

## Resolution-R-12-17-122

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

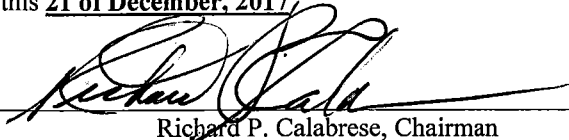
BE IT FURTHER RESOLVED THAT such requisition contains no item representing payment on account of any retained percentages which the Authority is at the date of such certificate entitled to retain.

AMOUNT	NAME	PURPOSE
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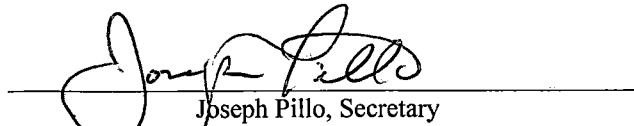
**As Per Attached: \$438,010.27**

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 21 of December, 2017

  
Richard P. Calabrese, Chairman

ATTEST:

  
Joseph Pillo, 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 21, 2017

Dated: December 21, 2017

  
Marlene Hrynio, Administrative Secretary

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 02/28/18	Bid: Y	State: Y	Other: Y
Include Non-Budgeted: Y	Prior Year Only: N			Exempt: Y

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
<b>ARA00010: ARAMARK UNIFORM SERVICES INC</b>								
	18-01132	12/05/17	MNTHLY UNIFORM RENTAL NOV 17	Open	902.35	0.00		
<b>ATG00010: ATGER, GLENN</b>								
	18-01061	11/21/17	G.ATGER SCRIPTS	Open	24.00	0.00		
<b>ATL00020: ATLANTIC CITY ELECTRIC</b>								
	18-01103	11/29/17	MNTHLY ELECTRIC BILL	Open	14,862.82	0.00		
<b>B0000020: B-SAFE SECURITY INC</b>								
	18-01131	12/05/17	QRTLQ MOINTORING SERVICES	Open	249.00	0.00		
<b>CRE00000: BB&amp;T/CPS</b>								
	18-01136	12/06/17	AR BOX ONLINE 11/2017	Open	76.01	0.00		
<b>BEL00010: BELLMAR TRUCK REPAIR CO. INC</b>								
	18-01022	11/08/17	#37 TRK REAPIR AS ATTACHED	Open	787.50	0.00		
<b>BOW00010: BOWMAN &amp; COMPANY</b>								
	18-01075	11/21/17	CAFETERIA PLAN RENEWAL	Open	980.00	0.00		
<b>BRI00010: BRICK ENGINEERING LLC</b>								
	18-01127	12/05/17	MNTHLY ENGINEERING SERVICE	Open	2,560.00	0.00		
<b>BRU00010: BRUNKEL, JOHN</b>								
	18-01113	11/30/17	J.BRUNKEL SCRIPTS	Open	45.00	0.00		
<b>CAM00070: CAMDEN COUNTY M.U.A.</b>								
	18-01151	12/12/17	QRTLQ REGIONAL SEWER BILL	Open	264.00	0.00		
<b>CAR00020: CARR RAYMOND</b>								
	18-01155	12/12/17	R. CARR - SCRIPTS	Open	62.75	0.00		
	18-01156	12/12/17	R. CARR - EYGLASSES	Open	179.00	0.00		
					241.75			
<b>INT00040: CENTRAL RECORD/INTERCOUNTY</b>								
	18-00980	10/26/17	BUDGET MEETING NOTICE	Open	17.35	0.00		
<b>CIN00010: CINTAS FIRST AID &amp; SAFETY INC</b>								
	18-01084	11/21/17	REFILL 1ST AID SUPPLIES	Open	302.04	0.00		
<b>HDO00010: CORE&amp;MAIN LP</b>								
	18-01091	11/22/17	RATCHET SET FOR ROAD CREW	Open	228.00	0.00		
<b>COU00010: COURIER POST</b>								
	18-01043	11/13/17	GENERATOR REPLACEMENT PROJECT	Open	88.96	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
<b>COU00010 COURIER POST</b> Continued								
	18-01048	11/16/17	2018 INSURANCE AWARD	Open	89.84	0.00		
					178.80			
<b>DEL00080 DELTA DENTAL PLAN OF NJ</b>								
	18-01110	11/30/17	RETIREE/ACTIVE DENTAL BILL	Open	644.00	0.00		
	18-01133	12/06/17	RETIREE/ACTIVE DENTAL CLAIMS	Open	3,905.00	0.00		
					4,549.00			
<b>EDM00020 EDMUNDS &amp; ASSOCIATES</b>								
	18-01070	11/21/17	2018 EDMUNDS HARDWARE&SOFTWARE	Open	2,581.32	0.00		
	18-01071	11/21/17	2018 EDMUNDS HARDWARE&SOFTWARE	Open	12,906.68	0.00		
					15,488.00			
<b>FER00010 FERRARA, VINCENT</b>								
	18-01139	12/07/17	V.FERRARA SCRIPTS	Open	80.44	0.00		
<b>PAR00010 FLEET PRIDE</b>								
	18-00488	06/23/17	MONTHLY P.O. FOR NOVEMBER 2017	Open	1,061.75	0.00		
<b>GOR00010 GORE, KEVIN</b>								
	18-01067	11/21/17	K.GORE SCRIPTS	Open	57.54	0.00		
<b>GRA00020 GRAINGER, INC.</b>								
	18-01056	11/20/17	#94 TRK P.S. SEE ATTACHED	Open	255.28	0.00		
	18-01096	11/27/17	#10 TRK 4PJM4 FILTER/REG/LUB	Open	228.58	0.00		
					483.86			
<b>GRA00040 GRANTURK EQUIPMENT CO. IN</b>								
	18-00778	09/12/17	RECYCLE TRUCKS	Open	3,627.18	0.00		
<b>HA000010 H.A. DEHART &amp; SON INC.</b>								
	18-00893	10/04/17	#4 TRUCK	Open	129.34	0.00		
<b>HAR00060 HART AUTO ELECTRIC</b>								
	18-01145	12/08/17	CASE LOADER	Open	163.00	0.00		
<b>HER00010 HERAN, JOSEPH</b>								
	18-01157	12/12/17	J.HERAN SCRIPTS	Open	5.00	0.00		
<b>HER00020 HERITAGE BUSINESS SYSTEMS</b>								
	18-01072	11/21/17	MNTHLY COPIER OCT 2017	Open	131.32	0.00		
	18-01138	12/07/17	MNTHLY COPIER METER NOV 17	Open	62.42	0.00		
					193.74			
<b>HOM00020 HOME DEPOT CREDIT SERVICE</b>								
	18-01063	11/21/17	VARIOUS SUPPLIES	Open	189.27	0.00		
	18-01104	11/29/17	VARIOUS SUPPLIES	Open	86.09	0.00		
	18-01108	11/30/17	VARIOUS SUPPLIES	Open	38.94	0.00		
	18-01154	12/12/17	VARIOUS SUPPLIES	Open	5.48	0.00		
					319.78			

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
<del>HUN00020: HUNTER JERSEY PETERBILT</del>								
	18-01141	12/08/17	#32, #33, & #34 TRUCKS	Open	230.52	0.00		
<del>HUN00010: HUNTER TRUCK SALES &amp; SERVICE</del>								
	18-00989	10/27/17	#38 TRUCK	Open	2,227.22	0.00		
<del>IND00000: INDUSTRIAL SPECIALTIES INC</del>								
	18-00882	10/03/17	PUMP STATIONS	Open	442.60	0.00		
<del>JOH00030: JOHNSON &amp; TOWERS INC</del>								
	18-01047	11/15/17	#43TRK D.P.F. CLEANING	Open	250.00	0.00		
	18-01089	11/22/17	#18 TRK DPF CLEANING	Open	250.00	0.00		
					500.00			
<del>MUR00000: KEVIN MURRAY</del>								
	18-01166	12/14/17	K.MURRAY SCRIPTS	Open	17.54	0.00		
<del>LAB00020: LABOR TEAM USA INC</del>								
	18-01066	11/21/17	TEMP HELP W.E.11/5/17&10/09/17	Open	4,158.96	0.00		
<del>LAU00020: LAUREL LAWNMOWER SERVICE</del>								
	18-00495	06/23/17	MONTHLY P.O. FOR NOVEMBER 2017	Open	35.66	0.00		
<del>MAR00050: MARLENE HRYNIO</del>								
	18-01062	11/21/17	M.HRYNIO SCRIPTS	Open	52.66	0.00		
	18-01116	12/01/17	M.HRYNIO EYEGLASSES (CHILD)	Open	109.99	0.00		
					162.65			
<del>MEC00030: MECHANICS NAPA BLACKWOOD</del>								
	18-00482	06/23/17	MONTHLY P.O. FOR OCTOBER 2017	Open	530.98	0.00		
	18-00496	06/23/17	MONTHLY P.O. FOR NOVEMBER 2017	Open	253.25	0.00		
					784.23			
<del>CRU00050: MICRON CONSUMER PRODUCTS GROUP</del>								
	18-01055	11/17/17	UPGRADES FOR WORKSTATIONS	Open	3,591.90	0.00		
<del>NJ000070: NJ LEAGUE OF MUNICIPALITIES</del>								
	18-00628	08/01/17	REGISTRATION-CALABRESE & CARR	Open	130.00	0.00		
<del>OFF00010: OFFICE BASICS</del>								
	18-01100	11/29/17	OFFICE SUPPLIES	Open	993.35	0.00		
<del>ONE00010: ONE CALL CONCEPTS, INC</del>								
	18-01130	12/05/17	MNTHLY MARKOUTS NOV 2017	Open	668.75	0.00		
<del>PAI00010: PAINO DOMINICK</del>								
	18-00854	09/25/17	D. PAINO - SCRIPTS	Open	49.71	0.00		
<del>PAS00010: PASQUINI, DIANE</del>								
	18-01105	11/29/17	D.PASQUINI SCRIPTS	Open	16.18	0.00		
<del>PED00010: PEDRONI FUEL CO</del>								
	18-01092	11/22/17	NO LEAD GAS 900.0 GAL@1.8671	Open	1,680.39	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
<b>PEN00020: PENN POWER SYSTEMS</b>								
	18-00954	10/20/17	PINE RUN P.S.	Open	2,205.46	0.00		
	18-01074	11/21/17	RAINTREE P.S. WATER PUMP	Open	2,384.48	0.00		
					<u>4,589.94</u>			
<b>PEN00030: PENN-JERSEY MACHINERY LLC</b>								
	18-01045	11/13/17	VOLVO LOADER	Open	105.50	0.00		
<b>PEN00040: PENNONT ASSOCIATES INC.</b>								
	18-01168	12/15/17	ENGINEERING SERVICES NOV 17	Open	2,207.00	0.00		
	18-01172	12/15/17	ENGINEERING FEES NOV 17	Open	2,059.25	0.00		
					<u>4,266.25</u>			
<b>PES00010: PEST PROFESSIONALS</b>								
	18-01081	11/21/17	MNTHLY PEST CONTROL	Open	145.00	0.00		
<b>POR00020: PORTER, DEBORAH</b>								
	18-00615	07/26/17	D PORTER - SCRIPTS	Open	16.07	0.00		
<b>PSE00010: PSE&amp;G 1</b>								
	18-01102	11/29/17	MNTHLY ELECTRIC BILL	Open	1,422.72	0.00		
<b>RIG00010: RIGGINS, INC.</b>								
	18-01068	11/21/17	DIESEL FUEL 600 GAL@2.2886	Open	3,693.50	0.00		
	18-01101	11/29/17	WINTERFUEL 875.0 GAL@2.27280	Open	1,988.70	0.00		
	18-01111	11/30/17	WINTER FUEL 800 GAL@2.3183	Open	1,854.64	0.00		
	18-01152	12/12/17	WINTER FUEL 650.0 GAL@2.079600	Open	1,351.74	0.00		
					<u>8,888.58</u>			
<b>RIT00010: RITE AID PHARMACY</b>								
	18-01065	11/21/17	M.COOK WORKMANS COMP SCRIPTS	Open	89.95	0.00		
	18-01129	12/05/17	M.COOK WORKMANS COMP SCRIPTS	Open	377.96	0.00		
					<u>467.91</u>			
<b>RUT00020: RUTGERS STATE UNIVERSITY</b>								
	18-00972	10/24/17	CRP CLASSES	Open	95.00	0.00		
<b>SCIAC005: SCIACCA, JOEL</b>								
	18-01106	11/29/17	J.SCIACCA SCRIPTS	Open	50.00	0.00		
<b>SIG00010: SIGN &amp; DESIGN</b>								
	18-01097	11/28/17	12,38,44,73 VEHALICAL NUMBERS	Open	12.00	0.00		
<b>SJPIC005: SJ PICKUP, INC</b>								
	18-01059	11/21/17	CENTER CONSOLE CURBSTOP TR #12	Open	360.00	0.00		
<b>SNA00010: SNAP-ON-TOOLS CORP</b>								
	18-01051	11/16/17	RECYCLE&GRASS TRKS	Open	103.50	0.00		
<b>SOU00030: SOUTH JERSEY GAS</b>								
	18-01126	12/04/17	MNTHLY GAS BILL	Open	53.57	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
<b>SPR00000 SPRINT</b>								
	18-01158	12/12/17	MNTHLY TELEPHONE BILL	Open	1,148.06	0.00		
<b>STA00125 ST. OF NJ ACTIVE HEALTH</b>								
	18-01099	11/28/17	ACTIVE H/C BILL DEC 2017	Open	64,863.49	0.00		
<b>STA00115 ST. OF NJ RETIREE HEALTH CARE</b>								
	18-01098	11/28/17	RETIREE H/C BILL DEC 17	Open	17,423.43	0.00		
<b>SWKTE005 SWK TECHNOLOGIES INC</b>								
	18-00774	09/07/17	TECH SUPPORT	Open	60.00	0.00		
	18-01064	11/21/17	MNTHLY ANTI VIRUS	Open	578.14	0.00		
					638.14			
<b>TD000030 TD WEALTH MANAGEMENT</b>								
	18-01125	12/04/17	TRUSTEE FEES-NJEIT 2001 ADMIN	Open	1,642.50	0.00		
<b>TIR00010 TIRE CORRAL OF AMERICA INC</b>								
	18-01082	11/21/17	#73 CAR TIRES	Open	437.56	0.00		
<b>TOW00030 TOWNSHIP OF GLOUCESTER</b>								
	18-01069	11/21/17	WORKMANS COMP ROCKWELL	Open	350.00	0.00		
<b>WAD00010 WADE, LONG &amp; WOOD, LLC</b>								
	18-01109	11/30/17	MNTHLY LEGAL FEES OCT 2017	Open	2,863.38	0.00		
	18-01162	12/13/17	MONTHLY LEGAL FEES - NOV 2017	Open	2,939.46	0.00		
					5,802.84			
<b>WARSH005 WARSHAUER GENERATOR, LLC</b>								
	18-01167	12/14/17	EMERGENCY GENERATOR MAINT	Open	15,175.00	0.00		
<b>WASTE005 WASTE MANAGEMENT OF NJ</b>								
	18-01112	11/30/17	MNTHLY TRASH DISPOSAL DEC 2017	Open	86.24	0.00		
<b>WIL00070 WILLIER ELECTRIC MOTOR INC</b>								
	18-01060	11/21/17	FAYANN DRIVE P.S.	Open	338.00	0.00		
<b>WOODY005 WOODY'S ASPE LLC</b>								
	18-01076	11/21/17	NEW 2.5LBS ABC FIRE EXTINGUSHE	Open	138.00	0.00		
<b>SHO00010 ZALLIE SUPERMARKETS</b>								
	18-01134	12/06/17	EMPLOYEE SCRIPTS NOV 2017	Open	119.41	0.00		

Total Purchase Orders: 90 Total P.O. Line Items: 0 Total List Amount: 192,305.62 Total Void Amount: 0.00

US000040 U.S.P.S. WINDOW SERVICE  
18-01149 12/11/17 2018 SEWER BILLING Open 9,369.40 0.00

Total Purchase Orders: 1 Total P.O. Line Items: 0 Total List Amount: 9,369.40 Total Void Amount: 0.00

AQU00010 AQUA NEW JERSEY  
18-01077 11/21/17 MNTLHY WATER BILL Open 67.52 0.00

ATL00020 ATLANTIC CITY ELECTRIC  
18-01079 11/21/17 MNTHLY ELECTRIC BILL Open 1,746.62 0.00

COM00020 COMCAST INC  
18-01094 11/27/17 MNTHLY PHONE BILL DEC 2017 Open 494.20 0.00

NJ000090 N.J. AMERICAN WATER CO.  
18-01078 11/21/17 MNTHLY WATER BILL Open 90.97 0.00

PSE00010 PSE&G 1  
18-01093 11/27/17 MNTHLY ELECTRIC BILL Open 2,147.37 0.00

SOU00030 SOUTH JERSEY GAS  
18-01080 11/21/17 MNTHLY GAS BILL Open 567.31 0.00

WAD00010 WADE, LONG & WOOD, LLC  
18-01088 11/22/17 LEGAL SERVICES 9/2017 Open 2,975.38 0.00

WHI00020 WHITNEY WILLIAM  
18-01086 11/21/17 RECYCLING COORDINATOR Open 111.85 0.00

Total Purchase Orders: 8 Total P.O. Line Items: 0 Total List Amount: 8,201.22 Total Void Amount: 0.00

AQU00010 AQUA NEW JERSEY  
18-01049 11/16/17 MONTHLY WATER SERVICE Open 364.07 0.00

STA00040 STAPLES CREDIT PLAN  
18-00959 10/23/17 OFFICE EQUIPMENT Open 1,952.89 0.00

Total Purchase Orders: 2 Total P.O. Line Items: 0 Total List Amount: 2,316.96 Total Void Amount: 0.00

AQU00010 AQUA NEW JERSEY  
18-01160 12/12/17 MONTHLY WATER BILL Open 219.44 0.00

COM00020 COMCAST INC  
18-01150 12/11/17 MNTHLY TELEPHONE &INTERNET Open 793.96 0.00

NJ000090 N.J. AMERICAN WATER CO.  
18-01161 12/12/17 MNTHLY WATER BILL Open 429.34 0.00

TOW00000 TOWNSHIP DELT  
18-01153 12/12/17 EMPLOYEE APPRECIATION Open 1,400.00 0.00

Total Purchase Orders: 4 Total P.O. Line Items: 0 Total List Amount: 2,842.74 Total Void Amount: 0.00

12/12/2017	BOOK TRANSFER CREDIT	Pending	42,968.45
12/12/2017	BOOK TRANSFER CREDIT	Pending	369.05
12/12/2017	BOOK TRANSFER CREDIT	Pending	402.55
12/06/2017	BOOK TRANSFER CREDIT	Pending	1,000.00
12/05/2017	BOOK TRANSFER CREDIT	Pending	40,791.11
12/05/2017	BOOK TRANSFER CREDIT	Pending	318.63
12/07/2017	BOOK TRANSFER CREDIT	Pending	16.47
12/07/2017	BOOK TRANSFER CREDIT	Pending	7,634.51

Creation Date	Beneficiary	Amount	Effective Date	Status	Rejection Reason
11/30/2017 15:20:40	PAYROLL	306.59	11/30/2017	Bank Confirmed	
11/30/2017 15:20:04	PAYROLL	51,682.02	11/30/2017	Bank Confirmed	

Creation Date	Beneficiary	Amount	Effective Date	Status	Rejection Reason
11/21/2017 15:37:46	PAYROLL	312.28	11/21/2017	Bank Confirmed	
11/21/2017 15:37:26	PAYROLL	40,280.97	11/21/2017	Bank Confirmed	

Creation Date	Beneficiary	Amount	Effective Date	Status	Rejection Reason
11/28/2017 14:50:05	PAYROLL	43,455.51	11/28/2017	Bank Confirmed	
11/28/2017 14:49:44	PAYROLL	306.59	11/28/2017	Bank Confirmed	



## Resolution-R-12-17-123

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

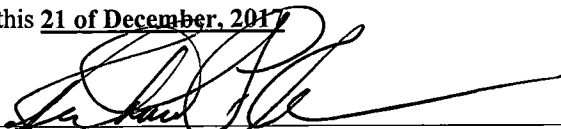
BE IT FURTHER RESOLVED THAT such requisition contains no item representing payment on account of any retained percentages which the Authority is at the date of such certificate entitled to retain.

AMOUNT	NAME	PURPOSE
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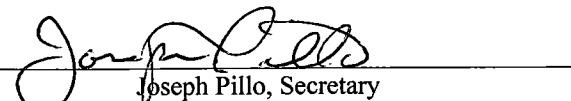
**As Per Attached: \$367,211.88**

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 21 of December, 2017

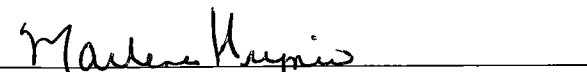
  
Richard P. Calabrese, Chairman

ATTEST:

  
Joseph Pillo, 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 21, 2017

Dated: December 21, 2017

  
Marlene Hrynio, Administrative Secretary



November 22, 2017  
09:05 AM

THE GLOUCESTER TOWNSHIP MUA  
Purchase Order Listing By Vendor Name

Page No: 1

( R 3 R )

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 02/28/18      Bid: Y      State: Y      Other: \*      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	18-01087	11/22/17	2017 AUDIT- S.W. SURPLUS	Open	319,995.83	0.00		

Total Purchase Orders: 1      Total P.O. Line Items: 0      Total List Amount: ~~319,995.83~~      Total Void Amount: 0.00

# Resolution-R-12-17-124

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: \$3,052.00**

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 21 of December, 2017

  
Richard P. Calabrese, Chairman

ATTEST:

  
Joseph Pillo, 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 21, 2017

Dated: December 21, 2017

  
Marlene Hrynio, Administrative Secretary

November 27, 2017  
10:01 AM

THE GLOUCESTER TOWNSHIP MUA  
Purchase Order Listing By Vendor Name

Page No: 1

(P3S)

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 02/28/18      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
WAD00010 WADE, LONG & WOOD, LLC								
	18-01090	11/22/17	LEGAL SERVICES 9/2017	Open	249.75	0.00		

Total Purchase Orders: 1      Total P.O. Line Items: 0      Total List Amount: 249.75      Total Void Amount: 0.00

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 02/28/18	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
<b>BRI00010 BRICK ENGINEERING LLC</b>								
	18-01128	12/05/17	MNTHLY ENGINEER SERVICE NOV/17	Open	800.00	0.00		
<b>PEN00040 PENNONI ASSOCIATES INC.</b>								
	18-01171	12/15/17	ENGINEERING FEES NOV 17	Open	497.00	0.00		
<b>WAD00010 WADE, LONG &amp; WOOD, LLC</b>								
	18-01114	11/30/17	MNTHLY LEGAL SERVICES OCT17	Open	1,309.50	0.00		
	18-01163	12/13/17	MONTHLY LEGAL FEES - NOV 2017	Open	168.75	0.00		
	18-01164	12/13/17	MONTHLY LEGAL FEES - NOV 2017	Open	27.00	0.00		
					<u>1,505.25</u>			

Total Purchase Orders:	5	Total P.O. Line Items:	0	Total List Amount:	<b>2,802.25</b>	Total Void Amount:	0.00
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**RESOLUTION**  
**GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**  
**AUTHORIZING THE PURCHASE OF ELECTRICITY SUPPLY SERVICES**  
**FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE**

**R-12-17-125**

**WHEREAS**, the Gloucester Township Municipal Utilities Authority (“GTMUA” and/or “Authority”) has determined to move forward with the EMEX Reverse Auction in order procure electricity for the and Authority; and

**WHEREAS**, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) (the “Act”) authorizes the purchase of electricity supply service for public use through the use of an online auction service; and

**WHEREAS**, the GTMUA has utilized the online auction services of EMEX, LLC, an approved vendor pursuant to the Act, waiver number EMEX LLC-1, located at [www.energymarketexchange.com](http://www.energymarketexchange.com); and

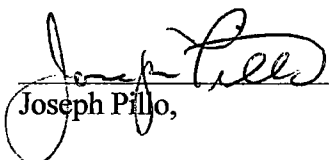
**WHEREAS**, EMEX, LLC is compensated for all services rendered through the participating supplier that a contract is awarded to; and

**WHEREAS**, the auction has been conducted pursuant to the Act.


**NOW, THEREFORE, BE IT RESOLVED** by the Chairman and Board Members of the Gloucester Township Municipal Utilities Authority that the Chairman, Executive Director and/or Administrative Secretary of the Gloucester Township Municipal Utilities Authority be and hereby is authorized to execute on behalf of the Authority, in the sole discretion of the GTMUA, any electricity contract proffered by the participating supplier that submits the winning bid in the EMEX Reverse Auction. Any action previously taken upon authorization of the Authority Solicitor is hereby ratified.

**BE IT FURTHER RESOLVED**, that a certified copy of this Resolution be forwarded by the Gloucester Township Municipal Utilities Authority’s Administrative Secretary to all agencies and individuals required by law including but not limited to: The State of New Jersey, Department of Community Affairs, the State of New Jersey Board of Public Utilities, the Township of Gloucester and any and all other public and private entities required by law.

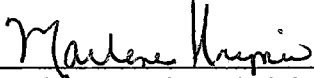
**ATTEST:**

  
\_\_\_\_\_  
Joseph Pillo,

**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 21, 2017.

  
\_\_\_\_\_  
Marlene Hrynio, Administrative Secretary

Dated: December 21, 2017



**RESOLUTION**  
**GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**  
**AUTHORIZING THE AWARD OF BID FOR**  
**GENERATOR REPLACEMENT – GTUA 1704 TO**  
**RONALD JANNEY ELECTRICAL CONTRACTOR, INC.**

**R-12-17-126**

**WHEREAS**, specifications were completed by Pennoni Associates, Inc. (“Pennoni”) and bids were properly advertised by the Gloucester Township Municipal Utilities Authority (“GTMUA” and/or “Authority”) for Contract GTUA 1704 – Generator Replacement; and

**WHEREAS**, the Authority received six (6) bids for the specified Contract. The bids were received on Tuesday, December 12, 2017 at 10:00 a.m. as follows:

<u><b>VENDOR</b></u>	<u><b>BASE BID</b></u>
1. Maguire Electrical Construction, LLC	\$94,130.00
2. Ronald Janney Electrical Contractor, Inc.	\$105,300.00
3. AJM Electric, Inc.	\$111,600.00
4. DEC Electrical Contractor, Inc.	\$121,800.00
5. Scalfo Electric, Inc.	\$126,000.00
6. GMH Associates	\$169,289.00
 <u>Engineer’s Estimate:</u>	 <u>\$100,000.00</u>

**WHEREAS**, upon review of the bids submitted, the apparent lowest responsible bidder was Maguire Electrical Construction, LLC; and

**WHEREAS**, following a review of the bid submitted by Maguire Electrical Construction, LLC, representatives from Pennoni Associates Inc. uncovered technical deviations within the bid and thereafter, via letter opinion dated December 19, 2017, recommended the rejection of the bid submitted by Maguire Electrical Construction, LLC; and

**WHEREAS**, the Authority’s Solicitor, Howard C. Long, Jr., Esq. has reviewed the bid submitted by Maguire Electrical Construction, LLC and the letter opinion of December 19, 2017 from Pennoni Associates, Inc. and, via letter opinion dated December 21, 2017, recommended the rejection of the bid submitted by Maguire Electrical Construction, LLC as non-responsive; and

**WHEREAS**, the Authority’s Executive Director concurs with the aforementioned recommendations to reject the bid submitted by Maguire Electrical Construction, LLC as non-responsive; and

**WHEREAS**, following the rejection of the bid submitted by Maguire Electrical Construction, LLC as non-responsive, the apparent lowest responsible bidder for Contract GTUA 1704 – Generator Replacement is Ronald Janney Electrical Contractor, Inc.; and

**WHEREAS**, following a review of the bid submitted by Ronald Janney Electrical Contractor, Inc., representatives from Pennoni Associates Inc. via letter opinion dated December 19, 2017, recommended the award of Contract GTUA 1704 – Generator Replacement to Ronald Janney Electrical Contractor, Inc. as the bid complied with all technical specifications; and

**WHEREAS**, the Authority's Solicitor, Howard C. Long, Jr., Esq. has reviewed the bids submitted and the letter opinion of December 19, 2017 from Pennoni Associates, Inc. and, via letter opinion dated December 21, 2017, recommended the award of Contract GTUA 1704 – Generator Replacement to Ronald Janney Electrical Contractor, Inc. as the bid complied with all essential provisions of the bid specifications; and

**WHEREAS**, the Authority's Executive Director concurs with the aforementioned recommendations to award Contract GTUA 1704 – Generator Replacement to Ronald Janney Electrical Contractor, Inc.; and


**WHEREAS**, Ronald Janney Electrical Contractor, Inc. is the lowest qualified bidder in the amount as set forth above; and

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

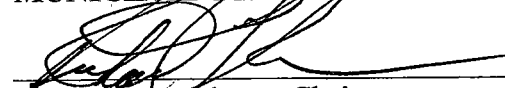
1. The provisions of the WHEREAS clauses set forth above are incorporated herein by reference and made a part hereof.
2. The bid submitted by Maguire Electrical Construction, LLC, for Contract GTUA 1704 – Generator Replacement is hereby rejected as non-responsive due to the defects found within the bid, as further outlined in the December 19, 2017 correspondence from Pennoni Associates, and the December 21, 2017 correspondence from the Authority's Solicitor.
3. Contract GTUA 1704 – Generator Replacement is awarded Ronald Janney Electrical Contractor, Inc. in the amount of \$105,300.00

**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 \$105,300. Funds will be charged against the Renewal & Replacement Fund.

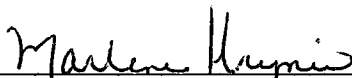
**ATTEST:**

  
\_\_\_\_\_  
Joseph Pillo, 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 21, 2017.

  
\_\_\_\_\_  
Marlene Hrynio, Administrative Secretary

Dated: December 21, 2017

# WADE, LONG, WOOD & LONG, LLC

Attorneys at Law

Howard C. Long, Jr.  
Leonard J. Wood, Jr.  
Daniel H. Long

Christopher F. Long  
John A. Moustakas

John D. Wade  
OF COUNSEL

December 21, 2017

Raymond J. Carr, Executive Director  
Gloucester Township  
Municipal Utilities Authority  
Landing Road  
P.O. Box 216  
Glendora, New Jersey 08029

RE: **GTUA-1704**  
**Generator Replacement**

Dear Mr. Carr:

## I. INTRODUCTION

This office has reviewed all documents provided regarding the bid submissions for the contract for the Generator Replacement project on behalf of the Gloucester Township Municipal Utilities Authority ("GTMUA" and/or "Authority"). The GTMUA received six (6) bids for the specified Contract. The bids were received on Tuesday, December 12, 2017 at 10:00 a.m. as follows:

<u>VENDOR</u>	<u>BASE BID</u>
1. Maguire Electrical Construction, LLC	\$94,130.00
2. Ronald Janney Electrical Contractor, Inc.	\$105,300.00
3. AJM Electric, Inc.	\$111,600.00
4. DEC Electrical Contractor, Inc.	\$121,800.00
5. Scalfo Electric, Inc.	\$126,000.00
6. GMH Associates	\$169,289.00
<u>Engineer's Estimate:</u>	<u>\$100,000.00</u>

## II. FACTUAL ANALYSIS

The apparent low bid for the above referenced contract was submitted by Maguire Electrical Construction, LLC ("Maguire"). Upon review of the bid submitted by Maguire, defects were uncovered.

**RE: GTUA-1704**  
**Generator Replacement**

Specifically, the bid specifications were based on a MTU generator or functional equivalents. According to Dennis DePuy and Thomas Leisse, PE, CME of Pennoni Associates, Inc. the generator submitted within Maguire's bid does not meet the technical specifications in three (3) areas. First, the specified alternator motor starting kVA is 80 Degree Rise, 300kVA at 25% instantaneous Voltage dip. The bid submitted by Maguire included an alternator motor starting kVA with 130 Degree Rise, therefore not satisfying that technical requirement. Additionally, the specified sound attenuation is 74.4 dBA at 23FT at 100% Load, Free Field Environment. Maguire submitted a "Kohler sound enclosure", and no open field sound testing was performed as specified, therefore not satisfying that technical requirement. Finally, the specifications required that accessories, Battery Charger, Coolant Heater, and Anti Condensation Strip Heater be mounted and factory wired to customer connection terminal block. The generator submitted by Maguire does not include factory wiring harness with accessed mounted and wired appropriately, therefore not satisfying that technical requirement. In light of the aforementioned, Pennoni Associates, Inc. has recommended the rejection of the bid submitted by Maguire.

The second apparent low bidder for the above referenced contract was Ronald Janney Electrical Contractor, Inc. ("Janney"). Upon review of the bid submitted by Janney, the bid complies with the specifications from a technical and legal perspective.

**III. LEGAL ANALYSIS**

The Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. regulates bidding on Contracts of public entities in New Jersey. In general, the practice of public bidding is universally recognized and deeply imbedded in the public policy of the State of New Jersey. N.E.R.I. Corp. v. New Jersey Highway Authority, 147 N.J. 223, 236 (1996). There is a prima facie presumption that power and discretion of governmental action in awarding bids on public Contracts has been properly exercised. Colonnelli Bros., Inc. v. Village of Ridgefield Park, 284 N.J.Super. 538, 541 (App.Div.1995).

Public bidding statutes are to be construed with sole reference to the public good and rigidly adhered to by courts. Hall Const. Co., Inc. v. New Jersey Sports & Exposition Authority, 295 N.J.Super. 629, 634 (App.Div.1996). Furthermore, public bidding statutes exist for the good of taxpayers, not bidders, and they must always be construed for the public good and to guard against favoritism, improvidence, extravagance, and corruption. Sevell v. New Jersey Highway Authority, 329 N.J.Super. 580, 584 (App.Div.2000).

Every Contract awarded by the contracting agent for the provision or performance of any goods or services, the cost of which in the aggregate exceeds the bid threshold, shall be awarded only by Resolution of the governing body of the contracting unit to the lowest responsible bidder after public advertising for bids and bidding therefore. N.J.S.A. 40A:11-4. "*Lowest responsible bidder or vendor*" means the bidder or vendor: (a) whose response to a request for bids offers the lowest price and is responsive; and (b) who is responsible. N.J.S.A. 40A:11-2. The lowest responsible bidder on a public Contract must not only be deemed responsible but must submit the lowest bid which conforms to the Contract specifications. Matter of Protest of Award of On-Line Games Production & Operation Services Contract, Bid No. 95-X-20175, 279 N.J.Super. 566, 590 (App.Div.1995).

It is firmly established in New Jersey that material conditions contained in bidding specifications may not be waived. Terminal Const. Corp. v. Atlantic Cty. Sewerage Auth., 67 N.J. 403, 409 (1975). A

**RE: GTUA-1704**  
**Generator Replacement**

contracting body is generally without discretion to accept a defective bid. Meadowbrook Carting Co. v. Borough of Island Heights, 138 N.J. 307, 314 (1994). However, while material conditions contained in bidding specifications may not be waived, this rule does not apply to minor or inconsequential conditions. Public contracting units may resolve problems arising from such conditions in a sensible or practical way. Terminal Const. Corp., 67 N.J. at 409-11. Materiality of a particular specification is to be determined as a matter of law. Hanover Tp. v. Inter. Fidelity Ins. Co., 122 N.J. Super. 544, 548 (App.Div.1973).

There are two (2) criteria for determining whether a specific non-compliance constitutes a substantial and, hence, non-waivable irregularity: (1) Whether the effect of a waiver would be to deprive the public body of its assurance that the Contract will be entered into, performed, and guaranteed according to its specific requirements; and (2) Whether it is of such a nature that its waiver would adversely affect competitive bidding by placing a bidder in a position of advantage over the other bidders or by otherwise undermining the necessary common standard of competition. Township of River Vale v. R.J. Longo Constr. Co., 127 N.J. Super. 207, 222 (Law.Div.1974).

The court has provided further guidance as to materiality where an error is "patent and the true intent of the bidder obvious". In such a situation, the Appellate Division has held that such an error may be disregarded by the public agency. The Court held that certain non-compliance (i.e. obvious error) with the bid specifications may be deemed not material and therefore waivable by the public entity. Spina v. Borough of Fairview, 304 N.J. Super. 425, (App. Div. 1997).

As a matter of law, the Local Public Contract Law requires certain items to be included as material aspects of every bid. The statute reads:

"When required by the bid plans and specifications, the following requirements shall be considered mandatory items to be submitted at the time specified by the contracting unit for the receipt of the bids; the failure to submit any one of the mandatory items shall be deemed a fatal defect that shall render the bid proposal unresponsive and that cannot be cured by the governing body:

- a. A guarantee to accompany the bid pursuant to section 21 of P.L.1971, c.198 (C.40A:11-21);
- b. A certificate from a surety company pursuant to section 22 of P.L.1971, c.198 (C.40A:11-22);
- c. A statement of corporate ownership pursuant to section 1 of P.L.1977, c.33 (C.52:25-24.2);
- d. A listing of subcontractors pursuant to section 16 of P.L.1971, c.198 (C.40A:11-16);
- e. A document provided by the contracting agent in the bid plans, specifications, or bid proposal documents for the bidder to acknowledge the bidder's receipt of any notice or revisions or addenda to the advertisement or bid documents;"

**RE: GTUA-1704**  
**Generator Replacement**

Finally, a local contracting unit is permitted to reject all bids within a part under certain conditions. N.J.S.A. 40A:11-13.2, provides in pertinent part:

“A local contracting unit may reject all bids for any of the following reasons:

- a. Lowest bid substantially exceeds cost estimates;
- b. Lowest bid substantially exceeds appropriation;
- c. Governing body abandons the project;
- d. Contracting unit wants to substantially revise the bid specifications;
- e. Purpose and/or provisions of the LPCL are violated; or
- f. Governing body opts to use the state contract.”

N.J.S.A. 40A:11-13.2.

As outlined above, the bid submitted by Maguire did not comply with the technical specifications. Such noncompliance is a clear defect within their bid. It is my legal opinion that a waiver of such a defect would unquestionably deprive the Authority of its assurances that the Contract will be entered into, performed and guaranteed according to its specific requirements, as the submitted generator fails to meet the minimum requirements of the bid specifications. Moreover, a waiver of the aforementioned defect would place Maguire in a position of advantage over other potential bidders who would have been required to, and did submit a generator which met the technical requirements. As such, based upon the Court's holdings in Terminal Const. Corp. and River Vale, the Authority is left with no alternative but to reject the bid submitted by Maguire as non-responsive due the defects within their bid package as further outlined above.

Following the rejection of the bid submitted by Maguire as non-responsive, the lowest responsive bidder is Janney. The bid submitted by Janney contained no deviations from the specifications and complies with the bid specifications from both a technical and legal perspective.

#### **IV. RONALD JANNEY ELECTRICAL CONTRACTOR'S BID**

My review consisted of an examination of the following documents submitted by Janney that the Authority has provided:

1. Bid Bond;
2. Consent of Surety;
3. Power of Attorney;
4. Surety Disclosure Statement and Certification;
5. Certificate of Authority;
6. Surety Statement of Financial Condition;
7. Bid Document Submission Checklist;
8. Proposal;
9. Contractor Information Form;
10. List of Equipment;
11. Bidder's Experience;
12. Bidder's Bank References;

**RE: GTUA-1704**  
**Generator Replacement**

13. New Jersey Public Works Contractor Registration Act Certificate;
14. New Jersey Business Registration Certificate;
15. Subcontractor Designation Form;
16. Electrical Contractor License;
17. Electrical Business Permit;
18. Installer Qualifications Form;
19. Statement of Corporate Ownership;
20. Bidder Certification;
21. Bidder's Affidavit;
22. Affirmative Action Questionnaire and Information Form;
23. Certificate of Employee Information Report;
24. Non-Collusion Affidavit;
25. Return of Bid Security Form;
26. Acknowledgment of Receipt of Changes to Bid Documents Form;
27. Disclosure of Investment Activities in Iran Form;
28. Bid Tabulation Sheet.

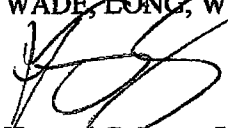
The bid submitted by Janney is in the appropriate form.

**V. CONCLUSION**

After researching the applicable law, reviewing the contract specifications and documents, and conferring with staff, it is my legal opinion that the bid submitted by Maguire be rejected as non-responsive for the reasons as set forth above. It is my further opinion that the contract for GTUA-1704 – Generator Replacement be awarded to Ronald Janney Electrical Contractor, Inc. It is further recommended that a Resolution be placed on the Agenda for an upcoming meeting rejecting the bid of Maguire as non-responsive and awarding said Contract to Janney subject to staff concurrence and the availability of funds.

If you have any questions or require any further clarification, please do not hesitate to contact me.

Very truly yours,  
WADE, LONG, WOOD & LONG, L.L.C.



Howard C. Long, Jr., Solicitor  
Gloucester Township Municipal  
Utilities Authority

HCL/cmv

cc: Chairman & Members GTMUA  
Marlene Hrynio, Administrative Secretary  
Thomas Lisse, PE, CME



December 19, 2017

GTUA 1704

Ray Carr, Executive Director  
Gloucester Township MUA  
401 W. Landing Road  
Blackwood, NJ 08012

**Subject: Bid Results and Recommendation for Award  
Generator Replacement**

Dear Ray:

Six (6) bids were received for the aforementioned project on December 12<sup>th</sup> at 10:00 AM (original copies on file at the Authority). A copy of the bid tabulation is enclosed.

Maguire Electrical Construction, LLC submitted the low bid of \$94,130.00. After review of Maguire's bid I have determined that the generator submitted with the bid does not meet the required specifications in the bid document. A letter outlining the deficiencies is enclosed.

Pending the Authority Solicitor's determination, I recommend that the Authority reject Maguire's bid.

Ronald Janney Electrical Contractor, Inc. (Janney) submitted the 2<sup>nd</sup> lowest bid of \$105,300.00. Janney made no noted exceptions to the Specifications.

I have reviewed the bid response of Janney and found them in compliance with the bid documents provided. Janney has successfully completed similar projects in the past.

Pending the Authority Solicitor's determination, I recommend that the Authority award the generator replacement contract to Ronald Janney Electrical Contractor, Inc.

Please call if you have any questions and/or require any additional assistance.

Sincerely,

**PENNONI ASSOCIATES INC.**

Thomas Lisse, PE, CME  
Authority Engineer

cc: Marlene Hrynio, GTMUA  
Howard Long, GTMUA Solicitor

Z:\Projects\GTUA\1704-Generator Replacement\CORRESPONDENCE\SENT\Bid Recommendation.docx

Gloucester Township MUA  
Generator Replacement

BID TABULATION

BID ITEM		Engineer's Estimate			Magure Electrical Construction, LLC 5524 Oak Street Mays Landing, NJ 08330		Ronald Janney Electrical Contractor, Inc. 401 W Landing Road Blackwood, NJ 08012		AJM Electric, Inc. 2333 Concord Road Chester, Pa 19013		DEC Electrical Contractor, Inc. 235 Rt 73 N. Berlin, NJ 08009		Scafio Electric, Inc. 3539 N. Mill Road Vineland, NJ 08360		GMH Associates 5 Chelton Way, Bldg. 15 Trenton, NJ 08638	
Item #	Description	Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
<b>BASE BID</b>																
1	Supply, Installation and Startup of Standby Generator at Twin Streams	1 LS	\$45,000.00	\$45,000.00	\$41,820.00	\$41,820.00	\$47,400.00	\$47,400.00	\$49,800.00	\$49,800.00	\$53,400.00	\$53,400.00	\$56,500.00	\$56,500.00	\$76,284.00	\$76,284.00
2	Supply, Installation and Startup of Standby Generator at Front & Woodland	1 LS	\$55,000.00	\$55,000.00	\$52,310.00	\$52,310.00	\$57,900.00	\$57,900.00	\$61,800.00	\$61,800.00	\$68,400.00	\$68,400.00	\$69,500.00	\$69,500.00	\$93,005.00	\$93,005.00
<b>TOTAL</b>				<b>\$100,000.00</b>	<b>\$94,130.00</b>		<b>\$105,300.00</b>		<b>\$111,600.00</b>		<b>\$121,800.00</b>		<b>\$126,000.00</b>		<b>\$169,289.00</b>	

Thomas Leisse, PE  
Authority Engineer  
NJ Registered Professional Engineer No. GE04804900



Consulting Engineers

December 19, 2017

GTUA 1704

Thomas Lisse, PE, Authority Engineer  
Pennoni Associates  
515 Grove Street  
Haddon Heights, NJ 08035

**Subject: Bid Results and Recommendation for Award  
Generator Replacement  
Material Deficiency**

Dear Tom:

In connection with the referenced project, I have reviewed the bid prepared by Maguire Electrical Construction, LLC.

After review of Maguire's bid I have determined that the generator submitted with the bid does not meet the minimum requirements as specifications in the bid document.

The specifications were based on a MTU generator with listed know equivalents by Caterpillar and Cummins in accordance with NJAC 5:34-9.2. The bidder submitted a Kohler generator with the bid.

In accordance with NJAC 5:34-9.2, the bidder shall be responsible for documenting the equivalence claim.

Based on the limited information provided with the bid the following items do not meet the minimum specifications:

1. The specified alternator motor starting kVA is 80 Degree Rise, 300kVA at 25% instantaneous Voltage Dip. The bidder submitted an alternator motor starting kVA with 130 Degree Rise.
2. The specified sound attenuation is 74.4 dBA at 23FT (7 meters) at 100% Load, Free Field Environment. The bidder submitted a "Kohler sound enclosure", no open field sound testing was performed as specified.
3. The specifications required that accessories, Battery Charger, Coolant Heater, and Anti Condensation Strip Heater be mounted and factory wired to customer connection terminal block. The generator submitted by the bidder does not include factory wiring harness with accessories mounted and wired to terminal block at the.

In accordance with NJAC 5:34-9.2, failure to submit the required documentation shall be grounds for rejection of the claim of equivalence.

Sincerely,

**PENNONI ASSOCIATES INC.**

Dennis DePuy  
Senior Designer

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

**R-12-17-127**

**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

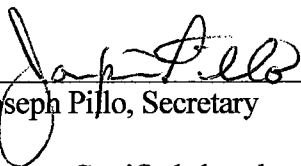
**WHEREAS**, the Authority’s Board of Commissioners have recommended that Raymond J. Carr, Executive Director, be appointed as the Public Agency Compliance Officer for the GTMUA for calendar year 2018.

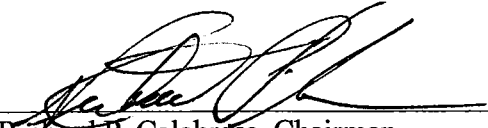
**NOW, THEREFORE, BE IT RESOLVED** by the Chairman and Board Members of the Gloucester Township Municipal Utilities Authority as follows:

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:**

**THE GLOUCESTER TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY**

  
\_\_\_\_\_  
Joseph Pillo, 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 21, 2017.

  
\_\_\_\_\_  
Marlene Hrynio, Administrative Secretary

Dated: December 21, 2017

STATE OF NEW JERSEY  
DEPARTMENT OF THE TREASURY  
DIVISION OF PURCHASE & PROPERTY  
CONTRACT COMPLIANCE AUDIT UNIT  
EEO MONITORING PROGRAM

Print Form

Submit by Email

## Designation Of Public Agency Compliance Officer (P.A.C.O)

The designated Public Agency Compliance Officer (P.A.C.O.) is:

Public Agency:	<u>Gloucester Township MUA</u>	Telephone:	<u>(856) 227-8666</u>
Name:	<u>Raymond J. Carr</u>	Fax:	<u>(856) 227-2869</u>
Title:	<u>Executive Director</u>	Email:	<u>rcarr@gtmua.com</u>
Business Address:	<u>P.O. Box 216</u>		
	<u>Glendora, NJ 08029</u>		

Current Highest Elected or Appointed Official: Richard P. Calabrese, Chairman

No Person currently serving as the P.A.C.O.

The P.A.C.O will be appointed at the next Board/Council meeting. A copy of the resolution designating the appointee will be sent to the Division of Purchase & Property, Contract Compliance Audit Unit, EEO Monitoring Program.

Additional technical assistance is required.

Public Agency Official Signature: \_\_\_\_\_

Please mail or fax form to:

**RESOLUTION R-12-17-128  
GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**

**A RESOLUTION PROVIDING FOR AN EXECUTIVE SESSION NOT  
OPEN TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF  
THE NEW JERSEY OPEN PUBLIC MEETINGS ACT,  
N.J.S.A. 10:4-12.**

**WHEREAS**, the Gloucester Township Municipal Utilities Authority ("GTMUA") is subject to certain requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6, et seq.; and

**WHEREAS**, the Open Public Meetings Act, N.J.S.A. 10:4-12 provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution; and

**WHEREAS**, it is necessary for the GTMUA to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b and designated below:

- **Matters Required by Law to be Confidential:** Any matter which, by express provision of Federal law or State statute or rule of court, shall be rendered confidential or excluded from the provisions of the Open Public Meetings Act.
- 
- 

- **Matters Relating to Collective Bargaining Agreements:** Any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body.
-

- 
- **Matters Relating to the Purchase, Lease or Acquisition of Real Property or the Investment of Public Funds:** Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matters were disclosed.  
Lower Landing Road
- 

- **Matters Relating to Public Safety and Property:** Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection. Any investigations of possible violations of the law.
- 
- 

- **Matters Relating to Litigation, Negotiations and the Attorney-Client Privilege:** Any pending or anticipated litigation or contract negotiation in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.
- 
- 

- **Matters Relating to the Employment Relationship:** Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of promotion or disciplining of any specific prospective public officer or

employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected requested in writing that such matter or matters be discussed at a public meeting.

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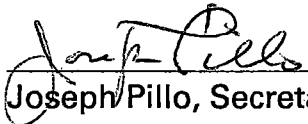
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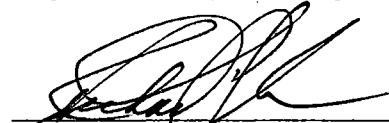
**NOW, THEREFORE, BE IT RESOLVED** BY THE Chairman and Board Members of the Gloucester Township Municipal Utilities Authority, assembled in a public session on December 21, 2017, that an Executive Session closed to the public is hereby authorized for the discussion of matters relating to the specific items designated above.

**BE IT FURTHER RESOLVED**, that the deliberations conducted in closed session may be disclosed to the public upon the determination of the GTMUA that the public interest will no longer be served by such confidentiality.

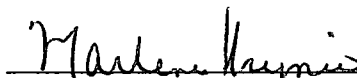
**ATTEST:**

**THE GLOUCETER TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY**

  
\_\_\_\_\_  
Joseph Pillo, 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 21, 2017.

  
\_\_\_\_\_  
Marlene Hrynio, Administrative Secretary

Dated: December 21, 2017



**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, 2018 THROUGH FEBRUARY 28, 2019**

**R-12-17-129**

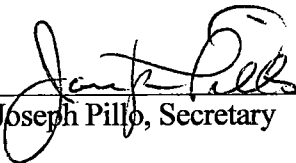
**WHEREAS**, the Gloucester Township Municipal Utilities Authority, County of Camden and State of New Jersey is in receipt of a request by the Executive Director for the authorization to advertise for bids for Temporary Labor for the Grass and Leaf Collection Program from March 1, 2018 through February 28, 2019; 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

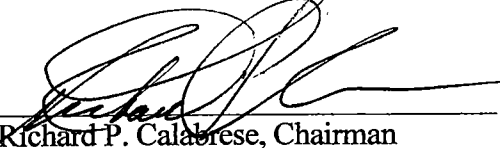
**WHEREAS**, pursuant to New Jersey Public Contracts Law, the Authority must solicit bids for the provision of temporary labor; and

**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, 2018 through February 28, 2019.

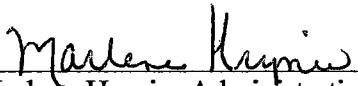
**ATTEST:**

  
\_\_\_\_\_  
Joseph Pillo, 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 21, 2017.

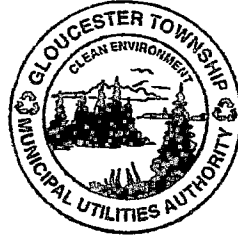
  
\_\_\_\_\_  
Marlene Hrynio, Administrative Secretary

Dated: December 21, 2017

Commissioners  
Richard P. Calabrese  
Chairman

Frank Simiriglia  
Vice Chairman

Board Members  
Dora M. Guevara  
Joseph Pillo  
Glen Bianchini  
Dorothy Bradley  
Ken Garbowski



Raymond J. Carr  
Executive Director

Marlene Hrynio  
Administrative Secretary

Howard C. Long Jr, Esq.  
Solicitor

Thomas Leisse, PE, CME  
Consulting Engineer

## THE GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

401 W. Landing Road, Blackwood, NJ 08012  
P.O. Box 216, Glendora, NJ 08029-0216  
Phone: (856) 227-8666 • FAX: (856) 227-5668

### ***NOTICE TO BIDDERS***

Gloucester Township Municipal Utilities Authority  
P.O. Box 216  
Glendora, New Jersey 08029-0216  
(856) 227-8666

Notice is hereby given that sealed bids addressed to Raymond J. Carr, Executive Director, will be received up to 10:00 a.m. Thursday, January 25, 2018, at which time they will be publicly opened and read aloud in the office of the Authority, Administration Building, Landing Road, Chews Landing, for:

### **Temporary Labor for the Gloucester Township Grass and Leaf Collection**

Specifications and bid forms may be obtained from the office of the Executive Director, Raymond J. Carr, during normal office hours at the above address.

The Authority reserves the right to reject any or all proposals in whole or part and to waive such informalities as may be permitted by law.

Bidders are required to comply with the requirements of N.J.S.A.40A:11-1 et. seq. by order of the Gloucester Township Municipal Utilities Authority.

By order of the Gloucester Township Municipal Utilities Authority.

Raymond J. Carr  
Executive Director

**RESOLUTION  
GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
RESOLUTION AUTHORIZING EXECUTION OF AN EMPLOYEE ASSISTANCE  
PROGRAM AGREEMENT WITH THE SOUTHWEST COUNCIL, INC.**

**R-12-17-130**

**WHEREAS**, the Gloucester Township ("GTMUA/Authority") desires to engage the firm of The Southwest Council, Inc. of 645 N. Delsea Drive, Vineland, New Jersey for the purposes of providing an employee assistance program; and

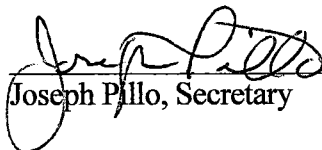
**WHEREAS**, the agreement, in the form attached hereto and made apart hereof, is for the sum of **\$1,312** for a term commencing January 1, 2018 and terminating December 31, 2018, and therefore does not exceed the bid threshold requirements set forth in the Local Public Contracts Law [N.J.S.A. 40A:11-1 et. seq.]; and

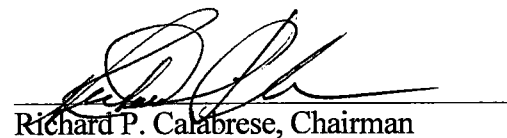
**NOW, THEREFORE, BE IT RESOLVED** by the Chairman and Board Members of the Gloucester Township Municipal Utilities Authority as follows:

1. The factual recitations in the preamble above are hereby incorporated herein as if fully set forth.
2. The Chairman, Executive Director and/or Secretary are hereby authorized to execute the Employee assistance Program Contract attached hereto and made a part hereof.

**ATTEST:**

**THE GLOUCESTER TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY**

  
\_\_\_\_\_  
Joseph Pillo, 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 21, 2017.

  
\_\_\_\_\_  
Marlene Hrynio, Administrative Secretary

Dated: December 21, 2017

ADMINISTRATIVE OFFICE

1405 N. Delsea Drive  
Vineland, NJ 08360



TOLL FREE: (800) 856-9609  
PHONE: (856) 794-1011  
FAX: (856) 794-1239

ANNUAL EMPLOYEE ASSISTANCE PROGRAM

AGREEMENT RENEWAL

BETWEEN

THE SOUTHWEST COUNCIL  
"CONTRACTOR"

AND

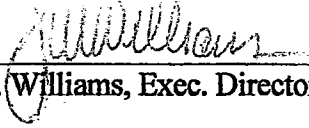
GLOUCESTER TWP. M.U.A.  
"COMPANY"

RENEWAL DATE: January 1, 2018

CONTRACTOR (The Southwest Council) confirms the renewal of the terms and conditions of its previous Agreement dated 1/1/17, with the above-named COMPANY for a period of 12 months from 1/1/18-12/31/18.

The COMPANY agrees to the previous terms and conditions of the Agreement and affirms that the terms remain unchanged from the previous agreement, or that any changes to the above have been attached and are incorporated into the renewal agreement.

SIGNING FOR THE CONTRACTOR

  
\_\_\_\_\_  
Joseph M. Williams, Exec. Director

DATED:

December 4, 2017

SIGNING FOR THE COMPANY:

NAME AND TITLE (please print):

\_\_\_\_\_  
Raymond J. Carr  
Executive Director

DATED:

\_\_\_\_\_  
December 22, 2017

# 2019 AUTHORITY BUDGET RESOLUTION

## GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

**FISCAL YEAR: FROM: March 1, 2018 TO: February 28, 2019**

WHEREAS, the Annual Budget and Capital Budget for the Gloucester Township Municipal Utilities Authority for the fiscal year beginning, March 1, 2018 and ending, February 28, 2019 has been presented before the governing body of the Gloucester Township Municipal Utilities Authority at its open public meeting of December 21, 2017; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$7,050,444.00, Total Appropriations, including any Accumulated Deficit if any, of \$7,290,444.00 and Total Unrestricted Net Position utilized of 240,000.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$2,230,000.00; Total Unrestricted Net Position planned to be utilized as funding thereof, of \$1,685,000.00; and funding from a Township of Gloucester contribution totaling \$545,000.00 and

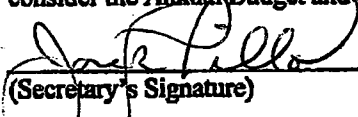
WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for 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 21, 2017 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, 2018 and ending, February 28, 2019 is hereby approved; and

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

BE IT FURTHER RESOLVED, that the governing body of the Gloucester Township Municipal Utilities Authority will consider the Annual Budget and Capital Budget/Program for adoption on January 18, 2018.

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

12-21-17  
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Richard P. Calabrese	X			
Frank Simiriglia	X			
Dora Guevara	X			
Joseph Pillo	X			
Glen Bianchini	X			

# *Authority Budget of:*

## *Gloucester Township Municipal Utilities Authority*

**State Filing Year**

**2018**

*For the Period:*

*March 1, 2018*

*to*

*February 28, 2019*

**[www.gtmua.com](http://www.gtmua.com)**

**Authority Web Address**

**Department Of**



**Community  
Affairs**

*Division of Local Government Services*

**2019 AUTHORITY BUDGET**

**Certification Section**



**2019**

**GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**

**AUTHORITY BUDGET**

**FISCAL YEAR: FROM MARCH 1, 2018 TO FEBRUARY 28, 2019**

***For Division Use Only***

**CERTIFICATION OF APPROVED BUDGET**

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

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

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

**CERTIFICATION OF ADOPTED BUDGET**

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

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

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

# 2019 PREPARER'S CERTIFICATION

## GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

### AUTHORITY BUDGET

**FISCAL YEAR:** FROM: MARCH 1, 2018 TO: FEBRUARY 28, 2019

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

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

Preparer's Signature:			
Name:	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		

# 2019 APPROVAL CERTIFICATION

## GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY AUTHORITY BUDGET

**FISCAL YEAR: FROM: MARCH 1, 2018 TO: FEBRUARY 28, 2019**

It is hereby certified that the Authority Budget, including all schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body of the Gloucester Township Municipal Utilities Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 21st day of December, 2017.

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

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

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

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

Name of Officer Certifying compliance

Raymond J. Carr III

Title of Officer Certifying compliance

Executive Director

Signature

\_\_\_\_\_

# 2019 AUTHORITY BUDGET RESOLUTION

## GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

**FISCAL YEAR: FROM: March 1, 2018 TO: February 28, 2019**

WHEREAS, the Annual Budget and Capital Budget for the Gloucester Township Municipal Utilities Authority for the fiscal year beginning, March 1, 2018 and ending, February 28, 2019 has been presented before the governing body of the Gloucester Township Municipal Utilities Authority at its open public meeting of December 21, 2017; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$7,050,444.00, Total Appropriations, including any Accumulated Deficit if any, of \$7,290,444.00 and Total Unrestricted Net Position utilized of 240,000.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$2,230,000.00; Total Unrestricted Net Position planned to be utilized as funding thereof, of \$1,685,000.00; and funding from a Township of Gloucester contribution totaling \$545,000.00 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 21, 2017 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, 2018 and ending, February 28, 2019 is hereby approved; and

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

BE IT FURTHER RESOLVED, that the governing body of the Gloucester Township Municipal Utilities Authority will consider the Annual Budget and Capital Budget/Program for adoption on January 18, 2018.

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

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

Governing Body  
Member:

Recorded Vote

Aye

Nay

Abstain

Absent

# 2019 ADOPTION CERTIFICATION

## GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

### AUTHORITY BUDGET

**FISCAL YEAR:**   **FROM:**   March 1, 2018   **TO:**   February 28, 2019

It is hereby certified that the Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the Gloucester Township Municipal Utilities Authority, pursuant to N.J.A.C. 5:31-2.3, on the 18th day of, January, 2018.

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		

# 2019 ADOPTED BUDGET RESOLUTION

## GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

**FISCAL YEAR: FROM: March 1, 2018 TO: February 28, 2019**

WHEREAS, the Annual Budget and Capital Budget/Program for the Gloucester Township Municipal Utilities Authority for the fiscal year beginning March 1, 2018 and ending, February 28, 2019 has been presented for adoption before the governing body of the Gloucester Township Municipal Utilities Authority at its open public meeting of January 18, 2018; and

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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$7,050,444.00, Total Appropriations, including any Accumulated Deficit, if any, of \$7,290,444.00 and Total Unrestricted Net Position utilized of \$240,000.00; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$2,230,000.00; Total Unrestricted Net Position planned to be utilized of \$1,685,000.00; and funding from a Township of Gloucester contribution totaling \$545,000.00 and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Gloucester Township Municipal Utilities Authority, at an open public meeting held on January 18, 2018 that the Annual Budget and Capital Budget/Program of the Gloucester Township Municipal Utilities Authority for the fiscal year beginning, March 1, 2018 and, ending, February 28, 2019 is hereby adopted and shall constitute appropriations for the purposes stated; and

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

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

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

Governing Body  
Member:

Recorded Vote

Aye

Nay

Abstain

Absent

**2019 AUTHORITY BUDGET**

**Narrative and Information Section**



# 2019 AUTHORITY BUDGET MESSAGE & ANALYSIS

## GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

### AUTHORITY BUDGET

FISCAL YEAR: FROM: March 1, 2018 TO: February 28, 2019

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

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

The total sewer budget variance is (\$553,709.00) or -10.0%. The main reason for the decrease is the Authority's 1993 bonds had its final maturity in the FY 2018 budget. As a result, debt service principal and interest appropriations were decreased significantly, principal by -50% and interest by -29%. The only other sewer individual appropriation with a change of more than 10% was Repairs/Maintenance/System Expenses. The reason for the 38.7% increase was the Authority management moved annual expenses out of its capital budget and into operating for major system expenses. The total solid waste budget variance is \$43,850.00.00 or 2.1% with no individual revenue accounts exceeding a 10% change. One solid waste line item of operations had a variance in excess of 10%. Vehicle Expenses had a variance of 25.8% as a result of an increase gasoline and tire purchasing. The Municipal/County Appropriation decreased by \$20,000.00, which was less than 10%.

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

The budget will have no increase on the revenue realized but because of the significant drop in debt service appropriations (Principal & Interest), the amount needed from rents to balance the budget was decreased by 15%. The Authority is utilizing the unanticipated rent revenue that will be realized to support its capital budget program. Connection fee revenue was decreased by \$30,000.00 or -13% because the Township is approaching buildout and the Authority does not want to rely on these fees to support its operations.

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

The local/regional economy is stable and has no real impact on the annual budget.

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

Unrestricted net position was only used to offset the Municipal/County Appropriation as required.

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

As stated in #4, 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.

6. The proposed budget must not reflect an anticipated deficit from 2018-2019 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a prior deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question. **(Prepare a response to deficits caused by the implementation of GASB 68)**

The Authority's implementation of GASB Statement 68 required the recording of the Authority's portion of its unfunded pension liability. As a result, the Authority's unrestricted net position ended the fiscal year (Audited) in a deficit. If the liability was 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. If or when the Authority is informed that it must pay its unfunded pension liability, it will then address how the liability 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.

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

Sewer Service Rate - \$46.00/quarter, \$184.00 per year (Per EDU) - no change from Prior Budget Submission

Connection Fee - \$1,600.00 – No change from budget submission

Solid Waste – No change from Prior Budget Submission

# AUTHORITY CONTACT INFORMATION

## 2018

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

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

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

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

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

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

# AUTHORITY INFORMATIONAL QUESTIONNAIRE

## GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

**FISCAL YEAR: FROM: March 1, 2018 TO: February 28, 2019**

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

- 1) Provide the number of individuals employed in (Use **Most Recent W-3 Available 2016 or 2017**) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 55
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use **Most Recent W-3 Available 2016 or 2017**) Transmittal of Wage and Tax Statements: \$2,048,915.61
- 3) Provide the number of regular voting members of the governing body: 5
- 4) Provide the number of alternate voting members of the governing body: 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, 2017 or 2018 deadline has passed 2017 or 2018**) because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at <http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html> before answering) Yes **If "no,"** provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? No *If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.*
- 8) Was the Authority a party to a business transaction with one of the following parties:
  - a. A current or former commissioner, officer, key employee, or highest compensated employee? No
  - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? No
  - c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner? No*If the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.*
- 9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. No *If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.*
- 10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. **Attach a narrative of your Authority's procedures for all employees.**

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 2% of their prior salary.

- 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, \$1,337.50

- 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:
- First class or charter travel **No**
  - Travel for companions **No**
  - Tax indemnification and gross-up payments **No**
  - Discretionary spending account **No**
  - Housing allowance or residence for personal use **No**
  - Payments for business use of personal residence **No**
  - Vehicle/auto allowance or vehicle for personal use **No**
  - Health or social club dues or initiation fees **No**
  - 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.*
- 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, 2018 TO: February 28, 2019**

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

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

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

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

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

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

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

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

**Reportable compensation:** (Use the Most Recent W-2 available 2017 or 2018). The aggregate compensation that is reported (or is required to be reported) on Form W-2, box 1 or 5, whichever amount is greater, and/or Form 1099-MISC, box 7, for the most recent calendar year ended 60 days before the start of the proposed budget year. For example, for fiscal years ending December 31, 2018, the most recent W-2 and 1099 should be used 2017 or 2016 (60 days prior to start of budget year is November 1, 2017, with 2016 being the most recent calendar year ended), and for fiscal years ending June 30, 2018, the calendar year 2017 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2017, with 2017 being the most recent calendar year ended).

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

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

**Gloucester Township Municipal Utilities Authority**  
 For the Period **March 1, 2018** to **February 28, 2019**

Name	Title	Average Hours per Week Dedicated to Position	Position (Can Check more than 1 Column for each person)				Reportable Compensation from Authority (W-2/ 1099)			Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority	Names of Other Public Entities where Individual is an Employee or Member of the Governing Body (1) See note below	Positions held at Other Public Entities Listed in Column O	Average Hours per Week Dedicated to Positions at Other Public Entities Listed in Column O	Reportable Compensation from Other Public Entities (W-2/ 1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities
			Commissioner	Officer	Key Employee	Highest Compensated Employee	Former	Base Salary/ Stipend	Bonus								
1 Richard Calabrese	Chairman	12	x				\$ 4,350	N/A	N/A	0	\$ 4,350	NONE	NONE	NONE	0	0	\$ 4,350
2 Frank Simiriglia	Vice Chairman	6	x				\$ 4,350	N/A	N/A	0	4,350	Gloucester Twp Zonin	Boardmember	1	0	0	4,350
3 Dora Guevara	Boardmember	6	x				\$ 4,350	N/A	N/A	0	4,350	NONE	NONE	NONE	0	0	4,350
4 Glen Bianchini	Boardmember	6	x				\$ 4,350	N/A	N/A	0	4,350	NONE	NONE	NONE	0	0	4,350
5 Joseph Pillo	Boardmember	6	x				\$ 4,350	N/A	N/A	0	4,350	Camden County Planr	Boardmember	2	0	0	4,350
6 Dorothy Bradley	Alt. Boardmember	6	x				\$ 4,350	N/A	N/A	0	4,350	NONE	NONE	NONE	0	0	4,350
7 Ken Garbowski	Alt. Boardmember	6	x				\$ 4,350	N/A	N/A	0	4,350	NONE	NONE	NONE	0	0	4,350
8 Raymond Carr	Executive Director	54		x			\$ 108,012	N/A	N/A	0	108,012	NONE	NONE	NONE	0	0	108,012
9 Marlene Hrynio	Administrative Secretary	50		x			\$ 78,874	N/A	N/A	0	78,874	NONE	NONE	NONE	0	0	78,874
10 Glenn Englebert	Recycling Coordinator	50		x			\$ 105,235	N/A	5,000	0	110,235	NONE	NONE	NONE	0	0	110,235
11										0							0
12										0							0
13										0							0
14										0							0
15										0							0
<b>Total:</b>							<u>\$ 322,570</u>	<u>\$ -</u>	<u>\$ 5,000</u>	<u>\$ -</u>	<u>\$ 327,570</u>				<u>\$ -</u>	<u>\$ -</u>	<u>\$ 327,570</u>

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

## Schedule of Health Benefits - Detailed Cost Analysis

### Gloucester Township Municipal Utilities Authority

For the Period March 1, 2018 to February 28, 2019

	# 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)
<b>Active Employees - Health Benefits - Annual Cost</b>								
Single Coverage	12	\$ 14,036	\$ 168,434	11	\$ 13,238	\$ 145,618	\$ 22,816	15.7%
Parent & Child	1	23,989	23,989	1	23,989	23,989	0	0.0%
Employee & Spouse (or Partner)	15	25,852	387,780	13	24,878	323,414	64,366	19.9%
Family	16	37,220	595,520	12	38,311	459,732	135,788	29.5%
Employee Cost Sharing Contribution (enter as negative - )			(45,950)			(80,825)	34,875	-43.1%
<b>Subtotal</b>	<b>44</b>		<b>1,129,773</b>	<b>37</b>		<b>871,928</b>	<b>257,845</b>	<b>29.6%</b>
<b>Commissioners - Health Benefits - Annual Cost</b>								
Single Coverage	0		-	0		-	-	#DIV/0!
Parent & Child	0		-	0		-	-	#DIV/0!
Employee & Spouse (or Partner)	0		-	0		-	-	#DIV/0!
Family	0		-	0		-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative - )							-	#DIV/0!
<b>Subtotal</b>	<b>0</b>		<b>-</b>	<b>0</b>		<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>Retirees - Health Benefits - Annual Cost</b>								
Single Coverage	6	8,000	48,000	5	7,810	39,050	8,950	22.9%
Parent & Child			-			-	-	#DIV/0!
Employee & Spouse (or Partner)	10	17,400	174,000	11	17,298	190,278	(16,278)	-8.6%
Family			-			-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative - )							-	#DIV/0!
<b>Subtotal</b>	<b>16</b>		<b>222,000</b>	<b>16</b>		<b>229,328</b>	<b>(7,328)</b>	<b>-3.2%</b>
<b>GRAND TOTAL</b>	<b>60</b>		<b>\$ 1,351,773</b>	<b>53</b>		<b>\$ 1,101,256</b>	<b>\$ 250,517</b>	<b>22.7%</b>

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

Yes  No

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

Yes  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, 2018 to February 28, 2019

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	29.5	\$ 9,107	x		
Bailey	76	7,487	x		
Brunkel	5.75	791	x		
Calabrese, A.	35	4,284	x		
Calabrese, T	1.5	287	x		
Cargen	13	1,414			x
Carr	63.94	22,150			x
Cokos, J.	54.18	9,208		x	
Cook	8	1,041	x		
DeLeonardis	24	6,104	x		
Devlin	23.5	2,876	x		
Engelbert	84.03	25,557			x
Fitzpatrick	2.5	314	x		x
Gervasi	12.71	1,406		x	
<b>Total liability for accumulated compensated absences at beginning of current year</b>		<b>\$ 92,027</b>			

**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, 2018

to

February 28, 2019

**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
Giunta, Jr.	5.5	\$ 651	x		
Gore	30	6,973	x		
Harvey	47.5	9,006	x		
Heran	4	557	x		
Hrynio	13.15	3,914		x	
Lynch	6.5	702	x		
Manna	1.5	231	x		
Mauz	3	373	x		
Mawson, C.	7.5	2,099	x		
Mickle	30.5	7,848	x		
Monaco	4	566	x		
Murray	9	1,102	x		
Nicolary	6	910	x		
Pasquini	2.5	288		x	
<b>Total liability for accumulated compensated absences at beginning of current year</b>		<b>\$ 35,219</b>			

**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, 2018 to February 28, 2019

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

X Box if Authority has no Compensated Absences X

*Legal Basis for Benefit  
(check applicable items)*

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at End of Last Issued Audit Report	Dollar Value of Accrued Compensated Absence Liability	Approved Labor Agreement	Resolution	Individual Employment Agreement
Passaro	7.5	1,382	x		
Pierson	0	-	x		
Pitcher	30	7,924	x		
Porter	3.88	846		x	
Riley	-1	(210)	x		
Rockwell	9.25	1,095	x		
Samuel	4	416	x		
Sciaccia	10	1,134	x		
Smith	21	3,162	x		
Smith	5	520	x		
Stiles	12.75	1,561	x		
Whitney	-2	(320)	x		
Wiggins	0.21	28		x	
<b>Total liability for accumulated compensated absences at beginning of current year</b>		<b>\$ 17,537</b>			

**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, 2018** to **February 28, 2019**

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

Name of Entity Providing Service	Name of Entity Receiving Service	Type of Shared Service Provided	Comments (Enter more specifics if needed)	Agreement Effective Date	Agreement End Date	Amount to be Received by/ Paid from Authority
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	12/15/2020	\$ 14,360
Gloucester Township MUA	Gloucester Township	Certified Public Works Manager		1/1/2018	12/31/2018	\$ 12,000
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	7/1/2017	7/1/2018	\$ -

If No Shared Services X this Box

**2019 AUTHORITY BUDGET**

**Financial Schedules Section**

## SUMMARY

Gloucester Township Municipal Utilities Authority  
For the Period **March 1, 2018** to **February 28, 2019**

	<b>FY 2019 Proposed Budget</b>						<b>FY 2018 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>	
	Sewer	Solid Waste	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations	
<b>REVENUES</b>										
Total Operating Revenues	\$ 4,784,734	\$ 2,075,210	\$ -	\$ -	\$ -	\$ -	\$ 6,859,944	\$ 7,369,803	\$ (509,859)	-6.9%
Total Non-Operating Revenues	190,500	-	-	-	-	-	190,500	190,500	-	0.0%
Total Anticipated Revenues	<u>4,975,234</u>	<u>2,075,210</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>7,050,444</u>	<u>7,560,303</u>	<u>(509,859)</u>	<u>-6.7%</u>
<b>APPROPRIATIONS</b>										
Total Administration	1,256,650	371,932	-	-	-	-	1,628,582	1,584,748	43,834	2.8%
Total Cost of Providing Services	2,938,450	1,619,558	-	-	-	-	4,558,008	4,328,398	229,610	5.3%
Total Principal Payments on Debt Service in Lieu of Depreciation	656,947	64,680	-	-	-	-	721,627	1,446,079	(724,452)	-50.1%
Total Operating Appropriations	<u>4,852,047</u>	<u>2,056,170</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>6,908,217</u>	<u>7,359,225</u>	<u>(451,008)</u>	<u>-6.1%</u>
Total Interest Payments on Debt	123,187	19,040	-	-	-	-	142,227	201,078	(58,851)	-29.3%
Total Other Non-Operating Appropriations	240,000	-	-	-	-	-	240,000	260,000	(20,000)	-7.7%
Total Non-Operating Appropriations	<u>363,187</u>	<u>19,040</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>382,227</u>	<u>461,078</u>	<u>(78,851)</u>	<u>-17.1%</u>
Accumulated Deficit	-	-	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	<u>5,215,234</u>	<u>2,075,210</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>7,290,444</u>	<u>7,820,303</u>	<u>(529,859)</u>	<u>-6.8%</u>
Less: Total Unrestricted Net Position Utilized	<u>240,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>240,000</u>	<u>260,000</u>	<u>(20,000)</u>	<u>-7.7%</u>
Net Total Appropriations	<u>4,975,234</u>	<u>2,075,210</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>7,050,444</u>	<u>7,560,303</u>	<u>(509,859)</u>	<u>-6.7%</u>
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (0)</u>	<u>\$ 0</u>	<u>-100.0%</u>

## Revenue Schedule

Gloucester Township Municipal Utilities Authority  
For the Period March 1, 2018 to February 28, 2019

	<b>FY 2019 Proposed Budget</b>						<b>Total All</b>	<b>FY 2018 Adopted</b>	<b>Proposed vs.</b>	<b>% Increase</b>
	Sewer	Solid Waste	N/A	N/A	N/A	N/A	Operations	Budget	Adopted	(Decrease)
								Total All	All Operations	All Operations
<b>OPERATING REVENUES</b>										
<i>Service Charges</i>										
Residential	4,214,734						\$ 4,214,734	\$ 4,718,443	\$ (503,709)	-10.7%
Business/Commercial	370,000						370,000	390,000	(20,000)	-5.1%
Industrial							-	-	-	#DIV/0!
Intergovernmental		1,760,210					1,760,210	1,716,360	43,850	2.6%
Other		315,000					315,000	315,000	-	0.0%
<b>Total Service Charges</b>	<b>4,584,734</b>	<b>2,075,210</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,659,944</b>	<b>7,139,803</b>	<b>(479,859)</b>	<b>-6.7%</b>
<i>Connection Fees</i>										
Residential	90,000						90,000	100,000	(10,000)	-10.0%
Business/Commercial	110,000						110,000	130,000	(20,000)	-15.4%
Industrial							-	-	-	#DIV/0!
Intergovernmental							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
<b>Total Connection Fees</b>	<b>200,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>200,000</b>	<b>230,000</b>	<b>(30,000)</b>	<b>-13.0%</b>
<i>Parking Fees</i>										
Meters							-	-	-	#DIV/0!
Permits							-	-	-	#DIV/0!
Fines/Penalties							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
<b>Total Parking Fees</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<i>Other Operating Revenues (List)</i>										
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
<b>Total Other Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>Total Operating Revenues</b>	<b>4,784,734</b>	<b>2,075,210</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,859,944</b>	<b>7,369,803</b>	<b>(509,859)</b>	<b>-6.9%</b>
<b>NON-OPERATING REVENUES</b>										
<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!
<b>Total Other Non-Operating Revenue</b>	<b>173,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>173,500</b>	<b>173,500</b>	<b>-</b>	<b>0.0%</b>
<i>Interest on Investments &amp; Deposits (List)</i>										
Interest Earned	6,000						6,000	6,000	-	0.0%
Penalties	11,000						11,000	11,000	-	0.0%
Other							-	-	-	#DIV/0!
<b>Total Interest</b>	<b>17,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>17,000</b>	<b>17,000</b>	<b>-</b>	<b>0.0%</b>
<b>Total Non-Operating Revenues</b>	<b>190,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>190,500</b>	<b>190,500</b>	<b>-</b>	<b>0.0%</b>
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 4,975,234</b>	<b>\$ 2,075,210</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,050,444</b>	<b>\$ 7,560,303</b>	<b>\$ (509,859)</b>	<b>-6.7%</b>

# Prior Year Adopted Revenue Schedule

## Gloucester Township Municipal Utilities Authority

### FY 2018 Adopted Budget

	Sewer	Solid Waste	N/A	N/A	N/A	N/A	Total All Operations
<b>OPERATING REVENUES</b>							
<i>Service Charges</i>							
Residential	4,718,443						\$ 4,718,443
Business/Commercial	390,000						390,000
Industrial							-
Intergovernmental		1,716,360					1,716,360
Other		315,000					315,000
<b>Total Service Charges</b>	<b>5,108,443</b>	<b>2,031,360</b>	-	-	-	-	<b>7,139,803</b>
<i>Connection Fees</i>							
Residential	100,000						100,000
Business/Commercial	130,000						130,000
Industrial							-
Intergovernmental							-
Other							-
<b>Total Connection Fees</b>	<b>230,000</b>	-	-	-	-	-	<b>230,000</b>
<i>Parking Fees</i>							
Meters							-
Permits							-
Fines/Penalties							-
Other							-
<b>Total Parking Fees</b>	-	-	-	-	-	-	-
<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)							-
<b>Total Other Revenue</b>	-	-	-	-	-	-	-
<b>Total Operating Revenues</b>	<b>5,338,443</b>	<b>2,031,360</b>	-	-	-	-	<b>7,369,803</b>
<b>NON-OPERATING REVENUES</b>							
<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							-
<b>Other Non-Operating Revenues</b>	<b>173,500</b>	-	-	-	-	-	<b>173,500</b>
<i>Interest on Investments &amp; Deposits</i>							
Interest Earned	6,000						6,000
Penalties	11,000						11,000
Other							-
<b>Total Interest</b>	<b>17,000</b>	-	-	-	-	-	<b>17,000</b>
<b>Total Non-Operating Revenues</b>	<b>190,500</b>	-	-	-	-	-	<b>190,500</b>
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 5,528,943</b>	<b>\$ 2,031,360</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,560,303</b>



# Appropriations Schedule

Gloucester Township Municipal Utilities Authority  
For the Period March 1, 2018 to February 28, 2019

	<b>FY 2019 Proposed Budget</b>						<b>Total All</b>	<b>FY 2018 Adopted</b>	<b>\$ Increase</b>	<b>% Increase</b>
	Sewer	Solid Waste	N/A	N/A	N/A	N/A	Operations	Total All Operations	Proposed vs. Adopted	Proposed vs. Adopted
<b>OPERATING APPROPRIATIONS</b>										
<i>Administration - Personnel</i>										
Salary & Wages	\$ 466,950	\$ 169,100					\$ 636,050	\$ 622,550	\$ 13,500	2.2%
Fringe Benefits	419,700	94,962					514,662	485,232	29,430	6.1%
<b>Total Administration - Personnel</b>	<b>886,650</b>	<b>264,062</b>	-	-	-	-	<b>1,150,712</b>	<b>1,107,782</b>	<b>42,930</b>	<b>3.9%</b>
<i>Administration - Other (List)</i>										
Prof. Fees-Eng., Solic., Audit, Bd. Couns., Trus	210,700	20,500					231,200	228,200	3,000	1.3%
Equip. & Maintenance Contracts	42,850	28,000					70,850	71,850	(1,000)	-1.4%
Postage, Stationary & Office Expenses	43,300	24,100					67,400	66,800	600	0.9%
Insurance	19,650	35,270					54,920	54,616	304	0.6%
Miscellaneous Administration*	53,500						53,500	55,500	(2,000)	-3.6%
<b>Total Administration - Other</b>	<b>370,000</b>	<b>107,870</b>	-	-	-	-	<b>477,870</b>	<b>476,966</b>	<b>904</b>	<b>0.2%</b>
<b>Total Administration</b>	<b>1,256,650</b>	<b>371,932</b>	-	-	-	-	<b>1,628,582</b>	<b>1,584,748</b>	<b>43,834</b>	<b>2.8%</b>
<i>Cost of Providing Services - Personnel</i>										
Salary & Wages	1,061,300	810,250					1,871,550	1,826,850	44,700	2.4%
Fringe Benefits	791,300	463,638					1,254,938	1,212,343	42,595	3.5%
<b>Total COPS - Personnel</b>	<b>1,852,600</b>	<b>1,273,888</b>	-	-	-	-	<b>3,126,488</b>	<b>3,039,193</b>	<b>87,295</b>	<b>2.9%</b>
<i>Cost of Providing Services - Other (List)</i>										
Utilities-Elec./Gas/Telephone	326,500	12,000					338,500	343,183	(4,683)	-1.4%
Repairs/Maintenance/System Expenses	396,500	90,700					487,200	351,200	136,000	38.7%
Vehicle Expenses	109,950	189,050					299,000	272,257	26,743	9.8%
Insurance	103,600	35,270					138,870	140,872	(2,002)	-1.4%
Miscellaneous COPS*	149,300	18,650					167,950	181,693	(13,743)	-7.6%
<b>Total COPS - Other</b>	<b>1,085,850</b>	<b>345,670</b>	-	-	-	-	<b>1,431,520</b>	<b>1,289,205</b>	<b>142,315</b>	<b>11.0%</b>
<b>Total Cost of Providing Services</b>	<b>2,938,450</b>	<b>1,619,558</b>	-	-	-	-	<b>4,558,008</b>	<b>4,328,398</b>	<b>229,610</b>	<b>5.3%</b>
<b>Total Principal Payments on Debt Service in Lieu of Depreciation</b>	<b>656,947</b>	<b>64,680</b>	-	-	-	-	<b>721,627</b>	<b>1,446,079</b>	<b>(724,452)</b>	<b>-50.1%</b>
<b>Total Operating Appropriations</b>	<b>4,852,047</b>	<b>2,056,170</b>	-	-	-	-	<b>6,908,217</b>	<b>7,359,225</b>	<b>(451,008)</b>	<b>-6.1%</b>
<b>NON-OPERATING APPROPRIATIONS</b>										
<b>Total Interest Payments on Debt</b>	<b>123,187</b>	<b>19,040</b>	-	-	-	-	<b>142,227</b>	<b>201,078</b>	<b>(58,851)</b>	<b>-29.3%</b>
Operations & Maintenance Reserve							-	-	-	#DIV/0!
Renewal & Replacement Reserve							-	-	-	#DIV/0!
Municipality/County Appropriation	240,000						240,000	260,000	(20,000)	-7.7%
Other Reserves							-	-	-	#DIV/0!
<b>Total Non-Operating Appropriations</b>	<b>363,187</b>	<b>19,040</b>	-	-	-	-	<b>382,227</b>	<b>461,078</b>	<b>(78,851)</b>	<b>-17.1%</b>
<b>TOTAL APPROPRIATIONS</b>	<b>5,215,234</b>	<b>2,075,210</b>	-	-	-	-	<b>7,290,444</b>	<b>7,820,303</b>	<b>(529,859)</b>	<b>-6.8%</b>
<b>ACCUMULATED DEFICIT</b>							-	-	-	#DIV/0!
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>5,215,234</b>	<b>2,075,210</b>	-	-	-	-	<b>7,290,444</b>	<b>7,820,303</b>	<b>(529,859)</b>	<b>-6.8%</b>
<b>UNRESTRICTED NET POSITION UTILIZED</b>										
Municipality/County Appropriation	240,000	-	-	-	-	-	240,000	260,000	(20,000)	-7.7%
Other							-	-	-	#DIV/0!
<b>Total Unrestricted Net Position Utilized</b>	<b>240,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>240,000</b>	<b>260,000</b>	<b>(20,000)</b>	<b>-7.7%</b>
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 4,975,234</b>	<b>\$ 2,075,210</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,050,444</b>	<b>\$ 7,560,303</b>	<b>\$ (509,859)</b>	<b>-6.7%</b>

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

5% of Total Operating Appropriations    \$ 242,602.35    \$ 102,808.50    \$ -    \$ -    \$ -    \$ -    \$ 345,410.85

# Prior Year Adopted Appropriations Schedule

## Gloucester Township Municipal Utilities Authority

### FY 2018 Adopted Budget

	Sewer	Solid Waste	N/A	N/A	N/A	N/A	Total All Operations
<b>OPERATING APPROPRIATIONS</b>							
<i>Administration - Personnel</i>							
Salary & Wages	\$ 460,050	\$ 162,500					\$ 622,550
Fringe Benefits	394,150	91,082					485,232
Total Administration - Personnel	854,200	253,582	-	-	-	-	1,107,782
<i>Administration - Other (List)</i>							
Prof. Fees-Eng., Solic., Audit, Bd. Couns., Tru	207,700	20,500					228,200
Equip. & Maintenance Contracts	43,850	28,000					71,850
Postage, Stationary & Office Expenses	43,300	23,500					66,800
Insurance	19,465	35,151					54,616
Miscellaneous Administration*	55,500						55,500
Total Administration - Other	369,815	107,151	-	-	-	-	476,966
Total Administration	1,224,015	360,733	-	-	-	-	1,584,748
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	1,045,800	781,050					1,826,850
Fringe Benefits	767,650	444,693					1,212,343
Total COPS - Personnel	1,813,450	1,225,743	-	-	-	-	3,039,193
<i>Cost of Providing Services - Other (List)</i>							
Utilities-Elec./Gas/Telephone	331,500	11,683					343,183
Repairs/Maintenance/System Expenses	261,000	90,200					351,200
Vehicle Expenses	122,050	150,207					272,257
Insurance	105,721	35,151					140,872
Miscellaneous COPS*	111,200	70,493					181,693
Total COPS - Other	931,471	357,734	-	-	-	-	1,289,205
Total Cost of Providing Services	2,744,921	1,583,477	-	-	-	-	4,328,398
Total Principal Payments on Debt Service in Lieu of Depreciation	1,383,145	62,934	-	-	-	-	1,446,079
Total Operating Appropriations	5,352,081	2,007,144	-	-	-	-	7,359,225
<b>NON-OPERATING APPROPRIATIONS</b>							
Total Interest Payments on Debt	176,862	24,216	-	-	-	-	201,078
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve							-
Municipality/County Appropriation	260,000						260,000
Other Reserves							-
Total Non-Operating Appropriations	436,862	24,216	-	-	-	-	461,078
<b>TOTAL APPROPRIATIONS</b>	<b>5,788,943</b>	<b>2,031,360</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7,820,303</b>
<b>ACCUMULATED DEFICIT</b>							-
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>5,788,943</b>	<b>2,031,360</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7,820,303</b>
<b>UNRESTRICTED NET POSITION UTILIZED</b>							
Municipality/County Appropriation	260,000	-	-	-	-	-	260,000
Other							-
Total Unrestricted Net Position Utilized	260,000	-	-	-	-	-	260,000
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 5,528,943</b>	<b>\$ 2,031,360</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,560,303</b>

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

5% of Total Operating Appropriations    \$ 267,604.05    \$ 100,357.21    \$ -    \$ -    \$ -    \$ -    \$ 367,961.26

## Debt Service Schedule - Principal

### Gloucester Township Municipal Utilities Authority

If Authority has no debt X this box

*Fiscal Year Ending in*

	Adopted Budget Year 2018	Proposed Budget Year 2019	<i>Fiscal Year Ending in</i>						Total Principal Outstanding
			2020	2021	2022	2023	2024	Thereafter	
<i>Sewer</i>									
Bonds - Series 1993	\$ 750,000								\$ -
NJEIT 2001/2004	348,991	359,307	377,470	387,045	388,226	258,964	262,635	274,649	2,308,296
NJEIT 2008	125,485	128,972	126,308	129,431	131,727	133,912	135,986	739,972	1,526,308
NJEIT 2010/2017	158,669	168,668	168,669	173,669	178,669	178,669	178,669	1,569,467	2,616,480
Total Principal	1,383,145	656,947	672,447	690,145	698,622	571,545	577,290	2,584,088	6,451,084
<i>Solid Waste</i>									
NJEIT 2008	62,934	64,680	63,344	64,910	66,061	67,157	68,197	378,786	773,135
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	62,934	64,680	63,344	64,910	66,061	67,157	68,197	378,786	773,135
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	-	-	-	-	-	-	-	-	-
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	-	-	-	-	-	-	-	-	-
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	-	-	-	-	-	-	-	-	-
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	-	-	-	-	-	-	-	-	-
<b>TOTAL PRINCIPAL ALL OPERATIONS</b>	<b>\$ 1,446,079</b>	<b>\$ 721,627</b>	<b>\$ 735,791</b>	<b>\$ 755,055</b>	<b>\$ 764,683</b>	<b>\$ 638,702</b>	<b>\$ 645,487</b>	<b>\$ 2,962,874</b>	<b>\$ 7,224,219</b>

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

	<i>Moody's</i>	<i>Fitch</i>	<i>Standard &amp; Poors</i>
Bond Rating			
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 2018	Proposed Budget Year 2019	Fiscal Year Ending in							Total Interest Payments Outstanding
			2020	2021	2022	2023	2024	Thereafter		
<i>Sewer</i>										
Bonds - Series 1993	\$ 42,375									\$ -
NJEIT 2001/2004	68,008	58,507	48,382	37,738	26,826	17,557	10,513	3,610		203,133
NJEIT 2008	41,040	37,960	34,862	31,749	28,485	25,089	21,559	49,874		229,578
NJEIT 2010/2017	25,439	26,720	25,095	23,345	21,520	19,720	17,769	81,247		215,416
Total Interest Payments	176,862	123,187	108,339	92,832	76,831	62,366	49,841	134,731		648,127
<i>Solid Waste</i>										
NJEIT 2008	24,216	19,040	17,484	15,922	14,286	12,582	10,812	25,012		115,138
Type in Issue Name										-
Type in Issue Name										-
Type in Issue Name										-
Total Interest Payments	24,216	19,040	17,484	15,922	14,286	12,582	10,812	25,012		115,138
<i>N/A</i>										
Type in Issue Name										-
Type in Issue Name										-
Type in Issue Name										-
Type in Issue Name										-
Total Interest Payments	-	-	-	-	-	-	-	-	-	-
<i>N/A</i>										
Type in Issue Name										-
Type in Issue Name										-
Type in Issue Name										-
Type in Issue Name										-
Total Interest Payments	-	-	-	-	-	-	-	-	-	-
<i>N/A</i>										
Type in Issue Name										-
Type in Issue Name										-
Type in Issue Name										-
Type in Issue Name										-
Total Interest Payments	-	-	-	-	-	-	-	-	-	-
<i>N/A</i>										
Type in Issue Name										-
Type in Issue Name										-
Type in Issue Name										-
Type in Issue Name										-
Total Interest Payments	-	-	-	-	-	-	-	-	-	-
<b>TOTAL INTEREST ALL OPERATIONS</b>	<b>\$ 201,078</b>	<b>\$ 142,227</b>	<b>\$ 125,823</b>	<b>\$ 108,754</b>	<b>\$ 91,117</b>	<b>\$ 74,948</b>	<b>\$ 60,653</b>	<b>\$ 159,743</b>	<b>\$</b>	<b>\$ 763,265</b>

## Net Position Reconciliation

### Gloucester Township Municipal Utilities Authority

For the Period

March 1, 2018

to

February 28, 2019

### ***FY 2019 Proposed Budget***

	Sewer	Solid Waste	N/A	N/A	N/A	N/A	Total All Operations
<b>TOTAL NET POSITION BEGINNING OF LATEST AUDIT REPORT YEAR(1)</b>	\$ 37,983,786	\$ (209,196)					\$ 37,774,590
Less: Invested in Capital Assets, Net of Related Debt (1)	38,836,895	(209,196)					38,627,699
Less: Restricted for Debt Service Reserve (1)	925,458						925,458
Less: Other Restricted Net Position (1)	2,726,046						2,726,046
Total Unrestricted Net Position (1)	(4,504,613)	-	-	-	-	-	(4,504,613)
Less: Designated for Non-Operating Improvements & Repairs							-
Less: Designated for Rate Stabilization							-
Less: Other Designated by Resolution							-
Plus: Accrued Unfunded Pension Liability (1)	7,115,294						7,115,294
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	254,474						254,474
Plus: Estimated Income (Loss) on Current Year Operations (2)	350,000	5,000					355,000
Plus: Other Adjustments (attach schedule)							-
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	3,215,154	5,000	-	-	-	-	3,220,154
Unrestricted Net Position Utilized to Balance Proposed Budget	-	-	-	-	-	-	-
Unrestricted Net Position Utilized in Proposed Capital Budget	1,685,000	-	-	-	-	-	1,685,000
Appropriation to Municipality/County (3)	240,000	-	-	-	-	-	240,000
Total Unrestricted Net Position Utilized in Proposed Budget	1,925,000	-	-	-	-	-	1,925,000
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR</b>							
<b>Last issued Audit Report (4)</b>	\$ 1,290,154	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 1,295,154

(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	\$ 242,602	\$ 102,809	\$ -	\$ -	\$ -	\$ -	\$ 345,411
--	------------	------------	------	------	------	------	------------

(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.

**2019**

**GLOUCESTER TOWNSHIP MUNICIPAL  
UTILITIES AUTHORITY**

**AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM**

# 2019 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM

## GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

**FISCAL YEAR: FROM: March 1, 2018 TO: February 28, 2019**

**[X]** 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 21<sup>st</sup> day of December, 2017.

**OR**

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

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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		

# 2019 CAPITAL BUDGET/PROGRAM MESSAGE

## Gloucester Township Municipal Utilities Authority

**FISCAL YEAR:**   **FROM:**   March 1, 2018   **TO:**   February 28, 2019

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

Yes

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

Yes

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

Yes

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

The Authority will investigate other financing sources such as grants to fund its major capital projects. If other financing sources are not available, the Authority will consider borrowing the funds necessary to finance the projects and will evaluate the impact on the rates to determine if the projects will be implemented.

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



# Proposed Capital Budget

Gloucester Township Municipal Utilities Authority  
 For the Period March 1, 2018 to February 28, 2019

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<b>Sewer</b>						
System Improvements	\$ 1,155,000	\$ 1,155,000				
Vehicles	175,000	175,000				
Major Improvements & Maintenance Equipment	80,000	80,000				
Equipment	275,000	275,000				
<b>Total</b>	<b>1,685,000</b>	<b>1,685,000</b>	-	-	-	-
<b>Solid Waste</b>						
Vehicles	525,000					\$ 525,000
Site Improvements	20,000					20,000
Equipment	-					
Totes	-					
<b>Total</b>	<b>545,000</b>	-	-	-	-	<b>545,000</b>
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
<b>Total</b>	<b>-</b>	-	-	-	-	-
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
<b>Total</b>	<b>-</b>	-	-	-	-	-
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
<b>Total</b>	<b>-</b>	-	-	-	-	-
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
<b>Total</b>	<b>-</b>	-	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 2,230,000</b>	<b>\$ 1,685,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 545,000</b>

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

# 5 Year Capital Improvement Plan

## Gloucester Township Municipal Utilities Authority

For the Period March 1, 2018 to February 28, 2019

*Fiscal Year Beginning in*

	Estimated Total Cost	Current Budget					
		Year 2019	2020	2021	2022	2023	2024
<b>Sewer</b>							
System Improvements	\$ 10,030,000	\$ 1,155,000	\$ 1,675,000	\$ 1,925,000	\$ 1,925,000	\$ 1,675,000	\$ 1,675,000
Vehicles	425,000	175,000	50,000	50,000	50,000	50,000	50,000
Major Improvements & Mainte	245,000	80,000	41,000	31,000	31,000	31,000	31,000
Equipment	1,775,000	275,000	300,000	300,000	300,000	300,000	300,000
<b>Total</b>	<b>12,475,000</b>	<b>✓ 1,685,000</b>	<b>✓ 2,066,000</b>	<b>✓ 2,306,000</b>	<b>✓ 2,306,000</b>	<b>✓ 2,056,000</b>	<b>✓ 2,056,000</b>
<b>Solid Waste</b>							
Vehicles	1,105,000	525,000	\$ 30,000	\$ 275,000		\$ 275,000	
Site Improvements	✓ 60,000	20,000		20,000		20,000	
Equipment	275,000	-			175,000		100,000
Totes	✓ 40,000	-	40,000				
<b>Total</b>	<b>1,480,000</b>	<b>✓ 545,000</b>	<b>✓ 70,000</b>	<b>✓ 295,000</b>	<b>✓ 175,000</b>	<b>✓ 295,000</b>	<b>✓ 100,000</b>
<b>N/A</b>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>N/A</b>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>N/A</b>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>N/A</b>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL</b>	<b>\$ 13,955,000</b>	<b>\$ 2,230,000</b>	<b>\$ 2,136,000</b>	<b>\$ 2,601,000</b>	<b>\$ 2,481,000</b>	<b>\$ 2,351,000</b>	<b>\$ 2,156,000</b>

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

# 5 Year Capital Improvement Plan Funding Sources

## Gloucester Township Municipal Utilities Authority

For the Period    March 1, 2018                      to                      February 28, 2019

		<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	\$ 10,030,000	\$ 1,250,000		\$ 8,780,000		
Vehicles	425,000	375,000		50,000		
Major Improvements & Maintenance	245,000	219,000		26,000		
Equipment	1,775,000	1,775,000				
Total	12,475,000	3,619,000	-	8,856,000	-	-
<i>Solid Waste</i>						
Vehicles	1,105,000					\$ 1,105,000
Site Improvements	60,000					60,000
Equipment	275,000					275,000
Totes	40,000					40,000
Total	1,480,000	-	-	-	-	1,480,000
<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	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 13,955,000</b>	<b>\$ 3,619,000</b>	<b>\$ -</b>	<b>\$ 8,856,000</b>	<b>\$ -</b>	<b>\$ 1,480,000</b>
Total 5 Year Plan per CB-4	<b>\$ 13,955,000</b>					
Balance check		- <i>If amount is other than zero, verify that projects listed above match projects listed on CB-4.</i>				

*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.*

**RESOLUTION**  
**GLOUCESTER TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**  
**RESOLUTION AUTHORIZING THE APPOINTMENT OF AN APPRAISER**  
**R-12-17-132**

**WHEREAS**, there exists a need for an Appraiser for the Gloucester Township Municipal Utilities Authority ("GTMUA"); and

**WHEREAS**, funds are available for this purpose; and

**WHEREAS**, the amount of said contract shall not exceed \$4,000.00; and

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et. seq., requires that this Resolution authorizing the award of a contract for "Professional Services" without competitive bids must be publicly advertised.

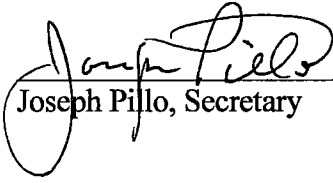
**NOW, THEREFORE, BE IT RESOLVED** by the Chairman and Board Members of the Gloucester Township Municipal Utilities Authority as follows:

1. The Chairman and/or Secretary are hereby authorized and directed to execute an agreement with James Grandrimo, Jr., SCGREAA, CTA of Grand Realty Group, LLC for a period of one year commencing on December 21, 2017.
2. This contract is awarded without competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law because this contract is to be performed by a person authorized by law to practice a recognized profession and it is not possible to obtain competitive bids.
3. A copy of this Resolution shall be published in the official newspaper of the GTMUA as required by law.

**BE IT FURTHER RESOLVED**, that the Gloucester Township Municipal Utilities Authority certifies that funds are available for this service. The amount to be expended under this resolution shall not exceed \$4,000.00. Funds will be charged against the Operating Fund.

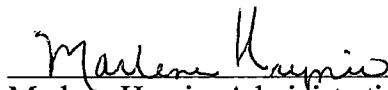
**THE GLOUCESTER TOWNSHIP  
MUNICIPAL UTILITIES AUTHORITY**

**ATTEST:**

  
\_\_\_\_\_  
Joseph Pillo, 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 Reorganization Meeting of December 21, 2017.

  
\_\_\_\_\_  
Marlene Hrynio, Administrative Secretary

**Dated: December 21, 2017**