

# *Authority Budget of:*

## *Woodstown Sewerage Authority*

**State Filing Year**

**2018**

*For the Period:*

*July 1, 2018*

*to*

*June 30, 2019*

**<http://historicwoodstown.org/>**

Authority Web Address

**Department Of**



**Community  
Affairs**

*Division of Local Government Services*

# **2018 AUTHORITY BUDGET**

## **Certification Section**

**2018**

**Woodstown Sewerage  
AUTHORITY BUDGET**

**FISCAL YEAR: FROM July 1, 2018 TO June 30, 2019**

**For Division Use Only**

**CERTIFICATION OF APPROVED BUDGET**

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

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

By: \_\_\_\_\_ Date: \_\_\_\_\_

**CERTIFICATION OF ADOPTED BUDGET**

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

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

By: \_\_\_\_\_ Date: \_\_\_\_\_

# 2018 PREPARER'S CERTIFICATION

## Woodstown Sewerage

### AUTHORITY BUDGET

**FISCAL YEAR:** FROM: July 1, 2018 **TO:** June 30, 2019

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 R. Hackett		
Title:	Treasurer		
Address:	PO Box 286, Woodstown, NJ 08098		
Phone Number:	856-769-2200	Fax Number:	856-769-4297
E-mail address	Hackett.j@comcast.net		

# 2018 APPROVAL CERTIFICATION

## Woodstown Sewerage AUTHORITY BUDGET

**FISCAL YEAR:**   **FROM:**   July 1, 2018    **TO:**   June 30, 2019

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 Woodstown Sewerage Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 17th day of April , 2018.

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:	Cynthia Dalessio		
Title:	Secretary		
Address:	PO Box 286, Woodstown, NJ 08098		
Phone Number:	856-769-2200	Fax Number:	856-769-4297
E-mail address	woodstownclerk@comcast.net		

# INTERNET WEBSITE CERTIFICATION

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

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

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

Name of Officer Certifying compliance

Cynthia Dalessio

Title of Officer Certifying compliance

Secretary

Signature

\_\_\_\_\_

# 2018 AUTHORITY BUDGET RESOLUTION

## Woodstown Sewerage

**FISCAL YEAR: FROM: July 1, 2018 TO: June 30, 2019**

WHEREAS, the Annual Budget and Capital Budget for the Woodstown Sewerage Authority for the fiscal year beginning, July 1, 2018 and ending, June 30, 2019 has been presented before the governing body of the Woodstown Sewerage Authority at its open public meeting of April 17, 2018; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 1,163,300, Total Appropriations, including any Accumulated Deficit if any, of 1,163,300 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$465,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$465,000; and

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

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

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Woodstown Sewerage Authority, at an open public meeting held on April 17, 2017 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Woodstown Sewerage Authority for the fiscal year beginning, July 1, 2018 and ending, June 30, 2019 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 Woodstown Sewerage Authority will consider the Annual Budget and Capital Budget/Program for adoption on June 19, 2018.

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

\_\_\_\_\_  
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Quinnette				
Robbins				
Layton				
Nowicki				
Pokrzywa				

# 2018 ADOPTION CERTIFICATION

## Woodstown Sewerage

### AUTHORITY BUDGET

**FISCAL YEAR:**   **FROM:**   July 1, 2018    **TO:**   June 30, 2019

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 Woodstown Sewerage Authority, pursuant to N.J.A.C. 5:31-2.3, on the 19th day of, June, 2018.

Officer's Signature:			
Name:	Cynthia Dalessio		
Title:	Secretary		
Address:	PO Box 286, Woodstown, NJ 08098		
Phone Number:	856-769-2200	Fax Number:	856-769-4297
E-mail address	woodstownclerk@comcast.net		



# 2018 ADOPTED BUDGET RESOLUTION

## Woodstown Sewerage AUTHORITY

**FISCAL YEAR: FROM: TO: June 30, 2019**

WHEREAS, the Annual Budget and Capital Budget/Program for the Woodstown Sewerage Authority for the fiscal year beginning July 1, 2018, and ending, June 30, 2019 has been presented for adoption before the governing body of the Woodstown Sewerage Authority at its open public meeting of June 19, 2018; and

WHEREAS, the Annual Budget and Capital Budget 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; and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 1,163,300, Total Appropriations, including any Accumulated Deficit, if any, of \$1,163,300 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$465,000 and Total Unrestricted Net Position planned to be utilized of \$465,000; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Woodstown Sewerage Authority, at an open public meeting held on June 19, 2018, that the Annual Budget and Capital Budget/Program of the Woodstown Sewerage Authority for the fiscal year beginning, July 1, 2018 and, ending, June 30, 2019 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)

\_\_\_\_\_  
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Quinnette				
Robbins				
Layton				
Nowicki				
Pokrzywa				

# **2018 AUTHORITY BUDGET**

## **Narrative and Information Section**

# 2018 AUTHORITY BUDGET MESSAGE & ANALYSIS

## Woodstown Sewerage

### AUTHORITY BUDGET

FISCAL YEAR: FROM: July 1, 2018 TO: June 30, 2019

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

1. Complete a brief statement on the 2018/2018-2019 proposed Annual Budget and make comparison to the 2017/2017-2018 adopted budget for each operation. Explain any variances over +/-10% (**As shown on budget page F-4 explain the reason for changes for each appropriation changing more than 10%**) for each line item by operation. Explanations of variances should include a description of the reason for the increase/decrease in the budgeted line item, not just an indication of the amount and percent of the change. Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item. For example, if anticipated service charges have increased 15% due to an increase in rates, provide a copy of the resolution authorizing the rate increase.

#### **Administrative**

Salary and Wages & Fringe Benefits decrease of \$73,825 transferred to Shared Service Borough of Woodstown increase of \$80,525 since all employees are employed by a Shared Service Agreement with the Borough.

#### **Cost of Providing Services**

Salary and Wages & Fringe Benefits decrease of \$253,000 and \$126,000 transferred to Shared Service Borough of Woodstown increase of \$411,000 since all employees are employed by a Shared Service Agreement with the Borough.

Communication increase of \$500 due to increased costs in this area.

Licenses/Permits decrease of \$2,000 plant upgrade project completed, resulting in less permits needed.

Plant Equipment increase of \$5,000 required upgrades to equipment.

Consulting Engineer increase of \$15,000 engineer is reviewing infrastructure and potential future upgrades needed.

#### **Debt Service**

All USDA Loans were paid in full in 2017.

2. Complete a brief statement on the impact the proposed Annual Budget will have on Anticipated Revenues, especially service charges and on the general purpose/component unit financial statements. Explain significant increases or decreases, if any. An increase or decrease is considered significant if it is over +/-10% (**As shown on budget page F-2 explain reason for change for each revenue changing more than 10%**) from the current year adopted budget.

The sewer minimum will not change this year.

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

The local economy remains relatively stable. The proposed budget does not require any rate increases.

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

Unrestricted Net Position is utilized to fund capital projects.

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

None

6. The proposed budget must not reflect an anticipated deficit from 2018/2018-2019 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. **(Prepare a response to deficits caused by the implementation of GASB 68)**

Not applicable.

7. 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.

There are no proposed changes in the rate structure. Rate structure established by resolution 2014-20, dated April 15, 2014.

# AUTHORITY CONTACT INFORMATION

## 2018

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

<b>Name of Authority:</b>	Woodstown Sewerage Authority		
<b>Federal ID Number:</b>	21-60008048		
Address:	PO Box 286		
City, State, Zip:	Woodstown	NJ	08098
Phone: (ext.)	856-769-2200	Fax:	856-769-4297

<b>Preparer's Name:</b>	James R. Hackett		
Preparer's Address:	PO Box 286		
City, State, Zip:	Woodstown	NJ	08098
Phone: (ext.)	856-769-2200 ext 29	Fax:	856-769-4297
E-mail:	Hackett.j@comcast.net		

<b>Chief Executive Officer:</b>	Michael Quinette		
Phone: (ext.)	856-769-2200	Fax:	856-769-4297
E-mail:			

<b>Chief Financial Officer:</b>	James R. Hackett		
Phone: (ext.)	856-769-2200 ext 29	Fax:	856-769-4297
E-mail:	Hackett.j@comcast.net		

<b>Name of Auditor:</b>	Nick L Petroni		
Name of Firm:	Petroni & Associates LLC		
Address:	102 West High Street		
City, State, Zip:	Glassboro	NJ	08028
Phone: (ext.)	856-881-1600 Ext 220	Fax:	856-282-1176
E-mail:	droller@petroni.com		

# AUTHORITY INFORMATIONAL QUESTIONNAIRE

## Woodstown Sewerage

FISCAL YEAR: FROM: July 1, 2018 TO: June 30, 2019

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

- 1) Provide the number of individuals employed in (Use **Most Recent W-3 Available 2016 or 2017**) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 5
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use **Most Recent W-3 Available 2016 or 2017**) Transmittal of Wage and Tax Statements: 6,900.00
- 3) Provide the number of regular voting members of the governing body: 5
- 4) Provide the number of alternate voting members of the governing body: 0
- 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, 2017 or 2018 deadline has passed 2017 or 2018**) 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? Yes, Zane Western Apparel LLC is owned by an employee's spouse (David Layton). The amount is not subject to competitive bidding since the amount is less than \$1,000.*If the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.*
- 9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. No *If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.*
- 10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. **Attach a narrative of your Authority's procedures for all employees. The Authority entered into a shared service agreement with the Borough of Woodstown to supply all employees. The Borough Council determines all salary and benefit issues and requires approval of the Sewerage Authority. The Sewerage Authority performs an annual review of these costs.**

- 11) Did the Authority pay for meals or catering during the current fiscal year? No *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? No *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.*
- 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 SCHEDULE OF COMMISSIONERS, OFFICERS, KEY EMPLOYEES,  
HIGHEST COMPENSATED EMPLOYEES AND INDEPENDENT CONTRACTORS**

**Woodstown Sewerage**

**FISCAL YEAR: FROM:** July 1, 2018 **TO:** June 30, 2019

*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 2017 or 2018. 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, 2018, the most recent W-2 and 1099 should be used 2017 or 2016 (60 days prior to start of budget year is November 1, 2017, with 2016 being the most recent calendar year ended), and for fiscal years ending June 30, 2018, the calendar year 2017 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2017, with 2017 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)**

For the Period July 1, 2018 to Woodstown Sewerage Authority to June 30, 2019

Name	Title	Average Hours per Week Dedicated to Position	Position (Can Check more than 1 Column for each person)				Reportable Compensation from Authority (W-2/ 1099)				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) <b>See note below</b>	Positions held at Other Public Entities Listed in Column O	Average Hours per Week Dedicated to 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	Key Employee	Highest Compensated Employee	Former	Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)								
1 David L. Layton	Commissioner	5 x	x				\$ 1,200	\$ -	\$ -	\$ -	\$ 1,200	None						\$ 1,200
2 M Nowicki	Commissioner	5 x					1,200	0	0	0	1,200	None						1,200
3 W Pokrzywa	Commissioner	5 x					1,200	0	0	0	1,200	None						1,200
4 M Quinnette	Chairman	5 x					1,800	0	0	0	1,800	None						1,800
5 Mark Robbins	Commissioner	5 x					1,500	0	0	0	1,500	None						1,500
6 David J. Layton	Plant Supervisor			x			0				0	Borough of Woodstown	Plant Operator	40		59,592		59,592
7 Frank Mitchell	PW Supervisor			x			0				0	Borough of Woodstown	Super PW	40		84,879		84,879
8 James Hackett	Treasurer			x			0				0	Borough of Woodstown, OI	CFO	25		37,548		37,548
9 Cynthia Dalessio	Secretary			x			0				0	Borough of Woodstown	Clerk	20		59,052		59,052
10							0				0							0
11							0				0							0
12							0				0							0
13							0				0							0
14							0				0							0
15							0				0							0
<b>Total:</b>							<u>\$ 6,900</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 6,900</u>					<u>\$ 241,071</u>	<u>\$ -</u>	<u>\$ 247,971</u>

(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

Woodstown Sewerage Authority  
For the Period July 1, 2018 to June 30, 2019

	Annual Cost		# of Covered Members (Medical & Rx) Proposed Budget	Annual Cost Estimate per Employee Proposed Budget	Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Prior year Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
	# of Covered Members (Medical & Rx) Proposed Budget	Annual Cost Estimate per Employee Proposed Budget								
<b>Active Employees - Health Benefits - Annual Cost</b>										
Single Coverage					\$ -			\$ -	\$ -	#DIV/0!
Parent & Child					-			-	-	#DIV/0!
Employee & Spouse (or Partner)					-			-	-	#DIV/0!
Family					-			-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative - )										#DIV/0!
<b>Subtotal</b>	<b>0</b>				<b>-</b>	<b>0</b>		<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>Commissioners - Health Benefits - Annual Cost</b>										
Single Coverage					-			-	-	#DIV/0!
Parent & Child					-			-	-	#DIV/0!
Employee & Spouse (or Partner)					-			-	-	#DIV/0!
Family					-			-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative - )										#DIV/0!
<b>Subtotal</b>	<b>0</b>				<b>-</b>	<b>0</b>		<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>Retirees - Health Benefits - Annual Cost</b>										
Single Coverage					-			-	-	#DIV/0!
Parent & Child					-			-	-	#DIV/0!
Employee & Spouse (or Partner)					-			-	-	#DIV/0!
Family					-			-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative - )										#DIV/0!
<b>Subtotal</b>	<b>0</b>				<b>-</b>	<b>0</b>		<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>GRAND TOTAL</b>	<b>0</b>				<b>\$ -</b>	<b>0</b>		<b>\$ -</b>	<b>\$ -</b>	<b>#DIV/0!</b>

Is medical coverage provided by the SHBP (Yes or No)? (Place Answer in Box)

n/a

Yes or No

Is prescription drug coverage provided by the SHBP (Yes or No)? (Place Answer in Box)

n/a

Yes or No

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

## Schedule of Accumulated Liability for Compensated Absences

Woodstown Sewerage Authority  
 For the Period July 1, 2018 to June 30, 2019

Complete the below table for the Authority's accrued liability for compensated absences.

**X** Box if Authority has no Compensated Absences X

*Legal Basis for Benefit  
(check applicable items)*

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at End of Last Issued Audit Report	Dollar Value of Accrued Compensated Absence Liability	Approved Labor Agreement	Resolution	Individual Employment Agreement
Not applicable					

Total liability for accumulated compensated absences at beginning of current year      \$           -

The total Amount Should agree to most recently issued audit report for the Authority

# Schedule of Shared Service Agreements

Woodstown Sewerage Authority

For the Period

July 1, 2018

to

June 30, 2019

*Enter the shared service agreements that the Authority currently engages in and identify the amount that is received/paid for those services.*

Name of Entity Providing Service	Name of Entity Receiving Service	Type of Shared Service Provided	Comments (Enter more specifics if needed)	Agreement Effective Date	Agreement End Date	Amount to be Received by/ Paid from Authority
Borough of Woodstown	Woodstown Sewerage Authority	Employees and all related fringe benefits are provided by the Borough		2/28/2006	none	\$ 485,125

If No Shared Services X this Box

# **2018 AUTHORITY BUDGET**

## **Financial Schedules Section**

## SUMMARY

### Woodstown Sewerage Authority

For the Period **July 1, 2018** to **June 30, 2019**

	<b>FY 2019 Proposed Budget</b>						<b>FY 2017 Adopted Budget</b>	<i>\$ Increase (Decrease) Proposed vs. Adopted</i>	<i>% Increase (Decrease) Proposed vs. Adopted</i>	
	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	\$ 1,163,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,163,300	\$ 1,210,694	\$ (47,394)	-3.9%
Total Non-Operating Revenues	-	-	-	-	-	-	-	-	-	#DIV/0!
Total Anticipated Revenues	1,163,300	-	-	-	-	-	1,163,300	1,210,694	(47,394)	-3.9%
<b>APPROPRIATIONS</b>										
Total Administration	138,800	-	-	-	-	-	138,800	132,000	6,800	5.2%
Total Cost of Providing Services	1,024,500	-	-	-	-	-	1,024,500	979,000	45,500	4.6%
Total Principal Payments on Debt Service in Lieu of Depreciation	-	-	-	-	-	-	-	2,598,149	(2,598,149)	-100.0%
Total Operating Appropriations	1,163,300	-	-	-	-	-	1,163,300	3,709,149	(2,545,849)	-68.6%
Total Interest Payments on Debt	-	-	-	-	-	-	-	54,974	(54,974)	-100.0%
Total Other Non-Operating Appropriations	-	-	-	-	-	-	-	-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	-	54,974	(54,974)	-100.0%
Accumulated Deficit	-	-	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	1,163,300	-	-	-	-	-	1,163,300	3,764,123	(2,600,823)	-69.1%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	2,553,429	(2,553,429)	-100.0%
Net Total Appropriations	1,163,300	-	-	-	-	-	1,163,300	1,210,694	(47,394)	-3.9%
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>#DIV/0!</b>

# Revenue Schedule

## Woodstown Sewerage Authority

For the Period July 1, 2018 to June 30, 2019

	<b>FY 2019 Proposed Budget</b>						<b>FY 2017 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	Total All Operations	All Operations	
<b>OPERATING REVENUES</b>										
<i>Service Charges</i>										
Residential	1,026,300						\$ 1,026,300	\$ 1,073,694	\$ (47,394)	-4.4%
Business/Commercial	137,000						137,000	137,000	-	0.0%
Industrial	-						-	-	-	#DIV/0!
Intergovernmental	-						-	-	-	#DIV/0!
Other	-						-	-	-	#DIV/0!
<b>Total Service Charges</b>	<b>1,163,300</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,163,300</b>	<b>1,210,694</b>	<b>(47,394)</b>	<b>-3.9%</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>-</b>	<b>-</b>	<b>-</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>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<i>Other Operating Revenues (List)</i>										
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
<b>Total Other Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>Total Operating Revenues</b>	<b>1,163,300</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,163,300</b>	<b>1,210,694</b>	<b>(47,394)</b>	<b>-3.9%</b>
<b>NON-OPERATING REVENUES</b>										
<i>Other Non-Operating Revenues (List)</i>										
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
<b>Total Other Non-Operating Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</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>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>Total Non-Operating Revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 1,163,300</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,163,300</b>	<b>\$ 1,210,694</b>	<b>\$ (47,394)</b>	<b>-3.9%</b>

# Prior Year Adopted Revenue Schedule

## Woodstown Sewerage Authority

### FY 2017 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	1,073,694						\$ 1,073,694
Business/Commercial	137,000						137,000
Industrial							-
Intergovernmental							-
Other							-
Total Service Charges	1,210,694	-	-	-	-	-	1,210,694
<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>							
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Total Other Revenue	-	-	-	-	-	-	-
Total Operating Revenues	1,210,694	-	-	-	-	-	1,210,694
<b>NON-OPERATING REVENUES</b>							
<i>Other Non-Operating Revenues (List)</i>							
Type in							-
Type in							-
Type in							-
Type in							-
Type in							-
Type in							-
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>\$ 1,210,694</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,210,694</b>



# Appropriations Schedule

## Woodstown Sewerage Authority

For the Period July 1, 2018 to June 30, 2019

	<b>FY 2019 Proposed Budget</b>						<b>FY 2017 Adopted Budget</b>	<i>\$ Increase (Decrease) Proposed vs. Adopted</i>	<i>% Increase (Decrease) Proposed vs. Adopted</i>	
	Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations	
							Total All Operations	Total All Operations	All Operations	
<b>OPERATING APPROPRIATIONS</b>										
<i>Administration - Personnel</i>										
Salary & Wages	\$ 7,500						\$ 7,500	\$ 54,500	\$ (47,000)	-86.2%
Fringe Benefits	575						575	27,400	(26,825)	-97.9%
Total Administration - Personnel	8,075	-	-	-	-	-	8,075	81,900	(73,825)	-90.1%
<i>Administration - Other (List)</i>										
Professional Fees	35,000						35,000	35,000	-	0.0%
Office Expenses	15,200						15,200	15,100	100	0.7%
Shared Service - Borough of Woodstown	80,525						80,525	-	80,525	#DIV/0!
Type in Description							-	-	-	#DIV/0!
Miscellaneous Administration*							-	-	-	#DIV/0!
Total Administration - Other	130,725	-	-	-	-	-	130,725	50,100	80,625	160.9%
Total Administration	138,800	-	-	-	-	-	138,800	132,000	6,800	5.2%
<i>Cost of Providing Services - Personnel</i>										
Salary & Wages							-	253,000	(253,000)	-100.0%
Fringe Benefits							-	126,000	(126,000)	-100.0%
Total COPS - Personnel		-	-	-	-	-	-	379,000	(379,000)	-100.0%
<i>Cost of Providing Services - Other (List)</i>										
Shared Service - Borough of Woodstown	411,000						411,000	-	411,000	#DIV/0!
Communication	4,500						4,500	4,000	500	12.5%
Education	4,000						4,000	4,000	-	0.0%
See Schedule Attached	\$605,000						605,000	592,000	13,000	2.2%
Miscellaneous COPS*							-	-	-	#DIV/0!
Total COPS - Other	1,024,500	-	-	-	-	-	1,024,500	600,000	424,500	70.8%
Total Cost of Providing Services	1,024,500	-	-	-	-	-	1,024,500	979,000	45,500	4.6%
Total Principal Payments on Debt Service in Lieu of Depreciation							-	2,598,149	(2,598,149)	-100.0%
Total Operating Appropriations	1,163,300	-	-	-	-	-	1,163,300	3,709,149	(2,545,849)	-68.6%
<b>NON-OPERATING APPROPRIATIONS</b>										
Total Interest Payments on Debt							-	54,974	(54,974)	-100.0%
Operations & Maintenance Reserve							-	-	-	#DIV/0!
Renewal & Replacement Reserve							-	-	-	#DIV/0!
Municipality/County Appropriation							-	-	-	#DIV/0!
Other Reserves							-	-	-	#DIV/0!
Total Non-Operating Appropriations		-	-	-	-	-	-	54,974	(54,974)	-100.0%
<b>TOTAL APPROPRIATIONS</b>	<b>1,163,300</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,163,300</b>	<b>3,764,123</b>	<b>(2,600,823)</b>	<b>-69.1%</b>
<b>ACCUMULATED DEFICIT</b>										
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>1,163,300</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,163,300</b>	<b>3,764,123</b>	<b>(2,600,823)</b>	<b>-69.1%</b>
<b>UNRESTRICTED NET POSITION UTILIZED</b>										
Municipality/County Appropriation							-	-	-	#DIV/0!
Other							-	2,553,429	(2,553,429)	-100.0%
Total Unrestricted Net Position Utilized							-	2,553,429	(2,553,429)	-100.0%
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 1,163,300</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,210,694</b>	<b>\$ (47,394)</b>	<b>-3.9%</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 \$ 58,165.00 \$ - \$ - \$ - \$ - \$ - \$ - \$ 58,165.00

# Prior Year Adopted Appropriations Schedule

## Woodstown Sewerage Authority

### FY 2017 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	\$ 54,500						\$ 54,500
Fringe Benefits	27,400						27,400
Total Administration - Personnel	81,900	-	-	-	-	-	81,900
<i>Administration - Other (List)</i>							
Professional Fees	35,000						35,000
Office Expenses	15,100						15,100
Type In Description							-
Type In Description							-
Miscellaneous Administration*							-
Total Administration - Other	50,100	-	-	-	-	-	50,100
Total Administration	132,000	-	-	-	-	-	132,000
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	253,000						253,000
Fringe Benefits	126,000						126,000
Total COPS - Personnel	379,000	-	-	-	-	-	379,000
<i>Cost of Providing Services - Other (List)</i>							
Shared Service - Borough of Woodstown							-
Communication	4,000						4,000
Education	4,000						4,000
See Schedule Attached	\$592,000						592,000
Miscellaneous COPS*							-
Total COPS - Other	600,000	-	-	-	-	-	600,000
Total Cost of Providing Services	979,000	-	-	-	-	-	979,000
Total Principal Payments on Debt Service in Lieu of Depreciation	2,598,149	-	-	-	-	-	2,598,149
Total Operating Appropriations	3,709,149	-	-	-	-	-	3,709,149
<b>NON-OPERATING APPROPRIATIONS</b>							
Total Interest Payments on Debt	54,974	-	-	-	-	-	54,974
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve							-
Municipality/County Appropriation							-
Other Reserves							-
Total Non-Operating Appropriations	54,974	-	-	-	-	-	54,974
<b>TOTAL APPROPRIATIONS</b>	<b>3,764,123</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,764,123</b>
<b>ACCUMULATED DEFICIT</b>							<b>-</b>
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>3,764,123</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,764,123</b>
<b>UNRESTRICTED NET POSITION UTILIZED</b>							
Municipality/County Appropriation							-
Other	2,553,429						2,553,429
Total Unrestricted Net Position Utilized	2,553,429	-	-	-	-	-	2,553,429
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 1,210,694</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,210,694</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    \$ 185,457.45    \$ -    \$ -    \$ -    \$ -    \$ -    \$ -    \$ 185,457.45

Woodstown Sewerage Authority

	2018	2017		
	Proposed Budget	Current Year Final Budget	\$ Increase (Decrease) Proposed vs. Current Year	% Increase (Decrease) Proposed vs. Current Year
Cost of Operations - Operating Continued				
Vehicle Expenses	12,000.00	12,000.00	\$0	0.00%
Sludge Disposal	80,000.00	80,000.00	\$0	0.00%
Chlorine/Chemicals	80,000.00	80,000.00	\$0	0.00%
Natural Gas	10,000.00	10,000.00	\$0	0.00%
Operating Supplies	15,000.00	15,000.00	\$0	0.00%
Sewer Samples	12,000.00	12,000.00	\$0	0.00%
Electricity	130,000.00	130,000.00	\$0	0.00%
Video Lines	10,000.00	10,000.00	\$0	0.00%
Machinery & Equipment Repairs	50,000.00	50,000.00	\$0	0.00%
Construction Improvements	25,000.00	25,000.00	\$0	0.00%
Miscellaneous	2,000.00	2,000.00	\$0	0.00%
Insurance	42,000.00	42,000.00	\$0	0.00%
License and Permits	10,000.00	12,000.00	(\$2,000)	-16.67%
Property Upkeep	12,000.00	12,000.00	\$0	0.00%
Plant Equipment	20,000.00	15,000.00	\$5,000	33.33%
Consulting Engineer	30,000.00	15,000.00	\$15,000	100.00%
Contracted Services	65,000.00	70,000.00	(\$5,000)	-7.14%
<b>Total Additional Operating Expenses Operations</b>	<b>\$605,000</b>	<b>\$592,000</b>	<b>\$13,000</b>	<b>2.20%</b>

## Debt Service Schedule - Principal

### Woodstown Sewerage Authority

If Authority has no debt X this box

*Fiscal Year Ending in*

	Adopted Budget Year 2017	Proposed Budget Year 2019	2020	2021	2022	2023	2024	Thereafter	Total Principal Outstanding
<i>Sewer</i>									
USDA Harris Acres	\$ 309,019								\$ -
USDA Treatment Plant	2,289,130								-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	2,598,149	-	-	-	-	-	-	-	-
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	-	-	-	-	-	-	-	-	-
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	-	-	-	-	-	-	-	-	-
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	-	-	-	-	-	-	-	-	-
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	-	-	-	-	-	-	-	-	-
<b>TOTAL PRINCIPAL ALL OPERATIONS</b>	<b>\$ 2,598,149</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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

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

## Debt Service Schedule - Interest

Woodstown Sewerage Authority

If Authority has no debt X this box

*Fiscal Year Ending in*

	Adopted Budget Year 2017	Proposed Budget Year 2019	2020	2021	2022	2023	2024	Thereafter	Total Interest Payments Outstanding
<i>Sewer</i>									
USDA Harris Acres	\$ 6,536								\$ -
USDA Treatment Plant	48,438								-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	54,974	-	-	-	-	-	-	-	-
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
<b>TOTAL INTEREST ALL OPERATIONS</b>	\$ 54,974	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

# Net Position Reconciliation

Woodstown Sewerage Authority  
For the Period July 1, 2018 to June 30, 2019

## FY 2019 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>	\$ 10,075,152						\$ 10,075,152
Less: Invested in Capital Assets, Net of Related Debt (1)	3,962,727						3,962,727
Less: Restricted for Debt Service Reserve (1)							-
Less: Other Restricted Net Position (1)	1,050,785						1,050,785
Total Unrestricted Net Position (1)	5,061,640	-	-	-	-	-	5,061,640
Less: Designated for Non-Operating Improvements & Repairs							-
Less: Designated for Rate Stabilization							-
Less: Other Designated by Resolution							-
Plus: Accrued Unfunded Pension Liability (1)							-
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)							-
Plus: Estimated Income (Loss) on Current Year Operations (2)							-
Plus: Other Adjustments (attach schedule)							-
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	5,061,640	-	-	-	-	-	5,061,640
Unrestricted Net Position Utilized to Balance Proposed Budget	-	-	-	-	-	-	-
Unrestricted Net Position Utilized in Proposed Capital Budget	465,000	-	-	-	-	-	465,000
Appropriation to Municipality/County (3)	-	-	-	-	-	-	-
Total Unrestricted Net Position Utilized in Proposed Budget	465,000	-	-	-	-	-	465,000
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR</b>							
<b>Last issued Audit Report (4)</b>	\$ 4,596,640	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,596,640

(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      \$ 58,165    \$ -    \$ -    \$ -    \$ -    \$ -    \$ 58,165

(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.

2018

Woodstown Sewerage

AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM

# 2018 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM

## Woodstown Sewerage

**FISCAL YEAR: FROM:** July 1, 2018 **TO:** June 30, 2019

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 Woodstown Sewerage Authority, on the 17th day of April, 2018.

**OR**

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

\_\_\_\_\_

\_\_\_\_\_

Officer's Signature:			
Name:	Cynthia Dalessio		
Title:	Secretary		
Address:	PO Box 286, Woodstown, NJ 08098		
Phone Number:	856-769-2200 Ext 20	Fax Number:	856-769-4297
E-mail address	woodstownclerk@comcast.net		



# 2018 CAPITAL BUDGET/PROGRAM MESSAGE

## Woodstown Sewerage Authority

**FISCAL YEAR:**    **FROM:**    July 1, 2018    **TO:**    June 30, 2019

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

Yes

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

Yes

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

No

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

Capital projects have no impact on the rate structure.

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.

N/A

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.

N/A

*Add additional sheets if necessary.*

# Proposed Capital Budget

## Woodstown Sewerage Authority

For the Period July 1, 2018 to June 30, 2019

		<i>Funding Sources</i>					
		Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Sewer</i>							
	Engineering	\$ 50,000	\$ 50,000				
	Sewer Line Reconstruction	300,000	300,000				
	Treatment Plant Upgrade	100,000	100,000				
	Building Improvements	15,000	15,000				
	Total	465,000	465,000	-	-	-	-
<i>N/A</i>							
	Type in Description	-					
	Type in Description	-					
	Type in Description	-					
	Type in Description	-					
	Total	-	-	-	-	-	-
<i>N/A</i>							
	Type in Description	-					
	Type in Description	-					
	Type in Description	-					
	Type in Description	-					
	Total	-	-	-	-	-	-
<i>N/A</i>							
	Type in Description	-					
	Type in Description	-					
	Type in Description	-					
	Type in Description	-					
	Total	-	-	-	-	-	-
<i>N/A</i>							
	Type in Description	-					
	Type in Description	-					
	Type in Description	-					
	Type in Description	-					
	Total	-	-	-	-	-	-
<i>N/A</i>							
	Type in Description	-					
	Type in Description	-					
	Type in Description	-					
	Type in Description	-					
	Total	-	-	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>		<b>\$ 465,000</b>	<b>\$ 465,000</b>	<b>\$ -</b>	<b>\$ -</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.

# 5 Year Capital Improvement Plan

## Woodstown Sewerage Authority

For the Period July 1, 2018 to June 30, 2019

*Fiscal Year Beginning in*

	<b>Estimated Total Cost</b>	<b>Current Budget</b>					
		<b>Year 2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
<i>Sewer</i>							
Engineering	\$ 50,000	\$ 50,000					
Sewer Line Reconstruction	300,000	300,000					
Treatment Plant Upgrade	100,000	100,000					
Building Improvements	15,000	15,000					
<b>Total</b>	<b>465,000</b>	<b>465,000</b>	-	-	-	-	-
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
<b>Total</b>	<b>-</b>	<b>-</b>	-	-	-	-	-
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
<b>Total</b>	<b>-</b>	<b>-</b>	-	-	-	-	-
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
<b>Total</b>	<b>-</b>	<b>-</b>	-	-	-	-	-
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
<b>Total</b>	<b>-</b>	<b>-</b>	-	-	-	-	-
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
<b>Total</b>	<b>-</b>	<b>-</b>	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 465,000</b>	<b>\$ 465,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

*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

## Woodstown Sewerage Authority

For the Period July 1, 2018 to June 30, 2019

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorizatio n	Capital Grants	Other Sources
<i>Sewer</i>						
Engineering	\$ 50,000	\$ 50,000 300,000 100,000 15,000 465,000				
Sewer Line Reconstruction	300,000					
Treatment Plant Upgrade	100,000					
Building Improvements	15,000					
Total	465,000					
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-					
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-					
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-					
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-					
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-					
<b>TOTAL</b>	<b>\$ 465,000</b>	<b>\$ 465,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Total 5 Year Plan per CB-4	\$ 465,000					
Balance check		- If amount is other than zero, verify that projects listed above match projects listed on CB-4.				

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