTAIN							
ABSENT							
INELIGIBLE							

RESOLUTION

ADOPTION OF PERSONNEL POLICIES AND PROCEDURES MANUAL

No. 15-03-E

WHEREAS, the Washington Township Municipal Utilities Authority (the Authority) has insurance coverage through New Jersey Utility Authorities Joint Insurance Fund (JIF); and,

WHEREAS, JIF coverage for Personnel Practices Risk Control is provided through the New Jersey Municipal Excess Liability System (MEL); and,

WHEREAS, MEL requires that the Authority maintain a Personnel Policies and Procedures Manual; and,

WHEREAS, the Authority has updated its Personnel Policies and Procedures Manual and it is ready for redistribution.

NOW, THEREFORE, BE IT RESOLVED by the Washington Township Municipal Utilities Authority, that:

1. The Personnel Policies and Procedures Manual, originally adopted December 2, 2004 and last revised December 30, 2014, attached hereto is hereby adopted.
2. The Personnel Policies and Procedures Manual procedures shall apply to all Authority officials, appointees, employees, and independent contractors. In the event there is a conflict between these rules and any collective bargaining agreement, personnel services contract or Federal or State Law, the terms and conditions of that contract or law shall prevail. In all other cases, the Personnel Policies and Procedures Manual shall prevail.
3. The Personnel Policies and Procedures Manual is intended to provide guidelines covering public service by Authority employees and is not a contract. The provisions of this manual may be amended and supplemented from time to time without notice and at the sole discretion of the Authority.
4. To the maximum extent permitted by law, employment practices for the Authority shall operate under the legal doctrine known as "employment at will."
5. That the Executive Director and the MEL Personnel Administrator are authorized to distribute said Personnel Policies and Procedures Manual to all Managerial Personnel and Sections One through Five of the Manual to all Employees.
6. This Resolution shall take effect as provided by law.

INTRODUCED AND PASSED: March 4, 2015

ATTEST:

**WASHINGTON TOWNSHIP MUNICIPAL
UTILITIES AUTHORITY**

E. Jill Waller, Secretary

Walter Cullen, Chairman

Motion to approve this resolution was made by Mr. _____ and seconded by Mr. _____. Motion was carried by the following Roll Call Vote:

VOTE	Cullen	Napolitano	Akin	Mascott	Popper	Kramer	Babb
AYE							
NAY							
ABSTAIN							
ABSENT							
INELIGIBLE							



2015 Elected Officials Online Training Instructions

While we recommend that public officials attend a training class, the MEL is also making available an on-line training program for elected officials and authority commissioners to earn their \$250 training credit. Please follow the steps below to access the program. To receive credit, the program must be completed by June 1, 2015.

Step 1: Go to the MEL's website <http://njmel.org/>

Step 2: On the MEL homepage, click on the MSI logo at the top to access the MSI page.

Step 3: On the MSI page, click "MSI Login" to access the login page.

Step 4: Login to access the Welcome Page. If you have taken MSI classes in the past, enter your username and password. If you do not know your username/password, check with your Training Administrator or call the MSI Helpline listed below. If you are new, click "I am a new user." Complete the fields and you will receive a confirmation email with your username and password.

Step 5: On the Welcome Page, click on "MSI On-line Training Courses" on the lower right to access the course selection page.

Step 6: On the course selection page, click "Employment Practices Liability" on the left. Then click "enroll" on the right.

Step 7: The program will now thank you for enrolling. Hit "Click here" to go to your authorized course list.

Step 8: On your authorized course list, click "Employment Practices Liability" to access the course.

Step 9: When the course appears, click the start symbol in the middle of the screen to begin the course.

You must complete the entire program and the affidavit at the end of the program to receive credit. If you need additional assistance please call the MSI help line at **(866) 661-5120** during business hours.

Range of Accounts: First to Last
 Range of Cycles: First to Last
 Range of Years: First to Last
 Range of Periods: First to Last
 Range of Sections: First to Last
 Range of Dates: 12/01/14 to 12/31/14
 Service Type Includes: Water: Y Sewer: Y

Location to Print: Service
 Range of Bill Codes: First to Last
 Range of Deduction Codes: First to Last
 Include Bills: Y
 Include Deductions: Y
 Include Calculated Bills: N
 Include Adjustments: Y
 Range of City Ids: First to Last
 Include Final Bills: Y

Account Id	Location	Section	City Id	Total	Code	Date	User	Batch	Reference
Type	Service	Year Prd	Flat	Excess	Description				
591-0	47 ANN RD	01	1438						
B-Adjust	Water	2014 3	15.00	0.00	15.00	BCW	12/18/14	CHRIS	CHRIS 957 1
B-Adjust	Sewer	2014 3	15.00	0.00	15.00	BCS	12/18/14	CHRIS	CHRIS 957 2
			Account Total:		30.00				
680-0	5 BUTTONWOOD DR	01	1438						
B-Final	Water	2014 4	30.00	0.00	30.00	003	12/11/14	CHRIS	942 2
B-Final	Water	2014 4	40.61	0.00	40.61	W01	12/11/14	CHRIS	942 1
			Account Total:		70.61	final			
699-0	8 EAGLE NEST LN	01	1438						
B-Final	Water	2014 4	50.00	0.00	50.00	006	12/12/14	CHRIS	948 2
B-Final	Water	2014 4	41.33	5.94	47.27	W01	12/12/14	CHRIS	948 1
			Account Total:		97.27	final			
714-0	9 FALCON LN	01	1438						
B-Adjust	Water	2014 3	316.11-	0.00	316.11-	PQA	12/04/14	CHRIS	CHRIS 943 1
			Misread Adjustment						
861-0	1 ANN RD	01	1438						
B-Final	Water	2014 4	30.00	0.00	30.00	003	12/08/14	CHRIS	924 2
B-Final	Water	2014 4	38.43	15.65	54.08	W01	12/08/14	CHRIS	924 1
			Account Total:		84.08	final			
1065-0	32 QUAIL RUN	01	1438						
B-Adjust	Water	2014 2	132.33-	0.00	132.33-	PQA	12/12/14	CHRIS	CHRIS 944 1
			Touchpad misreads						
1280-0	17 CHERRY STREET	02	1438						
B-Adjust	Water	2014 3	26.35-	0.00	26.35-	PQA	12/10/14	CHRIS	CHRIS 939 1
			Prev Qtr Usage Adj						
1284-0	15 BEECHNUT DR	02	1438						
B-Adjust	Water	2014 3	29.32	0.00	29.32	W01	12/08/14	CHRIS	CHRIS 951 1
			Rdg error/fixed bill						
1305-0	5 CAMBRIDGE DR	02	1438						
B-Adjust	Water	2014 3	125.68-	0.00	125.68-	PQA	12/09/14	CHRIS	CHRIS 929 1
			Prev Qtr Est Adjust						
1334-0	212 FLOCKTOWN RD	02	1438						
B-Adjust	Sewer	2014 1	69.34-	0.00	69.34-	S01	12/30/14	CHRIS	CHRIS 959 4

Account Id	Location	Section	City Id								
Type	Service	Year	Prd	Flat	Excess	Total	Code Description	Date	User	Batch	Reference
B-Adjust	Sewer	2014	2	69.34-	0.00	69.34-	Retroactive red rate		CHRIS	CHRIS	959 5
B-Adjust	Sewer	2014	3	69.34-	0.00	69.34-	S01 12/30/14	CHRIS	CHRIS	959	6
						208.02-	Retroactive red rate				
1429-0	2 WILLOW DR			02	1438						
B-Adjust	Water	2013	3	187.22-	0.00	187.22-	007 12/10/14	CHRIS	CHRIS	938	1
							Leak Repair Adjust				
1432-0	5 WILLOW DR			02	1438						
B-Adjust	Water	2014	3	15.09-	0.00	15.09-	PQA 12/08/14	CHRIS	CHRIS	936	1
							Prev Qtr Usage Adj				
1596-0	7 HICKORY LN			02	1438						
B-Adjust	Water	2014	3	1,406.96-	0.00	1,406.96-	W01 12/08/14	CHRIS	CHRIS	926	1
							misread/correct bill				
1598-0	15 HICKORY LN			02	1438						
B-Adjust	Sewer	2014	4	28.83	0.00	28.83	SLB 12/08/14	CHRIS	CHRIS	930	2
							Labor & Admin fee				
B-Adjust	Sewer	2014	4	12.00	0.00	12.00	SEQ 12/08/14	CHRIS	CHRIS	930	1
							Sewer Cap				
				Account Total:		40.83					
1710-0	7 CREST DR			02	1438						
B-Final	Water	2014	3	30.00	0.00	30.00	003 12/02/14	CHRIS	CHRIS	916	2
B-Final	Water	2014	3	66.71	2.42	69.13	W01 12/02/14	CHRIS	CHRIS	916	1
						99.13	final				
1791-2	20 SCHOOLEY'S MTN RD	REAR BLD	06	1438							
B-Adjust	Water	2014	3	85.55-	0.00	85.55-	PQA 12/10/14	CHRIS	CHRIS	937	1
							Prev Qtr Est Adjust				
1800-0	6 SCHOOLEY'S MTN RD		06	1438							
B-Adjust	Water	2014	3	488.93-	0.00	488.93-	WEA 12/17/14	CHRIS	CHRIS	955	1
							Water Unit Audit				
1813-0	44 FAIRVIEW AVE		06	1438							
B-Adjust	Water	2014	3	24.57-	0.00	24.57-	PQA 12/16/14	CHRIS	CHRIS	952	1
							Prev Qtr Misrd Adj				
1815-0	32 FAIRVIEW AVE		06	1438							
B-Adjust	Water	2014	3	78.91-	0.00	78.91-	PQA 12/16/14	CHRIS	CHRIS	954	1
							Prev Qtr Usage Adj				
1842-0	84 FAIRVIEW AVE		06	1438							
B-Adjust	Water	2014	3	1,258.27-	0.00	1,258.27-	007 12/30/14	CHRIS	CHRIS	958	1
							Leak Repair Adjust				
1860-0	15 SCENIC FALLS RD		06	1438							

Account Id	Location	Section	City Id								
Type	Service	Year	Prd	Flat	Excess	Total	Code	Date	User	Batch	Reference
B-Adjust	Water	2014	3	1,391.12-	0.00	1,391.12-	W01	12/08/14	CHRIS	CHRIS	925 1
						Misread/correct bill					
1969-1	54 ROCK RD - Rear Garage			04	1438						
B-Adjust	Sewer	2014	3	1,651.40	0.00	1,651.40	SEA	12/08/14	CHRIS	CHRIS	945 1
						Sewer EDU Audit Adj					
1969-3	54 ROCK RD Building A			04	1438						
B-Adjust	Sewer	2014	3	1,651.40-	0.00	1,651.40-	SEA	12/08/14	CHRIS	CHRIS	946 1
						Sewer EDU Audit Adj					
1969-4	54 ROCK RD - Build B			04	1438						
B-Adjust	Sewer	2014	3	2,477.13-	0.00	2,477.13-	SEA	12/08/14	CHRIS	CHRIS	947 1
						Sewer EDU Audit Adj					
1997-0	59 EAST MILL RD			03	1438						
B-Final	Water	2014	4	30.00	0.00	30.00	003	12/18/14	CHRIS		956 2
B-Final	Water	2014	4	55.11	0.00	55.11	W03	12/18/14	CHRIS		956 1
				Account Total:		85.11	final				
2221-0	61 HACKLEBARNEY RD			03	1438						
B-Adjust	Water	2014	2	1,179.11-	0.00	1,179.11-	007	12/10/14	CHRIS	CHRIS	935 1
						Leak Repair Adjust					
2232-0	7 BENTLEY WAY			05	1438						
B-Final	Water	2014	4	30.00	0.00	30.00	003	12/15/14	CHRIS		950 2
B-Final	Water	2014	4	23.93	9.24	33.17	W01	12/15/14	CHRIS		950 1
				Account Total:		63.17	final				
2233-0	2 BLACKBERRY PLACE			04	1438						
B-Adjust	Water	2014	3	335.42-	0.00	335.42-	PQA	12/16/14	CHRIS	CHRIS	953 1
						Prev Qtr Est Adjust					
2234-0	75 ROCK RD			04	1438						
B-Final	Water	2014	4	50.00	0.00	50.00	006	12/09/14	CHRIS		931 2
B-Final	Water	2014	4	0.00	0.00	0.00	W01	12/09/14	CHRIS		931 1
				Account Total:		50.00	final				
2366-0	4 AMATO COURT			02	1438						
B-Final	Water	2014	4	30.00	0.00	30.00	003	12/11/14	CHRIS		941 2
B-Final	Water	2014	4	11.86	0.00	11.86	W01	12/11/14	CHRIS		941 1
				Account Total:		41.86	final				
9018-0	COMBE FILL PROJECT										
B-Adjust	Water	2014	3	0.80	0.00	0.80	W07	12/08/14	CHRIS	CHRIS	928 1
						Flintlock 12/8/14					
B-Adjust	Water	2014	3	20.00	0.00	20.00	008	12/08/14	CHRIS	CHRIS	927 1
						12/8/14 weekly chg					
				Account Total:		20.80					

Code Description	Count	Flat	Excess	Total
003 FINAL READ FEE > 24	6	180.00	0.00	180.00
006 FINAL READ FEE < 24	2	100.00	0.00	100.00
007 LEAK REPAIR BILL ADJ	3	2,624.60-	0.00	2,624.60-
008 Hydrant Weekly Chrg	1	20.00	0.00	20.00
BCW BOUNCED CK WATER FEE	1	15.00	0.00	15.00
PQA PRV QTR USAGE ADJ	9	1,140.01-	0.00	1,140.01-
W01 Residential Water	10	2,545.89-	33.25	2,512.64-
W03 Commercial Water	1	55.11	0.00	55.11
W07 Temp Hydrant Water	1	0.80	0.00	0.80
WEA WATER EDU AUDIT ADJ	1	488.93-	0.00	488.93-
Water Billing:	35	6,428.52-	33.25	6,395.27-
Water Total:	35	6,428.52-	33.25	6,395.27-
BCS BOUNCED CK SEWER FEE	1	15.00	0.00	15.00
S01 Residential Sewer	3	208.02-	0.00	208.02-
SEA SEWER EDU AUDIT ADJ	3	2,477.13-	0.00	2,477.13-
SEQ Sewer Equipment	1	12.00	0.00	12.00
SLB Sewer Labor	1	28.83	0.00	28.83
Sewer Billing:	9	2,629.32-	0.00	2,629.32-
Sewer Total:	9	2,629.32-	0.00	2,629.32-
Total Billing:	44	9,057.84-	33.25	9,024.59-
Total Deductions:	0	0.00	0.00	0.00
Grand Total:	44	9,057.84-	33.25	9,024.59-

Range of Accounts: First to Last
 Range of Years: First to Last
 Range of Cycles: First to Last
 Range of Pay Codes: First to Last
 Range of Bill Codes: First to Last
 Include Service Type: Water: Y Sewer: Y

Range of Dates: 12/01/14 to 12/31/14
 Range of Prds: 1 to 12
 Range of Deduct Codes: First to Last
 Range of Bal Adjust Codes: First to Last
 Deposit Int: N Appl Overpay: N Rev Appl Overpay: N Refund Overpay: N Cancel Overpay: N
 Appl Deposit: N Rev Appl Deposit: N Refund Deposit: N Budget: N

Print Revenue Receivables Ref Num: N

Account Id	Property Location		Date	Service	Trans Type	Bill/Read Type	Yr	Prd	Code	Bill Code	Prin/Flat/Read	Penalty/Excess	Total	Ref Num	Ref Seq	
714-0	9	FALCON LN	12/04/14	Water	Adjustment		2014	3	002		0.00	9.00-	9.00-	4011	1	
Account Adjustment Totals:											Prin:	0.00	Int:	9.00-	Total:	9.00-
Number of Adjustment Transactions:											1					
809-0	7	MALLARD LN	12/15/14	Water	Adjustment		2014	3	002		0.00	1.07-	1.07-	4018	1	
12/15/14	Sewer	Adjustment					2014	3	002		0.00	4.16-	4.16-	4018	2	
Account Adjustment Totals:											Prin:	0.00	Int:	5.23-	Total:	5.23-
Number of Adjustment Transactions:											2					
908-0	14	PARKVIEW RD	12/17/14	Water	Adjustment		2014	3	002		0.00	1.00-	1.00-	4030	1	
12/17/14	Sewer	Adjustment					2014	3	002		0.00	4.16-	4.16-	4030	2	
Account Adjustment Totals:											Prin:	0.00	Int:	5.16-	Total:	5.16-
Number of Adjustment Transactions:											2					
1020-0	28	PHEASANT DR	12/16/14	Water	Adjustment		2014	2	002		0.00	12.41-	12.41-	4024	1	
12/16/14	Water	Adjustment					2014	3	002		0.00	2.39-	2.39-	4024	2	
12/16/14	Sewer	Adjustment					2014	2	002		0.00	4.16-	4.16-	4024	3	
12/16/14	Sewer	Adjustment					2014	3	002		0.00	4.16-	4.16-	4024	4	
Account Adjustment Totals:											Prin:	0.00	Int:	23.12-	Total:	23.12-
Number of Adjustment Transactions:											4					
1065-0	32	QUAIL RUN	12/12/14	Water	Adjustment		2014	3	002		0.00	1.17-	1.17-	4012	1	
12/12/14	Sewer	Adjustment					2014	3	002		0.00	4.16-	4.16-	4012	2	
Account Adjustment Totals:											Prin:	0.00	Int:	5.33-	Total:	5.33-
Number of Adjustment Transactions:											2					
1079-0	47	QUAIL RUN	12/12/14	Water	Adjustment		2014	3	002		0.00	1.31-	1.31-	4013	1	
12/12/14	Sewer	Adjustment					2014	2	002		0.00	1.22-	1.22-	4014	1	
12/12/14	Sewer	Adjustment					2014	3	002		0.00	4.16-	4.16-	4013	2	
Account Adjustment Totals:											Prin:	0.00	Int:	6.69-	Total:	6.69-
Number of Adjustment Transactions:											3					

Account Id	Property Location	Date	Service	Trans Type	Bill/Read Type	Yr	Prd	Code	Bill Code	Prin/Flat	Read	Penalty/Excess	Total	Ref Num	Ref Seq	
1363-0	14 LEXINGTON WAY															
12/05/14	Water	Adjustment				2014	2	001		26.09		0.00	26.09	B	922	2
12/05/14	Water	Adjustment				2014	3	001		26.09-		0.00	26.09-	B	922	3
Account Adjustment Totals:				2	Prin:			0.00	Int:		0.00	Total:		0.00		
Number of Adjustment Transactions:																
1475-0	22 DORSET RD															
12/05/14	Water	Adjustment				2014	2	001		37.37		0.00	37.37	B	922	14
12/05/14	Water	Adjustment				2014	3	001		37.37-		0.00	37.37-	B	922	15
Account Adjustment Totals:				2	Prin:			0.00	Int:		0.00	Total:		0.00		
Number of Adjustment Transactions:																
1480-0	31 DORSET RD															
12/05/14	Water	Adjustment				2014	3	001		24.07		0.00	24.07	B	923	13
12/05/14	Sewer	Adjustment				2014	3	001		24.07-		0.00	24.07-	B	923	12
12/11/14	Water	Adjustment				2014	3	001		24.07-		0.00	24.07-		4006	1
12/11/14	Sewer	Adjustment				2014	3	001		24.07		0.00	24.07		4006	2
Account Adjustment Totals:				4	Prin:			0.00	Int:		0.00	Total:		0.00		
Number of Adjustment Transactions:																
1591-0	11 Sycamore LN															
12/05/14	Water	Adjustment				2014	2	001		104.48		0.00	104.48	B	922	21
12/05/14	Water	Adjustment				2014	2	001		13.31		0.00	13.31	B	923	17
12/05/14	Water	Adjustment				2014	3	001		104.48-		0.00	104.48-	B	922	22
12/05/14	Sewer	Adjustment				2014	3	001		13.31-		0.00	13.31-	B	923	16
Account Adjustment Totals:				4	Prin:			0.00	Int:		0.00	Total:		0.00		
Number of Adjustment Transactions:																
1632-0	9 WINDSWEPT WAY															
12/05/14	Water	Adjustment				2014	2	001		66.71		0.00	66.71	B	922	23
12/05/14	Water	Adjustment				2014	2	001		132.02		0.00	132.02	B	923	19
12/05/14	Water	Adjustment				2014	3	001		66.71-		0.00	66.71-	B	922	24
12/05/14	Sewer	Adjustment				2014	3	001		132.02-		0.00	132.02-	B	923	18
Account Adjustment Totals:				4	Prin:			0.00	Int:		0.00	Total:		0.00		
Number of Adjustment Transactions:																
1770-0	3 DEER PATH															
12/05/14	Water	Adjustment				2014	2	001		0.67		0.00	0.67	B	922	36
12/05/14	Water	Adjustment				2014	3	001		0.67-		0.00	0.67-	B	922	37
Account Adjustment Totals:				2	Prin:			0.00	Int:		0.00	Total:		0.00		
Number of Adjustment Transactions:																
1800-0	6 SCHOOLEY'S MTN RD															
12/17/14	Water	Adjustment				2014	1	002		0.00		2.00-	2.00-		4031	2
12/17/14	Water	Adjustment				2014	2	002		0.00		6.00-	6.00-		4031	1
Account Adjustment Totals:					Prin:			0.00	Int:		8.00-	Total:		8.00-		
Number of Adjustment Transactions:																

Account Id	Property Location			Date	Service	Trans Type	Bill/Read Type	Yr	Prd	Code	Bill Code	Prin/Flat	Read	Penalty/Excess	Total	Ref Num	Ref Seq	
1800-0 6 SCHOOLEY'S MTN RD																		
Number of Adjustment Transactions:							Continued											
2185-0 332 FAIRMOUNT RD																		
12/03/14 Water			Adjustment					2014	3	002		0.00		1.16-		1.16-	3969	1
Account Adjustment Totals:																		
Number of Adjustment Transactions:																		
2221-0 61 HACKLEBARNEY RD																		
12/08/14 Water			Adjustment					2014	2	002		0.00		84.45-		84.45-	3993	1
Account Adjustment Totals:																		
Number of Adjustment Transactions:																		
2223-0 245 OLD TURNPIKE RD																		
12/01/14 Water			Adjustment					2014	1	002		0.00		30.46-		30.46-	3952	1
12/01/14 Water			Adjustment					2014	1	002		0.00		1.93-		1.93-	3952	3
12/01/14 Water			Adjustment					2014	2	002		0.00		23.31-		23.31-	3952	2
12/01/14 Water			Adjustment					2014	2	002		0.00		23.31-		23.31-	3952	4
12/01/14 Water			Adjustment					2014	3	002		0.00		65.81-		65.81-	3952	5
Account Adjustment Totals:																		
Number of Adjustment Transactions:																		
2232-0 7 BENTLEY WAY																		
12/01/14 Water			Adjustment					2014	3	002		0.00		1.00-		1.00-	3962	1
Account Adjustment Totals:																		
Number of Adjustment Transactions:																		
2626-0 78 SPRING LN																		
12/03/14 Water			Adjustment					2014	2	002		0.00		4.64-		4.64-	3972	2
12/03/14 Water			Adjustment					2014	3	002		0.00		1.66-		1.66-	3972	1
Account Adjustment Totals:																		
Number of Adjustment Transactions:																		
2723-0 6 NORTHRIDGE CT																		
12/04/14 Water			Adjustment					2014	3	002		0.00		1.98-		1.98-	3974	2
Account Adjustment Totals:																		
Number of Adjustment Transactions:																		
2724-0 11 SETTING SUN DR																		
12/04/14 Water			Adjustment					2014	3	002		0.00		2.90-		2.90-	3974	1
Account Adjustment Totals:																		
Number of Adjustment Transactions:																		

Type	Code	Description	Count	Prin/Flat	Penalty/Excess	Total
<u>Total for Year 2014</u>						
Bal Adj	001	dont use TRSFR OVPYT	18	0.00	0.00	0.00
Bal Adj	002	PENALTY ADJUSTMENT	28	0.00	305.14-	305.14-
			46	0.00	305.14-	305.14-
<u>Total for All</u>						
Bal Adj	001	dont use TRSFR OVPYT	18	0.00	0.00	0.00
Bal Adj	002	PENALTY ADJUSTMENT	28	0.00	305.14-	305.14-
			46	0.00	305.14-	305.14-

Description	Count	Arrears/Other	Principal			Penalty	Total
			2014	2015	Future		
Adjustments	46	0.00	0.00	0.00	0.00	305.14-	305.14-
Totals	46	0.00	0.00	0.00	0.00	305.14-	305.14-

**TOTAL OUTSTANDING BALANCE COMPARISON
WATER AND SEWER**

	2007	2008	2009	2010	2011	2012	2013	2014
jan	\$ 148,467.22	\$ 164,192.61	\$ 248,106.49	\$ 248,909.51	\$ 251,949.36	\$ 244,369.96	\$ 354,059.96	\$ 258,602.92
feb	\$ 176,749.11	\$ 167,553.33	\$ 252,911.85	\$ 297,123.29	\$ 257,110.04	\$ 271,833.18	\$ 278,012.83	\$ 281,661.23
mar	\$ 145,639.56	\$ 124,408.71	\$ 485,051.67	\$ 224,194.36	\$ 247,125.92	\$ 241,244.72	\$ 314,103.53	\$ 288,239.30
apr	\$ 132,945.05	\$ 138,627.25	\$ 253,266.45	\$ 232,927.33	\$ 259,554.66	\$ 250,205.39	\$ 255,711.45	\$ 282,535.60
may	\$ 142,942.99	\$ 172,653.63	\$ 201,859.84	\$ 234,434.79	\$ 272,406.72	\$ 286,399.53	\$ 271,108.27	\$ 296,248.57
jun	\$ 155,676.07	\$ 165,963.58	\$ 193,940.03	\$ 223,244.94	\$ 253,457.27	\$ 266,247.27	\$ 337,593.54	\$ 315,287.75
jul	\$ 186,097.53	\$ 214,935.94	\$ 254,225.81	\$ 311,792.10	\$ 255,629.23	\$ 291,894.30	\$ 295,118.31	\$ 363,540.54
aug	\$ 150,507.94	\$ 184,616.63	\$ 239,532.53	\$ 292,554.23	\$ 238,670.23	\$ 321,752.45	\$ 347,949.27	\$ 299,916.14
sep	\$ 151,258.97	\$ 174,674.24	\$ 222,891.01	\$ 281,211.41	\$ 278,298.38	\$ 319,016.81	\$ 367,695.63	\$ 288,378.55
oct	\$ 142,880.46	\$ 226,125.27	\$ 263,401.89	\$ 301,568.16	\$ 282,992.14	\$ 501,493.19	\$ 343,773.08	\$ 280,528.41
nov	\$ 180,615.70	\$ 279,521.86	\$ 289,933.17	\$ 315,489.60	\$ 267,367.22	\$ 528,220.08	\$ 316,003.01	\$ 296,407.93
dec	\$ 190,313.23	\$ 212,200.87	\$ 283,010.35	\$ 259,624.38	\$ 266,483.50	\$ 454,669.90	\$ 272,520.45	
Avg	\$ 158,674.49	\$ 185,456.16	\$ 265,677.59	\$ 268,589.51	\$ 260,920.39	\$ 331,445.57	\$ 312,804.11	\$ 295,576.99

**OVERDUE UNCOLLECTED BALANCE
WATER AND SEWER
OVER 30 DAYS**

	2007	2008	2009	2010	2011	2012	2013	2014
jan				\$ 173,173.24	\$ 159,779.09	\$ 183,601.74	\$ 142,208.39	\$ 184,529.91
feb				\$ 168,611.03	\$ 164,426.83	\$ 194,207.21	\$ 139,534.61	\$ 155,686.14
mar				\$ 151,177.82	\$ 164,008.42	\$ 166,712.79	\$ 172,856.87	\$ 192,370.38
apr			\$ 168,265.67	\$ 133,518.30	\$ 166,128.91	\$ 166,126.57	\$ 122,529.37	\$ 169,530.19
may			\$ 130,475.48	\$ 139,146.30	\$ 179,721.63	\$ 168,958.73	\$ 142,552.76	\$ 208,469.92
jun			\$ 125,494.83	\$ 140,907.57	\$ 173,010.97		\$ 140,348.91	\$ 172,720.49
jul			\$ 138,920.69	\$ 165,284.77	\$ 172,224.87	\$ 176,258.22	\$ 192,612.92	\$ 227,168.92
aug			\$ 151,115.07	\$ 211,727.32	\$ 171,262.20	\$ 182,381.87	\$ 189,142.72	\$ 184,030.68
sep			\$ 139,293.15	\$ 195,501.03	\$ 167,618.51	\$ 130,826.83	\$ 166,938.50	\$ 148,468.18
oct			\$ 146,249.01	\$ 188,939.34	\$ 188,616.96	\$ 195,280.35	\$ 221,852.84	\$ 194,418.25
nov			\$ 189,773.98	\$ 203,835.42	\$ 172,488.48	\$ 168,378.29	\$ 128,115.48	\$ 135,261.79
dec			\$ 188,211.16	\$ 175,327.84	\$ 176,690.08	\$ 165,058.37	\$ 183,082.93	
Avg			\$ 153,088.78	\$ 170,595.83	\$ 171,331.41	\$ 172,526.45	\$ 161,814.69	\$ 179,332.26

**OVERDUE UNCOLLECTED BALANCE
AS A PERCENTAGE OF TOTAL OUTSTANDING BALANCE
WATER AND SEWER**

	2007	2008	2009	2010	2011	2012	2013	2014
jan				69.6%	63.4%	75.1%	40.2%	71.4%
feb				56.7%	64.0%	71.4%	50.2%	55.3%
mar				67.4%	66.4%	69.1%	55.0%	66.7%
apr			66.4%	57.3%	64.0%	66.4%	47.9%	60.0%
may			64.6%	59.4%	66.0%	59.0%	52.6%	70.4%
jun			64.7%	63.1%	68.3%		41.6%	54.8%
jul			54.6%	53.0%	67.4%	60.4%	65.3%	62.5%
aug			63.1%	72.4%	71.8%	56.7%	54.4%	61.4%
sep			62.5%	69.5%	60.2%	41.0%	45.4%	51.5%
oct			55.5%	62.7%	66.7%	38.9%	64.5%	69.3%
nov			65.5%	64.6%	64.5%	31.9%	40.5%	45.6%
dec			66.5%	67.5%	66.3%	36.3%	67.2%	
Avg			57.6%	63.5%	65.7%	52.1%	51.7%	60.7%

Vouchers for Authorization Over \$5,000
3/04/15

DATE	VENDOR	DESCRIPTION	AMOUNT
2/19/15	Passaic Valley	Sludge disposal	\$6,120.00
2/3/15	Toby Barkman	Excavation	\$10,310.02
2/3/15	Toby Barkman	Excavation	\$7,476.76
2/9/15	DJ Egarian	Engineering	\$7,937.50
1/19/15	Nisivoccia	Auditing services	\$15,690.00

RESOLUTION

AUTHORIZING ADVERTISEMENT OF NOTICE TO BIDDERS FOR EXCAVATION, TRENCHING, PIPE REPAIR FOR SEWER & WATER FACILITIES

No. 15-03-B

WHEREAS, the Washington Township Municipal Utilities Authority (“Authority”), requires excavation, trenching and pipe repair services for its sewer and water facilities; and

WHEREAS, it is anticipated that the annual cost of these services will exceed the bid threshold as set forth in the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.); and

WHEREAS, for those contracts exceeding the bid threshold, the Local Public Contracts Law requires the public advertising for bids in the official newspaper of the contracting unit at least ten (10) days prior to the receipt of bids.

NOW, THEREFORE, BE IT RESOLVED by the Washington Township Municipal Utilities Authority as follows:

1. The Executive Director is hereby authorized and directed to publish a Notice to Bidders in the Authority’s Official Newspaper to receive bids for excavation, trenching and pipe repair services.

2. Sealed bids are to be received at a time and place to be set by the Executive Director but in no case earlier than the time required by the Local Public Contracts Law.

3. The Executive Director shall prepare a bid report of all bids received to be considered by the Authority at its next meeting following the receipt of bids and, in the Authority’s discretion, a contract will be awarded to the lowest qualifying bidder.

4. This Resolution shall take effect immediately.

INTRODUCED AND PASSED: March 4, 2015

ATTEST:

**WASHINGTON TOWNSHIP MUNICIPAL
UTILITIES AUTHORITY**

E. Jill Waller, Secretary

Walter Cullen, Chairman

Motion to approve this resolution was made by Mr. _____ and seconded by Mr. _____. Motion was carried by the following Roll Call Vote:

VOTE	Cullen	Napolitano	Akin	Mascott	Popper	Kramer	Babb
AYE							
NAY							
ABSTAIN							
ABSENT							
INELIGIBLE							

RESOLUTION

AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR GORMAN RUPP PUMP INSTALLATION FOR LONG VALLEY SEWER TREATMENT PLANT SBR2

No. 15-03-A

WHEREAS, the Washington Township Municipal Utilities Authority (“Authority”) has the need to install the Gorman Rupp Pump Moyno Pump at the Long Valley Sewer Treatment Plant for SBR2; and

WHEREAS, the Authority Board authorized the purchase of the installation services, over \$5,000, at the Public Meeting on January 7, 2015; and

WHEREAS, proposals were solicited and three companies provided price quotes; and

WHEREAS, DPS Well Pumps & Water Systems (“DPS”) has submitted the lowest priced proposal dated February 23, 2015 indicating they will install the Gorman Rupp Pump in accordance with the proposal submitted in the amount of \$18,675.00 and,

WHEREAS, the “Pay-to-Play” Law (N.J.S.A. 19:44A-20.4 et seq) requires that the resolution authorizing the award of a contract over \$17,500 without competitive bids and the contract for said services must be made available for public inspection; and,

WHEREAS, this is an award of a non-fair and open contract in accordance with N.J.S.A. 19:44A-20.5 and as required thereby: (1) the Executive Director has determined and hereby certifies in writing that the value of the pump installation is anticipated to exceed \$17,500, (2) DPS will submit a Political Disclosure Certification, prior to contract signing which certifies that DPS has not made any reportable contributions to a political or candidate committee in the Township of Washington in the previous year, and (3) the Contract will prohibit DPS from making any reportable contributions through the term of the contract; and

WHEREAS, the Executive Director hereby certifies that adequate funds are available for these purposes; and,

WHEREAS, the anticipated term of this contract will expire December 31, 2015; and

NOW, THEREFORE, BE IT RESOLVED by the Washington Township Municipal Utilities Authority:

1. The Executive Director is hereby authorized and directed to execute the attached Proposal Agreement with DPS for the installation of the Gorman Rupp Pump attached hereto as Schedule A.
2. A copy of this Resolution and the Agreement engaging DPS shall be kept on file and available for public inspection at the office of the WTMUA, 46 East Mill Road, Long Valley, New Jersey.
3. This contract is made without competitive bidding as the value is under the bid threshold in accordance with N.J.S.A. 40:11-3(a) and (c) of the Local Public Contracts Law.
4. A notice of this action shall be printed in the Authority’s Official Newspaper within ten (10) days of the passage of this resolution.

CERTIFIED AS TO CONTRACT VALUE AND FUNDS AVAILABILITY

Executive Director

INTRODUCED AND PASSED: March 4, 2015

ATTEST:

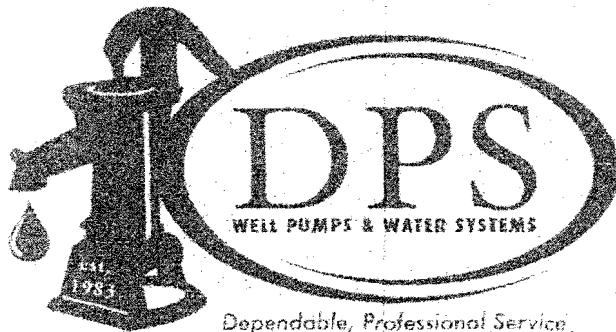
WASHINGTON TOWNSHIP MUNICIPAL
UTILITIES AUTHORITY

E. Jill Waller, Secretary

Walter Cullen, Chairman

Motion to approve this resolution was made by Mr. _____ and seconded by
Mr. _____. Motion was carried by the following Roll Call Vote:

VOTE	Cullen	Napolitano	Akin	Mascott	Popper	Kramer	Babb
AYE							
NAY							
ABSTAIN							
ABSENT							
INELIGIBLE							



Dependable, Professional Service.

Proposal

N.J. Lic. #156
P.O. Box 112
Hopatcong, NJ 07843

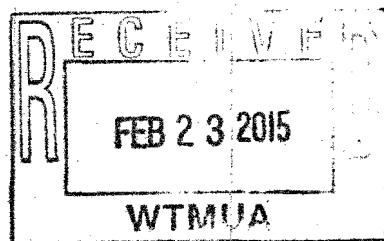
DATE 2/23/2015 Proposal # 1091

Washington Township Municipal
46 E. Mill Road
Long Valley, NJ 07853

Customer Contact

908-876-3145

QTY	ITEM	DESCRIPTION OF ESTIMATE	COST	TOTAL
1	Service	Pump replacement at 46 East Mill Road, Long Valley. Remove and replace pump provided by WTMUA. Provide required reducing spool pieces, uni-flanges. All material to fasten pump to floor, concrete work as needed. Connect to electric and start/test pump. Labor and materials	18,675.00	18,675.00
	Service	Quoted as a prevailing wage job DPS Pump Service, LLC is not responsible for any defects in WTMUA supplied pump. Additional labor charge for any work required out of the scope of project. Sales Tax	0.00 7.00%	0.00 0.00



COMPLETE WATER SYSTEMS
DESIGN * INSTALLATION * *MAINTENANCE*

TOTAL

\$18,675.00

	SEWER			
	Actual	Actual	Projected	Budget
	Nov 14	Jan - Nov 14	2014	Jan - Dec 2014
ORDINARY INCOME/EXPENSE				
INCOME				
User charges & fees	215,916.98	2,325,245.60	2,555,214.95	2,528,306.00
Connection Fees	-	116,400.00	126,981.82	15,800.00
Sewer - Non-Utility Billing Misc Income	-	3,132.40	3,417.16	-
Late Fees & Interest	2,195.55	29,622.75	32,315.73	22,445.00
Interest on Investments and Deposits	38.25	403.35	440.02	617.00
CPA Mortgage Principale & Interest	-	-	-	-
Water Loan Penalty	-	-	-	-
Water Expense Reimbursement	-	-	-	-
Other Income	-	42.02	42.02	-
Non-user Misc Income	-	-	-	-
LV Con Fee Mort-princ & int	1,391.40	78,083.72	81,313.00	81,313.00
Connection Loan Princ & Int	566.96	566.96	618.50	-
TOTAL INCOME	220,109.14	2,553,496.80	2,800,343.19	2,648,481.00
OPERATING EXPENSE				
Pumping Utilities	2,642.03	41,530.97	44,856.23	48,000.00
Pumping Repair & Maintenance	4,726.89	48,210.48	52,593.25	61,262.00
Treat & Disp Chemicals	-	17,718.46	19,329.23	28,700.00
Sludge Removal	19,721.80	139,232.73	151,890.25	113,000.00
Treat & Disp Utilities	10,156.74	105,954.88	120,239.64	128,640.00
Treat & Disp Repair & Maintenance	16,719.78	78,382.92	85,508.64	105,404.00
Treat & Disp Lab Testing	1,492.57	19,572.37	21,351.68	23,490.00
Pipe Repair & Maintenance	1,229.09	31,304.09	32,501.35	49,290.00
Veh Repair, Maint, Regist, Fuel	54.87	9,844.08	10,739.00	9,900.00
Misc - Miscellaneous Operating Exp - Other	30.94	1,138.08	1,241.54	2,000.00
Safety	790.08	4,493.66	4,902.17	8,630.00
Gross Wages - Operating	22,079.91	264,272.81	288,297.61	251,077.00
Operating Pension	-	26,469.76	18,749.00	18,749.00
Operating Employment Taxes	1,601.71	19,350.18	21,109.29	19,207.00
Operating UE Tax	146.22	1,754.64	1,914.15	1,901.00
Operating Workers Comp Ins	-	-	4,072.00	4,072.00
Operating Health Insurance	5,629.72	61,926.92	67,556.64	65,629.00
Operating Clothing Allowance	155.16	2,636.95	2,876.67	3,800.00
Operating Misc Employee Benefits	-	985.32	1,074.89	4,301.00
Operating DCRP Life & LTD premium	-	8.07	8.80	-
TOTAL OPERATING EXPENSE	87,177.51	874,787.37	950,812.04	947,052.00
GROSS PROFIT	132,931.63	1,678,709.43	1,849,531.15	1,701,429.00
PERSONNEL & ADMINISTRATIVE EXP				
Gross Wages - Administrative	6,912.70	80,140.69	87,426.21	83,518.00
Pension	55.94	6,594.02	6,644.00	6,644.00
Employment Taxes	523.83	6,203.20	6,767.13	6,389.00
UE Tax	57.62	691.44	754.30	661.00
Workers Comp Ins.	-	4,075.28	5,996.00	5,996.00
Health Insurance	-	-	-	-
DCRP Life & LTD	26.59	148.73	305.76	400.00
Miscellaneous Employee Benefits	429.85	868.64	947.61	1,701.00
Office Supplies/Maint/Util	3,618.95	27,058.33	29,080.12	35,542.00
Legal	2,266.75	12,538.22	13,678.06	25,000.00
Accounting	-	10,970.00	13,428.00	13,428.00
Engineering	2,550.00	4,830.00	5,269.09	20,000.00
Bond Administration	5,600.00	14,952.50	21,500.00	21,500.00
Payroll Service	32.91	448.76	489.56	666.00
Insurance - Business	-	6,531.70	16,968.00	16,968.00
Bank Charges	79.80	316.10	344.84	200.00
Business Operating Fees	200.00	13,599.29	14,000.00	14,000.00
Association Dues	50.00	1,470.00	2,944.00	2,944.00
Miscellaneous Admin Exp	-	64.00	69.82	1,000.00
TOTAL PERSONNEL & ADMIN EXP	22,404.94	191,500.90	226,612.48	256,557.00
NET ORDINARY INCOME	110,526.69	1,487,208.53	1,622,918.67	1,444,872.00
OTHER EXPENSE				
Bond Principal	-	613,170.83	786,434.00	786,434.00
Bond Interest	-	61,981.33	176,795.00	176,795.00
Zero Balance Adj Account	-	-	-	-
TOTAL OTHER EXPENSE	-	675,152.16	963,229.00	963,229.00
NET INCOME	110,526.69	812,056.37	659,689.67	481,643.00

WATER						
Actual	Actual	Projected	Budget			
Nov 14	Jan - Nov 14	2014	Jan - Dec 2014			
ORDINARY INCOME/EXPENSE						
INCOME						
User charges & fees	101,036.11	1,094,018.38	1,181,098.91	1,185,951.00		
Connection Fees	4,700.00	89,675.00	97,827.27	154,500.00		
Water - Non-Utility Billing Misc Income	50.00	4,223.60	-	-		
Late Fees & Interest	1,229.86	12,155.03	13,260.03	9,150.00		
Interest on Investments and Deposits	57.06	603.08	657.91	765.00		
CPA Mortgage Principale & Interest	1,673.14	4,244.19	4,221.00	4,221.00		
Water Loan Penalty	307.90	367.16	400.54	-		
Water Expense Reimbursement	-	(21.00)	-	-		
Other Income	370.00	4,619.50	4,619.50	-		
Non-user Misc Income	-	-	-	-		
LV Con Fee Mort-princ & int	-	-	-	-		
Connection Loan Princ & Int	-	-	-	-		
TOTAL INCOME	109,424.07	1,209,884.94	1,302,085.16	1,354,587.00		
OPERATING EXPENSE						
Pumping Utilities	10,867.06	114,382.45	126,333.77	136,519.00		
Pumping Repair & Maintenance	10,534.41	74,940.20	81,752.95	82,900.00		
Treat & Disp Chemicals	-	33,494.32	36,539.26	66,000.00		
Sludge Removal	-	-	-	-		
Treat & Disp Utilities	-	-	-	-		
Treat & Disp Repair & Maintenance	-	-	-	-		
Treat & Disp Lab Testing	529.84	3,225.84	3,519.10	7,750.00		
Pipe Repair & Maintenance	10,779.90	134,068.42	146,398.78	98,600.00		
Veh Repair, Maint, Regist, Fuel	50.87	12,676.97	13,829.42	14,000.00		
Misc - Miscellaneous Operating Exp - Other	131.40	666.98	727.61	2,000.00		
Safety	420.00	3,461.24	3,775.90	7,100.00		
Gross Wages - Operating	17,917.75	208,256.83	227,189.27	215,911.00		
Operating Pension	-	20,884.15	16,032.00	16,032.00		
Operating Employment Taxes	1,306.33	15,326.07	16,719.35	16,517.00		
Operating UE Tax	106.62	1,279.44	1,395.75	1,386.00		
Operating Workers Comp Ins	-	-	2,951.00	2,951.00		
Operating Health Insurance	3,506.75	38,121.68	41,587.29	41,837.00		
Operating Clothing Allowance	350.61	2,103.75	2,295.00	2,200.00		
Operating Misc Employee Benefits	-	736.95	803.95	1,708.00		
Operating DCRP Life & LTD premium	-	4.55	4.96	20.00		
TOTAL OPERATING EXPENSE	56,501.54	663,629.84	721,855.36	713,431.00		
GROSS PROFIT	52,922.53	546,255.10	580,229.81	641,156.00		
PERSONNEL & ADMINISTRATIVE EXP						
Gross Wages - Administrative	10,044.29	112,298.77	122,507.75	125,277.00		
Pension	83.92	10,176.97	10,031.00	10,031.00		
Employment Taxes	759.56	8,354.54	9,114.04	9,584.00		
UE Tax	74.16	889.92	970.82	964.00		
Workers Comp Ins.	-	6,112.95	12,152.00	12,152.00		
Health Insurance	-	-	-	-		
DCRP Life & LTD	39.90	239.60	458.76	550.00		
Miscellaneous Employee Benefits	503.78	904.18	986.38	1,500.00		
Office Supplies	4,554.17	42,189.70	45,906.09	53,313.00		
Legal	6,457.52	31,526.16	34,392.17	35,000.00		
Accounting	-	16,455.00	19,448.00	19,448.00		
Engineering	5,400.00	10,607.50	11,571.82	18,000.00		
Bond Administration	2,400.00	2,625.00	1,000.00	1,000.00		
Payroll Service	49.35	694.65	757.80	791.00		
Insurance - Business	-	9,797.59	31,815.00	31,815.00		
Bank Charges	119.70	474.15	517.25	200.00		
Business Operating Fees	-	5,317.16	27,500.00	27,500.00		
Association Dues	75.00	2,205.00	4,512.00	4,512.00		
Miscellaneous Admin Exp	-	96.00	104.73	1,000.00		
TOTAL PERSONNEL & ADMIN EXP	30,561.35	260,964.84	333,745.62	352,637.00		
NET ORDINARY INCOME	22,361.18	285,290.26	246,484.19	288,519.00		
OTHER EXPENSE						
Bond Principal	-	-	92,000.00	92,000.00		
Bond Interest	-	11,755.00	23,510.00	23,510.00		
Zero Balance Adj Account	-	-	-	-		
TOTAL OTHER EXPENSE	-	11,755.00	115,510.00	115,510.00		
	22,361.18	273,535.26	130,974.19	173,009.00		

COMBINED SEWER & WATER						
Actual	Actual	Projected	Budget			
Nov 14	Jan - Nov 14	2014	Jan - Dec 2014			
ORDINARY INCOME/EXPENSE						
INCOME						
User charges & fees	316,953.09	3,419,263.98	3,736,313.86	3,714,257.00		
Connection Fees	4,700.00	206,075.00	224,809.09	170,300.00		
Non-Utility Billing Misc Income	50.00	7,356.00	3,417.16	-		
Late Fees & Interest	3,425.41	41,777.78	45,575.76	31,595.00		
Interest on Investments and Deposits	95.31	1,006.43	1,097.92	1,382.00		
CPA Mortgage Principale & Interest	1,673.14	4,244.19	4,221.00	4,221.00		
Water Loan Penalty	307.90	367.16	400.54	-		
Water Expense Reimbursement	-	(21.00)	-	-		
Other Income	370.00	4,661.52	4,661.52	-		
Non-user Misc Income	-	-	-	-		
LV Con Fee Mort-princ & int	1,391.40	78,083.72	81,313.00	81,313.00		
Connection Loan Princ & Int	566.96	566.96	618.50	-		
TOTAL INCOME	329,533.21	3,763,381.74	4,101,809.85	4,003,068.00		
OPERATING EXPENSE						
Pumping Utilities	13,509.09	155,913.42	171,190.00	184,519.00		
Pumping Repair & Maintenance	15,261.30	123,150.68	134,346.20	144,162.00		
Treat & Disp Chemicals	-	51,212.78	55,868.49	94,700.00		
Sludge Removal	19,721.80	139,232.73	151,890.25	113,000.00		
Treat & Disp Utilities	10,156.74	105,954.88	120,239.64	128,640.00		
Treat & Disp Repair & Maintenance	16,719.78	78,382.92	85,508.64	105,404.00		
Treat & Disp Lab Testing	2,022.41	22,798.21	24,870.77	31,240.00		
Pipe Repair & Maintenance	12,008.99	165,372.51	178,900.14	147,890.00		
Veh Repair, Maint, Regist, Fuel	105.74	22,521.05	24,568.42	23,900.00		
Misc - Miscellaneous Operating Exp - Other	162.34	1,805.06	1,969.16	4,000.00		
Safety	1,210.08	7,954.90	8,678.07	15,730.00		
Gross Wages - Operating	39,997.66	472,529.64	515,486.88	466,988.00		
Operating Pension	-	47,353.91	34,781.00	34,781.00		
Operating Employment Taxes	2,908.04	34,676.25	37,828.64	35,724.00		
Operating UE Tax	252.84	3,034.08	3,309.91	3,287.00		
Operating Workers Comp Ins	-	-	7,023.00	7,023.00		
Operating Health Insurance	9,136.47	100,048.60	109,143.93	107,466.00		
Operating Clothing Allowance	505.77	4,740.70	5,171.67	6,000.00		
Operating Misc Employee Benefits	-	1,722.27	1,878.84	6,009.00		
Operating DCRP Life & LTD premium	-	12.62	13.77	20.00		
TOTAL OPERATING EXPENSE	143,679.05	1,538,417.21	1,672,667.40	1,660,483.00		
GROSS PROFIT	185,854.16	2,224,964.53	2,429,760.95	2,342,585.00		
PERSONNEL & ADMINISTRATIVE EXP						
Gross Wages - Administrative	16,956.99	192,439.46	209,933.96	208,795.00		
Pension	139.86	16,770.99	16,675.00	16,675.00		
Employment Taxes	1,283.39	14,557.74	15,881.17	15,973.00		
UE Tax	131.78	1,581.36	1,725.12	1,625.00		
Workers Comp Ins.	-	10,188.23	18,148.00	18,148.00		
Health Insurance	-	-	-	-		
DCRP Life & LTD	66.49	388.33	764.52	950.00		
Miscellaneous Employee Benefits	933.63	1,772.82	1,933.99	3,201.00		
Office Supplies	8,173.12	69,248.03	74,986.21	88,855.00		
Legal	8,724.27	44,064.38	48,070.23	60,000.00		
Accounting	-	27,425.00	32,876.00	32,876.00		
Engineering	7,950.00	15,437.50	16,840.91	38,000.00		
Bond Administration	8,000.00	17,577.50	22,500.00	22,500.00		
Payroll Service	82.26	1,143.41	1,247.36	1,457.00		
Insurance - Business	-	16,329.29	48,783.00	48,783.00		
Bank Charges	199.50	790.25	862.09	400.00		
Business Operating Fees	200.00	18,916.45	41,500.00	41,500.00		
Association Dues	125.00	3,675.00	7,456.00	7,456.00		
Miscellaneous Admin Exp	-	160.00	174.55	2,000.00		
TOTAL PERSONNEL & ADMIN EXP	52,966.29	452,465.74	560,183.55	609,194.00		
NET ORDINARY INCOME	132,887.87	1,772,498.79	1,869,577.41	1,733,391.00		
OTHER EXPENSE						
Bond Principal	-	613,170.83	878,434.00	878,434.00		
Bond Interest	-	73,736.33	200,305.00	200,305.00		
Zero Balance Adj Account	-	-	-	-		
TOTAL OTHER EXPENSE	-	686,907.16	1,078,739.00	1,078,739.00		
NET INCOME	132,887.87	1,085,591.63	790,838.41	654,652.00		

DCA BUDGET STATUS REPORT

% of year: 92%

SEWER	SEWER	SEWER	SEWER
Jan - Nov 14	Annual Budget	Budget Remaining	% of Budget Used

DCA BUDGET RECAP FORMAT

REVENUES

OPERATING REVENUE

User charges & fees/Serv Charge	2,325,245.60	2,528,306.00	203,060.40	92%
Connection Fee	116,400.00	15,800.00	-100,600.00	737%
TOTAL · OPERATING REVENUE	2,441,645.60	2,544,106.00	102,460.40	96%

NON-OPERATING REVENUE

Interest on Investments	403.35	617.00	213.65	65%
Other Non-Operating Revenue	111,447.85	103,758.00	-7,689.85	107%
TOTAL · NON-OPERATING REVENUE	111,851.20	104,375.00	-7,476.20	107%

TOTAL REVENUES

2,553,496.80 2,648,481.00 94,984.20 96%

APPROPRIATIONS

OPERATING (COSTS OF PROVIDING SERVICE)

Other - Costs of Providing Services	497,382.72	578,316.00	80,933.28	86%
Fringe Benefits	113,131.84	117,659.00	4,527.16	96%
Gross Wages - Operating	264,272.81	251,077.00	-13,195.81	105%
TOTAL OPERATING (COST OF PROVIDING SERVICES)	874,787.37	947,052.00	72,264.63	92%

ADMINISTRATION

Gross Wages - Administrative	80,140.69	83,518.00	3,377.31	96%
Fringe Benefits	18,581.31	21,791.00	3,209.69	85%
Administrative Other	92,778.90	151,248.00	58,469.10	61%
TOTAL ADMINISTRATION	191,500.90	256,557.00	65,056.10	75%

Bond Principal Payment

613,170.83 786,434.00 173,263.17 78%

TOTAL APPROPRIATIONS

1,679,459.10 1,990,043.00 310,583.90 84%

Bond Interest Payment

61,981.33 176,795.00 114,813.67 35%

The highlighted numbers indicate that revenues are under budget or the appropriations are over budget as a percentage of the budget used versus the percentage of year completed within the report period.

DCA BUDGET STATUS REPORT

% of year: 92%

DCA BUDGET RECAP FORMAT

	WATER Jan - Nov 14	WATER Annual Budget	WATER Budget Remaining	WATER % of Budget Used
REVENUES				
OPERATING REVENUE				
User charges & fees/Serv Charge	1,094,018.38	1,185,951.00	91,932.62	92%
Connection Fee	89,675.00	154,500.00	64,825.00	58%
TOTAL · OPERATING REVENUE	1,183,693.38	1,340,451.00	156,757.62	88%
NON-OPERATING REVENUE				
Interest on Investments	603.08	765.00	161.92	79%
Other Non-Operating Revenue	25,588.48	13,371.00	-12,217.48	191%
TOTAL · NON-OPERATING REVENUE	26,191.56	14,136.00	-12,055.56	185%
TOTAL REVENUES	1,209,884.94	1,354,587.00	144,702.06	89%
APPROPRIATIONS				
OPERATING (COSTS OF PROVIDING SERVICE)				
Other - Costs of Providing Services	376,916.42	414,869.00	37,952.58	91%
Fringe Benefits	78,456.59	82,651.00	4,194.41	95%
Gross Wages - Operating	208,256.83	215,911.00	7,654.17	96%
TOTAL OPERATING (COST OF PROVIDING SERVICES)	663,629.84	713,431.00	49,801.16	93%
ADMINISTRATION				
Gross Wages - Administrative	112,298.77	125,277.00	12,978.23	90%
Fringe Benefits	26,678.16	34,781.00	8,102.84	77%
Administrative Other	121,987.91	192,579.00	70,591.09	63%
TOTAL ADMINISTRATION	260,964.84	352,637.00	91,672.16	74%
Bond Principal Payment	0.00	92,000.00	92,000.00	0%
TOTAL APPROPRIATIONS	924,594.68	1,158,068.00	233,473.32	80%
Bond Interest Payment	11,755.00	23,510.00	11,755.00	50%

The highlighted numbers indicate that revenues are under budget or the appropriations are over budget as a percentage of the budget used versus the percentage of year completed within the report period.

DCA BUDGET STATUS REPORT

% of year: 92%

DCA BUDGET RECAP FORMAT

REVENUES

OPERATING REVENUE

	TOTAL	TOTAL	TOTAL	TOTAL
	Jan - Nov 14	Annual Budget	Budget Remaining	% of Budget Used
User charges & fees/Serv Charge	3,419,263.98	3,714,257.00	294,993.02	92%
Connection Fee	206,075.00	170,300.00	-35,775.00	121%
TOTAL · OPERATING REVENUE	3,625,338.98	3,884,557.00	259,218.02	93%

NON-OPERATING REVENUE

Interest on Investments	1,006.43	1,382.00	375.57	73%
Other Non-Operating Revenue	137,036.33	117,129.00	-19,907.33	117%
TOTAL · NON-OPERATING REVENUE	138,042.76	118,511.00	-19,531.76	116%

TOTAL REVENUES

3,763,381.74 4,003,068.00 239,686.26 94%

APPROPRIATIONS

OPERATING (COSTS OF PROVIDING SERVICE)

Other - Costs of Providing Services	874,299.14	993,185.00	118,885.86	88%
Fringe Benefits	191,588.43	200,310.00	8,721.57	96%
Gross Wages - Operating	472,529.64	466,988.00	-5,541.64	101%
TOTAL OPERATING (COST OF PROVIDING SERVICES)	1,538,417.21	1,660,483.00	122,065.79	93%

ADMINISTRATION

Gross Wages - Administrative	192,439.46	208,795.00	16,355.54	92%
Fringe Benefits	45,259.47	56,572.00	11,312.53	80%
Administrative Other	214,766.81	343,827.00	129,060.19	62%
TOTAL ADMINISTRATION	452,465.74	609,194.00	156,728.26	74%

Bond Principal Payment

613,170.83 878,434.00 265,263.17 70%

TOTAL APPROPRIATIONS

2,604,053.78 3,148,111.00 544,057.22 83%

Bond Interest Payment

73,736.33 200,305.00 126,568.67 37%

The highlighted numbers indicate that revenues are under budget or the appropriations are over budget as a percentage of the budget used versus the percentage of year completed within the report period.

Capital Budget Status
11_2014 cap exp balance

proj #	w/s	Account Id	Description	Adopted Budget	Expended Curr	balance	% used
19c	sewer	01-100-0000-0019-00C	SM - Phragmites Bed Upgrade	\$ 40,000.00	0	\$ 40,000.00	0.0%
53c	sewer	01-100-0000-0053-00C	SM - Hidden Glen - Line Rehab/Replace	\$ 25,000.00	\$ -	\$ 25,000.00	0.0%
55.15	sewer	01-100-0000-0055-015	SM - Screen Auto-Clean	\$ 10,000.00	\$ -	\$ 10,000.00	0.0%
55.19	sewer	01-100-0000-0055-019	Post Aeration Covers - smstp	\$ 5,000.00	\$ -	\$ 5,000.00	0.0%
75e	sewer	01-100-0000-0075-00E	SM - Sandt Lane Ext. Engineering	\$ 30,000.00	\$ 2,125.00	\$ 27,875.00	7.1%
98b	sewer	01-100-0000-0098-00B	GIs data collection/rendering	\$ 15,000.00	\$ -	\$ 15,000.00	0.0%
124	sewer	01-100-0000-0124-000	LV - Bartley Rd Sewer Project	\$ 20,000.00	\$ -	\$ 20,000.00	0.0%
127	sewer	01-100-0000-0127-000	SM - Phosphorus Removal/Nitrate Proj 127	\$ 150,000.00	\$ -	\$ 150,000.00	0.0%
146b	sewer	01-100-0000-0146-00B	Sewer Pump Stations - SCADA	\$ 30,000.00	\$ -	\$ 30,000.00	0.0%
156g	sewer	01-100-0000-0156-00G	SM - I&I	\$ 50,000.00	\$ -	\$ 50,000.00	0.0%
156h	sewer	01-100-0000-0156-00H	Fawnridge Dr - main rehab	\$ 75,000.00	\$ -	\$ 75,000.00	0.0%
156a.1	sewer	01-100-0000-0156-0A1	SM -RBC Replacement Gear Dr & Motor Unit	\$ 20,000.00	\$ -	\$ 20,000.00	0.0%
156a.4	sewer	01-100-0000-0156-0A4	SM - Bypass Electric Actuator	\$ 15,000.00	\$ -	\$ 15,000.00	0.0%
156a.5	sewer	01-100-0000-0156-0A5	SM - 6 Serpentine Clarifier Weirs	\$ -	\$ -	\$ -	0.0%
156a.6	sewer	01-100-0000-0156-0A6	SM - RBC Building Rehab	\$ -	\$ -	\$ -	0.0%
156a.7	sewer	01-100-0000-0156-0A7	SM - RBC Stock Repair Parts	\$ 50,000.00	\$ -	\$ 50,000.00	0.0%
156a.8	sewer	01-100-0000-0156-0A8	SMSTP - lab air conditioner replacement	\$ 6,000.00	\$ -	\$ 6,000.00	0.0%
156a.9	sewer	01-100-0000-0156-0A9	Security Cameras - smstp	\$ 5,000.00	\$ -	\$ 5,000.00	0.0%
156c.1	sewer	01-100-0000-0156-0C1	Pheasant control panel upgrade	\$ 5,000.00	\$ -	\$ 5,000.00	0.0%
156e.2	sewer	01-100-0000-0156-0E2	SM - Rehab Springtown Pump Station	\$ 40,000.00	\$ -	\$ 40,000.00	0.0%
156g.1	sewer	01-100-0000-0156-0G1	SM - I&I repair	\$ 50,000.00	\$ -	\$ 50,000.00	0.0%
157a	sewer	01-100-0000-0157-00A	UV sensor - LV sewer	\$ 5,000.00	\$ -	\$ 5,000.00	0.0%
157g	sewer	01-100-0000-0157-00G	LV - I&I	\$ 50,000.00	\$ -	\$ 50,000.00	0.0%
157h	sewer	01-100-0000-0157-00H	Pump Station Grinder Stacks	\$ 34,000.00	\$ -	\$ 34,000.00	0.0%
157a.1	sewer	01-100-0000-0157-0A1	LV - Phosphorus Removal/Nitrate	\$ 40,000.00	\$ -	\$ 40,000.00	0.0%
157a.4	sewer	01-100-0000-0157-0A4	LV - Grinder Cutting Stacks	\$ 28,000.00	\$ 17,500.00	\$ 10,500.00	62.5%
157a.6	sewer	01-100-0000-0157-0A6	motive pump - lvstp	\$ 44,000.00	\$ 31,939.00	\$ 12,061.00	72.6%
157c.2	sewer	01-100-0000-0157-0C2	LV Pump Station SCADA	\$ 20,000.00	\$ -	\$ 20,000.00	0.0%
157d.2	sewer	01-100-0000-0157-0D2	LV - OFR PS Moyno Pump	\$ 36,000.00	\$ -	\$ 36,000.00	0.0%
157d.3	sewer	01-100-0000-0157-0D3	OFR Pump Station SCADA	\$ 20,000.00	\$ -	\$ 20,000.00	0.0%
157e.1	sewer	01-100-0000-0157-0E1	LV - Pave Driveway at Bartley PS	\$ 6,000.00	\$ -	\$ 6,000.00	0.0%
157e.2	sewer	01-100-0000-0157-0E2	LV - Davit Arm Mount for Bartley PS	\$ 5,000.00	\$ -	\$ 5,000.00	0.0%
157g.1	sewer	01-100-0000-0157-0G1	LV -Rehab/Repair Sewer Line (I&I repair)	\$ -	\$ -	\$ -	0.0%
160d	sewer	01-100-0000-0160-00D	SB - Maintenance Software (Asset Mgmt)	\$ -	\$ -	\$ -	0.0%
168	sewer	01-100-0000-0168-000	SB - Vehicle Replacement	\$ -	\$ -	\$ -	0.0%
160c	sewer	01-100-0000-0600-00C	Billing Software	\$ -	\$ -	\$ -	0.0%
LVS M	sewer	01-100-0000-0LVS-00M	LV SEWER - Misc Items & Contingencies	\$ 10,000.00	\$ -	\$ 10,000.00	0.0%
LVS P	sewer	01-100-0000-0LVS-00P	LV SEWER - Professional Services	\$ 25,000.00	\$ -	\$ 25,000.00	0.0%
SMS M	sewer	01-100-0000-0SMS-00M	SM SEWER - Misc Items & Contingencies	\$ 10,000.00	\$ -	\$ 10,000.00	0.0%

Capital Budget Status
11_2014 cap exp balance

proj #	w/s	Account Id	Description	Adopted Budget	Expended Curr	balance	% used
SMS P	sewer	01-100-0000-0SMS-OOP	SM SEWER - Professional Services	\$ 25,000.00	\$ -	\$ 25,000.00	0.0%
21.01	water	01-200-0000-0021-001	Radio Read Meters	\$ 100,000.00	\$ 44,619.00	\$ 55,381.00	44.6%
21.15	water	01-200-0000-0021-015	Repair Cathodic Protection PA Standpipe2	\$ 20,000.00	\$ -	\$ 20,000.00	0.0%
21.01a	water	01-200-0000-0021-01A	Back Up Meter	\$ -	\$ -	\$ -	0.0%
98b	water	01-200-0000-0098-00B	GIS Hydrants/Valves/Curbstops	\$ 10,000.00	\$ -	\$ 10,000.00	0.0%
108	water	01-200-0000-0108-000	Grove Street Booster Pump Station	\$ 130,000.00	\$ 176,735.21	\$ (46,735.21)	136.0%
128	water	01-200-0000-0128-000	ACP Watermain Replacement	\$ 227,000.00	\$ -	\$ 227,000.00	0.0%
128e	water	01-200-0000-0128-00E	Tie Fairview Ave to Old Farmer's system	\$ 6,000.00	\$ -	\$ 6,000.00	0.0%
136a	water	01-200-0000-0136-00A	SM New Standpipe (wooded valley)	\$ 50,000.00	\$ 10,212.50	\$ 39,787.50	20.4%
141f	water	01-200-0000-0141-00F	Permitting & Development Smith Property	\$ 90,000.00	\$ 1,844.00	\$ 88,156.00	2.0%
141g	water	01-200-0000-0141-00G	Property Aquistion	\$ 50,000.00	\$ 19,961.45	\$ 30,038.55	39.9%
141j	water	01-200-0000-0141-00J	Pump Building	\$ -	\$ -	\$ -	0.0%
146a	water	01-200-0000-0146-00A	Water SCADA wells	\$ 18,000.00	\$ -	\$ 18,000.00	0.0%
146d	water	01-200-0000-0146-00D	SCADA Software/Dialer Upgrade	\$ 20,000.00	\$ -	\$ 20,000.00	0.0%
152	water	01-200-0000-0152-000	SM - Leak Detection Program	\$ 15,000.00	\$ -	\$ 15,000.00	0.0%
152a	water	01-200-0000-0152-00A	Upgrade water mains	\$ 50,000.00	\$ -	\$ 50,000.00	0.0%
152b	water	01-200-0000-0152-00B	Leak Detection Repair	\$ 50,000.00	\$ -	\$ 50,000.00	0.0%
154a	water	01-200-0000-0154-00A	Pump Storage	\$ -	\$ -	\$ -	0.0%
158p	water	01-200-0000-0158-00P	SM Line Stop Valve Install by Naughright	\$ 10,000.00	\$ -	\$ 10,000.00	0.0%
158r	water	01-200-0000-0158-00R	Krista Ct into Parker - new watermain	\$ 20,000.00	\$ -	\$ 20,000.00	0.0%
158s	water	01-200-0000-0158-00S	Rock Road water loop line	\$ -	\$ -	\$ -	0.0%
158b.1	water	01-200-0000-0158-0B1	SM03 Valve Insert	\$ 12,000.00	\$ -	\$ 12,000.00	0.0%
159b.2	water	01-200-0000-0159-0B2	LV3 Upgrade Wellhouse Int/Ext Piping	\$ 8,000.00	\$ -	\$ 8,000.00	0.0%
159d & e	water	01-200-0000-0159-0D1	LV 7 Upgrade Electrical	\$ 10,000.00	\$ -	\$ 10,000.00	0.0%
159e.1	water	01-200-0000-0159-0E1	VFD LV08	\$ 8,000.00	\$ 12,833.45	\$ (4,833.45)	160.4%
159d & e	water	01-200-0000-0159-0E2	LV08 upgrade electrical	\$ 10,000.00	\$ -	\$ 10,000.00	0.0%
160d	water	01-200-0000-0160-00D	Maintenance Program Software (asset mgmt	\$ -	\$ -	\$ -	0.0%
165	water	01-200-0000-0165-000	Christopher Dr Line Extension Engineer	\$ 15,000.00	\$ -	\$ 15,000.00	0.0%
166	water	01-200-0000-0166-000	Brookside Watermain Replacement	\$ 8,000.00	\$ 6,943.72	\$ 1,056.28	86.8%
167a	water	01-200-0000-0167-00A	Parker Acres Security Fencing	\$ 15,000.00	\$ -	\$ 15,000.00	0.0%
167b	water	01-200-0000-0167-00B	OFR Security & Fencing	\$ 15,000.00	\$ -	\$ 15,000.00	0.0%
167c	water	01-200-0000-0167-00C	Security Fencing Wells & PRVs	\$ 15,000.00	\$ -	\$ 15,000.00	0.0%
167d	water	01-200-0000-0167-00D	Naughright Rd SP fencing * surveillance	\$ 15,000.00	\$ -	\$ 15,000.00	0.0%
168	water	01-200-0000-0168-000	Water Vehicle	\$ 6,500.00	\$ 4,950.00	\$ 1,550.00	76.2%
LVW M	water	01-200-0000-0LVW-00M	LV Water Misc & Contingencies	\$ 10,000.00	\$ -	\$ 10,000.00	0.0%
LVW P	water	01-200-0000-0LVW-00P	LV Water Professional Services	\$ 25,000.00	\$ -	\$ 25,000.00	0.0%
SMW M	water	01-200-0000-0SMW-00M	SM Water Misc & Contingencies	\$ 10,000.00	\$ -	\$ 10,000.00	0.0%
SMW P	water	01-200-0000-0SMW-00P	SM Water Professional Services	\$ 25,000.00	\$ -	\$ 25,000.00	0.0%
SMW M	water	01-200-0000-GENW-00M	Misc & Contingencies	\$ 10,000.00	\$ -	\$ 10,000.00	0.0%
SMW P	water	01-200-0000-GENW-00P	Professional Services	\$ 25,000.00	\$ -	\$ 25,000.00	0.0%
Final Totals				2,107,500.00	329,663.33	1,777,836.67	15.64%



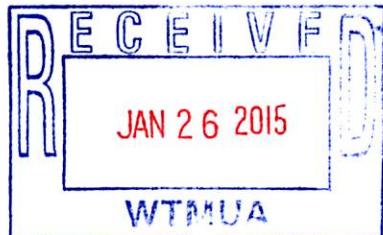
State of New Jersey

DEPARTMENT OF ENVIRONMENTAL PROTECTION
Office of Water Resources Management Coordination
P.O. Box 420, 401 East State Street
Mail Code 401-02A
Trenton, New Jersey 08625-0420
Telephone: (609) 777-4349
Fax: (609) 984-6505
<http://www.nj.gov/dep/lum/lup.htm>

CHRIS CHRISTIE
Governor
KIM GUADAGNO
Lt. Governor

BOB MARTIN
Commissioner

JAN 21 2015
Tony DiLodovico
Tony D Environmental Permitting
1 Briarwood Court
Jackson, NJ 08527



Re: Mountain View Inn/ HPAA Redevelopment Waiver
Block: 33, Lot 2
Washington Township, Morris County
Washington Township Wastewater Management Plan (WMP)
Proposed Revision to the Upper Raritan Water Quality Management Plan (WQMP)
Program Interest No.: 435434
Activity No.: REV140002
Adopted Revision

Dear Mr. DiLodovico:

Recently the Department of Environmental Protection (Department) received information you submitted in support of a revision to the Upper Raritan WQMP for the above referenced project.

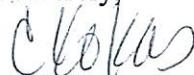
We have reviewed the information and are pleased to inform you that, pursuant to the provisions of the Water Quality Planning Act (N.J.S.A. 58:11A-1 et seq.) and the Statewide Water Quality Management Planning rules (N.J.A.C. 7:15-3.5), the WQMP revision has been adopted by the Department. Enclosed is a copy of the Department's notice approving the WQMP revision. A copy of this notice should be submitted with any Treatment Works Approval application. If you are the Designated Planning Agency or the Wastewater Management Planning agency for this area, please update your copy of the Wastewater Management Plan to reflect this change.

If you, or any party, wish to dispute the Department's factual findings or any of its conditions or if anyone is aggrieved by this determination, an adjudicatory hearing may be requested. A request for an adjudicatory hearing shall be submitted in writing by certified mail, or by other means which provides verification of the date of delivery to the Department, within 30 calendar days of notice of this decision made pursuant to N.J.A.C. 7:15-3.1 or 3.2, 3.4(g)2i or ii or 3.4(g)8ii through iv. The adjudicatory hearing request must include the information identified at

N.J.A.C. 7:15-3.9. The hearing request must be submitted to the Department addressed to Office of Legal Affairs, ATTENTION: Adjudicatory Hearing Requests, Department of Environmental Protection, PO Box 402, 401 East State Street, Mail Code #401-04L, Trenton, NJ 98625-0402. A copy of the request shall be submitted to Office of Water Resources Management Coordination at the address contained in the letterhead above.

Please place, at the top of all written correspondence submitted to the Department in regards to this matter, the program interest and the activity numbers found above. If you have any questions or require further assistance, please call Paul DeMuro, at (609)777-4349.

APR 1 2016 Sincerely,



Colleen Kokas, Acting Director
Office of Water Resource Management Coordination

Enclosure: Adopted WQMP Revision Notice

c: Lawrence Linksman, Bridge Funding, Inc.
The Honorable Kenneth Short, Township of Washington
Michael P. Pucilowski, Executive Director WTMUA
Margaret Nordstrom, Executive Director, New Jersey Highlands Council
Virginia Michelin, Morris County Department of Planning and Public Works
Susan Michniewski, DLUR
Andrew Gale, DLUR
James Pontoriero , BFCP
Paul DeMuro, NJDEP, DCLUP

DEPARTMENT OF ENVIRONMENTAL PROTECTION
OFFICE OF WATER RESOURCES MANAGEMENT COORDINATION

REVISION TO THE UPPER RARITAN WATER QUALITY MANAGEMENT
PLAN

TAKE NOTICE that on **JAN 21 2015**, pursuant to the provisions of the Water Quality Planning Act, N.J.S.A.58:11A-1 et seq, and the Statewide Water Quality Management Planning rules, N.J.A.C. 7:15-3.5, a revision to the Upper Raritan Water Quality Management Plan (WQMP) was adopted by the Department. This revision corrects and updates the Washington Township, Morris County, Wastewater Management Plan (WMP). Specifically the WMP's text and facility table associated with the Washington Township Municipal Utility Authority's (WTMUA) Schooley's Mountain Sewage Treatment Plant (STP) have been revised to reflect the proposed redevelopment on Block 33, Lot 2 for Mountain View Inn as identified in the Highlands Perseveration Area Approval (HPAA) Health and Safety wavier application (No. 1438-14-0012.1) currently under review by the Department.

The Washington Township, Morris County, WMP was adopted on July 24, 2012. As Washington Township is a Highlands Conforming municipality, the WMP is consentient with the adopted Highlands Regional Master Plan (RMP). The adopted WMP identifies Block 33, Lot 2, as property located within the Highlands Preservation Area eligible for a Preservation Area Health and Safety wavier due to an on-site failing septic system. In addition, to provide for future sanitary sewer connection, the WMP recognized the two existing buildings on this parcel as included within the sewer service area of the WTMUA Schooley's Mountain STP. However, the WMP text indicated that the projected wastewater flow attributed to this parcel, although the exact volume was not available, was estimated at 2,000 gallons per day based on the assumption that one structure housed a 50 seat restaurant and the second building retail florist shop.

The adoption of this revision will allow for the redevelopment on Block 33, Lot 2, in accordance with the requirements of the HPAA wavier, for the proposed Mountain Inn, with an associated 127 restaurant seats and 20 bar seats. The total projected wastewater flow from this redevelopment as calculated in accordance with N.J.A.C. 7:14A-23.3 has been determined to be 4,845 gallons per day. As part of this revision, the WMP text and facility table 8, for the WTMUA Schooley's Mountain STP, has been updated to account for this new flow projection for the redevelopment within this parcel.

As provided under N.J.A.C. 7:15-3.5(b)1.ii, the Department has determined that due to the re-calculation of flow from the parcel, the proposed project activity qualifies as a revision in order to correct, clarify, or update statements affecting development existing at the time of the most recently adopted areawide WQM plan or amendment.

Colleen Kokas

Colleen Kokas, Acting Director
Office of Water Resources Management Coordination
Department of Environmental Protection

1-21-15

Date



State of New Jersey

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

DEPARTMENT OF ENVIRONMENTAL PROTECTION
Division of Water Quality
Municipal Finance and Construction Element
P.O. Box 420, Mail Code 401-03D
Trenton, NJ 08625-0420
Fax: (609) 633-8165
www.state.nj.us/dep/dwq

BOB MARTIN
Commissioner

Bridge Funding Properties Corporation
545 Fifth Avenue
Suite 403
New York, NY 10017

FEB 20 2015

Re: Treatment Works Approval No. 15-0010
Mountain View Inn
Washington Township, Morris County

Gentlemen:

There is enclosed a Treatment Works Approval issued to you pursuant to Title 58 of the Revised Statutes of New Jersey and in consideration of your application received on 01/13/2015 signed by Lawrence I. Linksman, Vice President, and Theodore D. Cassera, P.E.

This approval is valid for a period of two (2) years from the issuance date, unless otherwise stated in the attached approval document. This approval shall expire unless building, installing or modifying of the treatment works has begun within the initial approval period. Treatment works approvals may be extended beyond the original two year approval date, to a maximum period of five years from the original issuance date, in accordance with the terms and conditions contained in N.J.A.C. 7:14A-22.12. A time extension request must be received by the Department prior to the permit's expiration date. Time extension requests shall be submitted to the Bureau of Construction and Connection Permits (BCCP) at the address noted in the heading of this letter.

Within 30 days of completion of the treatment works approved herein, the permittee shall submit an executed Form WQM005 (Certification for Approval by Professional Engineer) to BCCP, as indicated in the Treatment Works Approval under Part II - "General Conditions for Treatment Works Approvals", Section B. Note that for indirect dischargers, the submitted WQM005 form must also be executed by the receiving sewage treatment plant.

If you have any questions regarding the permit, please contact Thomas Andresen of this office by calling (609) 984-4429.

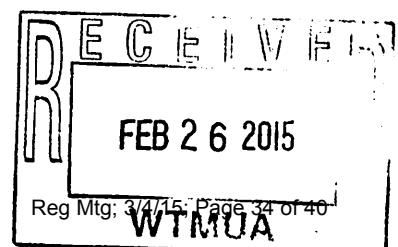
Sincerely,

Jehan Halim
TWA Section
Bureau of Construction and Connection Permits

15-0010

Enclosure

cc: Omland Engineering Associates, Inc.
Washington Township
Washington Township Municipal Utilities Authority





STATE OF NEW JERSEY
DEPARTMENT OF ENVIRONMENTAL PROTECTION
P.O. Box 402, TRENTON, NJ 08625-0402

PERMIT TO CONSTRUCT AND OPERATE* TREATMENT WORKS

**Local Agency approval required prior to operation*

The New Jersey Department of Environmental Protection grants this approval in accordance with your application, attachments accompanying same application, and applicable laws and regulation.

PERMIT NO.	ISSUANCE DATE	EXPIRATION DATE	DESIGN FLOW
15-0010	02/20/2015	02/19/2017	0.0048 M.G.D.

NAME AND ADDRESS OF APPLICANT
Bridge Funding Properties Corporation
545 Fifth Avenue
Suite 403
New York, NY 10017

LOCATION OF ACTIVITY
Washington Township
Morris County

This permit grants permission to:

Construct and operate 773 LF of 1.5-inch PVC sanitary force main and a pump station to serve two restaurants (127 restaurant seats and 20 bar seats total), known as Mountain View Inn, located along Schooleys Mountain Road, Block 33, Lots 2, 3, and 4, Washington Township, Morris County.

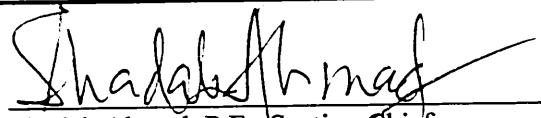
According to the plans entitled:

"PERMITTING PLAN FOR 141 SCHOOLEYS MOUNTAIN ROAD, PUMP STATION AND FORCE MAIN PLAN, BLOCK 33, LOT 2, 3, & 4, TOWNSHIP OF WASHINGTON, MORRIS COUNTY, NEW JERSEY" prepared by Omland Engineering Associates, Inc., dated August 13, 2013, last revised February 20, 2015, sheet 1 of 1.

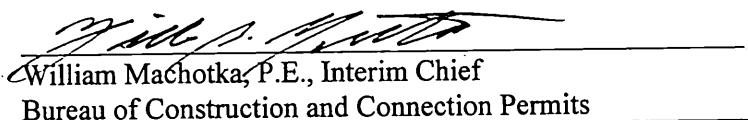
and according to the specifications entitled:

"SANITARY SEWER SPECIFICATIONS, MOUNTAIN VIEW INN - 141 SCHOOLEYS MOUNTAIN ROAD, TOWNSHIP OF WASHINGTON, MORRIS, NEW JERSEY" prepared by Omland Engineering Associates, Inc., dated August 13, 2013, and the engineer's report titled "WASTEWATER PUMPING SYSTEM DESIGN REPORT FOR: MOUNTAIN VIEW INN, TOWNSHIP OF WASHINGTON, MORRIS COUNTY, NJ" prepared by Omland Engineering Associates, Inc., dated August 13, 2013, last revised July 7, 2014.

Permit by Thomas Andresen
Thomas Andresen, Project Engineer


Shadab Ahmad, P.E., Section Chief

APPROVED by the Department of Environmental Protection


William MacHotka, P.E., Interim Chief
Bureau of Construction and Connection Permits

This permit is also subject to special provisos and general conditions stipulated on the attached page(s) which are agreed to by the permittee upon acceptance of the permit.

PART I

PROVISOS

A. Project Specific Provisos

1. That pursuant to N.J.A.C. 7:10A-1 et. seq., an appropriate public wastewater collection system licensed operator will be required for your system.
2. That the proper operation and maintenance of the sewer system approved herein is the sole responsibility of the OWNER AND OR APPLICANT named herein or its assignees.
3. That watertight manhole covers must be provided for manholes that may be subject to street flooding or located within a flood hazard area.
4. That all sewerage conveyance facilities which are to be abandoned shall be emptied of wastes and either removed or abandoned in place in a manner which is acceptable to the administrative authority.
5. That except as provided in N.J.A.C. 7:14A-22.4, any future sewer connections into the sanitary sewer system approved herein will require a treatment works approval from the N.J.D.E.P.
6. That all septic tanks, dosing tanks, seepage pits, dry wells and cesspools which are to be abandoned shall be emptied of wastes and removed or filled completely with gravel, stones or soil material in a manner which is acceptable to the administrative authority.
7. That for the purposes of design flow, the design capacity of the pump station approved herein is considered to be 22 gallons per minute with the largest pump out of service.
8. That the owner and/or applicant shall be responsible for ensuring that operational and/or odor problems do not occur at the pump station and force main during the initial stages of development when low sewage flows will be generated.
9. The issuance of this permit does not exempt the applicant of the responsibility to comply with all other permitting and regulatory requirements of the Department's Land Use Regulation Program, as applicable.

B. Custom Requirement

1. It is the applicant's responsibility to obtain all Federal, State and local approvals that may be required for this project.
2. The layout and separation of the proposed sewers from water line shall be in accordance with N.J.A.C. 7:14A-23.6(4)i.
3. The pump station shall be provided with an air vent and furnished with freshwater washdown facilities as noted on the plans "PERMITTING PLAN FOR 141 SCHOOLEYS MOUNTAIN ROAD, PUMP STATION AND FORCE MAIN PLAN, BLOCK 33, LOT 2, 3, & 4, TOWNSHIP OF WASHINGTON, MORRIS COUNTY, NEW JERSEY" prepared by Omland Engineering Associates, Inc., dated August 13, 2013, last revised February 20, 2015, sheet 1 of 1.

GENERAL CONDITIONS FOR TREATMENT WORKS APPROVALS**Section A. GENERAL CONDITIONS**

1. This permit is revocable, or subject to modification or change, at any time, when in the judgement of the Department of Environmental Protection of the State of New Jersey such revocation, modification or change shall be necessary.
2. The issuance of this permit shall not be deemed to affect in any way action by the Department of Environmental Protection of the State of New Jersey on any future application.
3. The works, facilities, and/or activities shown by plans and/or other engineering data, which are this day approved, subject to the conditions herewith established, shall be constructed and/or executed in conformity with such plans and/or engineering data and the said conditions.
4. No change in plans or specifications shall be made except with the prior written permission of the Department of Environmental Protection of the State of New Jersey.
5. The granting of this permit shall not be construed to in any way affect the title or ownership of property, and shall not make the Department of Environmental Protection or the State a party in any suit or question of property.
6. This permit does not waive the obtaining of Federal or other State or local government consent when necessary. This permit is not valid and no work shall be undertaken until such time as all other required approvals and permits have been obtained.
7. A copy of this permit shall be kept at the work site, and shall be exhibited upon request of any person.
8. No treatment unit or conveyance system may be by-passed which would result in the discharge of untreated sewage into any of the waters of the state.
9. The full responsibility for adequate design, construction and operation of the treatment works, and the full responsibility for successful collection, treatment, and discharge of pollutants shall be on the applicant.
10. The issuance of approval by the Department shall not relieve the applicant of the continuing responsibility for the successful collection, treatment, or discharge of pollutants for the continuing compliance with any applicable effluent limitations, permits, regulations, statute, or other law.
11. Review and approval is based solely upon the information contained in the application and the contents of the engineer's report as certified by the licensed professional engineer as being in compliance with the Department's Rules and Regulations.

Section B. CONSTRUCTION COMPLETION CERTIFICATION

1. Within 30 days of completion of the treatment works approved herein, the permittee shall submit two executed forms, WQM005 Certification of Approval, to the appropriate sewage treatment plant (STP) for their approval prior to operation. One executed copy approved by the receiving STP shall be forwarded to the appropriate Bureau and address noted on the cover page of this approval. Failure to submit the certification within 30 days of completion of the project may be grounds for revocation of the permit. Should partial operation be required prior to completion, approval will be under local jurisdiction.
2. In cases where the project and the receiving treatment facility are one in the same, the WQM005 Certification of Approval form must be submitted to the Bureau and address noted on the cover page of this approval within 30 days of completion of the treatment works. Failure to submit the certification within this time period may be grounds for revocation of the permit.

Section C. PERMIT EXPIRATION AND EXTENSIONS OF TIME

1. This permit shall remain in force for a period of only two years from the date of approval unless stated otherwise within the special provisos, or construction of said works has begun within the approved time frame. Interruption of construction of said works for a period of more than two years may serve as a basis for permit revocation.
2. Treatment works approvals may be extended beyond the original two year approval date, to a maximum of five years from the original issuance date, in accordance with the terms and conditions in N.J.A.C. 7:14A-22.12, unless stated otherwise within the special provisos. A time extension request must be received by the Department prior to the permit's expiration date. Requests must be submitted to the Bureau and address noted on the cover page.

Section D. ADJUDICATORY HEARING REQUESTS

1. Pursuant to N.J.A.C. 7:14A-22.24 et seq., any interested person who considers himself or herself aggrieved by this action, may, within 10 days of publication of notice of the decision in the DEP Bulletin, request a hearing by addressing a written request for such hearing to the:

Office of Legal Affairs
Attention: Adjudicatory Hearing Requests
Department of Environmental Protection
P.O. Box 420, Mail Code 401-04L
Trenton, NJ 08625-0420

Such a request should include a completed Administrative Hearing Request Checklist and Tracking form for Approvals or Denials (enclosed herein for Denials). This form is required, as DEP is the transmitting agency to the Office of Administrative Law, pursuant to N.J.A.C. 1:1-8.2.

Jill Waller

From: Frances Febres <ffebres@cgajlaw.com>
Sent: Monday, February 09, 2015 6:50 PM
To: Jill Waller
Cc: Adam Abramson
Subject: ACA requirements
Attachments: IRS Form 1095C -- ACA Employer Reporting Requirements.pdf; Revised 18B Notice ACA compliance.docx

Good Evening Jill:

This email serves to memorialize our conversation of last week regarding the Washington Township Municipal Utilities Authorities’ (“MUA”) responsibilities under the Patient and Protection Affordable Care Act (“ACA”).

The ACA requires “applicable large employers,” employing at least fifty (50) full-time employees, with an offer of health benefits coverage. A full-time employee is one who works at least 30 hours per week. An employer will be considered an applicable large employer if it employs 50 full-time employees or “full-time equivalent” employees. A full-time equivalent employee is one who may work part-time, but whose hours, when counted with other employees, equates to at least 30 hours per week. As such, in order to determine whether an employer is an applicable large employer, and therefore required to offer health benefits coverage to full-time employees, employers must calculate the hours of all its employees for a given month, not to exceed 120 hours per employee, and divide by 120 (hours). For example, an employer can only include in its calculation of full-time equivalent employees, 120 hours of an employee’s monthly working hours, even if that employee worked 160 hours that month.

In addition to counting full-time and full-time equivalent employees, the ACA applies the aggregate employer rule, which looks at the amount of control one company has on an affiliate company, to determine whether both companies are deemed one applicable large employer. If two companies are considered one large employer, then both companies will be required to, among other requirements, provide an offer of health benefits coverage to employees working at least 30 hours per week. No statute, regulation, case or administrative decision could be found, however, that indicates whether government entities are subject to the aggregate employer rule. In fact, the U.S. Department of the Treasury, in the preamble to the final regulations governing employers’ shared responsibility requirements under the ACA, indicated that:

The final regulations continue to reserve on the application of the employer aggregation rules under section 414(b), (c), (m) and (o) to government entities. . .

See 79 Fed. Reg. 29, p. 8548 (February 12, 2014). As such, in order to determine whether the MUA and Washington Township are deemed one applicable large employer, the level of control the Township has over the MUA must be assessed.

According to the information you provided, the MUA employs seven (7) full-time employees, three (3) part-time employees, and two (2) temporary employees. Although the MUA was established by Washington Township, it is separate and independent from the Township. The MUA reports its employees separately for purposes of unemployment benefits; it independently offers health benefits to eligible employees through the State Health Benefits Program (“SHBP”); and its accounting and billing operations are independent from the Township. Moreover, and according to the New Jersey Supreme Court, a municipal utilities authority is an independent instrumentality. See Browning-Ferris Industries of North Jersey, Inc. v. City of Passaic, 116 N.J. 83 (1989). Because the MUA does not employ 50 or more full-time or full-time equivalent employees, and because the MUA is independent from the Township, in that the Township does not control or operate the MUA and/or its services, the MUA is likely a small employer, and as such, does not have to comply with the ACA’s shared employer responsibility requirements.

Nevertheless, as a small employer, the MUA must still comply with certain reporting and informational requirements. Specifically, under the Internal Revenue Code, Section 6055, all employers who provide health benefits to employees must provide to each full-time employee, by January 31st of the calendar year following the year in which benefits were provided, a written statement containing the information set forth in Form 1095C. See 26 U.S.C. 6056(c); and 26 C.F.R. 301.6056-1(f). (Form 1095C, which is still in draft form, is attached to this email for your review and reference.) The written statement requirement can be accomplished by providing the employee with a copy of the Form 1095C that pertains to him/her. Id. Extensions of time, not to exceed thirty (30) days, may be requested and granted for good cause shown. 26 C.F.R. 301.6056-1(g)(ii). Providing the written statement by first class mail to the employee's last known permanent address (or temporary address if lacking a permanent address) will satisfy the employer's obligation. Id. at (g)(2). Alternatively, an employer may electronically furnish the employee statement provided that it complies with procedural safeguards and requirements of the Treasury regulations. Employers must be sure to comply with the Department of the Treasury's electronic posting requirements.

In addition to the tax reporting requirements, small employers must also adhere to the Department of Labor's informational requirements. Pursuant to Section 18B of the Fair Labor Standards Act ("FLSA"), added by the ACA, employers must provide all employees, regardless of their part-time or full-time status, with written notice of their health benefits options, provided through the employer and/or through the Exchange. For purposes of this letter, this required notice will be referred to as the "18B Notice." You indicated that the MUA had already provided 18B Notices to employees. It is further recommended, that each new employee receive an 18B Notice, and return to the MUA, a signed copy for the employee's file. If the health benefits plan(s) offered by the MUA changes, or if the MUA amends its eligibility requirements, it is also recommended that new 18B Notices be issued to all employees, and that all employees return a signed copy to the MUA for their files. As discussed during our telephone discussions, I have attached a template 18B Notice for your review and reference.

Should you have any questions regarding the information that we discussed, that is contained herein, or regarding the ACA generally, please do not hesitate to contact me.

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