

Resolution-R-12-19-113

BE IT RESOLVED BY THE GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY that the following requisitions are hereby approved and authorized for payment out of the **OPERATING ACCOUNT**

BE IT FURTHER RESOLVED THAT the obligations in the stated amounts have been incurred by the Authority in maintaining, repairing and operating the Sewerage System, and that each item thereof is a proper charge against the **OPERATING ACCOUNT** is a proper cost and has not been paid, also .

BE IT FURTHER RESOLVED THAT there has not been recorded in the manner prescribed by law, or filed with or served upon the Authority notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to any of the persons or firms named in such requisition, which has not been released or will not be released simultaneously with the payment of such obligations, and

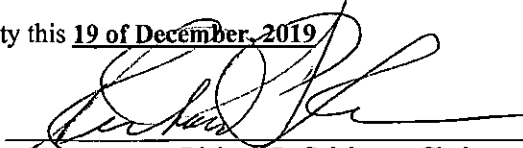
BE IT FURTHER RESOLVED THAT such requisition contains no item representing payment on account of any retained percentages which the Authority is at the date of such certificate entitled to retain.

AMOUNT	NAME	PURPOSE
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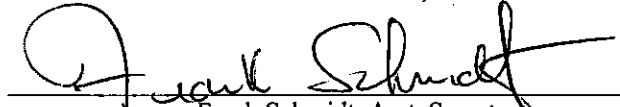
As Per Attached: \$428,798.51

BE IT FURTHER RESOLVED that a check or checks of the Authority drawn on the Fulton Bank of New Jersey payable to the parties claiming payment in the amount due on said requisitions be executed in the name of the Authority by its Chairman or Vice Chairman and its Treasurer.

Passed The Gloucester Township Municipal Utilities Authority this 19 of December, 2019

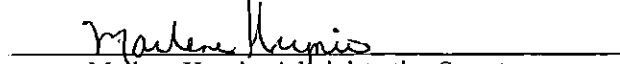

Richard P. Calabrese, Chairman

ATTEST:


Frank Schmidt, Asst. Secretary

I hereby certify that the foregoing is a true and exact copy of a resolution introduced and adopted by The Gloucester Township Municipal Utilities Authority at a meeting held on December 19, 2019

Dated: December 19, 2019


Martene Hrynio, Administrative Secretary

P.O. Type: All
Range: First
Format: Condensed
Include Non-Budgeted: Y

Include Project Line Items: Yes
to Last
First Enc Date Range: First to 02/28/20
Prior Year Only: N

Open: N
Rcvd: N
Bid: Y

Paid: N
Held: N
State: Y

Void: N
Aprv: Y
Other: Y
Exempt: Y

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
A000020 A & M PRODUCTS								
	20-00970	11/20/19	1 PALLET ICE MELT	Open	1,122.00	0.00		
	20-00971	11/20/19	SAFETY	Open	651.55	0.00		
	20-01021	12/03/19	SAFETY & MARKOUTS	Open	689.10	0.00		
					<u>2,462.65</u>			
AT00050 AIRGAS USA INC								
	20-00929	11/13/19	SHOP	Open	209.79	0.00		
AQU0010 AQUA NEW JERSEY								
	20-01063	12/11/19	MNTHLY WATER BILL	Open	99.00	0.00		
	20-01091	12/16/19	WATER SERVICE	Open	115.50	0.00		
					<u>214.50</u>			
ARA0010 ARAMARK UNIFORM SERVICES INC								
	20-01044	12/09/19	MNTHLY UNIFORM RENTAL NOV 19	Open	683.14	0.00		
ATK0010 ATKINSON, JOHN								
	20-01099	12/16/19	J. ATKINSON SCRIPTS	Open	129.53	0.00		
ATL00020 ATLANTIC CITY ELECTRIC								
	20-01026	12/03/19	MNTHLY ELECTRIC BILL	Open	7,135.26	0.00		
	20-01066	12/11/19	MNTHLY ELECTRIC BILL	Open	1,782.17	0.00		
	20-01090	12/16/19	ELECTRIC SERVICE	Open	1,161.84	0.00		
					<u>10,079.27</u>			
BEL00010 BELLMAWR TRUCK REPAIR CO. INC								
	20-01016	12/03/19	#2 TRK REPAIR AS ATTACHED	Open	1,072.78	0.00		
BRI00010 BRICK ENGINEERING LLC								
	20-01055	12/11/19	NOV 2019 ENGINEERING FEES	Open	1,650.00	0.00		
BUDSA010 BUDS AUTO REPAIR INC								
	20-00818	10/15/19	#10TRK REPAIR AS ATTACHED	Open	3,536.65	0.00		
	20-00838	10/21/19	#10 TRK REPAIR AS ATTACHED	Open	2,190.59	0.00		
	20-00878	10/28/19	#94 TRK REPAIR AS ATTACHED	Open	2,658.11	0.00		
	20-00915	11/08/19	#10 TRUCK	Open	2,479.35	0.00		
	20-00939	11/15/19	#10 TRUCK	Open	435.01	0.00		
					<u>11,299.71</u>			
CAM00080 CAMDEN COUNTY DEPT OF PUB								
	20-00964	11/20/19	CAMDEN COUNTY SITE INSPECTION	Open	75.00	0.00		
CAM00070 CAMDEN COUNTY M.U.A.								
	20-01089	12/16/19	QUARTERLY REGIONAL SEWER SERV	Open	264.00	0.00		
INT00040 CENTRAL RECORD/INTERCOUNTY								
	20-00894	11/01/19	BUDGET MEETING NOTICE AD	Open	17.35	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
CIN00010 CINTAS FIRST AID & SAFETY INC	20-00988	11/22/19	REFILL 1ST AID SUPPLIES	Open	430.10	0.00		
COK00010 COKOS JANET	20-01098	12/16/19	J.COKOS SCRIPTS	Open	217.89	0.00		
COM00020 COMCAST	20-01043	12/09/19	MNTHLY TELEPHONE BILL	Open	408.61	0.00		
CON00000 CONTRACTOR SERVICE	20-00962	11/20/19	WINTER JACKETS	Open	232.00	0.00		
COU00010 COURIER POST	20-00893	11/01/19	BUDGET MEETING NOTICE AD	Open	50.56	0.00		
DEL00060 DELL MARKETING L.P.	20-00627	08/30/19	REPLACEMENT COMPUTERS	Open	2,841.40	0.00		
	20-00756	10/02/19	REPLACEMENTS	Open	832.34	0.00		
	20-00840	10/21/19	UPGRADE FOR PCS	Open	637.45	0.00		
					4,311.19			
DEL00080 DELTA DENTAL PLAN OF NJ	20-01008	12/02/19	NOV 2019 DELTA DENTAL BILLS	Open	3,060.60	0.00		
DOC00010 DOCUSENSE	20-01010	12/02/19	TECH SUPPORT FOR PRINTER	Open	402.33	0.00		
EAT00010 EATSE DESIGN & LANDSCAPING	20-00969	11/20/19	IRRIGATION DEACTIVATION	Open	125.00	0.00		
EASTE010 EASTERN AUTOPARTS WAREHOUSE	20-00862	10/22/19	MONTHLY P.O. FOR NOVEMBER 2019	Open	12.00	0.00		
ECH00010 ECHELON FORD, INC.	20-00733	09/23/19	#94 trk transfer pump	Open	95.92	0.00		
	20-01007	11/27/19	#2 AIR COMPRESSOR &HOSES &CORE	Open	1,259.20	0.00		
					1,355.12			
EDM00020 EDMUNDS & ASSOCIATES	20-01029	12/04/19	OFFICE SUPPLIES-REC/VAL PAPER	Open	118.00	0.00		
EVO00000 EVOQUA WATER TECHNOLOGIES LLC	20-00984	11/22/19	ORR RD ODOOR CONTROL 11/14/19	Open	14,398.20	0.00		
FAS00010 FASTENAL INC	20-00863	10/22/19	MONTHLY P.O. FOR NOVEMBER 2019	Open	173.28	0.00		
PAR00010 FLEET PRIDE	20-00980	11/22/19	#36TRK AIR DRIER	Open	560.87	0.00		
GARYS005 GARY SAMOIAN	20-01038	12/05/19	G.SAYMOAN SCRIPTS	Open	10.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
GOR00010 GORE, KEVIN								
	20-01011	12/02/19	K.GORE EYEGASSES (SPOUSE)	Open	250.00	0.00		
GRA00020 GRAINGER, INC.								
	20-00961	11/19/19	FUEL FILTERS FOR 1"PUMP	Open	163.32	0.00		
GRA00040 GRANTURK EQUIPMENT CO. IN								
	20-00999	11/25/19	#33 TRK	Open	2,743.88	0.00		
HER00020 HERITAGE BUSINESS SYSTEMS								
	20-00987	11/22/19	MNTHLY COPIER METER	Open	106.37	0.00		
HOFFM010 HOFFMAN EQUIPMENT INC								
	20-00940	11/15/19	VOLVO LOADER	Open	1,492.80	0.00		
	20-00982	11/22/19	VOLVO LOADER	Open	690.86	0.00		
					2,183.66			
HOM00020 HOME DEPOT CREDIT SERVICE								
	20-00992	11/25/19	VARIOUS SUPPLIES	Open	641.62	0.00		
	20-01067	12/11/19	VARIOUS SUPPLIES	Open	199.00	0.00		
					840.62			
HOS00010 HOST MY SITE								
	20-01059	12/11/19	HOST MY SITE WEBSITE RENEWAL	Open	107.40	0.00		
HUN00020 HUNTER JERSEY PETERBILT								
	20-00825	10/16/19	RECYCLE TRKS FUEL SEPARATOR	Open	116.84	0.00		
	20-00977	11/22/19	#32TRK AIR DRIER TANK BRACKET	Open	143.59	0.00		
	20-01019	12/03/19	#33TRK REPAIR B/U ALARM	Open	1,133.96	0.00		
					1,394.39			
HUNTE005 HUNTER TRUCK SALES								
	20-00973	11/20/19	#36TRK 5FEET OF PSHOSE& ELBOW	Open	28.60	0.00		
HUN00010 HUNTER TRUCK SALES & SERVICE								
	20-00808	10/10/19	#11TRK SHIELD BRAKES	Open	82.60	0.00		
	20-00809	10/10/19	#3,#4 FILTERS AS ATTACHED	Open	512.71	0.00		
	20-00902	11/04/19	#'s 40 & 41 TRUCKS	Open	766.20	0.00		
	20-00957	11/18/19	#36 AIR COMPRESSOR&HOSES&GASKE	Open	1,767.58	0.00		
	20-00978	11/22/19	#36 TRK	Open	434.25	0.00		
					3,563.34			
JOH00030 JOHNSON & TOWERS INC.								
	20-00938	11/15/19	#33 TRUCK	Open	1,044.57	0.00		
	20-00942	11/15/19	#2 TRUCK	Open	2,376.81	0.00		
					3,421.38			
LAB00020 LABOR TEAM USA INC.								
	20-00993	11/25/19	TEMP HELP W.E. 10/27/19	Open	4,808.17	0.00		
LOW00020 LOWER COUNTY RECYCLING								
	20-00891	10/31/19	GRADING COMPOST SITE	Open	1,916.28	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
LYNCH005 LYNCH, TRACEY								
	20-00983	11/22/19	T.LYNCH SCRIPTS	Open	38.94	0.00		
M0000021 M & E LOCKSMITH								
	20-00998	11/25/19	CAMERAS ON SITE	Open	320.00	0.00		
MAR00050 MARLENE HRYNIO								
	20-01061	12/11/19	M.HRYNIO EYEGLASSES (MISSY)	Open	75.50	0.00		
NJ000090 N.J. AMERICAN WATER CO.								
	20-01065	12/11/19	MNTHLY WATER BILL	Open	537.45	0.00		
NIC00010 NICOLARY LEONARD								
	20-00963	11/20/19	L.NICOLARY SCRIPTS	Open	149.65	0.00		
NJ000070 NJ LEAGUE OF MUNICIPALITIES								
	20-00525	08/01/19	REGISTRATION-CALABRESE & CARR	Open	110.00	0.00		
	20-00892	10/31/19	CONFERENCE REGISTRATION-	Open	130.00	0.00		
					240.00			
OFF00010 OFFICE BASICS								
	20-00801	10/09/19	OFFICE SUPPLIES	Open	1,023.57	0.00		
ONE00010 ONE CALL CONCEPTS, INC.								
	20-00906	11/06/19	OCT 2019 MNTHLY MARKOUTS	Open	786.86	0.00		
PAS00010 PASQUINI, DIANE								
	20-01046	12/09/19	D.PASQUINI SCRIPTS	Open	153.20	0.00		
PED00010 PEDRONI FUEL CO.								
	20-01042	12/09/19	NO LEAD GAS- STATE CONTRACT	Open	1,629.18	0.00		
PEN00040 PENNONI ASSOCIATES INC.								
	20-01093	12/16/19	MNTHLY ENGINEERING FEES	Open	1,296.00	0.00		
PES00010 PEST PROFESSIONALS								
	20-00965	11/20/19	MNTHLY PEST CONTROL NOV 2019	Open	160.00	0.00		
PSE00010 PSE&G 1								
	20-01027	12/03/19	MNTHLY ELECTRIC BILL	Open	2,725.86	0.00		
DEE00010 READY FRESH WATER DIRECT								
	20-01009	12/02/19	MNTHLY BOTTLED WATER OCT 2019	Open	161.90	0.00		
RIG00010 RIGGINS INC.								
	20-00976	11/21/19	DIESEL FUEL - STATE CONTRACT	Open	8,984.41	0.00		
	20-01064	12/11/19	DIESEL FUEL - STATE CONTRACT	Open	3,051.72	0.00		
					12,036.13			
SAM00010 SAM'S CLUB DIRECT								
	20-01022	12/03/19	VARIOUS SUPPLIES	Open	254.54	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
SHU00010 SHUPPER-BRICKLE EQUIPMENT								
	20-01015	12/02/19	ANNUAL HOIST INSPECTION	Open	675.00	0.00		
SOU00030 SOUTH JERSEY GAS								
	20-01025	12/03/19	MNTHLY GAS BILL	Open	38.43	0.00		
SOU00100 SOUTH JERSEY WELDING SUPPLYINC								
	20-01012	12/02/19	#94 TRK FLAME HEATING TIP	Open	195.78	0.00		
SPR00000 SPRINT								
	20-01092	12/16/19	MNTHLY CELL PHONE BILL	Open	872.77	0.00		
STA00125 ST OF NJ ACTIVE HEATHLH								
	20-01024	12/03/19	DEC 19 ACTIVE H/C BILL	Open	58,349.05	0.00		
STA00115 ST OF NJ RETIREE HEALTH CARE								
	20-01023	12/03/19	DEC 2019 RETIREE H/C BILL	Open	10,879.47	0.00		
SWKTE005 SWK TECHNOLOGIES INC								
	20-00908	11/08/19	TECH SUPPORT	Open	33.75	0.00		
	20-00985	11/22/19	IT SUPPORT	Open	270.00	0.00		
					303.75			
TD000030 TD WEALTH MANAGEMENT								
	20-01054	12/10/19	TRUSTEE FEES-NJEIT 2001 ADMIN	Open	1,642.50	0.00		
TOW00000 TOWNSHIP DELI								
	20-01058	12/11/19	EMPLOYEE APPERCIATION	Open	1,425.00	0.00		
TRE00040 TREASURER - STATE OF NJ								
	20-00975	11/21/19	5 YEAR PERMIT RENEWAL	Open	820.00	0.00		
	20-01062	12/11/19	NJDEP COMPOST FEES	Open	2,282.50	0.00		
					3,102.50			
TYL00010 TYLER JOSEPH								
	20-01047	12/10/19	JOE TYLER SCRIPTS	Open	192.74	0.00		
	20-01051	12/10/19	JOE TYLER EYEGASSES (SPOUSE)	Open	239.21	0.00		
					431.95			
WAD00010 WADE, LONG & WOOD, & LONG LLC								
	20-01032	12/05/19	LEGAL FEES NOV 19	Open	1,468.39	0.00		
WASTE005 WASTE MANAGEMENT OF NJ								
	20-01013	12/02/19	MNTHLY TRASH REMOVAL DEC 2019	Open	137.32	0.00		
WHI00020 WHITNEY WILLIAM								
	20-01031	12/05/19	B.WHITNEY EYEGASSES	Open	250.00	0.00		
SHO00010 ZALLIE SUPERMARKETS								
	20-01041	12/09/19	EMPLOYEE SCRIPTS NOV 2019	Open	69.83	0.00		

Total Purchase Orders: 98 Total P.O. Line Items: 0 Total List Amount: 176,981.40 Total Void Amount: 0.00

P.O. Type: All
Range: First
Format: Condensed
Include Non-Budgeted: Y

Include Project Line Items: Yes
to Last
First Enc Date Range: First to 02/28/20
Prior Year Only: N

Open: N
Rcvd: N
Bid: Y

Paid: N
Held: N
State: Y

Void: N
Aprv: Y
Other: Y
Exempt: Y

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
AQU00010 AQUA NEW JERSEY	20-00990	11/22/19	MNTHLY WATER BILL	Open	66.00	0.00		
ATL00020 ATLANTIC CITY ELECTRIC	20-00996	11/25/19	MNTHLY ELECTRIC BILL	Open	1,616.46	0.00		
COM00020 COMCAST	20-01002	11/25/19	MNTHLY TELEPHONE BILL	Open	533.91	0.00		
NJ000090 N.J. AMERICAN WATER CO.	20-00986	11/22/19	MNTHLY WATER BILL	Open	100.58	0.00		
PEN00040 PENNONI ASSOCIATES INC.	20-00966	11/20/19	MNTHLY ENGINEERING FEES	Open	1,858.00	0.00		
PSE00010 PSE&G 1	20-00989	11/22/19	MNTHLY ELECTRIC BILL	Open	4,864.48	0.00		
SOU00030 SOUTH JERSEY GAS	20-00997	11/25/19	MNTHLY GAS BILL	Open	1,042.76	0.00		
STA00040 STAPLES CREDIT PLAN	20-01001	11/25/19	VARIOUS SUPPLIES	Open	249.98	0.00		

Total Purchase Orders: 8 Total P.O. Line Items: 0 Total List Amount: 10,332.17 Total Void Amount: 0.00

FULTON FINANCIAL CORPORATION

Transfer List View | Upcoming Transfers | 210743387 | FNJ - GLOUCESTER TOWNSHIP MUA

ID	Transfer Date	Amount	Debit Currency	Status	From Account Name	From Account Number	To Account Name	To Account Number	Transfer Reference	Template Name	Entry Method
914	12/11/2019	44,820.10 USD	USD	Bank Confirmed	OPERATING	1100942661	PAYROLL	1100942616			Freeform
912	12/11/2019	399.70 USD	USD	Bank Confirmed	OPERATING	1100942661	PAYROLL	1100942616			Freeform
910	12/11/2019	357.68 USD	USD	Bank Confirmed	OPERATING	1100942661	PAYROLL	1100942616			Freeform

Report Totals

Transfers		Total Credits Amount	Payments
Transfers	(USD to USD)	45,577.48 USD	3

FULTON FINANCIAL CORPORATION

Transaction Details List View | All Transactions

Account Number 1100942661
 Account Name OPERATING
 Currency USD

Balances as of 11/19/2019 15:23:00
 ("Transactions as of" "11/19/2019 15:23:00")

Opening Ledger	440,786.94	Opening Available	440,786.94	Current Ledger	440,786.94
Current Available	440,786.94	One Day Float	0.00	2 or More Days Float	0.00
Relationship Balance	440,786.94				

Post Date	Description	Status	Amount	Bank Reference	Customer Reference	Transaction Detail	Type
11/19/2019	BOOK TRANSFER DEBIT	Pending	-48,006.34	2340006846		WEB TFR TO 001100942616 152051004914 Online Transfer Debit	MONEY TRANSFER
11/19/2019	BOOK TRANSFER DEBIT	Pending	-354.87	2340006382		WEB TFR TO 001100942616 152021004913 Online Transfer Debit	MONEY TRANSFER

FULTON FINANCIAL CORPORATION

Transaction Details List View | All Transactions

Account Number 1100942661
 Account Name OPERATING
 Currency USD

Balances as of 12/09/2019 15:47:56
 ("Transactions as of" 12/09/2019 15:48:05 "

Opening Ledger	489,592.70	Opening Available	489,592.70	Current Ledger	489,592.70
Current Available	489,592.70	One Day Float	0.00	2 or More Days Float	0.00
Relationship Balance	489,592.70				

Post Date	Description	Status	Amount	Bank Reference	Customer Reference	Transaction Detail	Type
12/04/2019	MISCELLANEOUS DEBIT	Cleared	-14.68	000012340007512		WEB TFR TO 001100942616/	MISCELLANEOUS
12/04/2019	MISCELLANEOUS DEBIT	Cleared	-14.68	000012340007425		WEB TFR TO 001100942616/	MISCELLANEOUS
12/04/2019	MISCELLANEOUS DEBIT	Cleared	-14.68	000012340007339		WEB TFR TO 001100942616/	MISCELLANEOUS
12/04/2019	MISCELLANEOUS DEBIT	Cleared	-45,457.08	000012340007105		WEB TFR TO 001100942616/	MISCELLANEOUS

FULTON FINANCIAL CORPORATION

Transaction Details List View | All Transactions

Account Number 1100942661
Account Name OPERATING
Currency USD

Balances as of 12/06/2019 13:45:29
("Transactions as of" 12/06/2019 13:45:28 "

Opening Ledger	547,583.55	Opening Available	547,583.55	Current Ledger	547,583.55
Current Available	547,583.55	One Day Float	0.00	2 or More Days Float	0.00
Relationship Balance	547,583.55				

Post Date	Description	Status	Amount	Bank Reference	Customer Reference	Transaction Detail	Type
12/06/2019	BOOK TRANSFER DEBIT	Pending	-357.68	2340004731		WEB TFR TO 001100942616 134400013891 Online Transfer Debit	MONEY TRANSFER
12/06/2019	BOOK TRANSFER DEBIT	Pending	-55,447.17	2340004633		WEB TFR TO 001100942616 134340008852 Online Transfer Debit	MONEY TRANSFER

FULTON FINANCIAL CORPORATION

Transaction Details List View | All Transactions

Account Number 1100942661
 Account Name OPERATING
 Currency USD

Balances as of 11/26/2019 15:59:22
 Transactions as of 11/26/2019 15:59:22

Opening Ledger	305,429.86	Opening Available	305,429.86	Current Ledger	305,429.86
Current Available	305,443.67	One Day Float	0.00	2 or More Days Float	0.00
Relationship Balance	305,443.67				

Post Date	Description	Status	Amount	Bank Reference	Customer Reference	Transaction Detail	Type
11/26/2019	BOOK TRANSFER DEBIT	Pending	-360.49	2340000341		WEB TFR TO 001100942616 155904005378 Online Transfer Debit	MONEY TRANSFER
11/26/2019	BOOK TRANSFER DEBIT	Pending	-45,879.79	2340000168		WEB TFR TO 001100942616 155844005379 Online Transfer Debit	MONEY TRANSFER

Resolution-R-12-19-114

BE IT RESOLVED BY THE GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY that the following requisitions are hereby approved and authorized for payment out of the **RENEWAL & REPLACEMENT ACCOUNT**

BE IT FURTHER RESOLVED THAT the obligations in the stated amounts have been incurred by the Authority in maintaining, repairing and operating the Sewerage System, and that each item thereof is a proper charge against the **RENEWAL & REPLACEMENT ACCOUNT** is a proper cost and has not been paid, also

BE IT FURTHER RESOLVED THAT there has not been recorded in the manner prescribed by law, or filed with or served upon the Authority notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to any of the persons or firms named in such requisition, which has not been released or will not be released simultaneously with the payment of such obligations, and

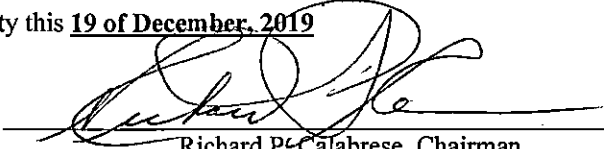
BE IT FURTHER RESOLVED THAT such requisition contains no item representing payment on account of any retained percentages which the Authority is at the date of such certificate entitled to retain.

AMOUNT	NAME	PURPOSE
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As Per Attached: \$571,582.28

BE IT FURTHER RESOLVED that a check or checks of the Authority drawn on the Fulton Bank of New Jersey payable to the parties claiming payment in the amount due on said requisitions be executed in the name of the Authority by its Chairman or Vice Chairman and its Treasurer.

Passed The Gloucester Township Municipal Utilities Authority this 19 of December, 2019


Richard P. Calabrese, Chairman

ATTEST:


Frank Schmidt, Asst. Secretary

I hereby certify that the foregoing is a true and exact copy of a resolution introduced and adopted by The Gloucester Township Municipal Utilities Authority at a meeting held on December 19, 2019

Dated: December 19, 2019


Marlene Hrynio, Administrative Secretary

November 27, 2019
08:43 AM

THE GLOUCESTER TOWNSHIP MUA
Purchase Order Listing By Vendor Name

R³R

P.O. Type: All Include Project Line Items: Yes Open: N Paid: N Void: N
Range: First to Last Rcvd: N Held: N Aprv: Y
Format: Condensed First Enc Date Range: First to 02/28/20 Bid: Y State: Y Other: Y Exempt: Y
Include Non-Budgeted: Y Prior Year Only: N

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
TOW00030 TOWNSHIP OF GLOUCESTER								
	20-00994	11/25/19	2019 AUDIT-S.W. SURPLUS	Open	241,618.47	0.00		
	20-00995	11/25/19	P.L. 2004 C. 87	Open	247,600.00	0.00		
					489,218.47			

Total Purchase Orders: 2 Total P.O. Line Items: 0 Total List Amount: 489,218.47 Total Void Amount: 0.00

R:R

P.O. Type: All
Range: First
Format: Condensed
Include Non-Budgeted: Y

Include Project Line Items: Yes
to Last
First Enc Date Range: First to 02/28/20
Prior Year Only: N

Open: N
Rcvd: N
Bid: Y

Paid: N
Held: N
State: Y

Void: N
Aprv: Y
Other: Y
Exempt: Y

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type					
BRI00010 BRICK ENGINEERING LLC													
	20-01057	12/11/19	MNTHLY ENGINEERING NOV 2019	Open	700.00	0.00							
GRA00020 GRAINGER, INC.													
	20-00958	11/19/19	REPAIR & REPLACE FOR FUEL TANK	Open	-173.24	0.00							
	20-00974	11/21/19	REPLACEMENT FOR FUEL TANKS	Open	2,839.10	0.00							
					3,012.34								
DWC00010 JWC ENVIRONMENTAL, INC.													
	20-00678	09/06/19	REPLACE CHANNEL MONSTER ORR RD	Open	56,644.00	0.00							
PEN00040 PENNONI ASSOCIATES INC.													
	20-01095	12/16/19	MNTHLY ENGINEERING SERVICES	Open	2,412.75	0.00							
XYL00010 XYLEM SHARED SERVICE													
	20-00960	11/19/19	WOODBIDGE P.S	Open	13,111.92	0.00							
Total Purchase Orders:				6	Total P.O. Line Items:		0	Total List Amount:		75,881.01	Total Void Amount:		0.00

Resolution-R-12-19-115

BE IT RESOLVED BY THE GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY that the following requisitions are hereby approved and authorized for payment out of the **PLANS & SPECIFICATIONS ACCOUNT**

BE IT FURTHER RESOLVED THAT the obligations in the stated amounts have been incurred by the Authority in maintaining, repairing and operating the Sewerage System, and that each item thereof is a proper charge against the **PLANS AND SPECIFICATIONS ACCOUNT** is a proper cost and has not been paid, also

BE IT FURTHER RESOLVED THAT there has not been recorded in the manner prescribed by law, or filed with or served upon the Authority notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to any of the persons or firms named in such requisition, which has not been released or will not be released simultaneously with the payment of such obligations, and

BE IT FURTHER RESOLVED THAT such requisition contains no item representing payment on account of any retained percentages which the Authority is at the date of such certificate entitled to retain.

AMOUNT	NAME	PURPOSE
--------	------	---------

As Per Attached: \$4,286.00

BE IT FURTHER RESOLVED that a check or checks of the Authority drawn on the Fulton Bank of New Jersey payable to the parties claiming payment in the amount due on said requisitions be executed in the name of the Authority by its Chairman or Vice Chairman and its Treasurer.

Passed The Gloucester Township Municipal Utilities Authority this 19 of December 2019

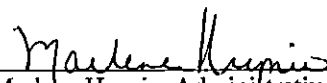

Richard P. Calabrese, Chairman

ATTEST:


Frank Schmidt Asst. Secretary

I hereby certify that the foregoing is a true and exact copy of a resolution introduced and adopted by The Gloucester Township Municipal Utilities Authority at a meeting held on December 19, 2019

Dated: December 19, 2019


Marlene Hrynio, Administrative Secretary

P/S

P.O. Type: All Include Project Line Items: Yes Open: N Paid: N Void: N
 Range: First to Last Rcvd: N Held: N Aprv: Y
 Format: Condensed First Enc Date Range: First to 02/28/20 Bid: Y State: Y Other: Y Exempt: Y
 Include Non-Budgeted: Y Prior Year Only: N

Vendor # Name							
PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
BRI00010 BRICK ENGINEERING LLC							
20-01056	12/11/19	NOV 19 MNTHLY ENGINEERING	Open	1,400.00	0.00		
PEN00040 PENNONI ASSOCIATES INC.							
20-01094	12/16/19	MNTHLY ENGINEERING SERVICES	Open	444.00	0.00		
WAD00010 WADE, LONG & WOOD, & LONG, LLC							
20-01033	12/05/19	LEGAL FEES NOV 2019	Open	1,197.00	0.00		

Total Purchase Orders: 3 Total P.O. Line Items: 0 Total List Amount: 3,041.00 Total Void Amount: 0.00

November 25, 2019
03:36 PM

THE GLOUCESTER TOWNSHIP MUA
Purchase Order Listing By Vendor Name

P/S

Page No: 1

P.O. Type: All Include Project Line Items: Yes Open: N Paid: N Void: N
Range: First to Last Rcvd: N Held: N Aprv: Y
Format: Condensed First Enc Date Range: First to 02/28/20 Bid: Y State: Y Other: Y Exempt: Y
Include Non-Budgeted: Y Prior Year Only: N

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
BRI00010 BRICK ENGINEERING LLC								
	20-00941	11/15/19	MNTHLY ENGINEERING FEES	Open	875.00	0.00		
PEN00040 PENNONI ASSOCIATES INC.								
	20-00968	11/20/19	MNTHLY ENGINEERING FEES	Open	370.00	0.00		

Total Purchase Orders: 2 Total P.O. Line Items: 0 Total List Amount: 1,245.00 Total Void Amount: 0.00

**THE GLOUCESTER TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

**RESOLUTION AUTHORIZING THE EXTENSION AND RENEWAL
OF THE 2020 SHARED SERVICES GLOBAL AGREEMENT WITH THE TOWNSHIP OF
GLOUCESTER FOR RECYCLING OF GLASS, PAPERS, PLASTICS AND CANS, AND
CONTINUATION OF THE COMPOST FACILITY PROGRAM AND CONTINUATION OF
THE GRASS AND LEAF COLLECTION AND DISPOSAL PROGRAM**

R-12-19-116

WHEREAS, the Gloucester Township Municipal Utilities Authority, ("GTMUA") desires to extend its Shared Services Global Agreement ("Agreement") with the Township of Gloucester ("Township"); and

WHEREAS, the parties hereto are permitted in accordance with N.J.S.A. 40A:65-1 et seq., the Uniform Shared Services and Consolidation Act ("Act"), to enter into an agreement to provide jointly, or through each respective agency itself, such services authorized by the Act, including areas of general government administration including shared services and the like; and

WHEREAS, the parties hereto desire to enter into an extension of the Shared Services Global Agreement, for the continuation of the recycling of glass, papers, plastics and cans, the continuation of the Compost Facility Program, and the continuation of the grass and leaf collection and disposal program; and

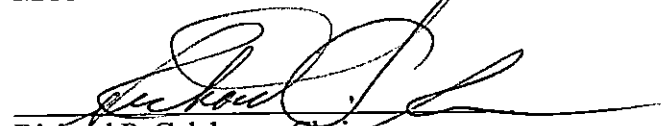
NOW THEREFORE, BE IT RESOLVED, by the Gloucester Township Municipal Utilities Authority, a body corporate and politic, as follows:

1. The Chairman and/or Executive Director are hereby authorized to execute an extension for a term of one (1) year (January 1, 2020 through December 31, 2020) of the Shared Services Global Agreement by and between the Gloucester Township Municipal Utilities Authority and the Township of Gloucester in a form similar to that attached hereto and made a part hereof upon final approval by the Authority Solicitor.
2. The Shared Services Global Agreement shall be placed on file in the office of the Gloucester Township Municipal Utilities Authority and made available for public inspection upon execution.


ATTEST:


Frank Schmidt, Assistant Secretary

**THE GLOUCESTER TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**


Richard P. Calabrese, Chairman

Certified that the above is a true and correct copy of a Resolution duly adopted by the Gloucester Township Municipal Utilities Authority at its Regular Meeting of December 19, 2019.



Marlene Hrynio, Administrative Secretary

Dated: December 19, 2019

SHARED SERVICES AGREEMENT

THIS AGREEMENT dated 1st day of January, 2020, by and between the **TOWNSHIP OF GLOUCESTER**, a municipal corporation of the State of New Jersey, with its principal place of business at Chews Landing Road, P.O. Box 8, Blackwood, New Jersey 08012, (hereinafter referred to as "**Township**") and the **GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**, a body corporate and politic, with its principal place of business located at 401 W. Landing Road, P.O. Box 216, Glendora, New Jersey 08029 (hereinafter referred to as "**Authority**");

WITNESSETH

WHEREAS, the parties desire to enter into a Shared Services Agreement to authorize the implementation and administration of certain activities relating to the operation of a composting facility, the collection and disposal of grass and leaves, and the recycling of glass, papers, plastics and cans within the Township of Gloucester; and

WHEREAS, the parties hereto are permitted in accordance with N.J.S.A. 40A:65-1 et seq., the Uniform Shared Services and Consolidation Act ("Act"), to enter into and modify Agreement to provide jointly, or through each respective agency itself, such services authorized by the Act, including areas of general government administration including shared services and the like; and

WHEREAS, the parties desire to enter into a global agreement memorializing the terms and conditions of certain prior agreements between said parties relating to the operation of the composting facility, the collection and disposal of grass and leaves and recycling of glass, papers, plastics and cans within the Township of Gloucester; and

NOW, THEREFORE, for and in consideration of the signing of this Agreement by the respective parties, and in further consideration of the terms and covenants of the within

Agreement, and the mutual benefits to be gained by the parties hereto, the parties do hereby agree as follows:

I. OPERATION OF THE COMPOSTING FACILITY

A. BACKGROUND

The Authority is authorized to treat and dispose of solid waste and enter into contracts pursuant to N.J.S.A. 40:14b-49. In accordance with provisions set forth in N.J.S.A. 13:E-1 et seq. and N.J.S.A. 13:1E-99.11 et seq., known as the Solid Waste Management Act and the New Jersey Statewide Mandatory Source Separation and Recycling Act, the Authority has received from the New Jersey Department of Environmental Protection ("NJDEP"), a Recycling Center General Approval Permit for the operation of a recycling facility (hereinafter "Compost Facility") located at Block 1402, Lot 3 and Block 2401, Lots 1 & 3, Gloucester Township, Camden County, New Jersey. The permit allows the Authority to process vegetative matter, specifically, the composting of grass and leaves. Historically, the Authority has agreed, along with the Township, to expand the scope and operation of the Compost Facility for the composting and disposal of grass and leaves pursuant to certain terms and conditions. The Township and Authority have previously entered into a series of agreements for not only the establishment of the Compost Facility program, but also for the expansion of the existing Compost Facility. Such an operation is deemed by all parties to be in the best interest of the safety, health and welfare of the residents of the Township of Gloucester.

B. TERMS AND CONDITIONS OF COMPOST FACILITY AGREEMENT

1. The Township, has in the past, and will continue in the future, to provide all funds required to operate the existing Compost Facility in accordance with Plans and Specifications, as prepared by the Authority's consulting engineer, and approved by NJDEP Solid Waste Permit.

2. The Township will provide all funds required in order to purchase any and all equipment necessary for the operation of the Compost Facility. The Authority will advise the Township of the equipment needed. The Township will lease said equipment to the Authority for One Dollar (\$1.00) per year. The parties acknowledge that the cost of the required equipment, specifically the screener and windrow turner, as well as other allocable cost as of the date of this Agreement, is \$1,306,881.17. The Township shall be obligated to pay its share of the yearly debt service payment directly to the Authority for the aforementioned equipment. The parties agree that the amount of the payment during the term of this Agreement is \$80,835.00. Attached hereto and incorporated herein is an itemized list of the equipment required for the operation of the compost facility as prepared by the Authority. The Township also agrees to fund the purchase of certain capital items as set forth in the attached "Authority Capital Budget and Capital Improvement Plan, Fiscal Period Ending February 28, 2021" attached as Exhibit "A".

3. The Authority will operate and maintain the Compost Facility. Moreover, the Authority will be responsible for the coordination of all work necessary to maintain the expansion of the Compost Facility in accordance with the approved Plans and Specifications. The Township will fund the annual operating budget for the Compost Facility. In December of the preceding year, the Authority will submit the respective budgetary information for the operation of the Compost Facility to the Township for review and approval.

4. The Authority will permit the Township to dispose at the Compost Facility all grass and leaves collected in the Township.

5. The Authority will not charge tipping fees to the Township for the disposal of grass and leaves at the Authority's Compost Facility.

6. The Township shall participate in overseeing of the Compost Facility operation in connection with marketing the Compost Facility to potential customers for disposal of grass and leaves at the site as well as potential customers for the sale of compost.

7. The Authority shall prepare and forward to the Township annually, a report of the Compost Facility operations at the close of the Authority's fiscal year.

8. The Township Council and Authority Members shall participate in a joint quarterly meeting regarding the Compost Facility operations. In the event both parties agree, both governing bodies may appoint a subcommittee for said purpose. In addition, either party may have in attendance any department heads and/or professionals it deems appropriate.

9. The Authority shall actively market the use of the Compost Facility and seek commitments from other municipalities for the disposal of grass and leaves at the Compost Facility.

10. The Authority shall develop and provide to the Township a long-term marketing plan for the Compost Facility operation. Copies of any and all correspondence sent or received by the Authority in connection with the utilization of the Compost Facility by third parties, shall be forwarded to the Township Administrator.

11. As set forth in Section II, B. 7. of this Agreement, the Authority shall add or subtract appropriately to the Township any and all revenues gained from the Compost Facility operations, after deduction of the Authority's cost of operation of the Compost Facility. Upon termination of this Inter-local Services Agreement, any unexpended funds shall be returned to the Township within sixty (60) days of termination.

12. For the year ending December 31, 2020, the parties agree to the following funding:

A. The Compost Facility's Operating budget for Fiscal year 2020-2021 is \$511,300.00, excluding the Township's share of the 2008 NJEIT debt service obligation.

B. The anticipated revenue for FY 2020-2021 as determined by the Authority Administration is \$315,000.00.

C. The calculation of the amount due from the Township for the year ending 2020-2021 for the Compost Facility operating budget is as follows:

\$511,300.00	Compost Facility Operating Budget FY 2020-2021
<u>-\$315,000.00</u>	
<u>\$196,300.00</u>	Amount Due from Township to GTMUA for Compost Facility Operating Budget for FY 2020- 2021 or \$16,359.00 per month.

II. GRASS AND LEAF COLLECTION AND DISPOSAL PROGRAM

A. BACKGROUND

The Township is desirous of the continuation of the grass and leaf collection and disposal by composting program. The Township seeks to promote and continue a program for the collection, composting and disposal of grass and leaves within the Township on a mandatory requirement basis as part of its municipal solid waste program. The Authority is authorized to treat and dispose of solid waste and enter into agreements for said purpose pursuant to N.J.S.A. 40:14B-49. The parties have in the past, and will continue in the future, to cooperate and proceed and continue with the undertaking of the collection and disposal by composting of grass and leaves within the municipal boundaries of the Township. The Township and the Authority are willing to enter into an agreement for the establishment of a continued relationship between the

parties for the collection, disposal and composting of grass and leaves within the Township as part of the municipality's solid waste program.

B. TERMS AND CONDITIONS OF GRASS AND LEAF COLLECTION AND DISPOSAL

1. The Authority hereby agrees to continue to collect and dispose by composting, at the Authority Composting Facility, grass and leaves within the Township pursuant to the vegetative permit which has been issued to the Authority by the NJDEP, a copy of same being attached hereto and incorporated by reference herein Exhibit "B".

2. The Authority shall conduct said grass and leaf collection on a regular and periodic basis between July 1 to October 31 and March 15 to June 30 each calendar year. In the event the Authority determines that it will not provide such a service, it shall provide sixty (60) days advance notice to the Township.

3. The Authority shall establish a schedule for the collection of grass and leaves for all areas of the Township; said schedule to be posted at the Gloucester Township Municipal Building. Said schedule shall be on a weekly collection basis for the entire Township.

4. The Authority shall conduct its grass and leaf collection, and disposal by composting operation pursuant to and in compliance with all applicable laws, rules and regulations of the Federal, State, County and local governments and agencies having jurisdiction.

5. The Township shall agree to pay or reimburse the Authority for the actual cost of said grass and leaf collection, compost, and disposal operation collectively known as "the grass and leaf collection operation". The actual cost for operation of the grass and leaf collection and disposal by the Compost Facility for the fiscal year 2020-2021 shall be \$708,850.00. The Township will be informed of any liabilities due to the Township as set forth in the audit report

as of February 28, 2020 of the Authority to determine how the Township would like to address the liabilities.

6. The Township shall agree to pay and reimburse the Authority one-twelfth (1/12) of the said estimated and agreed upon annual operating budget for this grass and leaf collection operation or \$59,071.00 beginning January 1, 2020 and the first day of each month thereafter until December 31, 2020 when the last payment is due.

7. The Authority shall provide the Township with an estimated annual operating budget for the proposed grass and leaf collection operation in December of each year prior to the commencement of the Township's budget year. The Township and Authority hereby agree that any unreserved net position or deficit as defined in the Report of Audit of the Gloucester Township Municipal Utilities Authority remaining at the end of the contract term for the Authority's grass and leaf collection and disposal program, shall upon the renewal of the contract term, be transferred to the Township. In the event that the contract is not renewed, as provided for herein, then in that event the Township and the Authority agree that there shall be made an appropriate adjustment for any unreserved net position (paid to the Township) or deficit (paid to the Authority) as defined in the Report of Audit of the Gloucester Township Municipal Utilities Authority. This end of contract term adjustment shall be made within sixty (60) days of the contract termination.

8. Any vehicles, equipment or machinery purchased or leased by the Authority for this grass and leaf collection operation, shall be approved by the Township and the cost thereof shall be included in the annual operating budget. The Township recognizes that the Authority presently utilizes five (5) vehicles in the performance of this contract and these vehicles are essential to the efficient performance by the Authority.

9. The Township shall maintain a contingency fund for any possible major repairs (major repairs are those exceeding \$1,500.00 excluding items of routine maintenance, repairs

and replacement) to the various trucks and equipment utilized by the Authority in its grass and leaf collection operation relating to the collection and disposal by composting of grass and leaves. No disbursement from the contingency fund will occur unless the Township is first notified and the Department of Public Works is given twenty four (24) hours notification, the Township shall disburse the funds for the repairs. If by December 31st of each calendar year, said funds have not been expended or any portion of these funds has not been expended, they will remain with the Township to be used for transfer or to cancel to Fund Balance.

III. OPERATION OF THE GLASS, PAPER, PLASTICS AND CANS PROGRAM

A. BACKGROUND

The Township seeks to continue its efforts to promote a program for recycling of glass, papers, plastics and cans within the Township on a mandatory requirement basis as part of its municipal solid waste program. The Authority is authorized to collect and dispose of such recyclable material and enter into agreements for same pursuant to *N.J.S.A. 40:14B-49*. The Authority is willing to cooperate and proceed with the undertaking of the collection and disposal of these recyclable matters for the Township. The Township and the Authority are willing to enter into an agreement for the establishment of a relationship between the parties for the collection and disposal of these recyclable materials as part of the Township's solid waste program.

B. TERMS AND CONDITIONS OF GLASS, PAPERS, PLASTICS AND CANS COLLECTION AND DISPOSAL

1. The Authority shall establish, with the cooperation and approval of the Township Director of Public Works, a schedule for the collection of these recyclable materials for all areas of the Township, said schedule to be created on an annual basis and posted at the Township Municipal Building. Said schedule shall be on a bi-weekly collection basis.

2. The Authority shall conduct its recycling collection and disposal operation pursuant to and in compliance with all applicable laws, rules and regulations of the Federal, State, County and local governments and agencies having jurisdiction.

3. The Township shall purchase all equipment and machinery required to perform and conduct the operation related to the collection and disposal of recyclable material.

4. The Township shall agree to pay or reimburse the Authority for the actual cost of said recycling collection and disposal operation for the term of the Contract, but not to exceed \$802,550.00.

5. The Township will appropriate a contingency fund for any possible major repairs (major repairs are those exceeding \$1,500.00 excluding items of routine maintenance, repairs and replacement) to the various trucks leased to and utilized by the Authority, but owned by the Township. No disbursements from the contingency fund will occur unless the Township is first notified and the Department of Public Works is given twenty four (24) hours to inspect said vehicle and agree to the disbursement. In the event, there is no response by the Township within twenty four (24) hours of notification, the funds for the repairs shall be disbursed by the Township. If by December 31st of each calendar year said funds have not been expended or any portion of said funds have not been expended, they will remain with the Township to be used for transfers or to cancel to Fund Balance.

6. The Authority shall provide the Township with an estimated annual operation budget for the proposed collection and disposal of recyclables in December of each year prior to the commencement of the Township's budget year.

7. The Township shall agree to pay and reimburse the Authority one-twelfth (1/12) of said estimated annual operating budget or \$66,879.00 for this collection and disposal operation beginning January 1st of each calendar year and continuing on a month-to-month basis until December 31st of the succeeding year, when the last payment is due.

IV. OTHER GENERAL CONDITIONS

A. TERMS

1. This Agreement shall be for a one (1) year time period, commencing on January 1, 2020 through December 31, 2020. This Agreement shall automatically renew on a year-to-year basis, unless sixty (60) days written notice by either party to the other of the intent to terminate said Agreement. Upon receipt of such written notice to terminate, this Agreement will expire at the end of the annual time period and shall become null and void and of no further legal effect.

2. If any one or more of the terms or provisions of this Agreement shall be finally determined to be invalid or unenforceable by a Court of Law, the remainder of the terms and conditions thereof shall not be affected thereby and shall continue to be enforceable in all respects.

3. This Agreement shall be governed by and construed in accordance with the laws of the State of New Jersey and shall inure to the benefit of the parties hereto and their successors and assigns.

4. This Agreement may only be modified in a dated writing, executed by the authorized representative of the Township of Gloucester and the Gloucester Township Municipal Utilities Authority. In the event that there is a modification or amendment to the existing applicable laws and regulations governing this Agreement, such modification or amendment shall be automatically incorporated by reference in this Agreement.

5. In the event that any provisions of this Agreement shall, for any reason, be determined to be invalid, illegal or unenforceable in any respect, the parties hereto shall negotiate in good faith and agree to such amendments, modifications or supplements of or to this Agreement or such other appropriate actions as to the maximum extent practicable in light of such determination, implement and give effect to the intentions of the parties' reflected herein,

and the other provisions of this Agreement shall, as so amended, modified, supplemented or otherwise affected by such action, remain in full force and effect, to the extent possible.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed and delivered by their respective officers thereunto duly authorized and have caused their corporate seals to be hereunto affixed and duly attested all as of the date first above written.

ATTEST:

TOWNSHIP OF GLOUCESTER

NANCY POWER
TOWNSHIP CLERK

BY: _____
DAVID R. MAYER, MAYOR

ATTEST:

**GLOUCESTER TOWNSHIP MUNICIPAL
UTILITIES AUTHORITY**

MARLENE HRYNIO
ADMINISTRATIVE SECRETARY

RICHARD P. CALABRESE
CHAIRMAN

EXHIBIT "A"



**AUTHORITY CAPITAL BUDGET
 AND CAPITAL IMPROVEMENT PLAN
 GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
 FISCAL PERIOD ENDING FEBRUARY 28, 2021
PROPOSED YEAR'S CAPITAL PLAN FUNDING SOURCES - SOLID WASTE OPERATIONS**

<u>Projects</u>	<u>Estimated Total Costs</u>	<u>Twp of Gloucester Debt Authorized</u>	<u>Twp. of Gloucester</u>
A. RECYCLE TRUCK	\$300,000	\$0	\$300,000
B. RECYCLE CARTS	\$64,000	\$0	\$64,000
C. PACKER (GRASS/LEAF)	\$0	\$0	\$0
D. DUMP TRUCK (30 YD)	\$250,000	\$0	\$250,000
E. LOADER	\$0	\$0	\$0
F. PICK-UP F-150	\$30,000	\$0	\$30,000
G. MISC. CAPITAL/ SITE MAINTENANCE	<u>\$20,000</u>	<u>\$0</u>	<u>\$20,000</u>
TOTAL	<u>\$664,000</u>	<u>\$0</u>	<u>\$664,000</u>



**AUTHORITY CAPITAL BUDGET
AND CAPITAL IMPROVEMENT PLAN
GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
FISCAL PERIOD ENDING FEBRUARY 28, 2021
5-YEAR CAPITAL PLAN - SOLID WASTE OPERATIONS**

<u>Projects</u>	<u>Total Costs</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
A. RECYCLE TRUCK	\$ 915,000.00	\$ 300,000.00	\$ 305,000.00	\$ -	\$ -	\$ 310,000.00
B. RECYCLE CARTS	\$ 128,000.00	\$ 64,000.00	\$ -	\$ -	\$ 64,000.00	\$ -
C. PACKER (GRASS/LEAF)	\$ 175,000.00	\$ -	\$ -	\$ 175,000.00	\$ -	\$ -
D. DUMP TRUCK (30YD)	\$ 500,000.00	\$ 250,000.00	\$ -	\$ -	\$ -	\$ 250,000.00
E. LOADER	\$ 250,000.00	\$ -	\$ 250,000.00	\$ -	\$ -	\$ -
F. PICK-UP F-150	\$ 30,000.00	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -
G. MISC. CAPITAL/ SITE MAINTENANCE	\$ 60,000.00	\$ 20,000.00	\$ -	\$ 20,000.00	\$ -	\$ 20,000.00
TOTAL	\$ 2,058,000.00	\$ 664,000.00	\$ 555,000.00	\$ 195,000.00	\$ 64,000.00	\$ 580,000.00

EXHIBIT "B"



State of New Jersey

PHILLIP D. MURPHY
Governor

SHEILA Y. OLIVER
Lt. Governor

DEPARTMENT OF ENVIRONMENTAL PROTECTION
Division of Solid & Hazardous Waste
Bureau of Recycling & Hazardous Waste Management
401 East State Street
P.O. Box 420, Mail Code 401-02C
Trenton, NJ 08625-0420
Tel (609) 984-3438 Fax (609) 777-1951/984-0565
www.nj.gov/dep/dshw/recycling

CATHERINE R. MCCABE
Acting Commissioner

CERTIFIED MAIL
RETURN RECEIPT REQUESTED

March 29, 2018

Raymond J. Carr, Executive Director
Gloucester Township MUA
P.O. Box 216
Glendora, New Jersey 08029

Re: Class C Recycling Center General Approval - Renewal
Gloucester Township MUA
Block 1402, Lot 3 and Block 2401, Lots 1 & 3
Township of Gloucester, Camden County
Facility No.: 132029; Permit No.: CCG170002

Dear Mr. Carr,

Please be advised that the New Jersey Department of Environmental Protection, Division of Solid and Hazardous Waste, Bureau of Recycling and Hazardous Waste Management (Bureau) has reached a final determination to issue the Class C Recycling Center General Approval Renewal. Enclosed is a copy of the final document.

Should you wish to contest any of the conditions of the enclosed general approval, you must file a request for an adjudicatory hearing within twenty (20) days of the date you receive this decision notice in accordance with the procedures found in N.J.A.C. 7:26A-3.14. A copy of the request should also be mailed to this Bureau.

If you have any questions concerning this matter, please contact Daniel Murray of my staff at (609) 777-0176, or by email at Daniel.Murray@dep.nj.gov.

Sincerely,

Karen Kloof, Chief
Bureau of Recycling & Hazardous Waste Management

c: *Tom Farrell, Bureau Chief, Compliance and Enforcement
*William Everett, Supervisor, Solid Waste Compliance and Enforcement
*Michael Hansen, Solid Waste Compliance and Enforcement
Frank Piliere, Supervisor, Bureau of Recycling & Hazardous Waste Management
*Eleanor Krukowski, Bureau of Non-Point Pollution Control
*Keith Vaughn, Bureau of Water Compliance & Enforcement
*Jack Sworaski, Camden County Solid Waste Management Coordinator
Camden County CEHA Agent
Nancy Power, Municipal Clerk, Township of Gloucester
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State of New Jersey

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SHEILA Y. OLIVER
Lt. Governor

DEPARTMENT OF ENVIRONMENTAL PROTECTION
Division of Solid & Hazardous Waste
Bureau of Recycling & Hazardous Waste Management
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CATHERINE R. MCCABE
Acting Commissioner

RECYCLING CENTER GENERAL APPROVAL FOR CLASS C RECYCLABLE MATERIALS


Gloucester Township MUA

Facility Type:	Class C Recycling
Lot & Block Nos.:	Block 1402, Lot 3 and Block 2401, Lots 1 & 3
Municipality:	Township of Gloucester
County:	Camden
Facility No.:	132029
Permit No.:	CCG170002

This General Approval is subject to compliance with all conditions specified herein and all regulations promulgated by the Department of Environmental Protection (Department).

This General Approval shall not prejudice any claim the State may have to riparian land nor does it allow the registrant to fill or alter, or allow to be filled or altered, in any way, lands that are deemed to be riparian, wetlands, stream encroachment or flood plains, or within the Coastal Area Facility Review Act (CAFRA) zone or are subject to the Pinelands Protection Act of 1979, nor shall it allow the discharge of pollutants to waters of this State without prior acquisition of the necessary grants, permits, or approvals from the Department.

March 29, 2018
Issuance Date



Karen Kloo, Chief
Bureau of Recycling &
Hazardous Waste Management

March 29, 2023
Expiration Date

Scope of Approval

This General Approval (Approval), along with the referenced application documents herein specified, shall constitute the sole approval of Recycling Center operations for Class C Recyclable Material (leaves and grass clippings) receipt, storage, process, and transfer by **Gloucester Township MUA** located in the Township of Gloucester, Camden County, New Jersey. Any registration, approval or permit previously issued by the Division of Solid and Hazardous Waste, or its predecessor agencies, for the specific activities as described below and as conditioned herein, is hereby superseded.

Regulated Activities at the Facility

Conditions 1 through 40 of this approval contain the general conditions applicable to all recycling centers. Conditions 41 through 57 of this approval contain Class C General Conditions. Conditions 58 through 66 of this approval contain General Yard Waste conditions and Conditions 67 through 100 of this approval contain Yard Compost conditions applicable to the operations of the recycling center.

Facility Description

Gloucester Township MUA owns and operates a Class C recycling center for the receipt and processing of leaves and grass clippings. The recycling center is located at 401 West Landing Road in Gloucester Township on Blocks 1402, Lot 3 and Block 2401, Lots 1 & 3 in Camden County. This regional recycling center receives leaves and grass clippings from Gloucester Township, other nearby municipalities and landscapers. The recycling center shall be limited to the following schedule: Monday through Friday 7:30 a.m. to 5:00 p.m. and Saturdays 9:00 a.m. to 1:00 p.m. during November and December; Monday through Friday 7:30 a.m. to 4:30 p.m. January through October. All materials delivered to the site are composted until they have reached a stable form. A portion of the stabilized compost is then screened to remove any non-compostable material.

The recycling center markets compost in bulk form from the site to Gloucester Township residents and municipalities delivering compostable materials to the facility and the screened compost is offered for sale to landscapers. The recycling center is also utilized for finished compost storage and equipment storage as shown on the site plan.

Approved General Approval Application and Associated Documents

The registrant shall construct and operate the facility in accordance with N.J.A.C. 7:26A-1 *et seq.*, the conditions of this Approval, and the following documents:

- a. Site Plan – GTMUA Compost Facility Site Plan, Block 1402, Lot 3 and Block 2401, Lots 1 & 3, Gloucester Township, Camden County, New Jersey”, dated June 21, 2002, last revised November 30, 2012 prepared by Pennoni Associates Inc. under the supervision of Thomas Leisse, P.E.
- b. Renewal Application for a Class C Recycling Center, Gloucester Township MUA dated September 13, 2017, signed by Thomas Leisse, P.E.
- c. Operational Process Narrative revised May 1997 and Environmental Impact Statement revised May 1995, prepared by Consulting Engineer Services and submitted with letter dated May 30, 1997;
- d. Camden County Solid Waste Management Plan inclusion of Gloucester Township MUA as a Class C Recycling Facility located on Block 1402, Lot 3 and Block 2401, Lots 1 & 3 in Gloucester Township, certified by the Commissioner of the Department of Environmental Protection on March 5, 2008.

In case of conflict, the provisions of N.J.A.C. 7:26A-1 *et seq.* shall have precedence over the conditions of this Approval, and the conditions of this Approval shall have precedence over plans and specifications listed above.

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Subject Item: PI 132029 -

1. All persons issued a general approval to operate a recycling center for Class B, Class C and/or Class D recyclable material pursuant to N.J.A.C. 7:26A-1 et seq. shall comply with all conditions of the approval. [N.J.A.C. 7:26A- 3.1(a)]
2. The holder of this general approval shall prominently post and maintain a legible sign, at or near the entrance to the recycling center, indicating that the recycling center is an approved New Jersey Department of Environmental Protection recycling center. The sign shall also indicate the following: Hours of operation of the recycling center; Listing of the source separated materials to be received; The size, weight, or other restrictions regarding materials to be received; The maximum amount of contaminants allowed in each load; Warning that loads will be inspected and will be barred from offloading if the contaminant level is exceeded; and Notice that the person offloading shall certify the amount of material per load, municipality of origin of the material and any other information contained on the Recyclable Material Receipt Form. [N.J.A.C. 7:26A- 3.5(f)]
3. Application for renewal of this general approval shall be submitted at least three months prior to expiration of the current approval and shall comply with all requirements for renewal set forth in N.J.A.C. 7:26A-3.6 et seq. One copy of the application for renewal of the general approval shall be submitted by the applicant to the municipal clerk of the municipality in which the recycling center is located, and to the solid waste or recycling coordinator of the county in which the recycling center is located. [N.J.A.C. 7:26A- 3.6(a)]
4. The applicant for renewal of this general approval shall certify in writing to the Department that there have been no changes in the operations of the recycling center since the issuance of the general approval in order to renew the approval in its existing form. In the event that there have been changes in the operations of the recycling center or where changes are planned, the application for renewal of a general approval shall be accompanied by a written request to modify the general approval in accordance with N.J.A.C. 7:26A-3.10. [N.J.A.C. 7:26A- 3.6(b)]
5. In a case where the holder of this general approval does not comply with N.J.A.C. 7:26A-3.6(a) and (b) and continues to operate without renewal of the general approval, the Department may take enforcement action including the assessment of penalties under N.J.S.A. 13:1E-9; require the holder of this general approval to file an application as a new applicant for a general approval in accordance with N.J.A.C. 7:26A-3.2 and pay the application fee as per N.J.A.C. 7:26A-2; and/or take any other appropriate actions. [N.J.A.C. 7:26A- 3.6(c)]
6. All persons granted a renewal pursuant to N.J.A.C. 7:26A-3.6(d) shall continue to pay the annual fee as specified in N.J.A.C. 7:26A-2. [N.J.A.C. 7:26A- 3.6(h)]
7. The holder of this general approval shall obtain prior approval from the Department for any modification of the general approval. [N.J.A.C. 7:26A- 3.10(a)]
8. Any change affecting the conditions of this general approval requires the prior approval of the Department. [N.J.A.C. 7:26A- 3.10(b)1]
9. Any change to the information submitted pursuant to N.J.A.C. 7:26A-3.2(a), 3.4, 3.8, 3.18, 3.19 or 3.20 requires the prior approval of the Department, except that changes in end-market information submitted pursuant to N.J.A.C. 7:26A-3.2(a) 7 shall not require the prior approval of the Department but shall be handled in accordance with N.J.A.C. 7:26A-3.10(f). [N.J.A.C. 7:26A- 3.10(b)2]

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10. The holder of this general approval shall notify the Department in writing of the intended modification and shall update the information submitted pursuant to N.J.A.C. 7:26A-3.2(a), 3.4, 3.8, 3.18, 3.19 or 3.20. The holder of this general approval shall also provide written notice to the solid waste or recycling coordinator of the applicable county of any request to modify a general approval. [N.J.A.C. 7:26A- 3.10(c)]
11. The holder of this general approval shall not institute the modification until it receives written approval from the Department. [N.J.A.C. 7:26A- 3.10(e)]
12. Within one week of any change to the end-market information submitted to the Department pursuant to N.J.A.C. 7:26A-3.2(a)7, the holder of this general approval shall submit to the Department a written notification which details any change in the use of the recyclable material transferred from the recycling center to an end-market or in the end-market location to which the recyclable material is transferred. The written notification shall be sent to: New Jersey Department of Environmental Protection, Division of Solid and Hazardous Waste, Bureau of Recycling & Hazardous Waste Management, Mail Code: 401-02C, P.O. Box 420, Trenton, New Jersey 08625-0420. [N.J.A.C. 7:26A- 3.10(f)]
13. The Department may revoke this general approval upon a determination that the holder of the general approval has violated any provision of N.J.S.A. 13:1E-1 et seq., the New Jersey Statewide Mandatory Source Separation and Recycling Act, or any rule, regulation or administrative order promulgated pursuant to N.J.S.A. 13:1E-1 et seq. and the New Jersey Statewide Mandatory Source Separation and Recycling Act. [N.J.A.C. 7:26A- 3.13(a)1]
14. The Department may revoke this general approval upon a determination that the holder of the general approval has violated any solid waste utility law at N.J.S.A. 48:2-1 et seq. or 48:13A-1 et seq., or any rule, regulation or administrative order promulgated pursuant to N.J.S.A. 48:2-1 et seq. or 48:13A-1 et seq. [N.J.A.C. 7:26A- 3.13(a)2]
15. The Department may revoke this general approval upon a determination that the holder of the general approval has violated any provision of any laws related to pollution of the waters, air or land surfaces of the State or of any other State or Federal environmental laws including criminal laws related to environmental protection. [N.J.A.C. 7:26A- 3.13(a)3]
16. The Department may revoke this general approval upon a determination that the holder of the general approval has refused or failed to comply with any lawful order of the Department. [N.J.A.C. 7:26A- 3.13(a)4]
17. The Department may revoke this general approval upon a determination that the holder of the general approval has failed to comply with any of the conditions of this general approval issued by the Department. [N.J.A.C. 7:26A- 3.13(a)5]
18. The Department may revoke this general approval upon a determination that the holder of the general approval has transferred a general approval to a new owner or operator pursuant to N.J.A.C. 7:26A-3.15 without the prior approval of the Department. [N.J.A.C. 7:26A- 3.13(a)6]
19. The Department may revoke this general approval upon a determination that the holder of the general approval has failed to obtain any required permit or approval from the Department or other State or Federal agency. [N.J.A.C. 7:26A- 3.13(a)7]

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20. The Department may revoke this general approval upon a determination that the holder of the general approval has committed any of the acts which are criteria for denial of a general approval set forth in N.J.A.C. 7:26A-3.12. [N.J.A.C. 7:26A- 3.13(a)8]
21. This general approval shall not be transferred to a new owner or operator without the Department's prior approval. [N.J.A.C. 7:26A- 3.15(a)]
22. A written request for permission to allow a transfer of this general approval must be received by the Department at least 60 days in advance of the proposed transfer of ownership or operational control of the recycling center. The request for approval shall include the following: the name, address and social security number of all prospective new owners or operators; a written certification by the proposed transferee that the terms and conditions contained in the general approval will be met by the proposed transferee; and a written agreement between the current owner or operator of the recycling center and the proposed new owner or operator containing a specific future date for transfer of ownership or operational control. [N.J.A.C. 7:26A- 3.15(a)1]
23. A new owner or operator may commence operations at the recycling center only after the existing approval has been revoked and a new approval is issued to the new owner or operator pursuant to N.J.A.C. 7:26A-3.5. [N.J.A.C. 7:26A- 3.15(a)2]
24. The holder of this general approval remains liable for ensuring compliance with all conditions of the approval unless and until the existing approval is revoked and a new approval is issued to the new owner or operator pursuant to N.J.A.C. 7:26A-3.5. [N.J.A.C. 7:26A- 3.15(a)3]
25. Compliance with the transfer requirements set forth at N.J.A.C. 7:26A-3.15 shall not relieve the holder of this general approval from the separate responsibility of providing notice of such transfer pursuant to the requirements of any other statutory or regulatory provision. [N.J.A.C. 7:26A- 3.15(a)4]
26. The transfer of a controlling interest in the stock or assets of the recycling center that is the subject of this general approval shall constitute a transfer of this general approval. [N.J.A.C. 7:26A- 3.15(b)]
27. The holder of this general approval shall maintain a daily record of the amounts of each recyclable material by type and municipality of origin which are received, stored, processed or transferred each day, expressed in tons, cubic yards, cubic feet or gallons. Those operators specifying this information in cubic yards shall also indicate the conversion ratio of the materials from cubic yards to tons. [N.J.A.C. 7:26A- 3.17(a)1]
28. The holder of this general approval shall maintain a daily record of the name, address and telephone number of the end-markets for all recyclable materials transported from the recycling center, including the amounts, in tons, cubic yards, cubic feet or gallons, transported to each end-market. Those persons specifying this information in cubic yards shall also indicate the conversion ratio of the materials from cubic yards to tons. [N.J.A.C. 7:26A- 3.17(a)2]
29. The holder of this general approval shall maintain a daily record of the amount of residue disposed of, expressed in tons, cubic yards, cubic feet or gallons, including the name and New Jersey Department of Environmental Protection solid waste registration number of the solid waste collector/hauler contracted to provide the haulage/disposal service. Those persons specifying the amount of residue in cubic yards shall also indicate the conversion ratio of the residue from cubic yards to tons. [N.J.A.C. 7:26A-3.17(a)3]

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30. The holder of this general approval shall retain all Recyclable Material Receipt Forms required pursuant to N.J.A.C. 7:26A-3.2(a)16iii for three calendar years following the calendar year for which an annual report is required pursuant to N.J.A.C. 7:26A-3.17(c). [N.J.A.C. 7:26A- 3.17(b)]
31. The holder of this general approval shall submit an annual report containing monthly summary statements of the information required pursuant to N.J.A.C. 7:26A-3.17(a) to the New Jersey Department of Environmental Protection, Division of Solid and Hazardous Waste, on or before March 1 of each year, for the previous calendar year. The summaries shall include the following: monthly totals of the amount of recyclable material received from each customer by municipality of origin; monthly totals of the amount of recyclable product transferred to each end-market; and the amount of residue disposed of during each month. [N.J.A.C. 7:26A- 3.17(c)]
32. The holder of this general approval shall certify in writing to the Department that all residue generated at the recycling center has been disposed of in accordance with the solid waste management rules at N.J.A.C. 7:26. The certification shall be submitted annually as part of the annual report. [N.J.A.C. 7:26A- 3.17(e)]
33. All information submitted to the Department pursuant N.J.A.C. 7:26A shall be handled in accordance with the requirements of the Public Records law, N.J.S.A. 47:1-1 et seq. The Department will hold confidential all end-market information, as well as information pertaining to the municipality of origin of recyclable material, submitted pursuant to N.J.A.C 7:26A-3.2, 3.7, and 3.17 through 3.20 for a period of two years from the date on which the information is submitted to the Department, where specified as confidential by the applicant and where there are no health, safety or environmental concerns which require the release of the information, as determined by the Department. [N.J.A.C. 7:26A-3.17(f)]
34. The holder of this general approval shall provide a recycling tonnage report by March 1 of each year to all municipalities from which recyclable material is received in the previous calendar year. The report shall detail the amount of each source separated recyclable material, expressed in tons or cubic yards, brought to the recycling center, as well as the date on which the recyclable materials were delivered to the recycling center. Those persons specifying this information in cubic yards shall also indicate the conversion ratio of the materials from cubic yards to tons. [N.J.A.C. 7:26A- 4.4(a)]
35. The recycling center shall not commence operations unless and until it is included in the applicable district solid waste management plan. [N.J.A.C. 7:26A- 4.2]
36. The construction of the recycling center that is the subject of this general approval shall be in conformance with the New Jersey Uniform Construction Code, N.J.S.A. 52:27D-119 et seq., and the rules promulgated pursuant thereto. [N.J.A.C. 7:26A- 4.1(b)]
37. The New Jersey Department of Environmental Protection or an authorized representative acting pursuant to the County Environmental Health Act, N.J.S.A. 26:3A2-1 et seq. shall have the right to enter and inspect any building or other portion of the recycling center at any time in order to determine compliance with the provisions of all applicable laws or rules and regulations adopted pursuant thereto. This right to inspect includes, but is not limited to: sampling any materials on site; photographing any portion of the recycling center; investigating an actual or suspected source of pollution of the environment; and, ascertaining compliance or non-compliance with the statutes, rules or regulations of the Department, including conditions of the recycling center approval issued by the Department. [N.J.A.C. 7:26A-1.7(a)]

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38. The right of entry specified at N.J.A.C. 7:26A-1.7(a) shall be limited to normal operating hours for the purpose of reviewing and copying all applicable records, which shall be made available to the Department during an inspection and submitted to the Department upon request. [N.J.A.C. 7:26A-1.7(b)]
 39. The facility shall comply with the general operating requirements for all Recycling Centers as provided at N.J.A.C. 7:26A-4.1. [N.J.A.C. 7:26A- 4]
 40. Upon notification from the Department that a State of Emergency, which may impact the facility's operations, has been declared by the Governor pursuant to the New Jersey Disaster Control Act at N.J.S.A. App. A:9-30 et seq., the permittee shall provide to the Division of Solid and Hazardous Waste a daily report on the operational status of the facility and the quantity of wastes received during the previous operating day or any other relevant information requested pursuant to N.J.S.A. App. A:9-36. The status report shall be submitted electronically to solidwasteemergencies@dep.nj.gov, or as otherwise directed by the Department, on forms, or in the format, provided by the Department and in compliance with the time frames established by the Department after the State of Emergency declaration. The status reports shall be submitted daily until the permittee is informed by the Department that the reports are no longer required for that State of Emergency. [N.J.A.C. 7:26A- 3.5(e)]
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Subject Item: RCCG832948 - Class C General Conditions

41. The following organic materials may be received, stored, processed, or transferred at this recycling center as authorized in this general approval: Leaves and Grass Clippings. [N.J.A.C. 7:26A-3.5(e)1]
42. The listed recyclable materials may not be received in a commingled manner. [N.J.A.C. 7:26A-3.5(e)3]
43. The maximum amount of contaminants allowed in each load of recyclable materials shall be limited to 1% by volume. The term contaminants in this document shall mean any material that is not specifically approved for receipt and processing. [N.J.A.C. 7:26A- 3.5(e)3]
44. One complete set of the general approval application documents, this general approval, and all records, reports and plans as may be required pursuant to this approval shall be kept on file at the recycling center and shall be available for inspection by authorized representatives of the Department or delegated agents upon presentation of credentials. [N.J.A.C. 7:26A- 3.5(e)3]
45. All recycling center operations shall be limited to the following schedule: Monday through Friday, 7:30 a.m. to 5:00 p.m. and Saturdays 9:00 a.m. to 1:00 p.m. during November and December; Monday through Friday 7:30 a.m. to 4:30 p.m. January through October. [N.J.A.C. 7:26A- 3.5(e)3]
46. Material deliveries to the recycling center shall be scheduled in such a manner as to minimize truck queuing on the recycling center property. Under no circumstances shall delivery trucks be allowed to back-up or queue onto public roads. [N.J.A.C. 7:26A- 3.5(e)3]
47. The recycling center may receive no more than 170 trucks per day. No more than 3,400 cubic yards of leaves and grass clippings shall be accepted per day. [N.J.A.C. 7:26A-3.5(e)3]

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Subject Item: RCCG832948 - Class C General Conditions

48. The following equipment or equivalent shall be available for site operations and shall be maintained in operable condition:
- Backhus 17.60 Windrow Turner
Case 821B Wheel Loader
Volvo Wheel Loader
Bivi-Tec Screener KRL/ED 1900 x 7
Sterling & Peterbilt 30 yd Dump Trucks
- Requisite recycling center operations shall not be delayed or neglected for lack of required equipment or for equipment downtime. [N.J.A.C. 7:26A- 3.5(e)3]
49. Initial soil modification and grading performed shall be in accordance with the approved Soil Erosion and Sediment Control Plan. Once original grading is complete, the composting area, related material staging/mixing areas and access road(s) shall be maintained for the life of the recycling center in a manner that prevents the accumulation or ponding of surface water. [N.J.A.C. 7:26A- 3.5(e)3]
50. Materials staging, inspection and processing shall be conducted only in areas designated for such staging, inspection and processing shown on the approved site plans. Each load shall be inspected in accordance with the inspection plan provided in the Operational Process Narrative. This plan specifies that all contaminants shall be removed and placed in roll-off containers at the recycling center for eventual removal off site for disposal. After the inspection of the incoming material, windrow formation, grass receipt and mixing and mixed windrow formation must adhere to the following:
- (1) Leaves shall be directed to the various windrow areas and unloaded directly into windrows.
 - (2) Grass clippings shall be directed to Areas 4 & 7 (as identified on the approved site plan) designated for grass clipping receipt and mixing for mixing with semi-decomposed leaves. [N.J.A.C. 7:26A-3.5(e)3]
51. Residue, being the material that evolves from the processing of source separated recyclable material and is subsequently subject to disposal, inclusive of contaminants, shall not exceed 1% by volume of the total volume of recyclable material accepted during the year the material containing that residue was received. [N.J.A.C. 7:26A- 3.5(e)3]
52. Methods of effectively controlling dust shall be implemented at the recycling center in order to prevent off-site migration. [N.J.A.C. 7:26A- 3.5(e)3]
53. Horizontal control points for all operational areas shall be established and maintained on site. Permanent horizontal limitation markers shall be set at the corners of the operational areas as depicted on the approved site plan. [N.J.A.C. 7:26A-3.5(e)3]
54. Fire fighting and emergency procedures shall be posted, and shall include the telephone numbers of local fire, police, ambulance, and hospital facilities. If a fire occurs on-site, the facility shall immediately notify the local fire official and N.J.D.E.P. Environmental Action Hotline at 1-877-927-6337. [N.J.A.C. 7:26A- 3.5(e)]

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132029 CCG170002 Class C Recycling Ctr Approval -Renewal Requirements Report

Subject Item: RCCG832948 - Class C General Conditions

55. Any suspected or prohibited hazardous waste, as defined at N.J.A.C. 7:26G-5, found in a load accepted at the recycling center shall not be returned to the generator. Such materials shall be segregated and stored in a secure manner and shall be immediately reported to the N.J.D.E.P. Environmental Action Hotline at 1-877-927-6337. The owner/operator of the recycling center shall secure the name of the collector/hauler suspected of delivering such waste to the facility and related information surrounding the incident, if available, and shall make this information known to N.J.D.E.P. enforcement personnel. Such material may be returned to a known generator, provided that specific permission to do so is received by the owner/operator after contacting 1-877-927-6337. Otherwise, the owner/operator shall dispose of the unauthorized waste in accordance with instructions received from the Department. [N.J.A.C. 7:26A- 3 .5(e)]
56. In case of conflict, the provisions of N.J.A.C. 7:26A-1 et seq. shall have precedence over the conditions of this Approval, and the conditions of this Approval shall have precedence over plans and specifications listed above. [N.J.A.C. 7:26A- 3.5(e)]
57. Pursuant to N.J.A.C. 7:26A-3.2(a)18, the holder of the general approval shall ensure that all recycling activities authorized by this general approval are conducted in full compliance with the applicable Storm Water management rules at N.J.A.C. 7:8-5 and 6 and the Pollutant Discharge Elimination System rules at N.J.A.C. 7:14A-24 and 25. In the event that compliance with the above rules require changes to the site plan or any operations authorized by this general approval, the holder of the general approval shall submit a modification application including a revised site plan within thirty (30) days of receiving all approvals/permits from the Department's Division of Water Quality to the Bureau of Recycling & Hazardous Waste Management for review and approval. [N.J.A.C. 7:26A- 3.5(e)]

Subject Item: RCCG832949 - General Yard Waste Conditions

58. Operation of the recycling center shall be under the supervision and control of a properly trained individual during all hours of operation, and access to the recycling center shall be prohibited when the recycling center is closed. [N.J.A.C. 7:26A- 4.5(a)3]
59. Class C recyclable materials shall be received only during times when the recycling center operator or owner is present. [N.J.A.C. 7:26A- 4.5(a)4]
60. All Class C recyclable materials delivered to the recycling center for processing shall be removed from bags, boxes or similar containers prior to any processing steps except that Class C recyclable materials in paper or biodegradable plastic bags need not be removed from such bags if the processing equipment provides for a shredding or cutting action. All discarded bags, boxes and similar containers shall be placed in a suitable refuse receptacle in the staging area of the recycling center for removal to an off-site disposal facility in accordance N.J.A.C. 7:26-6. [N.J.A.C. 7:26A- 4.5(a)5]
61. If the incoming material contains grass, it shall be accepted only in areas of the site that are at least 1,000 feet from any areas of human use or occupancy, and processing of such material shall begin on the same day of receipt. [N.J.A.C. 7:26A- 4.5(a)6, 7]
62. An update to the final closure plan as needed shall be submitted to the Department in writing at least 180 days prior to the proposed closure date for the recycling center. [N.J.A.C. 7:26A-4.5(a)13]
63. The recycling center shall notify the Department in writing at least 60 days prior to the proposed closure date for the recycling center [N.J.A.C. 7:26A-4.5(a)9]

GLoucester TWP MUA COMPOST

132029 CCG170002 Class C Recycling Ctr Approval -Renewal Requirements Report

Subject Item: RCCG832949 - General Yard Waste Conditions

64. The recycling center shall publish a notice of closure in a newspaper of general circulation in the district where the recycling center is located and in districts or communities sending at least 25 percent of their yard trimmings to the recycling center. Such notice shall be published at least 30 days prior to closure. [N.J.A.C. 7:26A- 4.5(a)10]
65. Within 30 days of ceasing operation, all residuals, unprocessed Class C recyclable materials and recyclables shall be removed from the site and recycled or disposed as appropriate and the recycling center shall arrange for a final cleaning of any containers, equipment, machines, floors and recycling center surfaces in which Class C recyclable materials or residue was processed or stored. [N.J.A.C. 7:26A-4.5(a)11]
66. The Department shall determine that a recycling center is considered closed when all the requirements of the closure plan have been met. [N.J.A.C. 7:26A- 4.5(a)12]

Subject Item: RCCG832950 - Yard Compost Conditions

67. Within one year of the start up of the recycling center, the recycling center operator shall attend a composting course sponsored by the Rutgers Cooperative Extension, the appropriate county agricultural or resource management agents or any other similar course recognized by the Department. Any operator hired subsequent to startup shall attend a course within one year of being hired. [N.J.A.C. 7:26A-4.5(a)14i]
68. Prior to windrow formation, dry yard trimmings shall be moistened to saturation without producing excessive runoff. [N.J.A.C. 7:26A- 4.5(a)14iii]
69. To facilitate drainage and to reduce surface water ponding, each windrow shall be constructed and positioned in such a manner that it is perpendicular to the contours of the ground surface. [N.J.A.C. 7:26A- 4.5(a)14iv]
70. A windsock shall be installed at the recycling center in order to indicate wind direction so that the recycling center operator may determine appropriate times for windrow turning operations. [N.J.A.C. 7:26A- 4.5(a)14v]
71. The recycling center shall follow the approved method of windrow composting defined in this general approval. [N.J.A.C. 7:26A- 4.5(a)14vi]
72. Finished compost shall be tested once each year, at a minimum, in accordance with the monitoring and sampling plan established in this general approval. Results of all laboratory analysis for each parameter specified shall be recorded and maintained at the recycling center. [N.J.A.C. 7:26A- 4.5(a)14viii]
73. Samples of the compost produced at the recycling center shall be analyzed each year for stability or maturity and pH, and once every five years for the following heavy metals on a dry weight basis: arsenic, cadmium, chromium, copper, lead, mercury, molybdenum, nickel, selenium and zinc. The five year cycle shall commence with the first samples being analyzed following issuance of this approval then every fifth year thereafter. [N.J.A.C. 7:26A- 4.5(a)14viii, N.J.A.C. 7:26A- 3.5(e)3]
74. The laboratory used to perform the analysis of the finished compost product shall be certified in accordance with N.J.A.C. 7:18 for the equipment and testing procedures required. [N.J.A.C. 7:26A- 4.5(a)14ix]

GLOUCESTER TWP MUA COMPOST

132029 CCG170002 Class C Recycling Ctr Approval -Renewal Requirements Report

Subject Item: RCCG832950 - Yard Compost Conditions

75. In addition to the record-keeping requirements of N.J.A.C. 7:26A-3.17, the holder of this general approval shall maintain a recycling center daily operations journal and shall include at a minimum the following:
- i. Date of Journal Entry;
 - ii. Name of the Recycling Center;
 - iii. Name of Operator;
 - iv. Name and title of the person responsible for journal entry;
 - v. Prevailing wind direction for the day;
 - vi. Description of any regrading activities conducted that day;
 - vii. Sketch of site including all windrows and identification of any piles including staging piles, curing piles and finished compost product piles;
 - viii. Identification of windrows tested for temperature and/or oxygen that day and results of the tests;
 - ix. Identification of windrows into which grass clippings mixed that day;
 - x. Identification of any new windrows constructed that day;
 - xi. Identification of windrows that have been turned that day;
 - xii. Recording of the beginning and ending hours of windrow turning equipment as indicated on turning equipment hour meter for that day of usage. If the equipment hour meter is not working the information shall be noted in the daily journal. A letter or e-mail shall be sent immediately to the Department's Bureau of Solid Waste Compliance and Enforcement informing about the breakdown of the equipment hour meter and time frame to fix it;
 - xiii. The quantity and sources of Class C Recyclable Materials received expressed as cubic yards;
 - xiv. The quantity of disposed residue and sites to where the residue was shipped;
 - xv. Quantity of finished product shipped off-site;
 - xvi. Results of compost analysis and name of certified laboratory that conducted analysis if received that day along with the compost test report laboratory reference number.

The journals shall be maintained on-site for a period of 5 years and made available on-site to the Department's personnel and forwarded upon request. [N.J.A.C. 7:26A- 4.5(a)14xi, N.J.A.C. 7:26A-3.5(e)3]

76. Compost given away or offered for sale by the recycling center must contain a label describing the recommended safe uses and application rates, and restrictions, if any, on use of the product. If compost is offered for bulk sale, signs or printed literature containing the above information shall be available on the bill of lading to the purchaser or persons receiving the compost. [N.J.A.C. 7:26A-4.5(b)1]
77. Compost given away or offered for sale shall satisfy the requirements established at 40 C.F.R. 503.13(b)(3). [N.J.A.C. 7:26A- 4.5(b)2i]
78. Windrow construction and reconstruction shall be conducted within the confines of the designated areas identified on the approved site plans. Expansion of such activities beyond the designated areas shall require the approval of the Department. The total length of all windrows at the site at any given time shall not exceed 21,000 linear feet (88,000 cubic yards) approximately. [N.J.A.C. 7:26A-3.5(e)3]

GLOUCESTER TWP MUA COMPOST

132029 CCG170002 Class C Recycling Ctr Approval -Renewal Requirements Report

Subject Item: RCCG832950 - Yard Compost Conditions

79. Leaves shall be placed in windrows within three (3) calendar days of receipt. Windrows shall be constructed (and reconstructed if necessary after turning) to a maximum height of eight and a half (8.5) feet with a corresponding base not to exceed a maximum of twenty (20) feet in width. A minimum of one foot (1 ft) of space between toes within twin windrows shall be provided. [N.J.A.C. 7:26A- 4.5(a)7, 14vi]
80. Leaf windrows shall be turned with the Backhus 17.60 Windrow Turner. [N.J.A.C. 7:26A- 4.5(a)14]
81. Ample working space shall be maintained between windrows for turning purposes. A minimum separation of 10 feet working distance measured from the twin windrow pile base to the next adjacent windrow pile's base shall be provided to permit movement of turning equipment. [N.J.A.C. 7:26A-4.5(a)14vi]
82. After initial formation, windrows shall be turned and reconstructed a minimum of once per week for the first month. After the first month, the holder shall measure core temperature at approximately 250 foot intervals along each windrow every week and record the temperature in the daily operations journal. No temperature measurements shall be taken within 20 feet from the ends of the windrow pile. If a temperature reading exceeds 140 degrees F, the windrow shall be turned by the end of the next business day.

If grass clippings are mixed into a windrow, for the first 30 days after grass clippings are mixed in the windrow the holder shall measure core temperature and oxygen levels at approximately 250 foot intervals along the windrow every other day and record the temperature and oxygen level in the daily operations journal. Temperature and oxygen readings shall be collected from approximately the same locations. No temperature or oxygen measurements shall be taken within 20 feet from the ends of the windrow pile. At the end of the 30-day schedule further turning shall be based on weekly monitoring of only temperature not exceeding 140 degrees F. If a temperature reading exceeds 140 degrees F or oxygen reading drops below 5% the windrow(s) shall be turned by the end of the next business day. [N.J.A.C. 7:26A- 4.5(a)14vi(3), N.J.A.C. 7:26A- 3.5(e)3]

83. Grass clippings shall be mixed with partially decomposed leaves within the same day of receipt. Mixing shall occur at a ratio of one (1) part of grass clippings to not less than three (3) part of partially decomposed leaves. The mixture shall be formed into windrows (hereinafter called Mixed Windrows). [N.J.A.C. 7:26A-4.5(a)7]
84. Leaves may be used a maximum of two (2) times for mixing with grass clippings. The second mixing or application of grass clippings with semi-decomposed leaves shall occur no sooner than one month after the initial mixing. [N.J.A.C. 7:26A-4.5(a)14]
85. Mixed Windrows shall be constructed to a maximum height of eight and a half (8.5) feet with a corresponding base not to exceed a maximum of twenty (20) feet in width. [N.J.A.C. 7:26A-4.5(a)14]
86. Mixed Windrows shall be turned with the Backhus 17.60 Windrow Turner. Prior to windrow turning, the height of a windrow should not exceed eight and a half (8.5) feet. [N.J.A.C. 7:26A- 4.5(a)14]
87. Ample working space shall be maintained between Mixed Windrows for turning purposes. A minimum separation of ten (10) feet working distance measured from the twin pile base to the next adjacent twin pile's base shall be provided to permit movement of turning equipment. [N.J.A.C. 7:26A-4.5(a)14]

GLoucester TWP MUA COMPOST

132029 CCG170002 Class C Recycling Ctr Approval -Renewal Requirements Report

Subject Item: RCCG832950 - Yard Compost Conditions

88. When the holder of this general approval determines that material in windrows has reached steady state conditions based on results of temperature and oxygen monitoring, the material from the windrows may be formed into curing pile in the unscreened material storage area with a maximum pile height of twenty-two (22) feet and maximum volumetric capacity not to exceed 40,000 cubic yards as indicated on the approved Site Plan. [N.J.A.C. 7:26A- 4.5(a)14]
89. For screening of the stabilized compost, the Bivi-Tek Screener KRL/ED 1900 x 7 shall be available at the site. The material that is separated from the screener as overs is considered residue. [N.J.A.C. 7:26A- 3.5(e)3]
90. Finished compost may be stockpiled only in those locations identified on the approved site plan. The height of the finished compost pile shall not exceed 22 feet and the volumetric capacity shall not exceed 21,500 cubic yards. [N.J.A.C. 7:26A- 3.5(e)3]
91. A minimum one sample of compost product of sufficient size and of equal proportion shall be collected for every 1,000 cubic yards of compost product generated. [N.J.A.C. 7:26A- 4.5(a)14]
92. A maximum of 10 samples of compost product may be composited into a representative sample. [N.J.A.C. 7:26A- 4.5(a)14]
93. Each composite sample shall be placed in a non-metallic container and thoroughly mixed. [N.J.A.C. 7:26A- 4.5(a)14]
94. A minimum of two subsamples of sufficient size and of equal proportion shall be extracted from each composite sample and placed in clean plastic containers. The containers shall then be sealed. One subsample shall be sent to a laboratory for analyses. The second subsample shall be retained at the site so that the Department may conduct follow-up analyses when necessary. The subsample retained shall be clearly marked for identification and stored at the site using proper preservation techniques for a period of 180 days from the date the composite sample is transferred to the laboratory for analyses. [N.J.A.C. 7:26A- 4.5(a)14]
95. A copy of the analytical results shall be submitted to the following address within ten (10) days of receipt by the holder of the laboratory results: New Jersey Department of Environmental Protection, Division of Solid and Hazardous Waste, Bureau of Recycling and Hazardous Waste Management, Mail Code: 401-02C, P.O. Box 420, Trenton, New Jersey 08625-0420. [N.J.A.C. 7:26A- 4.5(a)14]
96. Compost stockpiles shall remain on site until the associated analytical results are received by the recycling center and a determination is made whether the finished product meets the required criteria set forth at 40 C.F.R. 503.13(b)(3). [N.J.A.C. 7:26A- 3.5(e)]
97. Material sampling methods, sample preservation requirements, sample handling times and decontamination procedures for field equipment shall conform to applicable industry methods as specified in the NJDEP Field Sampling Procedures Manual. [N.J.A.C. 7:26A- 4.5(a)14]
98. The holder of this general approval shall inspect the site weekly for ponded water and rut formation and record the findings in the recycling center operations journal. [N.J.A.C. 7:26A- 3.5(e)3]
99. The holder of this general approval shall inspect the site periphery weekly for discharge of leachate and record the findings in the recycling center operations journal. [N.J.A.C. 7:26A- 3.5(e)3]

GLOUCESTER TWP MUA COMPOST

132029 CCG170002 Class C Recycling Ctr Approval -Renewal
Requirements Report

Subject Item: RCCG832950 - Yard Compost Conditions

100. The holder of this general approval shall inspect the surrounding area weekly in the vicinity of the recycling center, to detect odors emanating from the operation and record the findings in the recycling center operations journal. The Department may revert to daily inspections (Monday through Saturday) provided odor complaints have been registered with State, county, or local health/environmental agencies and provided that official notification has been made to the holder of this general approval. [N.J.A.C. 7:26A- 3.5(e)3]

RESOLUTION
GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
RESOLUTION AWARDING THE AUTHORITY INSURANCE CONTRACT TO
WILLIS OF NEW JERSEY, INC.,
FOR A ONE (1) YEAR TERM COMMENCING 1/1/20

R-12-19-117

WHEREAS, the Gloucester Township Municipal Utilities Authority ("GTMUA/Authority"), County of Camden and State of New Jersey has solicited Request for Proposals for insurance coverage for a one (1) year term commencing January 1, 2020 and ending January 1, 2021 pursuant to the New Jersey Public Contracts Law, N.J.S.A. 40A:11-1 et seq.; and

WHEREAS, such service is in the nature of an exception to the bidding requirements as an extraordinary unspecifiable service; and

WHEREAS, the proposal received by the Authority has been reviewed by the Authority Solicitor and the Authority's Insurance Committee; and

WHEREAS, one (1) proposal was submitted in response to the Request for Proposals by the GTMUA; and

WHEREAS, after due deliberation and opportunity for discussion, the Commissioners have determined that it is in the best interest of the Authority to award the insurance contract to Willis of New Jersey, Incorporated.

NOW, THEREFORE, BE IT RESOLVED by the Chairman and Board Members of the Gloucester Township Municipal Utilities Authority that this contract is awarded without competitive bidding as an extraordinary unspecifiable service in accordance with N.J.S.A. 40A:11-5 of the Local Public Contracts Law to Willis of New Jersey, Inc. for General Liability, Auto & Umbrella, Excess Liability and Public Officials Liability (Glatfelter Public Practice – National Union Fire) for an amount not to exceed \$112,000.00, to the extent not already included; and

BE IT FURTHER RESOLVED, that notice of this action shall be printed one (1) time within ten (10) days of its passage in an authorized official newspaper of the Authority; and

BE IT FURTHER RESOLVED, that a copy of this Resolution and Contract shall remain on file and available for public inspection.

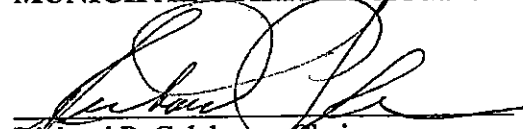
BE IT FURTHER RESOLVED, that the Gloucester Township Municipal Utilities Authority certifies that funds are available for payment of this Contract. The amount to be expended under this contract shall not exceed \$112,000.00. Funds will be charged against the Sewer and Solid Waste Operating Funds.

ATTEST:

**THE GLOUCESTER TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

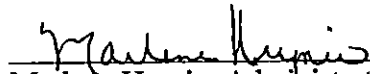


Frank Schmidt, Assistant Secretary



Richard P. Calabrese, Chairman

Certified that the above is a true and correct copy of a Resolution duly adopted by the Gloucester Township Municipal Utilities Authority at its Regular Meeting of December 19, 2019.



Marlene Hrynio, Administrative Secretary

Dated: December 19, 2019

GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

Insurance Proposal

Effective Date: January 1, 2020
Expiration Date: January 1, 2021

Presented On: December 13, 2019

Presented By:
Robert V. English, CIC/CRM
Senior Vice President

Jackline Mbeche, CISR
Client Manager

Willis of New Jersey, Inc.
150 John F. Kennedy Parkway, Suite 520
P.O. Box 5002
Short Hills, NJ 07078
973 539 1923



Market Summary

Below is a summary of the markets we approached on your behalf.

The coverage summary contained in this proposal is not intended to reflect the full terms, conditions and exclusions of the proposed insurance contracts, but rather are to provide you with a brief outline of the coverage we recommend for your operations. For a complete understanding of the coverage terms and conditions, policy forms should be consulted.

While every effort has been made to provide a brief outline of the insurance as complete and accurate as possible, it does not contain a full restatement of the contracts. In the event of any conflict or omission, the terms of the actual contract of insurance shall be paramount in every instance.

Carrier	Line of Business	Response	Premium or Indication
Glatfelter Public Practice/ National Union Fire Insurance Company of Pittsburgh, PA	Package including Auto & Excess Liability	Quoted	\$111,533.62

DIRECTIONS FOR BINDING

This Proposal is presented in conjunction with the Standard Terms and Conditions for US Property & Casualty Accounts which is enclosed.

Please review this Proposal and advise of any changes or questions you may have. To request the binding of coverage, please sign the order to bind request form included in this proposal and return by e-mail.

**RESOLUTION
GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
RESOLUTION APPOINTING PUBLIC AGENCY COMPLIANCE OFFICER**

R-12-19-118

WHEREAS, the Gloucester Township Municipal Utilities Authority (“GTMUA/Authority”) is a public body and therefore is required to comply with N.J.A.C. 17:27-3.2 which requires that each public agency annually designate an individual to serve as its Public Agency Compliance Officer; and

WHEREAS, the Authority’s Board of Commissioners have recommended that Raymond J. Carr, Executive Director, be appointed as the Public Agency Compliance Officer for the GTMUA for calendar year 2020.

NOW, THEREFORE, BE IT RESOLVED by the Chairman and Board Members of the Gloucester Township Municipal Utilities Authority as follows:

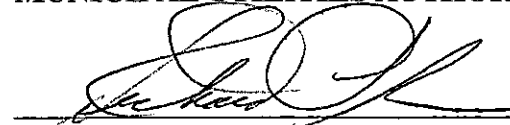
1. The provisions of the WHEREAS clauses set forth above are incorporated herein by reference and made a part hereof.
2. The Chairman and Board members hereby appoint Raymond J. Carr, Executive Director, as Public Agency Compliance Officer for the Gloucester Township Municipal Utilities Authority.

ATTEST:



Frank Schmidt, Assistant Secretary

**THE GLOUCESTER TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**



Richard P. Calabrese, Chairman

Certified that the above is a true and correct copy of a Resolution duly adopted by the Gloucester Township Municipal Utilities Authority at its Regular Meeting of December 19, 2019.



Marlene Hrynio, Administrative Secretary

Dated: December 19, 2019

**RESOLUTION
GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR
TO ADVERTISE FOR BIDS FOR TEMPORARY LABOR
FOR THE GRASS AND LEAF COLLECTION PROGRAM
FROM MARCH 1, 2020 THROUGH FEBRUARY 28, 2021**

R-12-19-120

WHEREAS, the Gloucester Township Municipal Utilities Authority, County of Camden and State of New Jersey is in receipt of a request by the Executive Director for the authorization to advertise for bids for Temporary Labor for the Grass and Leaf Collection Program from March 1, 2020 through February 28, 2021; and

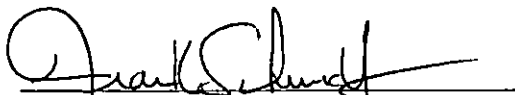
WHEREAS, after due deliberation, the Board has determined that there is a need for temporary labor for the efficient operation of the Authority Grass and Leaf Collection Program; and

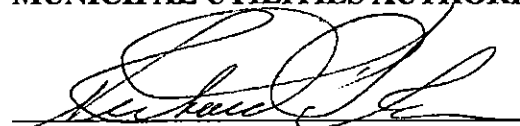
WHEREAS, pursuant to New Jersey Public Contracts Law, the Authority must solicit bids for the provision of temporary labor; and

NOW THEREFORE, BE IT RESOLVED, by the Gloucester Township Municipal Utilities Authority, County of Camden and State of New Jersey that the Authority Executive Director be and hereby is authorized to advertise for the receipt of sealed bids for the provision of temporary labor for the Grass and Leaf Collection Program from March 1, 2020 through February 28, 2021.

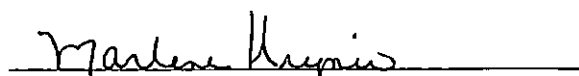
ATTEST:

**THE GLOUCESTER TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**


Frank Schmidt, Assistant Secretary


Richard P. Calabrese, Chairman

Certified that the above is a true and correct copy of a Resolution duly adopted by the Gloucester Township Municipal Utilities Authority at its Regular Meeting of December 19, 2019.


Marlene Hrynio, Administrative Secretary

Dated: December 19, 2019

FISCAL YEAR 2020-2021 AUTHORITY BUDGET RESOLUTION

GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

FISCAL YEAR: FROM: MARCH 1, 2020 TO: FEBRUARY 28, 2021

WHEREAS, the Annual Budget and Capital Budget for the Gloucester Township Municipal Utilities Authority for the fiscal year beginning, March 1, 2020 and ending, February 28, 2021 has been presented before the governing body of the Gloucester Township Municipal Utilities Authority at its open public meeting of December 19, 2019; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$7,171,207.00, Total Appropriations, including any Accumulated Deficit if any, of \$7,419,907.00 and Total Unrestricted Net Position utilized of \$248,700.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$2,449,000.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$1,785,000.00; and funding from a Township of Gloucester contribution totaling \$664,000.00; and

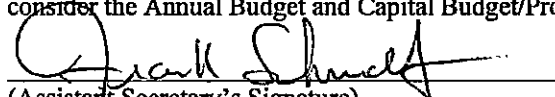
WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for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

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

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Gloucester Township Municipal Utilities Authority, at an open public meeting held on December 19, 2019 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Gloucester Township Municipal Utilities Authority for the fiscal year beginning, March 1, 2020 and ending, February 28, 2021 is hereby approved; and

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

BE IT FURTHER RESOLVED, that the governing body of the Gloucester Township Municipal Utilities Authority will consider the Annual Budget and Capital Budget/Program for adoption on January 16, 2020.


(Assistant Secretary's Signature)

12/19/19
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Richard P. Calabrese	X			
Joseph Pillo	X			
Franklin Schmidt	X			
Ken Garbowski	X			
Dorothy Bradley	X			

Authority Budget of:

Gloucester Township Municipal Utilities Authority

State Filing Year

2020

For the Period:

March 1, 2020

to

February 28, 2021

www.gtmua.com

Authority Web Address



Division of Local Government Services

FISCAL YEAR 2020-2021 AUTHORITY BUDGET

Certification Section

FISCAL YEAR 2020-2021

**GLOUCESTER TOWNSHIP MUNICIPAL
UTILITIES AUTHORITY
AUTHORITY BUDGET**

FISCAL YEAR: FROM MARCH 1, 2020 TO FEBRUARY 28, 2021

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

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

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

By: _____ 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: _____

FISCAL YEAR 2020-2021 PREPARER'S CERTIFICATION

GLOUCESTER TOWNSHIP MUNICIPAL

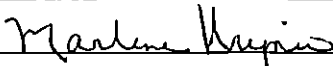
UTILITIES AUTHORITY

AUTHORITY BUDGET

FISCAL YEAR: FROM: MARCH 1, 2020 TO: FEBRUARY 28, 2021

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

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

Preparer's Signature:			
Name:	Marlene Hrynio		
Title:	Administrative Secretary		
Address:	401 W. Landing Road, P.O. Box 216 Glendora, New Jersey 08029-0216		
Phone Number:	(856) 227-8666	Fax Number:	(856) 227-5668
E-mail address	mhrynio@gtmua.com		

FISCAL YEAR 2020-2021 APPROVAL CERTIFICATION

GLOUCESTER TOWNSHIP MUNICIPAL

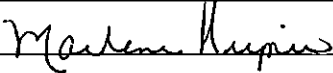
UTILITIES AUTHORITY

AUTHORITY BUDGET

FISCAL YEAR: FROM: MARCH 1, 2020 TO: FEBRUARY 28, 2021

It is hereby certified that the Authority Budget, including all schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body of the Gloucester Township Municipal Utilities Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 19th day of December 2019.

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:	Marlene Hrynio		
Title:	Administrative Secretary		
Address:	401 W. Landing Road, P.O. Box 216 Glendora, New Jersey 08029-0216		
Phone Number:	(856) 227-8666	Fax Number:	(856) 227-5668
E-mail address	mhrynio@gtmua.com		

INTERNET WEBSITE CERTIFICATION

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

- A description of the Authority's mission and responsibilities
- Budgets for the current fiscal year and immediately preceding two prior years
- The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information (**Similar Information is such as PIE Charts, Bar Graphs etc. for such items as Revenues, Expenditures, and other information the Authority deems relevant to inform the public**)
- The complete (All Pages) annual audits (Not the Audit Synopsis) of the most recent fiscal year and immediately two prior years
- The Authority's rules, regulations and official policy statements deemed relevant by the governing body of the authority to the interests of the residents within the authority's service area or jurisdiction
- Notice posted pursuant to the "Open Public Meetings Act" for each meeting of the Authority, setting forth the time, date, location and agenda of each meeting
- The approved minutes of each meeting of the Authority including all resolutions of the board and their committees; for at least three consecutive fiscal years
- The name, mailing address, electronic mail address and phone number of every person who exercises day-to-day supervision or management over some or all of the operations of the Authority
- A list of attorneys, advisors, consultants and any other person, firm, business, partnership, corporation or other organization which received any remuneration of \$17,500 or more during the preceding fiscal year for any service whatsoever rendered to the Authority.

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

Name of Officer Certifying compliance

Raymond J. Carr III

Title of Officer Certifying compliance

Executive Director

Signature



FISCAL YEAR 2020-2021 AUTHORITY BUDGET RESOLUTION

GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

FISCAL YEAR: FROM: MARCH 1, 2020 TO: FEBRUARY 28, 2021

WHEREAS, the Annual Budget and Capital Budget for the Gloucester Township Municipal Utilities Authority for the fiscal year beginning, March 1, 2020 and ending, February 28, 2021 has been presented before the governing body of the Gloucester Township Municipal Utilities Authority at its open public meeting of December 19, 2019; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$7,171,207.00, Total Appropriations, including any Accumulated Deficit if any, of \$7,419,907.00 and Total Unrestricted Net Position utilized of \$248,700.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$2,449,000.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$1,785,000.00; and funding from a Township of Gloucester contribution totaling \$664,000.00; and

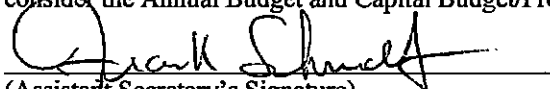
WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for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

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

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Gloucester Township Municipal Utilities Authority, at an open public meeting held on December 19, 2019 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Gloucester Township Municipal Utilities Authority for the fiscal year beginning, March 1, 2020 and ending, February 28, 2021 is hereby approved; and

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

BE IT FURTHER RESOLVED, that the governing body of the Gloucester Township Municipal Utilities Authority will consider the Annual Budget and Capital Budget/Program for adoption on January 16, 2020.


(Assistant Secretary's Signature)

12/19/19
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Richard P. Calabrese	X			
Joseph Pillo	X			
Franklin Schmidt	X			
Ken Garbowski	X			
Dorothy Bradley	X			

FISCAL YEAR 2020-2021 AUTHORITY BUDGET

Narrative and Information Section

FISCAL YEAR 2020-2021 AUTHORITY BUDGET MESSAGE & ANALYSIS

GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY AUTHORITY BUDGET

FISCAL YEAR: FROM: MARCH 1, 2020 TO: FEBRUARY 28, 2021

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

1. Complete a brief statement on the 2020/2020-2021 proposed Annual Budget and make comparison to the 2019/2019-2020 adopted budget for each Revenues and Appropriations. Explain any variances over +/-10% (As shown on budget pages F-2 and F-4 explain the reason for changes for each revenue and appropriation changing more than 10%) for each individual revenue and appropriation line item. Explanations of variances should include a description of the reason for the increase/decrease in the budgeted line item, not just an indication of the amount and percent of the change. Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item.

Revenues:

Connection fee revenue decreased because management believes the Township is reaching build out and as a result, connection fee revenue will be less.

Overall, interest on investments decreased by individual categories but not in total.

Appropriations:

Administration – Equipment and Maintenance contracts decreased by a slight amount (\$2,150.00) because I.T service contract is less than prior year.

Cost of Service – Fringe Benefits decreased as a result of premium decreases and also changes in coverage (Married to Single).

Cost of Services – Repairs/Maintenance/System Expenses – Increased because the Authority acquired a property that needs some improvements.

Cost of Services – Miscellaneous Expenses – Increased because the Authority increased its telemetry costs in an effort to host its own data.

Principal and Interest on Debt - increased for principal and down for interest because as debt reaches maturity, costs shift from interest to principal.

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

The local/regional economy is stable with insignificant growth anticipated. The FY 2021 budget has no significant impact on anticipated revenues. Revenues in excess of budget estimates will be utilized to support the Authority's capital budgets.

FISCAL YEAR 2020-2021 AUTHORITY BUDGET MESSAGE & ANALYSIS

GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY AUTHORITY BUDGET

FISCAL YEAR: FROM: MARCH 1, 2020 TO: FEBRUARY 28, 2021

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

Unrestricted net position was used to offset the Municipal/County Appropriation as required. Additionally, the Authority's unrestricted net position has been budgeted to fund major programs through the capital budget.

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

As stated in #3, funds will be transferred to the Township of Gloucester after the budget is adopted as a budget subsidy to offset a potential tax rate increase.

5. The proposed budget must not reflect an anticipated deficit from 2020/2020-2021 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a prior deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question.

The Authority's implementation of GASB Statement 68 and 75 required the recording of the Authority's portion of its unfunded pension liability and other post-retirement employee benefits liability. The Authority was also required to record related deferred outflows and inflows of resources. As a result, the Authority's unrestricted net position ended the fiscal year (Audited) in a deficit. If the liabilities were not recorded, the Authority's unrestricted net position would not be a deficit. The Authority will continue to pay its annual contractually required contribution to the Division of Pensions, which contains an amount to fund its unfunded accrued liability and monitor the investments held by the State Division of Pensions in hopes that the liability will decrease and eliminate the deficit. Other post-retirement employee benefits will be paid as required, both its State costs and cost associated with the Authority's plan. If or when the Authority is informed that it must pay its unfunded pension liability and costs associated with other post-retirement employee benefits, it will then address how the liabilities will be funded and the impact it will have on its rates. It would best serve the Authority and its rate payers, if the deficit was eliminated over a five to ten-year span.

6. Attach a schedule of the Authority's existing rate structure (connection fees, parking fees, service charges, etc.) **if it has been changed since the prior year budget submission** and a schedule of the proposed rate structure for the upcoming fiscal year. Explain any proposed changes in the rate structure and attach the resolution approving the change in the rate structure, if applicable. (If no changes to fees or rates indicate (Answer as "Rates Are Staying the Same")

Rates are staying the same

AUTHORITY CONTACT INFORMATION FISCAL YEAR 2020-2021

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

Name of Authority:	Gloucester Township Municipal Utilities Authority		
Federal ID Number:	21-0743387		
Address:	401 W. Landing Road, P.O. Box 216		
City, State, Zip:	Glendora, New Jersey 08029		
Phone: (ext.)	(856) 227-8666	Fax:	(856) 227-5668

Preparer's Name:	Marlene Hrynio		
Preparer's Address:	401 W. Landing Road, P.O. Box 216		
City, State, Zip:	Glendora, New Jersey 08029		
Phone: (ext.)	(856) 227-8666	Fax:	(856) 227-5668
E-mail:	mhrynio@gtmua.com		

Chief Executive Officer:	Raymond J. Carr III		
Phone: (ext.)	(856) 227-8666	Fax:	(856) 227-5668
E-mail:	rcarr@gtmua.com		

Chief Financial Officer	Marlene Hrynio		
Phone: (ext.)	(856) 227-8666	Fax:	(856) 227-5668
E-mail:	mhrynio@gtmua.com		

Name of Auditor:	Kirk N. Applegate		
Name of Firm:	Bowman & Company LLP		
Address:	601 White Horse Road		
City, State, Zip:	Voorhees, New Jersey 08043		
Phone: (ext.)	(856) 435-6200	Fax:	(856) 435-0440
E-mail:	kapplegate@bowmanllp.com		

AUTHORITY INFORMATIONAL QUESTIONNAIRE

GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

FISCAL YEAR: FROM: March 1, 2020 TO: February 28, 2021

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 2018 or 2019) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 60
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use Most Recent W-3 Available 2018 or 2019) Transmittal of Wage and Tax Statements: \$2,113,347.90
- 3) Provide the number of regular voting members of the governing body: 5 (Even if not all commissioners have been appointed (Total Commissioners are either 5 or 7 (Regional Authorities may have more than 7 members) as per statute for your Authority)
- 4) Provide the number of alternate voting members of the governing body: 2 (Maximum is 2)
- 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, 2019 or 2020 deadline has passed 2019 or 2020) because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at <http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html> before answering) Yes If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? No If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.
- 8) Was the Authority a party to a business transaction with one of the following parties:
 - a. A current or former commissioner, officer, key employee, or highest compensated employee? No
 - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? No
 - c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner? NoIf the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.
- 9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. No If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.

- 10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. **Attach a narrative of your Authority's procedures for all individuals listed on Page N-4 (2 of 2).**

The Commissioners, listed on page N-4, are paid an amount determined by Township Council. The employees, listed on page N-4, are reviewed and approved by the Commissioners and the Authority's personnel committee. The personnel committee performs periodic evaluations. In addition, the yearly increases which are applied to Mr. Carr, Mr. Engelbert and Mrs. Hrynio were 3% of their prior salary and bonus.

- 11) Did the Authority pay for meals or catering during the current fiscal year? Yes *If "yes," attach a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.*

One occurrence, Employee Appreciation Meeting, Township Deli, \$1,425.00

- 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 – The Authority has no CDR requirements *If "no," attach a description of the Authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future. (If no bonded Debt answer is Not Applicable). (New Jersey Infrastructure Trust Loans are not bonded debt of an Authority)*

- 18) Did the Authority receive any notices from the Department of Environmental Protection or any other entity regarding maintenance or repairs required to the Authority's systems to bring them into compliance with current regulations and standards that it has not yet taken action to remediate? No *If "yes," attach explanation as to why the Authority has not yet undertaken the required maintenance or repairs and describe the Authority's plan to address the conditions identified.*
- 19) Did the Authority receive any notices of fines or assessments from the Department of Environmental Protection or any other entity due to noncompliance with current regulations (i.e.: sewer overflow, etc.)? No *If "yes," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.*

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

GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

FISCAL YEAR: FROM: MARCH 1, 2020 TO: FEBRUARY 28, 2021

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

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

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

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

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

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

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

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

Reportable compensation: (Use the Most Recent W-2 available 2018 or 2019. 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, 2020, the most recent W-2 and 1099 should be used 2019 or 2018 (60 days prior to start of budget year is November 1, 2019, with 2018 being the most recent calendar year ended), and for fiscal years ending June 30, 2020, the calendar year 2019 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2019, with 2019 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)

Gloucester Township Municipal Utilities Authority

For the Period **March 1, 2020** to **February 28, 2021**

		Position (Can Check more than 1 Column for each person)		Reportable Compensation from Authority (W-2/ 1099)		Other (auto allowance, expense account, payment in lieu of health benefits, etc.)		Estimated amount of other compensation from the Authority (health benefits, pension, etc.)		Total Compensation from Authority		Names of Other Public Entities where Individual Is an Employee or Member of the Governing Body (1) See note below		Positions held at Other Public Entities Listed in Column O		Average Hours per Week Dedicated to Positions at Other Public Entities Listed in Column O		Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)		Total Compensation All Public Entities		
Name	Title	Average Hours per Week Dedicated to Position	Commissioner	Key Employees	Highest Compensated Employee	Former Employee	Base Salary/ Stipend	Bonus														
1 Richard Calabrese	Chairman	12	x				\$ 4,350	N/A	N/A	\$ 360	\$ 4,710	None	None	None				\$ -	\$ -	\$ -	\$ 4,710	
2 Joseph Pilio	Vice Chairman	2	x				4,350	N/A	N/A	360	4,710	Camden County Plann	Boardmember	2				0	0	0	4,710	
3 Ken Garbowski	Boardmember	2	x				4,350	N/A	N/A	360	4,710	None	None	None				0	0	0	4,710	
4 Vacant	Boardmember			x			N/A	N/A	N/A	N/A	0	N/A	None	None	None			0	0	0	0	
5 Franklin Schmidt	Boardmember	2	x				4,350	N/A	N/A	360	4,710	None	None	None				0	0	0	4,710	
6 Dorothy Bradley	Alt. Boardmember	2	x				4,350	N/A	N/A	360	4,710	None	None	None				0	0	0	4,710	
7 Frank Dintino	Alt. Boardmember	2	x				4,350	N/A	N/A	360	4,710	Gloucester Township	Boardmember	2				0	0	0	4,710	
8 Raymond Carr	Executive Director	54		x			116,240	N/A	N/A	46,900	163,140	None	None	None				0	0	0	163,140	
9 Marlene Hrynio	Administrative Secre	50		x			83,750	N/A	N/A	44,300	128,050	None	None	None				0	0	0	128,050	
10 Glenn Englebert	Recycling Coordinatc	50		x			105,970	N/A	N/A	17,400	123,370	None	None	None				0	0	0	123,370	
11										0	0										0	
12										0	0										0	
13										0	0										0	
14										0	0										0	
15										0	0										0	
Total:							\$ 332,060	\$ -	\$ -	\$ 110,760	\$ 442,820							\$ -	\$ -	\$ -	\$ 442,820	

(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

Gloucester Township Municipal Utilities Authority

For the Period March 1, 2020 to February 28, 2021

If Not Applicable X this box Below

	# 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)
Active Employees - Health Benefits - Annual Cost								
Single Coverage	18	\$ 10,834	\$ 195,012	13	\$ 11,348	\$ 147,523	\$ 47,489	32.2%
Parent & Child	3	19,607	58,821	3	20,594	61,783	(2,962)	-4.8%
Employee & Spouse (or Partner)	13	22,028	286,364	14	22,915	320,814	(34,450)	-10.7%
Family	10	30,539	305,390	14	32,034	448,475	(143,085)	-31.9%
Employee Cost Sharing Contribution (enter as negative -)			(74,300)			(72,529)	(1,771)	2.4%
Subtotal	44		771,287	44		906,066	(134,779)	-14.9%
Commissioners - Health Benefits - Annual Cost								
Single Coverage	0		-	0		-	-	#DIV/0!
Parent & Child	0		-	0		-	-	#DIV/0!
Employee & Spouse (or Partner)	0		-	0		-	-	#DIV/0!
Family	0		-	0		-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)							-	#DIV/0!
Subtotal	0		-	0		-	-	#DIV/0!
Retirees - Health Benefits - Annual Cost								
Single Coverage	6	3,577	21,462	6	6,470	38,819	(17,357)	-44.7%
Parent & Child	0		-	0		-	-	#DIV/0!
Employee & Spouse (or Partner)	10	8,584	85,840	10	15,718	157,179	(71,339)	-45.4%
Family	1	30,000	30,000	0		-	30,000	#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)							-	#DIV/0!
Subtotal	17		137,302	16		195,997	(58,695)	-29.9%
GRAND TOTAL	61		\$ 908,589	60		\$ 1,102,064	\$(193,475)	-17.6%

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

Yes or No

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

Yes or No

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

Schedule of Accumulated Liability for Compensated Absences

Gloucester Township Municipal Utilities Authority

For the Period

March 1, 2020

to

February 28, 2021

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

X Box if Authority has no Compensated Absences

*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
Atger	40.5	\$ 12,697	x		
Bailey	45	7,703	x		
Brunkel	22.25	3,168	x		
Calabrese, A.	42	5,510	x		
Calabrese, T	0	-	x		
Cargen	22.25	2,527	x		
Carr	61.69	23,648			x
Cooper	14	1,456	x		
DeLeonardis	37.5	9,718	x		
Devlin	45	5,724	x		
Digneo	6.25	650	x		
Engelbert	90.84	35,183			x
Fitzpatrick	10.5	1,387	x		
Genna	11	1,144	x		
Total liability for accumulated compensated absences at beginning of current year		\$ 110,515			

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

Schedule of Accumulated Liability for Compensated Absences

Gloucester Township Municipal Utilities Authority

For the Period

March 1, 2020

to

February 28, 2021

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

X Box if Authority has no Compensated Absences

*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
Gervasi	16.21	\$ 1,861		x	
Giunta, Jr.	15	1,848	x		
Gore	45	10,676	x		
Harvey	45	9,222	x		
Hutchison	2.5	260	x		
Hrynio	31.58	9,588		x	
Lynch	30.39	3,213	x		
Manna	9	1,429	x		
Mawson, C.	19.5	5,551	x		
Mickle	45	11,795	x		
Monaco	26	3,806	x		
Nicolary	19.5	3,050	x		
Pasquini	13.11	1,564		x	
Passaro	22.5	4,253	x		
Total liability for accumulated compensated absences at beginning of current year		\$ 68,115			

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

Schedule of Accumulated Liability for Compensated Absences

Gloucester Township Municipal Utilities Authority

For the Period

March 1, 2020

to

February 28, 2021

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

X Box if Authority has no Compensated Absences

*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
Pierson	14.75	\$ 2,598	x		
Pitcher	39	10,489	x		
Porter	38.55	8,573		x	
Riley	0.5	108	x		
Rossi	3	273		x	
Samuel	16.5	1,795	x		
Sciaccia	16.75	1,889	x		
Smith	40.5	6,387	x		
Smith	10.75	1,170	x		
Stiles	19.25	2,449	x		
Whitney	16.5	2,721	x		
Wiggins	13	1,756		x	
Total liability for accumulated compensated absences at beginning of current year		\$ 40,208			

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

Schedule of Shared Service Agreements

Gloucester Township Municipal Utilities Authority

For the Period

March 1, 2020

to

February 28, 2021

If No Shared Services X this Box

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
Camden County	Gloucester Twp. MUA	Co-op purchasing - supplies & equipment		3/1/2008	Open	\$ 5,000
Gloucester Twp MUA	Camden County	Snow Plowing		12/15/2015	12/15/2021	\$ 15,000
Gloucester Twp MUA	Gloucester Township	Recycling, Grass & Composting	See Solid Waste Budget	5/1/1991	Open	See SW Budget
Gloucester Twp MUA	Gloucester Township	Emergency Repairs	MUA awards bid for MUA & Township	7/1/2019	7/1/2020	\$ -

FISCAL YEAR 2020-2021 AUTHORITY BUDGET

Financial Schedules Section

SUMMARY

Gloucester Township Municipal Utilities Authority
For the Period March 1, 2020 to February 28, 2021

	FY 2021 Proposed Budget						FY 2020 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted	
	Sewer	Solid Waste	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations	All Operations
REVENUES										
Total Operating Revenues	\$ 4,877,172	\$ 2,103,535	\$ -	\$ -	\$ -	\$ -	\$ 6,980,707	\$ 6,980,766	\$ (59)	0.0%
Total Non-Operating Revenues	190,500	-	-	-	-	-	190,500	190,500	-	0.0%
Total Anticipated Revenues	<u>5,067,672</u>	<u>2,103,535</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>7,171,207</u>	<u>7,171,266</u>	<u>(59)</u>	<u>0.0%</u>
APPROPRIATIONS										
Total Administration	1,231,150	402,587	-	-	-	-	1,633,737	1,624,120	9,617	0.6%
Total Cost of Providing Services	3,053,550	1,620,114	-	-	-	-	4,673,664	4,685,532	(11,869)	-0.3%
Total Principal Payments on Debt Service in Lieu of Depreciation	690,143	64,910	-	-	-	-	755,053	735,791	19,262	2.6%
Total Operating Appropriations	4,974,843	2,087,610	-	-	-	-	7,062,453	7,045,443	17,010	0.2%
Total Interest Payments on Debt	92,829	15,925	-	-	-	-	108,754	125,823	(17,069)	-13.6%
Total Other Non-Operating Appropriations	248,700	-	-	-	-	-	248,700	247,600	1,100	0.4%
Total Non-Operating Appropriations	341,529	15,925	-	-	-	-	357,454	373,423	(15,969)	-4.3%
Accumulated Deficit	-	-	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	5,316,372	2,103,535	-	-	-	-	7,419,907	7,418,866	1,041	0.0%
Less: Total Unrestricted Net Position Utilized	248,700	-	-	-	-	-	248,700	247,600	1,100	0.4%
Net Total Appropriations	<u>5,067,672</u>	<u>2,103,535</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>7,171,207</u>	<u>7,171,266</u>	<u>(59)</u>	<u>0.0%</u>
ANTICIPATED SURPLUS (DEFICIT)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>#DIV/0!</u>

Revenue Schedule

Gloucester Township Municipal Utilities Authority
For the Period March 1, 2020 to February 28, 2021

	FY 2021 Proposed Budget						FY 2020 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted	
	Sewer	Solid Waste	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations	All Operations
OPERATING REVENUES										
<i>Service Charges</i>										
Residential	4,392,172						\$ 4,392,172	\$ 4,297,161	\$ 95,011	2.2%
Business/Commercial	385,000						385,000	380,000	5,000	1.3%
Industrial							-	-		#DIV/0!
Intergovernmental		1,788,535					1,788,535	1,788,605	(70)	0.0%
Other		315,000					315,000	315,000	-	0.0%
Total Service Charges	4,777,172	2,103,535	-	-	-	-	6,880,707	6,780,766	99,941	1.5%
<i>Connection Fees</i>										
Residential	40,000						40,000	90,000	(50,000)	-55.6%
Business/Commercial	60,000						60,000	110,000	(50,000)	-45.5%
Industrial							-	-		#DIV/0!
Intergovernmental							-	-		#DIV/0!
Other							-	-		#DIV/0!
Total Connection Fees	100,000	-	-	-	-	-	100,000	200,000	(100,000)	-50.0%
<i>Parking Fees</i>										
Meters							-	-		#DIV/0!
Permits							-	-		#DIV/0!
Fines/Penalties							-	-		#DIV/0!
Other							-	-		#DIV/0!
Total Parking Fees	-	-	-	-	-	-	-	-	-	#DIV/0!
<i>Other Operating Revenues (List)</i>										
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!
Total Other Revenue	-	-	-	-	-	-	-	-	-	#DIV/0!
Total Operating Revenues	4,877,172	2,103,535	-	-	-	-	6,980,707	6,980,766	(59)	0.0%
NON-OPERATING REVENUES										
<i>Other Non-Operating Revenues (List)</i>										
Antennae Rents	50,000						50,000	50,000	-	0.0%
Searches	8,000						8,000	8,000	-	0.0%
Inspection Fees	12,000						12,000	12,000	-	0.0%
Interest on Delinquent Accounts	103,500						103,500	103,500	-	0.0%
Type in							-	-		#DIV/0!
Type in							-	-		#DIV/0!
Total Other Non-Operating Revenue	173,500	-	-	-	-	-	173,500	173,500	-	0.0%
<i>Interest on Investments & Deposits (List)</i>										
Interest Earned	13,000						13,000	6,000	7,000	116.7%
Penalties	4,000						4,000	11,000	(7,000)	-63.6%
Other							-	-		#DIV/0!
Total Interest	17,000	-	-	-	-	-	17,000	17,000	-	0.0%
Total Non-Operating Revenues	190,500	-	-	-	-	-	190,500	190,500	-	0.0%
TOTAL ANTICIPATED REVENUES	\$ 5,067,672	\$ 2,103,535	\$ -	\$ -	\$ -	\$ -	\$ 7,171,207	\$ 7,171,266	\$ (59)	0.0%

Prior Year Adopted Revenue Schedule

Gloucester Township Municipal Utilities Authority

FY 2020 Adopted Budget

	Sewer	Solid Waste	N/A	N/A	N/A	N/A	Total All Operations
OPERATING REVENUES							
<i>Service Charges</i>							
Residential	4,297,161						\$ 4,297,161
Business/Commercial	380,000						380,000
Industrial							-
Intergovernmental		1,788,605					1,788,605
Other		315,000					315,000
Total Service Charges	4,677,161	2,103,605	-	-	-	-	6,780,766
<i>Connection Fees</i>							
Residential	90,000						90,000
Business/Commercial	110,000						110,000
Industrial							-
Intergovernmental							-
Other							-
Total Connection Fees	200,000	-	-	-	-	-	200,000
<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	4,877,161	2,103,605	-	-	-	-	6,980,766
NON-OPERATING REVENUES							
<i>Other Non-Operating Revenues (List)</i>							
Antennae Rents	50,000						50,000
Searches	8,000						8,000
Inspection Fees	12,000						12,000
Interest on Delinquent Accounts	103,500						103,500
Type in							-
Type in							-
Other Non-Operating Revenues	173,500	-	-	-	-	-	173,500
<i>Interest on Investments & Deposits</i>							
Interest Earned	6,000						6,000
Penalties	11,000						11,000
Other							-
Total Interest	17,000	-	-	-	-	-	17,000
Total Non-Operating Revenues	190,500	-	-	-	-	-	190,500
TOTAL ANTICIPATED REVENUES	\$ 5,067,661	\$ 2,103,605	\$ -	\$ -	\$ -	\$ -	\$ 7,171,266

Appropriations Schedule

Gloucester Township Municipal Utilities Authority
 For the Period March 1, 2020 to February 28, 2021

	FY 2021 Proposed Budget						Total All	FY 2020 Adopted	Total All	\$ Increase	% Increase
	Sewer	Solid Waste	N/A	N/A	N/A	N/A	Operations	Operations	Operations	Proposed vs. Adopted	Proposed vs. Adopted
OPERATING APPROPRIATIONS											
<i>Administration - Personnel</i>											
Salary & Wages	\$ 487,450	\$ 186,700					\$ 674,150	\$ 648,900	\$ 25,250		3.9%
Fringe Benefits	349,500	83,887					433,387	481,070	(47,684)		-9.9%
Total Administration - Personnel	836,950	270,587	-	-	-	-	1,107,537	1,129,970	(22,434)		-2.0%
<i>Administration - Other (List)</i>											
Prof. Fees-Eng., Solic., Audit, Bd. Couns., Trust	223,700	22,000					245,700	241,200	4,500		1.9%
Equip. & Maintenance Contracts	42,850	45,000					87,850	73,450	14,400		19.6%
Postage, Stationary & Office Expenses	42,200	26,400					68,600	64,300	4,300		6.7%
Insurance	21,950	38,600					60,550	56,700	3,850		6.8%
Miscellaneous Administration*	63,500						63,500	58,500	5,000		8.5%
Total Administration - Other	394,200	132,000	-	-	-	-	526,200	494,150	32,050		6.5%
Total Administration	1,231,150	402,587	-	-	-	-	1,633,737	1,624,120	9,617		0.6%
<i>Cost of Providing Services - Personnel</i>											
Salary & Wages	1,151,400	846,900					1,998,300	1,988,300	10,000		0.5%
Fringe Benefits	680,750	409,564					1,090,314	1,241,632	(151,319)		-12.2%
Total COPS - Personnel	1,832,150	1,256,464	-	-	-	-	3,088,614	3,229,932	(141,319)		-4.4%
<i>Cost of Providing Services - Other (List)</i>											
Utilities-Elec./Gas/Telephone	328,000	12,300					340,300	338,800	1,500		0.4%
Repairs/Maintenance/System Expenses	476,500	89,500					566,000	498,450	67,550		13.6%
Vehicle Expenses	119,000	200,950					319,950	304,050	15,900		5.2%
Insurance	124,900	38,600					163,500	153,450	10,050		6.5%
Miscellaneous COPS*	173,000	22,300					195,300	160,850	34,450		21.4%
Total COPS - Other	1,221,400	363,650	-	-	-	-	1,585,050	1,455,600	129,450		8.9%
Total Cost of Providing Services	3,053,550	1,620,114	-	-	-	-	4,673,664	4,685,532	(11,869)		-0.3%
Total Principal Payments on Debt Service in Lieu of Depreciation	690,143	64,910	-	-	-	-	755,053	735,791	19,262		2.6%
Total Operating Appropriations	4,974,843	2,087,610	-	-	-	-	7,062,453	7,045,443	17,010		0.2%
NON-OPERATING APPROPRIATIONS											
Total Interest Payments on Debt	92,829	15,925	-	-	-	-	108,754	125,823	(17,069)		-13.6%
Operations & Maintenance Reserve							-	-	-		#DIV/0!
Renewal & Replacement Reserve							-	-	-		#DIV/0!
Municipality/County Appropriation	248,700	-					248,700	247,600	1,100		0.4%
Other Reserves							-	-	-		#DIV/0!
Total Non-Operating Appropriations	341,529	15,925	-	-	-	-	357,454	373,423	(15,969)		-4.3%
TOTAL APPROPRIATIONS	5,316,372	2,103,535	-	-	-	-	7,419,907	7,418,866	1,041		0.0%
ACCUMULATED DEFICIT							-	-	-		#DIV/0!
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	5,316,372	2,103,535	-	-	-	-	7,419,907	7,418,866	1,041		0.0%
UNRESTRICTED NET POSITION UTILIZED											
Municipality/County Appropriation	248,700	-					248,700	247,600	1,100		0.4%
Other							-	-	-		#DIV/0!
Total Unrestricted Net Position Utilized	248,700	-	-	-	-	-	248,700	247,600	1,100		0.4%
TOTAL NET APPROPRIATIONS	\$ 5,067,672	\$ 2,103,535	\$ -	\$ -	\$ -	\$ -	\$ 7,171,207	\$ 7,171,266	\$ (59)		0.0%

* 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 \$ 248,742.15 \$ 104,380.50 \$ - \$ - \$ - \$ - \$ 353,122.65

Prior Year Adopted Appropriations Schedule

Gloucester Township Municipal Utilities Authority

	<i>FY 2020 Adopted Budget</i>						Total All
	Sewer	Solid Waste	N/A	N/A	N/A	N/A	Operations
OPERATING APPROPRIATIONS							
<i>Administration - Personnel</i>							
Salary & Wages	\$ 467,250	\$ 181,650					\$ 648,900
Fringe Benefits	386,350	94,720					481,070
Total Administration - Personnel	853,600	276,370	-	-	-	-	1,129,970
<i>Administration - Other (List)</i>							
Prof. Fees-Eng., Solic., Audit, Bd. Couns., Trus	219,200	22,000					241,200
Equip. & Maintenance Contracts	42,450	31,000					73,450
Postage, Stationary & Office Expenses	42,200	22,100					64,300
Insurance	20,150	36,550					56,700
Miscellaneous Administration*	58,500						58,500
Total Administration - Other	382,500	111,650	-	-	-	-	494,150
Total Administration	1,236,100	388,020	-	-	-	-	1,624,120
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	1,166,000	822,300					1,988,300
Fringe Benefits	779,175	462,457					1,241,632
Total COPS - Personnel	1,945,175	1,284,757	-	-	-	-	3,229,932
<i>Cost of Providing Services - Other (List)</i>							
Utilities-Elec./Gas/Telephone	326,500	12,300					338,800
Repairs/Maintenance/System Expenses	407,500	90,950					498,450
Vehicle Expenses	113,000	191,050					304,050
Insurance	116,900	36,550					153,450
Miscellaneous COPS*	141,700	19,150					160,850
Total COPS - Other	1,105,600	350,000	-	-	-	-	1,455,600
Total Cost of Providing Services	3,050,775	1,634,757	-	-	-	-	4,685,532
Total Principal Payments on Debt Service in Lieu of Depreciation	672,447	63,344	-	-	-	-	735,791
Total Operating Appropriations	4,959,322	2,086,121	-	-	-	-	7,045,443
NON-OPERATING APPROPRIATIONS							
Total Interest Payments on Debt	108,339	17,484	-	-	-	-	125,823
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve							-
Municipality/County Appropriation	247,600						247,600
Other Reserves							-
Total Non-Operating Appropriations	355,939	17,484	-	-	-	-	373,423
TOTAL APPROPRIATIONS	5,315,261	2,103,605	-	-	-	-	7,418,866
ACCUMULATED DEFICIT							-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	5,315,261	2,103,605	-	-	-	-	7,418,866
UNRESTRICTED NET POSITION UTILIZED							
Municipality/County Appropriation	247,600						247,600
Other							-
Total Unrestricted Net Position Utilized	247,600						247,600
TOTAL NET APPROPRIATIONS	\$ 5,067,661	\$ 2,103,605	\$ -	\$ -	\$ -	\$ -	\$ 7,171,266

* 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 \$ 247,966.10 \$ 104,306.05 \$ - \$ - \$ - \$ - \$ 352,272.15

Debt Service Schedule - Principal

Gloucester Township Municipal Utilities Authority

If Authority has no debt X this box

Fiscal Year Ending in

	Adopted Budget Year 2020	Proposed Budget Year 2021	Fiscal Year Ending in						Total Principal Outstanding
			2022	2023	2024	2025	2026	Thereafter	
Sewer									
NJEIT 2001/2004	\$ 377,470	\$ 387,044	\$ 388,226	258,964	262,635	\$ 274,649			\$ 1,571,518
NJEIT 2008	126,308	129,430	131,727	133,912	135,986	142,705	145,380	451,888	1,271,028
NJEIT 2010/2017	168,669	173,669	178,669	178,669	178,669	183,669	183,666	1,202,135	2,279,146
Total Principal	672,447	690,143	698,622	571,545	577,290	601,023	329,046	1,654,023	5,121,692
Solid Waste									
NJEIT 2008	63,344	64,910	66,061	67,157	68,197	71,567	72,909	234,310	645,111
Total Principal	63,344	64,910	66,061	67,157	68,197	71,567	72,909	234,310	645,111
N/A									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	-	-	-	-	-	-	-	-	-
TOTAL PRINCIPAL ALL OPERATIONS	\$ 735,791	\$ 755,053	\$ 764,683	\$ 638,702	\$ 645,487	\$ 672,590	\$ 401,955	\$ 1,888,333	\$ 5,766,803

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 & Poors</u>
Bond Rating			
Year of Last Rating			

Debt Service Schedule - Interest
Gloucester Township Municipal Utilities Authority

If Authority has no debt X this box

Fiscal Year Ending in

	Adopted Budget Year 2020	Proposed Budget Year 2021	Fiscal Year Ending in						Total Interest Payments Outstanding
			2022	2023	2024	2025	2026	Thereafter	
<i>Sewer</i>									
NJEIT 2001/2004	\$ 48,382	\$ 37,737	26,826	17,557	10,513	\$ 3,610			\$ 96,243
NJEIT 2008	34,862	31,748	28,485	25,089	21,559	17,829	13,883	18,162	156,755
NJEIT 2010/2017	25,095	23,344	21,520	19,720	17,769	15,719	13,569	51,959	163,600
Total Interest Payments	108,339	92,829	76,831	62,366	49,841	37,158	27,452	70,121	416,598
<i>Solid Waste</i>									
NJEIT 2008	17,484	15,925	14,286	12,582	10,812	8,942	6,963	9,107	78,617
Total Interest Payments	17,484	15,925	14,286	12,582	10,812	8,942	6,963	9,107	78,617
<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	-	-	-	-	-	-	-	-	-
TOTAL INTEREST ALL OPERATIONS	\$ 125,823	\$ 108,754	\$ 91,117	\$ 74,948	\$ 60,653	\$ 46,100	\$ 34,415	\$ 79,228	\$ 495,215

Net Position Reconciliation

Gloucester Township Municipal Utilities Authority

For the Period March 1, 2020 to February 28, 2021

FY 2021 Proposed Budget

	Sewer	Solid Waste	N/A	N/A	N/A	N/A	Total All Operations
TOTAL NET POSITION BEGINNING OF LATEST AUDIT REPORT YEAR(1)	\$ 25,815,279	\$ -					\$ 25,815,279
Less: Invested in Capital Assets, Net of Related Debt (1)	39,806,471						39,806,471
Less: Restricted for Debt Service Reserve (1)	149,707						149,707
Less: Other Restricted Net Position (1)	2,739,265						2,739,265
Total Unrestricted Net Position (1)	(16,880,163)	-	-	-	-	-	(16,880,163)
Less: Designated for Non-Operating Improvements & Repairs							-
Less: Designated for Rate Stabilization							-
Less: Other Designated by Resolution							-
Plus: Accrued Unfunded Pension Liability (1)	5,642,548						5,642,548
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	14,314,977						14,314,977
Plus: Estimated Income (Loss) on Current Year Operations (2)							-
Plus: Other Adjustments (attach schedule)							-
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	3,077,362	-	-	-	-	-	3,077,362
Unrestricted Net Position Utilized to Balance Proposed Budget	-	-	-	-	-	-	-
Unrestricted Net Position Utilized in Proposed Capital Budget	1,785,000	-	-	-	-	-	1,785,000
Appropriation to Municipality/County (3)	248,700	-	-	-	-	-	248,700
Total Unrestricted Net Position Utilized in Proposed Budget	2,033,700	-	-	-	-	-	2,033,700
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR							
Last Issued Audit Report (4)	\$ 1,043,662	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,043,662

(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 \$ 248,742 \$ 104,381 \$ - \$ - \$ - \$ - \$ 353,123

(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.

FISCAL YEAR

2020-2021

**GLOUCESTER TOWNSHIP MUNICIPAL
UTILITIES AUTHORITY**

AUTHORITY

CAPITAL

**BUDGET/
PROGRAM**

PROGRAM

FISCAL YEAR 2020-2021 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM

GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

FISCAL YEAR: FROM: MARCH 1, 2020 TO: FEBRUARY 28, 2021


[X] enter X to the left if this paragraph is applicable

It is hereby certified that the Authority Capital Budget/Program annexed hereto is a true copy of the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, by the governing body of the Gloucester Township Municipal Utilities Authority, on the 19th day of December 2019.

OR

[] enter X to the left if this paragraph is applicable

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

Officer's Signature:			
Name:	Marlene Hrynio		
Title:	Administrative Secretary		
Address:	401 W. Landing Road, P.O. Box 216 Glendora, New Jersey 08029-0216		
Phone Number:	(856) 227-8666	Fax Number:	(856) 227-5668
E-mail address	mhrynio@gtmua.com		

FISCAL YEAR 2020-2021 CAPITAL BUDGET/PROGRAM MESSAGE

Gloucester Township Municipal Utilities Authority

FISCAL YEAR: FROM: MARCH 1, 2020 TO: FEBRUARY 28, 2021

1. Has each municipality or county affected by the actions of the authority participated in the development of the capital plan and reviewed or approved the plans or projects included within the Capital Budget/Program (This may include the governing body or certain officials such as planning boards, Construction Code Officials) as to these Projects?

Yes

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

Yes

3. Has a long-term (5 years or more) infrastructure needs and other capital items (Vehicles, Equipment) needs assessment been prepared?

Yes

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

N/A – No debt is anticipated in the FY 2020-21 capital budget.

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 - None

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

N/A - None

Add additional sheets if necessary.

Proposed Capital Budget

Gloucester Township Municipal Utilities Authority
 For the Period March 1, 2020 to February 28, 2021

		<i>Funding Sources</i>				
Estimated Total Cost		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Sewer</i>						
System Improvements	\$ 900,000	\$ 900,000				
Vehicles	400,000	400,000				
Major Improvements & Maintenance	210,000	210,000				
Equipment	275,000	275,000				
Total	1,785,000	1,785,000	-	-	-	-
<i>Solid Waste</i>						
Vehicles	580,000					\$ 580,000
Site Improvements	20,000					20,000
Equipment	-					
Totes	64,000					64,000
Total	664,000	-	-	-	-	664,000
<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	-	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ 2,449,000	\$ 1,785,000	\$ -	\$ -	\$ -	\$ 664,000

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

5 Year Capital Improvement Plan

Gloucester Township Municipal Utilities Authority

For the Period March 1, 2020 to February 28, 2021

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget					
		Year 2021	2022	2023	2024	2025	2026
<i>Sewer</i>							
System Improvements	\$ 6,600,000	\$ 900,000	\$ 1,820,000	\$ 1,045,000	\$ 945,000	\$ 945,000	\$ 945,000
Vehicles	850,000	400,000	150,000	50,000	50,000	150,000	50,000
Major Improvements & Maintener	6,341,000	210,000	2,521,000	1,033,000	1,011,000	783,000	783,000
Equipment	1,975,000	275,000	300,000	325,000	350,000	375,000	350,000
Total	15,766,000	1,785,000	4,791,000	2,453,000	2,356,000	2,253,000	2,128,000
<i>Solid Waste</i>							
Vehicles	1,695,000	580,000	\$ 555,000			\$ 560,000	
Site Improvements	60,000	20,000		20,000		20,000	
Equipment	350,000	-		175,000			175,000
Totes	128,000	64,000			64,000		
Total	2,233,000	664,000	555,000	195,000	64,000	580,000	175,000
<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	-	-	-	-	-	-	-
TOTAL	\$ 17,999,000	\$ 2,449,000	\$ 5,346,000	\$ 2,648,000	\$ 2,420,000	\$ 2,833,000	\$ 2,303,000

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

5 Year Capital Improvement Plan Funding Sources

Gloucester Township Municipal Utilities Authority

For the Period March 1, 2020 to February 28, 2021

		<i>Funding Sources</i>				
<u>Estimated Total Cost</u>		<u>Unrestricted Net Position Utilized</u>	<u>Renewal & Replacement Reserve</u>	<u>Debt Authorization</u>	<u>Capital Grants</u>	<u>Other Sources</u>
<i>Sewer</i>						
System Improvements	\$ 6,600,000	\$ 4,600,000		\$ 2,000,000		
Vehicles	850,000	850,000				
Major Improvements & Maintenance	6,341,000	2,841,000		3,500,000		
Equipment	1,975,000	1,975,000				
Total	<u>15,766,000</u>	<u>10,266,000</u>	-	<u>5,500,000</u>	-	-
<i>Solid Waste</i>						
Vehicles	1,695,000					\$ 1,695,000
Site Improvements	60,000					60,000
Equipment	350,000					350,000
Totes	128,000					128,000
Total	<u>2,233,000</u>	-	-	-	-	<u>2,233,000</u>
<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	-	-	-	-	-	-
TOTAL	<u>\$ 17,999,000</u>	<u>\$ 10,266,000</u>	<u>\$ -</u>	<u>\$ 5,500,000</u>	<u>\$ -</u>	<u>\$ 2,233,000</u>
Total 5 Year Plan per CB-4	<u>\$ 17,999,000</u>					
Balance check		- If amount is other than zero, verify that projects listed above match projects listed on CB-4.				

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