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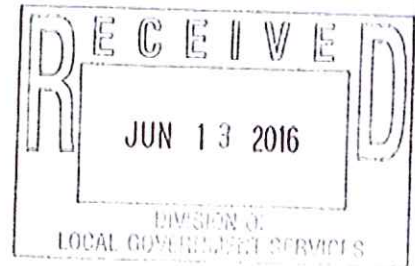
HAMILTON TOWNSHIP MUNICIPAL
UTILITIES AUTHORITY

(name)

Authority Budget

www.htmua.com

(Authority Web Address)



Approved
Budget

Division of Local Government Services

2016 AUTHORITY BUDGET

Certification Section

2016

Hamilton Township Municipal Utilities Authority

(Name)

AUTHORITY BUDGET

FISCAL YEAR: FROM September 1, 2016 TO August 31, 2017

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

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

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

By: Paul D Civent CPA, RMA Date: July 12, 2016

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: _____

2016 PREPARER'S CERTIFICATION

Hamilton Township Municipal Utilities Authority

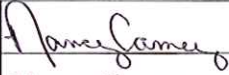
(Name)

AUTHORITY BUDGET

FISCAL YEAR: FROM: September 1, 2016 TO: August 31, 2017

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:	Nancy Camey		
Title:	Deputy Executive Director of Administration		
Address:	6024 Ken Scull Avenue, Mays Landing NJ 08330		
Phone Number:	609 625-1872	Fax Number:	609 625-0855
E-mail address	ncamey@htmua.com		

2016 APPROVAL CERTIFICATION

Hamilton Township Municipal Utilities Authority

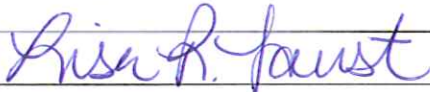
(Name)

AUTHORITY BUDGET

FISCAL YEAR: FROM: September 1, 2016 TO: August 31, 2017

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 Hamilton Township Municipal Utilities Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 8th day of June, 2016.

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:	Lisa R. Faust		
Title:	Secretary		
Address:	6024 Ken Scull Avenue, Mays Landing NJ 08330		
Phone Number:	609 625-1872	Fax Number:	609 625-0855
E-mail address	lfaust@htmua.com		

INTERNET WEBSITE CERTIFICATION

Authority's Web Address:

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.

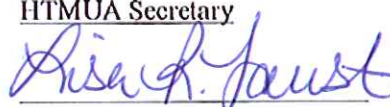
Name of Officer Certifying compliance

Lisa R. Faust

Title of Officer Certifying compliance

HTMUA Secretary

Signature



2016 AUTHORITY BUDGET RESOLUTION
Hamilton Township Municipal Utilities Authority
(Name)

FISCAL YEAR: FROM: September 1, 2016 TO: August 31, 2017

WHEREAS, the Annual Budget and Capital Budget for the Hamilton Township Municipal Utilities Authority for the fiscal year beginning, September 1, 2016 and ending, August 31, 2017 has been presented before the governing body of the Hamilton Township Municipal Utilities Authority at its open public meeting of June 8, 2016; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 6,692,595.00, Total Appropriations, including any Accumulated Deficit if any, of \$6,892,595 and Total Unrestricted Net Position utilized of \$200,000.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$375,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; 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 Hamilton Township Municipal Utilities Authority, at an open public meeting held on June 8, 2016 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Hamilton Township Municipal Utilities Authority for the fiscal year beginning, September 1, 2016 and ending, August 31, 2017 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 Hamilton Township Municipal Utilities Authority will consider the Annual Budget and Capital Budget/Program for adoption on August 10, 2016.

Lisa R. Faust
(Secretary's Signature)

June 8, 2016
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
James E. Sacchinelli	X			
Francis Tomasello	X			
Lisa R. Faust	X			
Mary Jo Coutts	X			
Richard DeFeo	X			

2016 ADOPTION CERTIFICATION

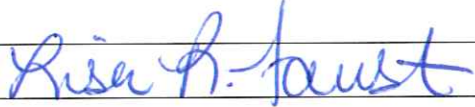
Hamilton Township Municipal Utilities Authority

(Name)

AUTHORITY BUDGET

FISCAL YEAR: FROM: September 1, 2016 TO: August 31, 2016

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 Hamilton Township Municipal Utilities Authority, pursuant to N.J.A.C. 5:31-2.3, on the 10th day of, August, 2016.

Officer's Signature:			
Name:	Lisa R. Faust		
Title:	Secretary		
Address:	6024 Ken Scull Avenue, Mays Landing NJ 08330		
Phone Number:	(609) 625-1872	Fax Number:	(609) 625-0855
E-mail address	lfaust@htmua.com		

2016 ADOPTED BUDGET RESOLUTION

Hamilton Township Municipal Utilities Authority

(Name)

AUTHORITY

FISCAL YEAR: FROM September 1, 2016 TO August 31, 2017

WHEREAS, the Annual Budget and Capital Budget/Program for the Hamilton Township Municipal Utilities Authority for the fiscal year beginning September 1, 2016, and ending, August 31, 2017 has been presented for adoption before the governing body of the Hamilton Township Municipal Utilities Authority at its open public meeting of August 10, 2016; 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 \$ 6,692,595.00, Total Appropriations, including any Accumulated Deficit, if any, of \$6,892,595.00 and Total Unrestricted Net Position utilized of \$200,000.00; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$375,000.00 and Total Unrestricted Net Position planned to be utilized of \$0.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Hamilton Township Municipal Utilities Authority, at an open public meeting held on August 10, 2016 that the Annual Budget and Capital Budget/Program of the Hamilton Township Municipal Utilities Authority for the fiscal year beginning, September 1, 2016 and, ending, August 31, 2017 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)

8/10/16

(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
James E. Sacchinelli				X
Francis Tomasello	X			
Lisa R. Faust	X			
Mary Jo Coutts	X			
Richard DeFeo	X			
Jennie Ayres	X			

2016 AUTHORITY BUDGET

Narrative and Information Section

2016 AUTHORITY BUDGET MESSAGE & ANALYSIS
Hamilton Township Municipal Utilities Authority
(Name)

AUTHORITY BUDGET

FISCAL YEAR: FROM September 1, 2016 TO August 31, 2017

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

1. Complete a brief statement on the 2016 proposed Annual Budget and make comparison to the 2015 adopted budget for each operation. Explain any variances over +/-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.

Revenues:

- *The FY 2016 Operating Budget reflects an increase to the base water rate of \$.25 per service unit per month and increases of \$.25 to each of the tiers for monthly excess water charges. The increases are expected to generate an additional \$107,344 in water revenues. As the local economy remains stagnate, purchased water and sewer connections are projected to remain at current levels.*
- *The 2008 Revenue Bond will mature in August 2017. Proceeds from the debt service reserve will be utilized to pay the final debt service payment. The Debt Service Reserve of \$898,000 is included as part of the anticipated revenues.*

Expenses:

- *Administrative Salaries are projected to increase 12.9% (\$24,900.00) for the addition of one part time staff member. Payroll Taxes are expected to increase in conjunction with the new part time hire.*
- *Administrative Office Expense is projected to increase 13.3% (\$6,640.00) for additional IT services such as Cloud Back-Up of Data.*
- *NJEIT / DEP Fees are projected to decrease 18.7% as DEP Fees for loans secured in 2012 have been satisfied.*
- *Vehicle Maintenance is anticipated to increase 11.4% (7,500.00) for additional maintenance costs of an aging fleet.*
- *Maintenance Buildings and Grounds Costs are anticipated to increase 14.7% (\$4,300.00) for additional maintenance costs related to aging facilities.*
- *Laboratory Service Costs are projected to increase 44.9% (\$8,939.00). The increase from prior year is due to required radiological tests in 2016/2017 that were not part of the required testing in 2015/2016.*
- *Uniform Expenses increased 40.3% (\$2,700.00). The change was due to Operations Staff shoes being included in the uniforms expense line item of the proposed budget. Previously, a shoe allowance was paid to staff as part of their compensation.*
- *Purchase of Equipment is projected to decrease 47.7% (\$7,300.00) as many items included in the budget line item are being purchased in the current year. The need for small equipment purchases in the 2016/2017 FY are not anticipated to be as great.*
- *Operations Computer Hardware / Software increased 29.1% (\$6,500.00) for costs related to Cloud Back-Up and additional contract IT Management.*

- *The Repairs Water budget is expected to decrease \$150,500 from prior year. The decrease is due to a reduction in the contractual obligation for the water facilities maintenance contract with Utility Services.*
- *GIS/Asset Services decreased 18.9% (\$8,500.00) due to lower hydraulic modeling needs.*

Debt Service: Debt Service is projected to decrease 19.7% (\$308,664.77). The reduction is the result of the final installment on the 2008 Revenue Bond being \$338,125.00 lower than the previous debt service payment. Proceeds from the Debt Service Reserve Fund will be utilized as revenue in the proposed budget. The current year's budget includes an appropriation to replenish the debt service reserve for the NJEIT Loans (appropriation is reflected under other reserves).

Renewal and Replacement Reserve: The FY 2016 / 2017 Budget includes an appropriation to the Renewal and Replacement Reserve. The appropriation will be utilized to fund capital projects.

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% from the current year adopted budget.

Water Base and Excess rates are projected to increase over prior year. An additional \$107,344 in water revenue is projected in the FY 2016 / 2017 Budget. Purchased water and sewer connections are expected to remain at current levels. The Debt Service Reserve Fund will be utilized as revenue in the budget as the 2008 Revenue Bonds will be retired in August 2017.

3. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program. *Atlantic City has experienced a significant decline in gaming revenues. The decline has resulted in casino closures and lay-offs. The continued stagnation of Atlantic City's economy is expected to cause stagnation in residential and commercial construction and increase the number of vacant properties within the service area.*

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 Assets of \$200,000 will be utilized to fund the Municipal Appropriation.*

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.). *For the past seven years, the Authority has provided an appropriation of funds to assist the Township with budgetary challenges. The Authority approved an appropriation of \$200,000 to the Township for FY 2016. The payment will be made in September 2016.*

6. The proposed budget must not reflect an anticipated deficit from 2016 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. *N/A*

7. Attach a schedule of the Authority's existing rate structure (connection fees, parking fees, service charges, etc.) 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. *See Attached*

8. Attach a copy of the Authority's most recent Annual Operating Data submission to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) under the Authority's Continuing Disclosure Agreements for any debt issuances outstanding. Examples of Annual Operating Data may include sewer and water billings; parking rents and collections; number of customers; number

of available parking spaces; etc. See Local Finance Notice 2014-9 for more information. *N/A - Revenue Refunding bonds were financed through a "Private Placement" with Bank of America. As noted with the submission of the 2015/2016 Budget, the Authority understands that continuing disclosure is no longer required.*

AUTHORITY CONTACT INFORMATION 2016

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

Name of Authority:	Hamilton Township Municipal Utilities Authority		
Federal ID Number:	22-1814464		
Address:	6024 Ken Scull Avenue		
City, State, Zip:	Mays Landing	NJ	08330
Phone: (ext.)	(609) 625-1872	Fax:	(609) 625-0855

Preparer's Name:	Nancy Camey		
Preparer's Address:	6024 Ken Scull Avenue		
City, State, Zip:	Mays Landing	NJ	08330
Phone: (ext.)	(609) 625-1872	Fax:	(609) 625-0855
E-mail:	ncamey@htmua.com		

Chief Executive Officer:	Stephen R. Blankenship		
Phone: (ext.)	(609) 625-1872	Fax:	(609) 625-0855
E-mail:	srbship@htmua.com		

Chief Financial Officer:	Nancy Camey		
Phone: (ext.)	(609) 625-1872	Fax:	(609) 625-0855
E-mail:	ncamey@htmua.com		

Name of Auditor:	Robert Hutchins		
Name of Firm:	Withum, Smith and Brown PC		
Address:	1144 Hooper Avenue		
City, State, Zip:	Toms River	NJ	08753
Phone: (ext.)	(732) 341-8728	Fax:	(732) 341-8787
E-mail:	rhutchins@Withum.com		

AUTHORITY INFORMATIONAL QUESTIONNAIRE

Hamilton Township Municipal Utilities Authority

(Name)

FISCAL YEAR: FROM September 1, 2016 TO August 31, 2017

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

- 1) Provide the number of individuals employed in calendar year 2014 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: **23**
- 2) Provide the amount of total salaries and wages for calendar year 2014 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: **859,331.35**
- 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 because of their relationship with the Authority file the form as required? **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 narrative.*
The Board's salary range is set by Township Ordinance. The Board sets the actual salary within the range. The Executive Director, Deputy Executive Director, Asset Project Manager and Licensed Operator receive an annual performance evaluation. The Board sets/negotiates compensation based on individual performance, changes in cost of living and industry standards.
- 11) Did the Authority pay for meals or catering during the current fiscal year? **No**. *If "yes," attach a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.*

- 12) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? **Yes.** *If "yes," attach a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed. Travel Expenses included \$1,331.03 (Hotel, Meals & Car Rental) to attend the 2015 AWWA Annual Conference, \$880.00 for the registration cost to attend the Utility Management Conference, \$1,067.92 (Hotel and Meals) for the Utility Management Conference and \$815.00 for the registration cost to attend the 2016 AWWA Annual Conference. Detailed receipts were provided by the Executive Director for all expenditures noted above.*
- 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 **Yes** – *The Executive Director's position requires him to be on call 24hrs per day/ 7 days per week. His contract allows for the use of a 2009 Ford Escape for both business and personal use. The Asset / Project Manager is also on call 24hrs per day/7 days per week. His employment contract also allows for the use of a vehicle (2007 Ford Ranger Pick-Up) for business purposes only.*
 - 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.*
- 15) Did the Authority make any payments to current or former commissioners or employees for severance or termination? **Yes.** *If "yes," attach explanation including amount paid. One Retired Operations Employee - Sick Leave Payout (\$913.42) Vacation Leave Payout (\$509.07).*
- 16) Did the Authority make any payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses? **No**
If "yes," attach explanation including amount paid.
- 17) Did the Authority comply with its Continuing Disclosure Agreements for all debt issuances outstanding by submitting its audited annual financial statements, annual operating data, and notice of material events to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) as required? **N/A.** *If "no," attach a description of the Authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future. The Authority's debt consists of the 2008 Revenue Refunding Bonds and NJEIT Loans. The 2008 Revenue Refunding Bonds were a "Private Issuance" with Bank of America in accordance with N.J.S.A.40A:2-59. Therefore no continuing disclosure is required.*
- 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**
Hamilton Township Municipal Utilities Authority
(Name)

FISCAL YEAR: FROM September 1, 2016 TO August 31, 2017

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: 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, 2016, the calendar year 2014 W-2 and 1099 should be used (60 days prior to start of budget year is November 1, 2015, with 2014 being the most recent calendar year ended), and for fiscal years ending June 30, 2017, the calendar year 2015 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2016, with 2015 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)

Hamilton Township Municipal Utilities Authority
 For the Period September 1, 2016 to August 31, 2017

Name	Title	Average Hours per Week Dedicated to Position	Position			Reproducible Compensation from Authority (W-2, 1099)			Estimated amount of other compensation from Authority (health benefits, pension, etc.)	Average Hours per Week Dedicated to Positions at Other Public Entities where individual is an Employee or Member of the Governing Body	Reproducible Compensation from Other Public Entities (W-2, 1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, etc.)	Total Compensation All Public Entities
			Commissioner	Officer	Key Employee	Highest Compensated Employee	Former	Base Salary/ Stipend					
1 Stephen R. Blankenship	Executive Director	40	X	X	X	\$ 1,941	\$ -	\$ 1,941				\$ 151,549	
2 Ragu Pandurangathan	Asset / Project Manager	40	X	X	X	\$ 53,224	\$ 26,009	\$ 79,233				\$ 80,331	
3 Nancy Carney	Deputy Executive Director	40	X	X	X	\$ 64,945	\$ 25,448	\$ 90,393				\$ 90,393	
4 Howard Bratcher	Licensed Operator	40	X	X	X	\$ 66,999	\$ 26,360	\$ 93,359				\$ 93,359	
5 James Sacchinelli	HTMUA Chair	X	X	X	X	\$ 200	\$ -	\$ 200	Atlantic Cape Community College	35	11,161	\$ 127,587	
6 Mary Jo Courts	HTMUA Treasurer	X	X	X	X	\$ 2,500	\$ -	\$ 2,500	Professor of Science Commissioner	10	6,000	\$ 8,500	
7 Francis Tomazello	HTMUA Vice-Chair	X	X	X	X	\$ 2,500	\$ -	\$ 2,500	Atlantic City Bd of Elections			\$ 2,500	
8 Lisa R. Faust	HTMUA Secretary	X	X	X	X	\$ 2,500	\$ -	\$ 2,500				\$ 2,500	
9 Richard DeFeo	HTMUA Bd Member	X	X	X	X	\$ 2,500	\$ 24,074	\$ 26,574	Conference & Event Planner / Adjunct Prof Hospitality	41	50,172	\$ 26,574	
10 Jennie Ayres	HTMUA Alternate #1	X	X	X	X	\$ 440	\$ -	\$ 440	Atlantic Cape Community College			\$ 61,920	
11 Bruce Strigh	HTMUA Alternate #2	X	X	X	X	\$ -	\$ -	\$ -				\$ -	
12 William Mangels	HTMUA Bd Member	X	X	X	X	\$ 2,083	\$ -	\$ 2,083				\$ 2,083	
13						\$ -	\$ -	\$ -				\$ -	
14						\$ -	\$ -	\$ -				\$ -	
15						\$ -	\$ -	\$ -				\$ -	
Total:						\$ 325,532	\$ -	\$ 3,039	\$ 123,858	\$ 452,430	\$ 173,398	\$ 22,469	\$ 647,297

Enter the total number of employees/ independent contractors who received more than \$100,000 in total reproducible compensation for the most recent fiscal year completed:

2

Schedule of Health Benefits - Detailed Cost Analysis

Hamilton Township Municipal Utilities Authority
 For the Period September 1, 2016 to August 31, 2017

	# of Covered Members (Medical & Rx)	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 Current Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
Active Employees - Health Benefits - Annual Cost								
Single Coverage	1	\$ 13,400	\$ 13,400	2	\$ 12,618	\$ 25,237	\$ (11,837)	-46.9%
Parent & Child	1	27,100	27,100	1	24,957	24,957	2,143	8.6%
Employee & Spouse (or Partner)	1	27,900	27,900	1	25,663	25,663	2,237	8.7%
Family	12	37,572	450,863	11	36,002	396,026	54,836	13.8%
Employee Cost Sharing Contribution (enter as negative -)			(75,500)			(60,120)	(15,380)	25.6%
Subtotal	15		443,763	15		411,763	31,999	7.8%
Commissioners - Health Benefits - Annual Cost								
Single Coverage			-			-	-	#DIV/0!
Parent & Child			-			-	-	#DIV/0!
Employee & Spouse (or Partner)	1	27,874	27,874	1	25,663	25,663	2,211	8.6%
Family			(975)			(898)	(77)	#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)			26,900	1		24,765	2,135	8.5%
Subtotal	1			1				8.6%
Retirees - Health Benefits - Annual Cost								
Single Coverage	2	5,050	10,100	2	4,646	9,292	808	8.7%
Parent & Child			-			-	-	#DIV/0!
Employee & Spouse (or Partner)			-			-	-	#DIV/0!
Family			-			-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)	2		10,100	2		9,292	808	8.7%
Subtotal	2			2				
GRAND TOTAL	18		\$ 480,762	18		\$ 445,820	\$ 34,942	7.8%

Is medical coverage provided by the SHBP (Yes or No)?
 Is prescription drug coverage provided by the SHBP (Yes or No)?

Yes
 Yes

Schedule of Accumulated Liability for Compensated Absences

Hamilton Township Municipal Utilities Authority

For the Period September 1, 2016 to August 31, 2017

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

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at beginning of Current Year	Dollar Value of Accrued Compensated Absence Liability	Legal Basis for Benefit (check applicable items)		
			Approved Labor Agreement	Resolution	Individual Employment Agreement
Stephen R. Blankenship	145.375	\$ 23,169			x
Pamela Burke	38.32	2,558		x	
Nancy Camey	87.94	10,474			x
Michelle McCall	30.38	2,798		x	
Susan Boyce	23.31	2,164		x	
Howard Bratcher	182.63	15,666			x
Richard Cook	24.38	3,710			
Andrew Liepe	43.63	5,341			
Jonathan Moratelli	13.19	1,650			
Ryan Noll	5	591			
Raghu Pandurangan	2.63	176			x
George Smith	11.5	1,846			
Thomas Veach	112	6,783			
Kevin Yaccarino	6	531			
Total liability for accumulated compensated absences at beginning of current year		\$ 77,456			

	2015-2016		2016-2017			
<u>ADMINISTRATION</u>	<u>Approved Budget</u>		<u>PROPOSED</u>		<u>Changes</u>	<u>% Change</u>
301 Office Salaries/Board	\$	192,800.00	\$	217,700.00	24,900.00	12.91%
302 Health Insurance	\$	143,200.00	\$	148,200.00	5,000.00	3.49%
303 Office Expense	\$	50,050.00	\$	56,690.00	6,640.00	13.27%
304 Billing Expense	\$	38,660.00	\$	38,660.00	-	0.00%
305 Auditing Fees	\$	21,500.00	\$	21,500.00	-	0.00%
306 Trustee's Fees	\$	4,000.00	\$	4,000.00	-	0.00%
307 Insurance & Bonds	\$	70,200.00	\$	66,000.00	(4,200.00)	-5.98%
308 Legal Fees	\$	20,800.00	\$	20,800.00	-	0.00%
309 Engineering	\$	7,000.00	\$	7,000.00	-	0.00%
310 Payroll Taxes	\$	15,800.00	\$	18,100.00	2,300.00	14.56%
311 P.E.R.S	\$	98,100.00	\$	98,100.00	-	0.00%
312 NJEIT / DEP Fees	\$	20,300.00	\$	16,500.00	(3,800.00)	-18.72%
314 Other Professional Service	\$	1,000.00	\$	1,000.00	-	0.00%
315 Conservation / Public Relations	\$	16,950.00	\$	16,950.00	-	0.00%
<i>Total Administration</i>	\$	<i>700,360.00</i>	\$	<i>731,200.00</i>	<i>\$30,840</i>	<i>4.40%</i>
 <u>OPERATIONS & MAINTENANCE</u>						
401 Operating Salaries	\$	756,300.00	\$	766,000.00	9,700.00	1.28%
402 Electricity	\$	392,100.00	\$	399,200.00	7,100.00	1.81%
403 Vehicle Maintenance	\$	66,000.00	\$	73,500.00	7,500.00	11.36%
404 Chemicals	\$	59,500.00	\$	59,092.00	(408.00)	-0.69%
405 Telephone	\$	29,200.00	\$	30,000.00	800.00	2.74%
406 Supplies	\$	14,000.00	\$	14,000.00	-	0.00%
407 Fuel Oil/Natural Gas	\$	29,500.00	\$	31,600.00	2,100.00	7.12%
408 Regulatory Requirements	\$	27,500.00	\$	26,350.00	(1,150.00)	-4.18%
409 Maintenance/Bldg & Grds	\$	29,200.00	\$	33,500.00	4,300.00	14.73%
410 Payroll Taxes	\$	62,600.00	\$	63,400.00	800.00	1.28%
411 Health Benefits	\$	319,200.00	\$	332,800.00	13,600.00	4.26%
412 Licenses/Permits	\$	4,200.00	\$	4,200.00	-	0.00%
415 Laboratory Service	\$	19,900.00	\$	28,839.00	8,939.00	44.92%
416 Laboratory Service - WTMUA	\$	700.00	\$	700.00	-	0.00%
417 Rental/Repair of Equipment	\$	4,000.00	\$	4,000.00	-	0.00%
420 Uniforms	\$	6,700.00	\$	9,400.00	2,700.00	40.30%
421 Replacement/Meters&Monitor	\$	85,500.00	\$	91,000.00	5,500.00	6.43%
422 Purchase of Equipment	\$	15,300.00	\$	8,000.00	(7,300.00)	-47.71%
424 Computer Hardware / Software (Ops)	\$	22,350.00	\$	28,850.00	6,500.00	29.08%
425 ACUA Charges	\$	1,585,000.00	\$	1,585,000.00	-	0.00%
426 Repairs/Water	\$	401,700.00	\$	251,200.00	(150,500.00)	-37.47%
427 Repairs/Sewer	\$	109,900.00	\$	114,900.00	5,000.00	4.55%
428 Education/Training	\$	28,900.00	\$	28,900.00	-	0.00%
429 GIS / Asset Management	\$	45,000.00	\$	36,500.00	(8,500.00)	-18.89%
430 SCADA/Instrumentation	\$	39,860.00	\$	41,500.00	1,640.00	4.11%
<i>Total Operations & Maintenance</i>	\$	<i>4,154,110.00</i>	\$	<i>4,062,431.00</i>	<i>(91,679.00)</i>	<i>-2.21%</i>
 <i>Total Operating Expenses</i>	\$	<i>4,854,470.00</i>	\$	<i>4,793,631.00</i>	<i>(60,839.00)</i>	<i>-1.25%</i>
 <i>Total Debt Service</i>	\$	<i>1,579,886.00</i>		<i>1,239,712.00</i>	<i>(340,174.00)</i>	<i>-21.53%</i>
<i>Renewal & Replacement Appropriation</i>	\$	<i>-</i>		<i>459,252.00</i>	<i>459,252.00</i>	<i>100.00%</i>
<i>Debt Service Reserve Appropriation</i>	\$	<i>-</i>		<i>200,000.00</i>	<i>200,000.00</i>	<i>100.00%</i>
 <i>Fiscal Year Requirements</i>	\$	<i>6,434,356.00</i>	\$	<i>6,692,595.00</i>	<i>258,239.00</i>	<i>4.01%</i>
 <i>WATER</i>	\$	<i>2,766,302.50</i>	<i>WATER</i>	<i>2,762,565.00</i>	<i>(3,737.50)</i>	<i>-0.14%</i>
 <i>SEWER</i>	\$	<i>3,668,053.50</i>	<i>SEWER</i>	<i>3,930,030.00</i>	<i>261,976.50</i>	<i>7.14%</i>

HAMILTON TOWNSHIP MUA 2016-2017 BUDGET

	<u>TOTAL</u>	<u>WATER</u>	<u>SEWER</u>
<u>ADMINISTRATION</u>			
301 Office Salaries/Board	217,700.00	124,100.00	93,600.00
302 Health Insurance	148,200.00	84,474.00	63,726.00
303 Office Expense	56,690.00	31,011.00	25,679.00
304 Billing Expense	38,660.00	22,036.00	16,624.00
305 Auditing Fees	21,500.00	12,255.00	9,245.00
306 Trustee's Fees	4,000.00	1,520.00	2,480.00
307 Insurance & Bonds	66,000.00	37,600.00	28,400.00
308 Legal Fees	20,800.00	11,856.00	8,944.00
309 Engineering	7,000.00	3,990.00	3,010.00
310 Payroll Taxes	18,100.00	10,317.00	7,783.00
311 P.E.R.S	98,100.00	55,917.00	42,183.00
312 NJEIT / DEP Fees	16,500.00	9,900.00	6,600.00
314 Other Professional Service	1,000.00	500.00	500.00
315 Conservation / Public Relations	16,950.00	13,865.00	3,085.00
<i>Total Administration</i>	731,200.00	419,341.00	311,859.00
<u>OPERATIONS & MAINTENANCE</u>			
401 Operating Salaries	766,000.00	436,620.00	329,380.00
402 Electricity	399,200.00	332,400.00	66,800.00
403 Vehicle Maintenance	73,500.00	38,400.00	35,100.00
404 Chemicals	59,092.00	57,792.00	1,300.00
405 Telephone	30,000.00	15,245.00	14,755.00
406 Supplies	14,000.00	9,320.00	4,680.00
407 Fuel Oil/Natural Gas	31,600.00	16,500.00	15,100.00
408 Regulatory Requirements	26,350.00	26,350.00	-
409 Maintenance/Bldg & Grds	33,500.00	19,100.00	14,400.00
410 Payroll Taxes	63,400.00	36,138.00	27,262.00
411 Health Benefits	332,800.00	189,696.00	143,104.00
412 Licenses/Permits	4,200.00	3,168.00	1,032.00
415 Laboratory Service	28,839.00	28,339.00	500.00
416 Laboratory Service - WTMUA	700.00	700.00	
417 Rental/Repair of Equipment	4,000.00	2,280.00	1,720.00
420 Uniforms	9,400.00	5,410.00	3,990.00
421 Replacement/Meters & Monitors	91,000.00	91,000.00	
422 Purchase of Equipment	8,000.00	4,560.00	3,440.00
424 Computer Hardware / Software (Ops)	28,850.00	16,450.00	12,400.00
425 ACUA Charges	1,585,000.00		1,585,000.00
426 Repairs/Water	251,200.00	251,200.00	
427 Repairs/Sewer	114,900.00		114,900.00
428 Education/Training	28,900.00	14,223.00	14,677.00
429 GIS/Asset Services	36,500.00	20,805.00	15,695.00
430 SCADA/Instrumentation	41,500.00	26,655.00	14,845.00
Total Operations & Maintenance	4,062,431.00	1,642,351.00	2,420,080.00
Debt Service Principal	\$1,147,175.00	449,131.00	698,044.00
Total Operating Expenses	5,940,806.00	2,510,823.00	3,429,983.00
<u>Non-Operating Appropriations</u>			
Debt Service Interest	92,537.00	40,418.00	52,119.00
Renewal & Replacement Reserve	459,252.00	90,324.00	368,928.00
Debt Service Reserve	200,000.00	121,000.00	79,000.00
Total Appropriations	6,692,595.00	2,762,565.00	3,930,030.00
REVENUE	6,692,595.00	2,762,565.00	3,930,030.00
NET	\$0.00	\$0.00	\$0.00

HAMILTON TOWNSHIP MUA 2016-2017 BUDGET

	<u>TOTAL</u>	<u>WATER</u>	<u>SEWER</u>
REVENUE			
BILLINGS (96 % Collection Rate)	5,336,200.00	2,300,100.00	3,036,100.00
BELCOVILLE	52,600.00	\$28,100.00	24,500.00
BELCOVILLE	<u>33,800.00</u>	<u>1,200.00</u>	<u>32,600.00</u>
TOTAL	5,422,600.00	2,329,400.00	3,093,200.00
PRIOR YR COLLECTIONS	215,000.00	91,000.00	124,000.00
CONNECTION FEES	29,245.00	12,095.00	17,150.00
INVESTMENT INCOME	3,000.00	1,710.00	1,290.00
EXPRESSWAY CONTRACT	51,750.00		51,750.00
EXPRESSWAY C/A BILLING	7,000.00		7,000.00
MISCELLANEOUS FEES	5,000.00	5,000.00	
SERVICE INSCPECTION FEES	500.00	500.00	
WIRELESS @ TOWERS	25,500.00	25,500.00	
WATER / SEWER PENALTIES	35,000.00	10,000.00	25,000.00
DEBT SERVICE RESERVE	<u>898,000.00</u>	<u>287,360.00</u>	<u>610,640.00</u>
TOTAL REVENUES	6,692,595.00	2,762,565.00	3,930,030.00



**HAMILTON TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

**6024 KEN SCULL AVENUE
MAYS LANDING, NEW JERSEY 08330**

SCHEDULE OF FEES

RATE HEARING AUGUST 12, 2015

EFFECTIVE: SEPTEMBER 1, 2015

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I. SEWER

A. ALLOCATION FEES FOR RESIDENTIAL/COMMERCIAL INDUSTRIAL

1. The Hamilton Township MUA allocates sewerage capacity based on a flow of 300 gallons per day (gpd), which is referred to as a Domestic Consumer Unit or DCU.
2. The minimum allocation is one (1) (DCU).
3. The Allocation Fee for one DCU is \$3,339.00.
4. *The Allocation Fee for a deed restricted affordable housing unit built by a public housing or non-profit organization is \$1,669.50.*
5. *The Allocation Fee for a restricted moderate or low income housing unit is \$1,669.50.*
6. **Does not include installation**
7. All service installations from street main to curb line are charged the actual installation cost.
8. Flows of industrial or commercial accounts exceeding 25% of their assigned allocation for more than six (6) consecutive months shall be required to purchase additional DCUs.
9. Schedule of DCU for Sewerage Service according to the New Jersey Register:

<u>TYPE OF ESTABLISHMENT</u>	<u>MEASUREMENT UNIT</u>	<u>GALLONS PER DAY</u>
<u>Residential Dwellings</u>		
Single Family	Per Dwelling	300
Duplex units, Townhouses	1 Bedroom	150
Condominiums, Apartments	2 Bedrooms	225
	3 or more Bedrooms	300
<u>Transit Dwelling Units</u>		
Hotels	Bedroom	75
Lodging Houses & Tourist Homes	Bedroom	60
Motels & Tourist Cabins	Bedroom	60
Boarding Houses	Boarder	50
<u>Camps</u>		
Campground/RV/Tent	Site	100
Parked mobile trailer	Site	200
Children's camps	Bed	50
Labor camps	Bed	40
Day camps - No meals	Person	15
<u>Restaurants</u>		
Average restaurant	Seat	35
Bar/Cocktail lounges	Seat	20
Fast food restaurant	Seat	15
24-hour service restaurant	Seat	50
Curb Service/Drive-In	Car Space	50
<u>Clubs</u>		
Residential	Member	75
Non-residential	Member	35
Racquet Club	Per court/per hour	80
Bathhouse with shower	Person	25
Bathhouse without shower	Person	10
<u>Institutions (including staff)</u>		
Hospitals	Bed	175

Other institutions	Bed	125
<u>Schools (including staff)</u>		
No showers or cafeteria	Student	10
With cafeteria	Student	15
With cafeteria & showers	Student	20
With cafeteria, showers & labs	Student	25
Boarding	Student	75
<u>Automobile Service Stations</u>		
Filling Stations	Per filling station	125
Service bays	Per bay	50
Mini-market	Per Square Foot	0.1
<u>Miscellaneous</u>		
Office Buildings (gross area)	Per Square Foot	0.1
Stores/shopping centers	Per Square Foot	0.1
Factories/warehouses	Employee	25
Factories/warehouses w/ showers	Employee	40
Laundromats	Per machine	580
Bowling alleys	Alley	200
Picnic parks (restrooms only)	Person	10
Picnic parks with showers	Person	15
Fairgrounds (average attendance)	Person	5
Assembly Halls	Seat	3
Airports (passenger use)	Passenger	3
Churches (worship area only)	Seat	3
Theater (indoor)	Seat	3
Dinner theater	Seat	20
Catering/Banquet Hall	Person	20
Sports stadium	Seat	3
Visitor Center	Visitor	5

NOTE: The Authority reserves the right to determine the gallons of flow per day associated with any project.

B. SERVICE CHARGES

1. Residential Rate: \$25.25/month per each Service Unit.
2. Industrial and Commercial Rate: \$25.50/month per each Service Unit.
 - a. Upon a review of the proposed project, an additional charge for the handling and treatment of industrial strength waste may be applied, including any surcharge imposed by the Atlantic County Utilities Authority.
3. Industrial and Commercial: A monthly sewer surcharge shall be applied to each account for flow exceeding 9,000 gallons per month per Service Unit. The surcharge shall be calculated and billed at a rate of \$3.78 per 1,000 gallons.

II. SCHEDULE OF WATER FEES

A. Allocation Fees

1. Residential

- a. Basic Allocation Fee or DCU per each living unit: \$ 2,356.00

- b. Basic Allocation Fee or DCU per each living unit of a deed restricted affordable housing unit built by a public housing or non-profit organization: \$1,178.00
 - c. The Allocation Fee for a restricted moderate or low income housing unit is \$1,178.00.
 - d. **Does not include installation**
 - e. Service installations installed by the HTMUA are charged the actual installation cost for labor and materials to install the lateral from the street main to the curb line.
2. Commercial and Industrial
- a. The Hamilton Township MUA allocates water capacity based on a flow of 300 gallons per day (gpd), which is referred to as a Domestic Consumer Unit or DCU.
 - b. The minimum allocation is one (1) (DCU).
 - c. One water allocation is required for each sewer DCU allocated.
 - d. The basic allocation fee is \$2,356.00 per DCU.
 - e. **Does not include installation**
- B. Residential Water Service Charges
- 1. The minimum service charge for each dwelling unit is \$9.00 per month and includes 2,000 gallons of use (\$108.00 annually).
 - 2. Overage (Excess Usage) Charge
 - a. Over 2,000 gallons but less than 10,001 gallons per month is billed at:
\$2.75 per 1,000 gallons for 2,500 to 10,000 gallons
 - b. Over 10,000 gallons but less than 15,001 gallons per months is billed at:
\$3.25 per 1,000 gallons for 10,001 to 15,000 gallons
 - c. Over 15,000 gallons but less than 20,001 gallons per month is billed at:
\$3.50 per 1,000 gallons for 15,001 to 20,000 gallons
 - d. Over 20,000 gallons per month is billed at:
\$3.75 per 1,000 gallons for 20,000 gallons and up
- C. Commercial/Industrial Water Service Charges
- 1. The minimum service charge for each DCU is \$9.00 per month and includes 2,000 gallons of use (\$108.00 annually).
 - 2. Overage (Excess Usage) Charge
 - a. Excess over 2,000 gallons per month is billed at \$2.75 per 1,000 gallons
- D. Bulk Water Usage/Construction Water Usage/Usage from a Fire Hydrant
- 1. Applicant must seek written permission to draw water from the Authority's system.
 - 2. Applicant must estimate proposed water usage for a three-month period.
 - 3. Charges are applicable according to the Bulk Water Rate Schedule.
 - 4. Where estimates are unavailable, a minimum of \$30.00 per three-month period will apply.
 - 5. Residents seeking to fill swimming pools must seek permission from the Authority who will designate the time, method and hydrant location to be used. A labor charge of \$50.00 will cover hydrant turn-on, monitoring, and turn-off by an HTMUA employee. The water consumption will follow the Bulk Water Rate schedule.
 - 6. Bulk Water Rate Schedule
 - a. Application Fee: \$ 25.00
 - b. Pool Fill Labor Charge: \$ 50.00 minimum
 - c. Up to 20,000 gallons: \$ 3.75 per 1,000 gallons
 - d. Over 20,000 gallons: \$ 4.25 per 1,000 gallons
- E. Fire Protection Service
- 1. Public Fire Standby Service

- a. For each fire hydrant is \$0.00 per annum
- b. There shall be no charge for water used for firefighting purposes from a public fire hydrant.
- 2. Residential Fire Standby Service
 - a. For each fire hydrant within a master metered system is \$0.00 per annum
 - b. For each fire hydrant not on a master metered system is \$0.00 per annum
- 3. Commercial Fire Standby Service

For each Fire Hydrant	\$168.75 per annum
Two-inch (2") Fire Line	\$123.75 per annum
Four-inch (4") Fire Line	\$556.88 per annum
Six-inch (6") Fire Line	\$835.20 per annum
Eight-inch (8") Fire Line	\$1,113.75 per annum
Ten-inch (10") Fire Line	\$1,392.30 per annum
- 4. Fire Service Allocation Fee

a. Two-inch (2")	\$ 2,356.00
Four-inch (4")	\$ 4,712.00
Six-inch (6")	\$ 7,068.00
Eight-inch (8")	\$ 9,424.00
Ten-inch (10")	\$ 11,780.00

 - b. Fire Service Allocation Fees do not include the cost of installation.

III. DEVELOPMENTAL APPLICATION PROCESS

A. Project Review Fees

- 1. Individual Water/Sewer Service
 - a. An application fee of \$25.00 shall be paid upon filing.
 - b. No additional fees are required unless an investigation is warranted. If so, a minimum escrow deposit of \$300.00 is to be posted for the review. If the application is for water or sewer service only, then the minimum review fee is \$150.00.
 - c. Each payment shall be made via separate checks.
- 2. Preliminary/Conceptual Water/Sewer Service
 - a. An application fee of \$25.00 shall be paid upon filing.
 - b. A \$500.00 minimum escrow deposit shall be posted.
 - c. Each payment shall be made via separate checks.
- 3. Comprehensive Water & Sewer Service
 - a. An application fee of \$50.00 shall be paid upon filing.
 - b. An escrow deposit equal to 1½% of the construction estimate, with a minimum of \$500.00, shall be posted.
 - c. Each payment shall be made via separate checks.
- 4. Commercial/Industrial Water & Sewer Service
 - a. An application fee of \$50.00 shall be paid upon filing.
 - b. An escrow deposit equal to 1½% of the construction estimate, with a minimum of \$500.00, shall be posted.
 - c. Each payment shall be made via separate checks.
 - d. Water Model Fee: Dependent upon size of project. Fee shall be determined on a case-by-case basis.
- 5. Change of Use Water/Sewer Service - Commercial/Industrial
 - a. An application fee of \$50.00 shall be paid upon filing.

- b. An escrow deposit equal to 1½% of the construction estimate, if applicable, with a minimum of \$500.00 shall be posted.
- c. Each payment shall be via separate checks.
- B. Professional Service Fees - Legal
 - a. Application review and issuance of any review memorandum/correspondence - \$135.00 per hour
 - b. Preparation of initial Resolution of Approval - \$135.00 per hour.
 - c. Preparation of any development Agreements or Easements as required, subsequent project reviews and related memorandums/correspondence - \$135.00/hour.
 - d. Recording charges if applicable
- C. Water Meters and Water Meter Pits
 - 1. Prevailing price as per invoice
- D. Project Inspection Fee
 - 1. 5.0% of the total water and sewer construction costs.
- E. Notes
 - 1. All escrow fees are to be posted in advance. The fees posted represent estimates to cover anticipated review and inspection services. In the event the fees posted are not sufficient to cover the review and inspection services in total, then the applicant shall submit additional funds before receiving final approval or certification of work completed. Any unexpended funds will be returned to the applicant upon conclusion of the project.

IV. MISCELLANEOUS CHARGES

- A. Administrative

1. Return of check	\$ 20.00
2. Return of bad check posted on a terminated account	\$ 20.00
3. Unscheduled Water Meter reading request	\$ 15.00
4. Administrative fee for Accounts on Turn-Off List	\$ 25.00
5. Meter test at customer's request; Cost of test, plus shipping cost (If the meter is faulty, cost of the meter test will be borne by the Authority)	
6. Meter tampering will result in a \$50.00 penalty plus time, materials and estimated water charges.	
7. New Service Inspection: 1 st Inspection	\$ 0.00
2 nd Inspection	\$ 25.00
3 rd Inspection	\$ 50.00
4 th and Subsequent Inspections	\$100.00
8. Failure to request New Service Inspection prior to settlement	\$100.00 Fine
- B. Operational - HTMUA Contractor Charges

1. Repairman	\$ 50.00 per hour per person
2. Equipment Operator	\$ 68.00 per hour
3. Backhoe	\$ 75.00 per hour
4. Dump Truck/2-Yard	\$ 30.00 per hour
5. Dump Truck/Over 2-Yard	\$ 60.00 per hour
6. Compressor and Tools	\$ 25.00 per hour
7. Electric Sewer Rodding	\$ 25.00 per hour
a. This is to clear a stoppage on the homeowner's side of a lateral. Homeowner must be present and must sign a Hold Harmless form.	
8. Non-emergency call-outs will be charged to the customer at the established overtime/call-out rate	

paid to the HTMUA employee(s).

9. Sewer Main Cleaning Service Charges
 - a. For dump truck, sewer jet and two HTMUA employees - \$300.00 per hour during regular business hours
 - b. For dump truck, sewer jet and two HTMUA employees - \$450.00 per hour outside of the regular business hours
 - c. These charges will be applied to any restaurant discharging grease in the HTMUA's sewer system.
- C. Publications
 1. Authority Rules and Regulations - \$25.00 plus postage
 2. Copy Charge - 5¢ per page
- D. Billing
 1. The Authority will use one bill for water & sewer services.
 2. All Water & Sewer Billing is done on a monthly basis.



**HAMILTON TOWNSHIP
MUNICIPAL UTILITIES AUTHORITY**

**6024 KEN SCULL AVENUE
MAYS LANDING, NEW JERSEY 08330**

**PROPOSED
SCHEDULE OF FEES**

RATE HEARING AUGUST 10, 2016

EFFECTIVE: SEPTEMBER 1, 2016

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I. SEWER

A. ALLOCATION FEES FOR RESIDENTIAL/COMMERCIAL INDUSTRIAL

1. The Hamilton Township MUA allocates sewerage capacity based on a flow of 300 gallons per day (gpd), which is referred to as a Domestic Consumer Unit or DCU.
2. The minimum allocation is one (1) (DCU).
3. The Allocation Fee for one DCU is \$3,430.00.
4. The Allocation Fee for a deed restricted affordable housing unit built by a public housing or non-profit organization is \$1,715.00.
5. The Allocation Fee for a restricted moderate or low income housing unit is \$1,715.00.
6. Does not include installation
7. All service installations from street main to curb line are charged the actual installation cost.
8. Flows of industrial or commercial accounts exceeding 25% of their assigned allocation for more than six (6) consecutive months shall be required to purchase additional DCUs.
9. Schedule of DCU for Sewerage Service according to the New Jersey Register:

<u>TYPE OF ESTABLISHMENT</u>	<u>MEASUREMENT UNIT</u>	<u>GALLONS PER DAY</u>
<u>Residential Dwellings</u>		
Single Family	Per Dwelling	300
Duplex units, Townhouses	1 Bedroom	150
Condominiums, Apartments	2 Bedrooms	225
	3 or more Bedrooms	300
<u>Transit Dwelling Units</u>		
Hotels	Bedroom	75
Lodging Houses & Tourist Homes	Bedroom	60
Motels & Tourist Cabins	Bedroom	60
Boarding Houses	Boarder	50
<u>Camps</u>		
Campground/RV/Tent	Site	100
Parked mobile trailer	Site	200
Children's camps	Bed	50
Labor camps	Bed	40
Day camps - No meals	Person	15
<u>Restaurants</u>		
Average restaurant	Seat	35
Bar/Cocktail lounges	Seat	20
Fast food restaurant	Seat	15
24-hour service restaurant	Seat	50
Curb Service/Drive-In	Car Space	50
<u>Clubs</u>		
Residential	Member	75
Non-residential	Member	35
Racquet Club	Per court/per hour	80
Bathhouse with shower	Person	25
Bathhouse without shower	Person	10
<u>Institutions (including staff)</u>		
Hospitals	Bed	175

Other institutions	Bed	125
<u>Schools (including staff)</u>		
No showers or cafeteria	Student	10
With cafeteria	Student	15
With cafeteria & showers	Student	20
With cafeteria, showers & labs	Student	25
Boarding	Student	75
<u>Automobile Service Stations</u>		
Filling Stations	Per filling station	125
Service bays	Per bay	50
Mini-market	Per Square Foot	0.1
<u>Miscellaneous</u>		
Office Buildings (gross area)	Per Square Foot	0.1
Stores/shopping centers	Per Square Foot	0.1
Factories/warehouses	Employee	25
Factories/warehouses w/ showers	Employee	40
Laundromats	Per machine	580
Bowling alleys	Alley	200
Picnic parks (restrooms only)	Person	10
Picnic parks with showers	Person	15
Fairgrounds (average attendance)	Person	5
Assembly Halls	Seat	3
Airports (passenger use)	Passenger	3
Churches (worship area only)	Seat	3
Theater (indoor)	Seat	3
Dinner theater	Seat	20
Catering/Banquet Hall	Person	20
Sports stadium	Seat	3
Visitor Center	Visitor	5

NOTE: The Authority reserves the right to determine the gallons of flow per day associated with any project.

B. SERVICE CHARGES

1. Residential Rate: \$25.25/month per each Service Unit.
2. Industrial and Commercial Rate: \$25.50/month per each Service Unit.
 - a. Upon a review of the proposed project, an additional charge for the handling and treatment of industrial strength waste may be applied, including any surcharge imposed by the Atlantic County Utilities Authority.
3. Industrial and Commercial: A monthly sewer surcharge shall be applied to each account for flow exceeding 9,000 gallons per month per Service Unit. The surcharge shall be calculated and billed at a rate of \$3.78 per 1,000 gallons.

II. SCHEDULE OF WATER FEES

A. Allocation Fees

1. Residential

- a. Basic Allocation Fee or DCU per each living unit: \$ 2,419.00

- b. Basic Allocation Fee or DCU per each living unit of a deed restricted affordable housing unit built by a public housing or non-profit organization: \$1,209.50
 - c. The Allocation Fee for a restricted moderate or low income housing unit is \$1,209.50.
 - d. **Does not include installation**
 - e. Service installations installed by the HTMUA are charged the actual installation cost for labor and materials to install the lateral from the street main to the curb line.
2. Commercial and Industrial
- a. The Hamilton Township MUA allocates water capacity based on a flow of 300 gallons per day (gpd), which is referred to as a Domestic Consumer Unit or DCU.
 - b. The minimum allocation is one (1) (DCU).
 - c. One water allocation is required for each sewer DCU allocated.
 - d. The basic allocation fee is \$2,419.00 per DCU.
 - e. **Does not include installation**
- B. Residential Water Service Charges
- 1. The minimum service charge for each dwelling unit is \$9.25 per month and includes 2,000 gallons of use (\$111.00 annually).
 - 2. Overage (Excess Usage) Charge
 - a. Over 2,000 gallons but less than 10,001 gallons per month is billed at:
\$3.00 per 1,000 gallons for 2,500 to 10,000 gallons
 - b. Over 10,000 gallons but less than 15,001 gallons per months is billed at:
\$3.50 per 1,000 gallons for 10,001 to 15,000 gallons
 - c. Over 15,000 gallons but less than 20,001 gallons per month is billed at:
\$3.75 per 1,000 gallons for 15,001 to 20,000 gallons
 - d. Over 20,000 gallons per month is billed at:
\$4.00 per 1,000 gallons for 20,000 gallons and up
- C. Commercial/Industrial Water Service Charges
- 1. The minimum service charge for each DCU is \$9.25 per month and includes 2,000 gallons of use (\$108.00 annually).
 - 2. Overage (Excess Usage) Charge
 - a. Excess over 2,000 gallons per month is billed at \$3.00 per 1,000 gallons
- D. Bulk Water Usage/Construction Water Usage/Usage from a Fire Hydrant
- 1. Applicant must seek written permission to draw water from the Authority's system.
 - 2. Applicant must estimate proposed water usage for a three-month period.
 - 3. Charges are applicable according to the Bulk Water Rate Schedule.
 - 4. Where estimates are unavailable, a minimum of \$30.00 per three-month period will apply.
 - 5. Residents seeking to fill swimming pools must seek permission from the Authority who will designate the time, method and hydrant location to be used. A labor charge of \$50.00 will cover hydrant turn-on, monitoring, and turn-off by an HTMUA employee. The water consumption will follow the Bulk Water Rate schedule.
 - 6. Bulk Water Rate Schedule
 - a. Application Fee: \$ 25.00
 - b. Pool Fill Labor Charge: \$ 50.00 minimum
 - c. Up to 20,000 gallons: \$ 4.00 per 1,000 gallons
 - d. Over 20,000 gallons: \$ 4.50 per 1,000 gallons
- E. Fire Protection Service
- 1. Public Fire Standby Service

- a. For each fire hydrant is \$0.00 per annum
- b. There shall be no charge for water used for firefighting purposes from a public fire hydrant.
- 2. Residential Fire Standby Service
 - a. For each fire hydrant within a master metered system is \$0.00 per annum
 - b. For each fire hydrant not on a master metered system is \$0.00 per annum
- 3. Commercial Fire Standby Service
 - a. For each Fire Hydrant \$168.75 per annum
 - Two-inch (2") Fire Line \$123.75 per annum
 - Four-inch (4") Fire Line \$556.88 per annum
 - Six-inch (6") Fire Line \$835.20 per annum
 - Eight-inch (8") Fire Line \$1,113.75 per annum
 - Ten-inch (10") Fire Line \$1,392.30 per annum
- 4. Fire Service Allocation Fee
 - a. Two-inch (2") \$ 2,419.00
 - Four-inch (4") \$ 4,838.00
 - Six-inch (6") \$ 7,257.00
 - Eight-inch (8") \$ 9,676.00
 - Ten-inch (10") \$ 12,095.00
 - b. Fire Service Allocation Fees do not include the cost of installation.

III. DEVELOPMENTAL APPLICATION PROCESS

A. Project Review Fees

- 1. Individual Water/Sewer Service
 - a. An application fee of \$25.00 shall be paid upon filing.
 - b. No additional fees are required unless an investigation is warranted. If so, a minimum escrow deposit of \$300.00 is to be posted for the review. If the application is for water or sewer service only, then the minimum review fee is \$150.00.
 - c. Each payment shall be made via separate checks.
- 2. Preliminary/Conceptual Water/Sewer Service
 - a. An application fee of \$25.00 shall be paid upon filing.
 - b. A \$500.00 minimum escrow deposit shall be posted.
 - c. Each payment shall be made via separate checks.
- 3. Comprehensive Water & Sewer Service
 - a. An application fee of \$50.00 shall be paid upon filing.
 - b. An escrow deposit equal to 1½% of the construction estimate, with a minimum of \$500.00, shall be posted.
 - c. Each payment shall be made via separate checks.
- 4. Commercial/Industrial Water & Sewer Service
 - a. An application fee of \$50.00 shall be paid upon filing.
 - b. An escrow deposit equal to 1½% of the construction estimate, with a minimum of \$500.00, shall be posted.
 - c. Each payment shall be made via separate checks.
 - d. Water Model Fee: Dependent upon size of project. Fee shall be determined on a case-by-case basis.
- 5. Change of Use Water/Sewer Service - Commercial/Industrial
 - a. An application fee of \$50.00 shall be paid upon filing.

- b. An escrow deposit equal to 1½% of the construction estimate, if applicable, with a minimum of \$500.00 shall be posted.
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- B. Professional Service Fees - Legal
 - a. Application review and issuance of any review memorandum/correspondence - \$135.00 per hour
 - b. Preparation of initial Resolution of Approval - \$135.00 per hour.
 - c. Preparation of any development Agreements or Easements as required, subsequent project reviews and related memorandums/correspondence - \$135.00/hour.
 - d. Recording charges if applicable
- C. Water Meters and Water Meter Pits
 - 1. Prevailing price as per invoice
- D. Project Inspection Fee
 - 1. 5.0% of the total water and sewer construction costs.
- E. Notes
 - 1. All escrow fees are to be posted in advance. The fees posted represent estimates to cover anticipated review and inspection services. In the event the fees posted are not sufficient to cover the review and inspection services in total, then the applicant shall submit additional funds before receiving final approval or certification of work completed. Any unexpended funds will be returned to the applicant upon conclusion of the project.

IV. MISCELLANEOUS CHARGES

- A. Administrative
 - 1. Return of check \$20.00
 - 2. Return of bad check posted on a terminated account \$20.00
 - 3. Unscheduled Water Meter reading request \$15.00
 - 4. Administrative fee for Accounts on Turn-Off List \$25.00
 - 5. Meter test at customer's request; Cost of test, plus shipping cost (If the meter is faulty, cost of the meter test will be borne by the Authority)
 - 6. Meter tampering will result in a \$50.00 penalty plus time, materials and estimated water charges.
 - 7. New Service Inspection:
 - 1st Inspection \$ 0.00
 - 2nd Inspection \$ 25.00
 - 3rd Inspection \$ 50.00
 - 4th and Subsequent Inspections \$100.00
 - 8. Failure to request New Service Inspection prior to settlement \$100.00 Fine
- B. Operational - HTMUA Contractor Charges
 - 1. Repairman \$ 50.00 per hour per person
 - 2. Equipment Operator \$ 68.00 per hour
 - 3. Backhoe \$ 75.00 per hour
 - 4. Dump Truck/2-Yard \$ 30.00 per hour
 - 5. Dump Truck/Over 2-Yard \$ 60.00 per hour
 - 6. Compressor and Tools \$ 25.00 per hour
 - 7. Electric Sewer Rodding \$ 25.00 per hour
 - a. This is to clear a stoppage on the homeowner's side of a lateral. Homeowner must be present and must sign a Hold Harmless form.
 - 8. Non-emergency call-outs will be charged to the customer at the established overtime/call-out rate

paid to the HTMUA employee(s).

9. Sewer Main Cleaning Service Charges

- a. For dump truck, sewer jet and two HTMUA employees - \$300.00 per hour during regular business hours
- b. For dump truck, sewer jet and two HTMUA employees - \$450.00 per hour outside of the regular business hours
- c. These charges will be applied to any restaurant discharging grease in the HTMUA's sewer system.

C. Publications

1. Authority Rules and Regulations - \$25.00 plus postage
2. Copy Charge - 5¢ per page

D. Billing

1. The Authority will use one bill for water & sewer services.
2. All Water & Sewer Billing is done on a monthly basis.

RESOLUTION NO. 2016-05-02 AUTHORIZING THE PAYMENT OF \$200,000.00 TO THE TOWNSHIP OF HAMILTON

**HAMILTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
COUNTY OF ATLANTIC
STATE OF NEW JERSEY**

WHEREAS, the Township of Hamilton ("Township") is suffering from a municipal shortfall in its municipal budget; and

WHEREAS, in light of this shortfall and the impact the economic downturn has had on the Township's major revenue sources, such as collection of current taxes, collection of delinquent taxes, construction fees, interest on investments, land sales, etc., the Township is seeking a financial contribution from the Hamilton Township Municipal Utilities Authority (HTMUA); and

WHEREAS, pursuant to the terms of N.J.S.A. 40A:5A-12.1 up to 5% of the annual costs of operation of the HTMUA may be appropriated for use in the Township budget; and

WHEREAS, the HTMUA wishes to pay \$200,000.00 to the Township to assist in its shortfall; and

WHEREAS, said amount represents the maximum amount the HTMUA can contribute to the Township; and

WHEREAS, for the fiscal year ending August 31, 2016 the HTMUA previously provided \$175,000 in funds to the Township to assist with its budgetary issues; and

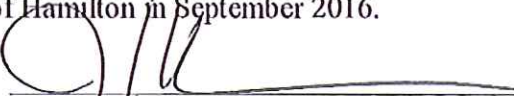
WHEREAS, the additional funds authorized herein will become available on September 1, 2016 when the HTMUA's new fiscal year begins; and

WHEREAS, the HTMUA is committed to helping the Township with its financial issues and will forward said funds to the Township in September 2016 when the funds become available.

NOW, THEREFORE, BE IT RESOLVED by the Chair and Board Members to authorize the payment of \$200,000 to the Township of Hamilton, said sum representing the maximum amount permitted under N.J.S.A. 40A:5A-12.1 to be contributed to the municipal budget. Said funds will be available and paid to the Township of Hamilton in September 2016.



LISA R. FAUST, SECRETARY



JAMES E. SACCHINELLI, CHAIR

ADOPTED: APRIL 13, 2016

Certified to be a true copy of a resolution adopted by the Chair and Board Members of the Hamilton Township MUA at a regular meeting held on April 13, 2016.

(Assistant) Secretary
Dated:

2016 AUTHORITY BUDGET

Financial Schedules Section

2016 Budget Summary

Hamilton Township Municipal Utilities Authority

September 1, 2016 to August 31, 2017

For the Period

	Proposed Budget						Adopted Budget Total All Operations	All Operations All Operations	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Water	Sewer	Operation	Operation	Operation	Total All				
			#3	#4	#5	#6				
REVENUES										
Total Operating Revenues	\$2,437,995	\$3,234,350	\$ -	\$ -	\$ -	\$5,672,345	\$ 5,564,775	\$ 107,571	1.9%	
Total Non-Operating Revenues	324,570	695,680	-	-	-	1,020,250	122,250	898,000	734.6%	
Total Anticipated Revenues	2,762,565	3,930,030	-	-	-	6,692,595	5,687,025	1,005,571	17.7%	
APPROPRIATIONS										
Total Administration	419,341	311,859	-	-	-	731,200	700,360	30,840	4.4%	
Total Cost of Providing Services	1,642,351	2,420,080	-	-	-	4,062,431	4,154,111	(91,680)	-2.2%	
Total Principal Payments on Debt Service in Lieu of Depreciation	449,131	698,044	-	-	-	1,147,175	1,442,065	(294,890)	-20.4%	
Total Operating Appropriations	2,510,823	3,429,983	-	-	-	5,940,806	6,296,536	(355,729)	-5.6%	
Total Interest Payments on Debt	40,418	52,119	-	-	-	92,537	137,820	(45,284)	-32.9%	
Total Other Non-Operating Appropriations	331,324	527,928	-	-	-	859,252	175,000	684,252	391.0%	
Total Non-Operating Appropriations	371,742	580,047	-	-	-	951,789	312,820	638,969	204.3%	
Accumulated Deficit	-	-	-	-	-	-	-	-	#DIV/0!	
Total Appropriations and Accumulated Deficit	2,882,565	4,010,030	-	-	-	6,892,595	6,609,356	283,239	4.3%	
Less: Total Unrestricted Net Position Utilized	120,000	80,000	-	-	-	200,000	922,332	(722,332)	-78.3%	
Net Total Appropriations	2,762,565	3,930,030	-	-	-	6,692,595	5,687,024	1,005,571	17.7%	
ANTICIPATED SURPLUS (DEFICIT)	\$ 0	\$ (0)	\$ -	\$ -	\$ -	\$ 0	\$ 1	\$ (0)	-38.5%	

2016 Revenue Schedule

Hamilton Township Municipal Utilities Authority

For the Period September 1, 2016 to August 31, 2017

	Proposed Budget						Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted	
	Water	Sewer	Operation				Total All	Total All Operations	All Operations	
			#3	#4	#5	#6	Operations			
OPERATING REVENUES										
<i>Service Charges</i>										
Residential	\$1,964,225	\$ 2,220,287					\$4,184,512	\$ 4,087,875	\$ 96,637	2.4%
Business/Commercial	272,283	527,244					799,527	788,819	10,708	1.4%
Industrial	-	-					-	-	-	#DIV/0!
Intergovernmental	-	288,553					288,553	289,442	(889)	-0.3%
Other	63,592	57,116					120,708	120,364	345	0.3%
Total Service Charges	2,300,100	3,093,200	-	-	-	-	5,393,300	5,286,500	106,801	2.0%
<i>Connection Fees</i>										
Residential	12,095	17,150					29,245	28,475	770	2.7%
Business/Commercial	-	-					-	-	-	#DIV/0!
Industrial	-	-					-	-	-	#DIV/0!
Intergovernmental	-	-					-	-	-	#DIV/0!
Other	-	-					-	-	-	#DIV/0!
Total Connection Fees	12,095	17,150	-	-	-	-	29,245	28,475	770	2.7%
<i>Parking Fees</i>										
Meters	-	-					-	-	-	#DIV/0!
Permits	-	-					-	-	-	#DIV/0!
Fines/Penalties	-	-					-	-	-	#DIV/0!
Other	-	-					-	-	-	#DIV/0!
Total Parking Fees	-	-	-	-	-	-	-	-	-	#DIV/0!
<i>Other Operating Revenues (List)</i>										
Collection of Delinquent Fees	91,000	124,000					215,000	215,000	-	0.0%
Service Contract w Weymouth Townsh	29,300	-					29,300	29,300	-	0.0%
Application / Bulk Water Fees	5,000	-					5,000	5,000	-	0.0%
Service Inspection Fees	500	-					500	500	-	0.0%
Total Other Revenue	125,800	124,000	-	-	-	-	249,800	249,800	-	0.0%
Total Operating Revenues	2,437,995	3,234,350	-	-	-	-	5,672,345	5,564,775	107,571	1.9%
NON-OPERATING REVENUES										
<i>Grants & Entitlements (List)</i>										
Grant #1	-	-					-	-	-	#DIV/0!
Grant #2	-	-					-	-	-	#DIV/0!
Grant #3	-	-					-	-	-	#DIV/0!
Grant #4	-	-					-	-	-	#DIV/0!
Total Grants & Entitlements	-	-	-	-	-	-	-	-	-	#DIV/0!
<i>Local Subsidies & Donations (List)</i>										
SITA Contract	-	58,750					58,750	58,750	-	0.0%
Local Subsidy #2	-	-					-	-	-	#DIV/0!
Local Subsidy #3	-	-					-	-	-	#DIV/0!
Local Subsidy #4	-	-					-	-	-	#DIV/0!
Total Local Subsidies & Donations	-	58,750	-	-	-	-	58,750	58,750	-	0.0%
<i>Interest on Investments & Deposits</i>										
Investments	1,710	1,290					3,000	3,000	-	0.0%
Security Deposits	-	-					-	-	-	#DIV/0!
Penalties	-	25,000					25,000	25,000	-	0.0%
Other Investments	-	-					-	-	-	#DIV/0!
Total Interest	1,710	26,290	-	-	-	-	28,000	28,000	-	0.0%
<i>Other Non-Operating Revenues (List)</i>										
Rental - Wireless Operations	25,500	-					25,500	25,500	-	0.0%
Penalties	10,000	-					10,000	10,000	-	0.0%
Use of Debt Service Reserve	287,360	610,640					898,000	-	898,000	#DIV/0!
Other Non-Operating #4	-	-					-	-	-	#DIV/0!
Other Non-Operating Revenues	322,860	610,640	-	-	-	-	933,500	35,500	898,000	2529.6%
Total Non-Operating Revenues	324,570	695,680	-	-	-	-	1,020,250	122,250	898,000	734.6%
TOTAL ANTICIPATED REVENUES	\$2,762,565	\$ 3,930,030	\$ -	\$ -	\$ -	\$ -	\$6,692,595	\$ 5,687,025	\$ 1,005,571	17.7%

2015

Adopted Revenue Schedule

Hamilton Township Municipal Utilities Authority

	Adopted Budget						Total All Operations
	Water	Sewer	Operation #3	Operation #4	Operation #5	Operation #6	
OPERATING REVENUES							
<i>Service Charges</i>							
Residential	\$1,871,628	\$2,216,247					\$4,087,875
Business/Commercial	261,808	527,011					788,819
Industrial							-
Intergovernmental		289,442					289,442
Other	63,264	57,100					120,364
Total Service Charges	2,196,700	3,089,800	-	-	-	-	5,286,500
<i>Connection Fees</i>							
Residential	11,780	16,695					28,475
Business/Commercial							-
Industrial							-
Intergovernmental							-
Other							-
Total Connection Fees	11,780	16,695	-	-	-	-	28,475
<i>Parking Fees</i>							
Meters							-
Permits							-
Fines/Penalties							-
Other							-
Total Parking Fees	-	-	-	-	-	-	-
<i>Other Operating Revenues (List)</i>							
Collection of Delinquent Fees	91,000	124,000					215,000
Service Contract with Weymouth Townsh	29,300						29,300
Application / Bulk Water Fees	5,000						5,000
Service Inspection Fees	500						500
Total Other Revenue	125,800	124,000	-	-	-	-	249,800
Total Operating Revenues	2,334,280	3,230,495	-	-	-	-	5,564,775
NON-OPERATING REVENUES							
<i>Grants & Entitlements (List)</i>							
Grant #1							-
Grant #2							-
Grant #3							-
Grant #4							-
Total Grants & Entitlements	-	-	-	-	-	-	-
<i>Local Subsidies & Donations (List)</i>							
SJTA Contract		58,750					58,750
Local Subsidy #2							-
Local Subsidy #3							-
Local Subsidy #4							-
Total Local Subsidies & Donations	-	58,750	-	-	-	-	58,750
<i>Interest on Investments & Deposits</i>							
Investments	1,710	1,290					3,000
Security Deposits							-
Penalties		25,000					25,000
Other Investments							-
Total Interest	1,710	26,290	-	-	-	-	28,000
<i>Other Non-Operating Revenues (List)</i>							
Rental - Wireless Operations	25,500						25,500
Penalties	10,000						10,000
Other Non-Operating #3							-
Other Non-Operating #4							-
Other Non-Operating Revenues	35,500	-	-	-	-	-	35,500
Total Non-Operating Revenues	37,210	85,040	-	-	-	-	122,250
TOTAL ANTICIPATED REVENUES	\$2,371,490	\$3,315,535	\$ -	\$ -	\$ -	\$ -	\$5,687,025

2016

Hamilton Township Municipal Utilities Authority
September 1, 2016 to August 31, 2017

Appropriations Schedule

	Proposed Budget				Adopted Budget Total All Operations	All Operations All Operations	% Increase (Decrease) Proposed vs. Adopted
	Water	Sewer	Operation				
			#3	#4			
OPERATING APPROPRIATIONS							
Administration - Personnel							
Salary & Wages	\$ 124,100	\$ 93,600			\$ 217,700	\$ 24,900	12.9%
Fringe Benefits	150,708	113,692			264,400	7,300	2.8%
Total Administration - Personnel	274,808	207,292			482,100	32,200	7.2%
Administration - Other (List)							
See Attached Detailed Account Summary							
Other Admin Expense #2	144,533	104,567			249,100	(1,360)	-0.5%
Other Admin Expense #3							#DIV/0!
Other Admin Expense #4							#DIV/0!
Miscellaneous Administration*							#DIV/0!
Total Administration - Other	144,533	104,567			249,100	(1,360)	-0.5%
Total Administration	419,341	311,859			731,200	30,840	4.4%
Cost of Providing Services - Personnel							
Salary & Wages	436,620	329,380			766,000	9,700	1.3%
Fringe Benefits	225,834	170,366			396,200	14,400	3.8%
Total COPS - Personnel	662,454	499,746			1,162,200	24,100	2.1%
Cost of Providing Services - Other (List)							
See Attached Detailed Account Summary							
Other COPS Expense #2	979,897	1,920,334			2,900,231	(115,780)	-3.8%
Other COPS Expense #3							#DIV/0!
Other COPS Expense #4							#DIV/0!
Miscellaneous COPS*							#DIV/0!
Total COPS - Other	979,897	1,920,334			2,900,231	(115,780)	-3.8%
Total Cost of Providing Services	1,642,351	2,420,080			4,154,111	(91,680)	-2.2%
Total Principal Payments on Debt Service in Lieu of Depreciation	449,131	698,044			1,147,175	(254,890)	-20.4%
Total Operating Appropriations	2,510,823	3,429,983			6,295,535	(355,729)	-5.6%
NON-OPERATING APPROPRIATIONS							
Total Interest Payments on Debt	40,418	52,119			92,537	(45,284)	-32.9%
Operations & Maintenance Reserve							#DIV/0!
Renewal & Replacement Reserve	90,324	368,923			459,252	459,252	#DIV/0!
Municipality/County Appropriation	120,000	80,000			200,000	25,000	14.3%
Other Reserves	121,000	79,000			200,000	200,000	#DIV/0!
Total Non-Operating Appropriations	371,742	580,047			951,789	638,968	204.3%
TOTAL APPROPRIATIONS	2,882,565	4,010,030			6,509,356	283,239	4.3%
ACCUMULATED DEFICIT							
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	2,882,565	4,010,030			6,509,356	283,239	4.3%
UNRESTRICTED NET POSITION UTILIZED							
Municipality/County Appropriation	120,000	80,000			200,000	25,000	14.3%
Other							
Total Unrestricted Net Position Utilized	120,000	80,000			200,000	(747,332)	-100.0%
TOTAL NET APPROPRIATIONS	\$ 2,762,565	\$ 3,930,030	\$ -	\$ -	\$ 5,687,024	\$ 1,005,571	17.7%

* 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 \$ 125,541.16 \$ 171,499.15 \$ - \$ - \$ - \$ 297,040.31

2015 Adopted Appropriations Schedule

Hamilton Township Municipal Utilities Authority

	<i>Adopted Budget</i>						Total All Operations
	Water	Sewer	Operation #3	Operation #4	Operation #5	Operation #6	
OPERATING APPROPRIATIONS							
<i>Administration - Personnel</i>							
Salary & Wages	\$ 109,896	\$ 82,904					\$ 192,800
Fringe Benefits	146,547	110,553					257,100
Total Administration - Personnel	256,443	193,457	-	-	-	-	449,900
<i>Administration - Other (List)</i>							
Other Admin Expense #1	147,886	102,574					250,460
Other Admin Expense #2							-
Other Admin Expense #3							-
Other Admin Expense #4							-
Miscellaneous Administration*							-
Total Administration - Other	147,886	102,574	-	-	-	-	250,460
Total Administration	404,329	296,031	-	-	-	-	700,360
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	431,091	325,209					756,300
Fringe Benefits	217,626	164,174					381,800
Total COPS - Personnel	648,717	489,383	-	-	-	-	1,138,100
<i>Cost of Providing Services - Other (List)</i>							
Other COPS Expense #1	1,114,759	1,901,252					3,016,011
Other COPS Expense #2							-
Other COPS Expense #3							-
Other COPS Expense #4							-
Miscellaneous COPS*							-
Total COPS - Other	1,114,759	1,901,252	-	-	-	-	3,016,011
Total Cost of Providing Services	1,763,476	2,390,635	-	-	-	-	4,154,111
<i>Total Principal Payments on Debt Service in Lieu of Depreciation</i>							
	543,421	898,644	-	-	-	-	1,442,065
Total Operating Appropriations	2,711,226	3,585,310	-	-	-	-	6,296,536
NON-OPERATING APPROPRIATIONS							
Total Interest Payments on Debt	55,076	82,744	-	-	-	-	137,820
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve							-
Municipality/County Appropriation	25,000	150,000					175,000
Other Reserves							-
Total Non-Operating Appropriations	80,076	232,744	-	-	-	-	312,820
TOTAL APPROPRIATIONS	2,791,302	3,818,054	-	-	-	-	6,609,356
ACCUMULATED DEFICIT							
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	2,791,302	3,818,054	-	-	-	-	6,609,356
UNRESTRICTED NET POSITION UTILIZED							
Municipality/County Appropriation	25,000	150,000	-	-	-	-	175,000
Other	394,813	352,519					747,332
Total Unrestricted Net Position Utilized	419,813	502,519	-	-	-	-	922,332
TOTAL NET APPROPRIATIONS	\$ 2,371,489	\$ 3,315,535	\$ -	\$ -	\$ -	\$ -	\$ 5,687,024

* 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	\$ 135,561.28	\$ 179,265.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 314,826.78
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5 Year Debt Service Schedule - Principal

Hamilton Township Municipal Utilities Authority

	Current Year (2015)	Fiscal Year Beginning in						Total Principal Outstanding	
		2016	2017	2018	2019	2020	2021		Thereafter
Water									
Debt Issuance #1 (Authority Bonds)	\$ 368,000	\$ 273,600	47,598	47,790	48,030	48,327	48,671	448,380	\$ 273,600
Debt Issuance #2 (NJFIT Loan - Revised)	47,341	47,451	128,080	128,080	133,080	133,080	133,080	1,542,173	736,245
Debt Issuance #3 (NJFIT Loan)	128,080	128,080							2,325,656
Debt Issuance #4									-
Total Principal	543,421	449,131	175,678	175,870	181,110	181,407	181,751	1,990,552	3,335,500
Sewer									
Debt Issuance #1 (Authority Bonds)	782,000	581,400	42,791	42,791	42,791	42,791	42,791	440,118	581,400
Debt Issuance #2 (NJFIT Loan)	37,791	37,791	46,343	46,343	46,343	46,343	46,343	554,776	691,863
Debt Issuance #3 (NJFIT Loan)	46,343	46,343	32,510	32,510	32,510	32,510	37,510	460,121	832,835
Debt Issuance #4	32,510	32,510							660,181
Total Principal	898,644	698,044	121,644	121,644	121,644	121,644	126,644	1,455,014	2,766,278
Operation #3									
Debt Issuance #1									-
Debt Issuance #2									-
Debt Issuance #3									-
Debt Issuance #4									-
Total Principal	-	-	-	-	-	-	-	-	-
Operation #4									
Debt Issuance #1									-
Debt Issuance #2									-
Debt Issuance #3									-
Debt Issuance #4									-
Total Principal	-	-	-	-	-	-	-	-	-
Operation #5									
Debt Issuance #1									-
Debt Issuance #2									-
Debt Issuance #3									-
Debt Issuance #4									-
Total Principal	-	-	-	-	-	-	-	-	-
Operation #6									
Debt Issuance #1									-
Debt Issuance #2									-
Debt Issuance #3									-
Debt Issuance #4									-
Total Principal	-	-	-	-	-	-	-	-	-
TOTAL PRINCIPAL ALL OPERATIONS	\$ 1,442,065	\$ 1,147,175	\$ 297,322	\$ 297,514	\$ 302,754	\$ 303,051	\$ 308,395	\$ 3,445,566	\$ 6,101,779

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

Bond Rating	Moody's	Standard & Poors
Year of Last Rating	2/17/1998	2/17/1998

5 Year Debt Service Schedule - Interest

Hamilton Township Municipal Utilities Authority

Fiscal Year Beginning in

	Current Year (2015)	2016	2017	2018	2019	2020	2021	Thereafter	Total Interest Payments Outstanding
Water									
Debt Issuance #1 (Authority Bonds)	\$ 24,060	\$ 10,260							\$ 10,260
Debt Issuance #2 (NJFIT Loan - Revised)	7,098	6,989	6,842	6,649	6,409	6,112	5,768	29,601	68,371
Debt Issuance #3 (NJFIT Loan)	23,919	23,169	21,919	20,669	19,419	17,919	16,419	87,900	207,413
Debt Issuance #4									
Total Interest Payments	55,076	40,418	28,761	27,318	25,828	24,031	22,187	117,502	286,044
Sewer									
Debt Issuance #1 (Authority Bonds)	51,128	21,803							21,803
Debt Issuance #2 (NJFIT Loan)	15,610	14,860	14,110	13,110	12,110	11,110	10,110	42,955	118,365
Debt Issuance #3 (NJFIT Loan)	8,406	8,106	7,606	7,106	6,606	6,106	5,606	30,450	71,586
Debt Issuance #4 (NJFIT Loan)	7,600	7,350	7,100	6,850	6,600	6,350	6,100	36,800	77,150
Total Interest Payments	82,744	52,119	28,816	27,066	25,316	23,566	21,816	110,205	288,904
Operation #3									
Debt Issuance #1									
Debt Issuance #2									
Debt Issuance #3									
Debt Issuance #4									
Total Interest Payments	-	-	-	-	-	-	-	-	-
Operation #4									
Debt Issuance #1									
Debt Issuance #2									
Debt Issuance #3									
Debt Issuance #4									
Total Interest Payments	-	-	-	-	-	-	-	-	-
Operation #5									
Debt Issuance #1									
Debt Issuance #2									
Debt Issuance #3									
Debt Issuance #4									
Total Interest Payments	-	-	-	-	-	-	-	-	-
Operation #6									
Debt Issuance #1									
Debt Issuance #2									
Debt Issuance #3									
Debt Issuance #4									
Total Interest Payments	-	-	-	-	-	-	-	-	-
Total Interest Payments	\$ 137,820	\$ 92,537	\$ 57,577	\$ 54,384	\$ 51,144	\$ 47,597	\$ 44,003	\$ 227,707	\$ 574,948

2016 Net Position Reconciliation

Hamilton Township Municipal Utilities Authority

For the Period September 1, 2016 to August 31, 2017

Proposed Budget

	Water	Sewer	Operation #3	Operation #4	Operation #5	Operation #6	Total All Operations
TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)							
Less: Invested in Capital Assets, Net of Related Debt (1)	\$15,230,454	\$ 9,695,638					\$24,926,092
Less: Restricted for Debt Service Reserve (1)	14,910,155	8,690,431					23,600,586
Less: Other Restricted Net Position (1)	287,360	610,640					898,000
	207,307	714,679					921,986
Total Unrestricted Net Position (1)	(174,368)	(320,112)	-	-	-	-	(494,480)
Less: Designated for Non-Operating Improvements & Repairs							-
Less: Designated for Rate Stabilization							-
Less: Other Designated by Resolution							-
Plus: Accrued Unfunded Pension Liability (1)	1,175,502	886,783					2,062,285
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)							-
Plus: Estimated Income (Loss) on Current Year Operations (2)	(1)	(687,362)	(47,993)				(735,355)
Plus: Other Adjustments (attach schedule)	(3)	22,341	(424,190)				(401,848)
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	336,114	94,488	-	-	-	-	430,602
Unrestricted Net Position Utilized to Balance Proposed Budget	-	-	-	-	-	-	-
Unrestricted Net Position Utilized in Proposed Capital Budget	-	-	-	-	-	-	-
Appropriation to Municipality/County (3)	120,000	80,000	-	-	-	-	200,000
Total Unrestricted Net Position Utilized in Proposed Budget	120,000	80,000	-	-	-	-	200,000
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR							
(4)	\$ 216,114	\$ 14,488	\$ -	\$ -	\$ -	\$ -	\$ 230,602

(1) Total of all operations for this line item must agree to audited financial statements.

(2) Include budgeted and unbudgeted use of unrestricted net position in the current year's operations.

(3) Amount may not exceed 5% of total operating appropriations. See calculation below.

Maximum Allowable Appropriation to Municipality/County

(4) If Authority is projecting a deficit for any operation at the end of the budget period, the Authority must attach a statement explaining its plan to reduce the deficit, including the timeline for elimination of the deficit, if not already detailed in the budget narrative section.

Hamilton Township Municipal Utilities Authority
PROJECTED Schedule of Revenues, Expenses and Changes in Net Assets by Department
For Year Ended August 31, 2016
Attachment for Schedule F-8

	<u>Water</u> <u>Department</u>	<u>Sewer</u> <u>Department</u>	<u>Total</u>
Revenues - Operating & Non Operating			
User Charges and Fees	2,326,206.08	3,169,000.00	5,495,206.08
Service Contract Fees	29,800.00	124,350.00	154,150.00
Interest Income	3,154.38	2,379.62	5,534.00
Connection / Allocation Fees	12,095.00	40,100.00	52,195.00
Wireless Revenue	25,500.00	-	25,500.00
<u>Other Operating Revenues</u>	<u>34,850.62</u>	<u>29,420.38</u>	<u>64,271.00</u>
Total Revenues	2,431,606.08	3,365,250.00	5,796,856.08
Operating & Non-Operating Expenses			
Administration Salaries & Wages	110,300.00	83,200.00	193,500.00
Fringe Benefits	138,336.00	104,843.00	243,179.00
Other Expenses	157,129.00	102,050.00	259,179.00
Operations Salaries & Wages	401,930.00	303,210.00	705,140.00
Fringe Benefits	188,685.00	142,640.00	331,325.00
Other Expenses	1,107,111.00	1,857,983.00	2,965,094.00
Interest Payments on Debt Service	68,585.00	82,744.00	151,329.00
Depreciation (Projected)	921,892.30	586,572.78	1,508,465.08
<u>Payment to Township</u>	<u>25,000.00</u>	<u>150,000.00</u>	<u>175,000.00</u>
Total Expenses	3,118,968.30	3,413,242.78	6,532,211.08
Net Revenue / (Expense)	(687,362.22)	(47,992.78)	(735,355.00)
Net Position - Beginning of Year	15,230,453.92	9,695,638.10	24,926,092.02
Net Position - Projected End of Year	14,543,091.70	9,647,645.32	24,190,737.02
Invested in Capital Assets - Net of Debt	(1) 14,619,819.85	9,295,521.84	23,915,341.69
Restricted	762,660.75	1,144,417.58	1,907,078.33
Pension Liability	(1,175,502.45)	(886,782.55)	(2,062,285.00)
Unrestricted	336,113.55	94,488.45	430,602.00
Other Adjustments			
Changes to Capital Assets	(1) (290,335.16)	605,091.08	314,755.92
Changes to Restricted Net Assets	(2) 267,993.75	(180,901.42)	87,092.33
Net Change to Restricted Net Assets *	22,341.41	(424,189.66)	(401,848.25)

* Reduction increases Unrestricted Net Assets

Hamilton Township Municipal Utilities Authority
PROJECTED Schedule of Revenues, Expenses and Changes in Net Assets by Department
 For Year Ended August 31, 2016
 Attachment for Schedule F-8

<u>Projected Change to Capital Assets</u>		<u>Water</u>	<u>Sewer</u>	<u>Total</u>
Invested in Capital Net of Related Debt	(1)	14,910,155.01	8,690,430.76	23,600,585.77
Change in CIP			(631,611.91)	(631,611.91)
Additions to Fixed Assets		88,136.14	924,631.77	1,012,767.91
Debt Service Principal Payment		368,000.00	782,000.00	1,150,000.00
Depreciation Projected		(921,892.30)	(586,572.78)	(1,508,465.08)
NJEIT Principal Payment		175,421.00	116,644.00	292,065.00
		<u>14,619,819.85</u>	<u>9,295,521.84</u>	<u>23,915,341.69</u>
Net Changes to Capital Net of Debt	(1)	(290,335.16)	605,091.08	314,755.92
<u>Projected Changes to Restricted Net Assets</u>	(2)			
Operating Reserve (2 months Operating Exp)		361,300.75	447,777.58	809,078.33
Debt Service Reserve (Required per Bond)		287,360.00	610,640.00	898,000.00
Renewal & Replacement (Required Per Bond)		114,000.00	86,000.00	200,000.00
		<u>762,660.75</u>	<u>1,144,417.58</u>	<u>1,907,078.33</u>
Per 2015 Audit		494,666.73	1,325,319.27	1,819,986.00
Net Projected Change to Restricted Net Assets	(2)	267,994.02	(180,901.69)	87,092.33

2016

Hamilton Township Municipal
Utilities Authority

(Name)

AUTHORITY
CAPITAL
BUDGET/
PROGRAM

2016 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM


Hamilton Township Municipal Utilities Authority (Name)

FISCAL YEAR: FROM September 1, 2016 TO August 31, 2017

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 Hamilton Township Municipal Utilities Authority, on the 8th day of June, 2016.

OR

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

Officer's Signature:			
Name:	Lisa R. Faust		
Title:	Secretary		
Address:	6024 Ken Scull Avenue Mays Landing, NJ 08330		
Phone Number:	(609) 625-1872	Fax Number:	(609) 625-0855
E-mail address	lfaust@htmua.com		

2016 CAPITAL BUDGET/PROGRAM MESSAGE

Hamilton Township Municipal Utilities Authority

(Name)

FISCAL YEAR: FROM September 1, 2016 TO August 31, 2017

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?

The municipality was presented with a copy of the HTMUA's proposed Capital Budget/ Program.

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?

Capital projects are developed from the HTMUA's Master Capital Plan. The HTMUA's design consultants evaluate a project's lifecycle costs during the design phase of the project. Projects are consistent with the Master Plan covering the HTMUA's service area.

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

Yes, the HTMUA's Master Capital Plan projects out 10-years. The HTMUA is continuing to refine its Geographic Information System and its computerized Asset Management program

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 proposed capital projects and purchases are relatively small and proceeds from the Renewal and Replacement Reserve will be utilized to fund them.

5. Please indicate which capital projects/project financings are being undertaken in the Metropolitan or Suburban Planning Areas as defined in the State Development and Redevelopment Plan.

None

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

None

Add additional sheets if necessary.

2016 Proposed Capital Budget

Hamilton Township Municipal Utilities Authority
For the Period September 1, 2016 to August 31, 2017

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
Water						
Water Projects	\$ 25,000		\$ 25,000			
SCADA Projects	25,000		25,000			
New Vehicle	12,500		12,500			
New Server	12,500		12,500			
Total	75,000	-	75,000	-	-	-
Sewer						
Purchase Jetter Combination Machine	275,000		275,000			
New Vehicle	12,500		12,500			
New Server / Sewer Equipment	12,500		12,500			
Sewer Projects	-					
Total	300,000	-	300,000	-	-	-
Operation #3						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-	-	-	-	-	-
Operation #4						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-	-	-	-	-	-
Operation #5						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-	-	-	-	-	-
Operation #6						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ 375,000	\$ -	\$ 375,000	\$ -	\$ -	\$ -

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

5 Year Capital Improvement Plan

Hamilton Township Municipal Utilities Authority

For the Period September 1, 2016 to August 31, 2017

Fiscal Year Beginning in

	Estimated Total Cost	Fiscal Year Beginning in					
		Current Year Proposed Budget	2017	2018	2019	2020	2021
Water							
Water Projects	\$ 525,000	\$ 25,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
SCADA Projects	25,000	25,000					
New Vehicle	75,000	12,500	12,500	12,500	12,500	12,500	12,500
New Server	12,500	12,500					
Total	637,500	75,000	112,500	112,500	112,500	112,500	112,500
Sewer							
Purchase Jetter Combination M	275,000	275,000					
New Vehicle	75,000	12,500	12,500	12,500	12,500	12,500	12,500
New Server / Sewer Equipment	137,500	12,500	125,000				
Sewer Projects	500,000	-	100,000	100,000	100,000	100,000	100,000
Total	987,500	300,000	237,500	112,500	112,500	112,500	112,500
Operation #3							
Project A Description	-	-					
Project B Description	-	-					
Project C Description	-	-					
Project D Description	-	-					
Total	-	-	-	-	-	-	-
Operation #4							
Project A Description	-	-					
Project B Description	-	-					
Project C Description	-	-					
Project D Description	-	-					
Total	-	-	-	-	-	-	-
Operation #5							
Project A Description	-	-					
Project B Description	-	-					
Project C Description	-	-					
Project D Description	-	-					
Total	-	-	-	-	-	-	-
Operation #6							
Project A Description	-	-					
Project B Description	-	-					
Project C Description	-	-					
Project D Description	-	-					
Total	-	-	-	-	-	-	-
TOTAL	\$ 1,625,000	\$ 375,000	\$ 350,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000

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

5 Year Capital Improvement Plan Funding Sources

Hamilton Township Municipal Utilities Authority

For the Period September 1, 2016 to August 31, 2017

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Water</i>						
Water Projects	\$ 525,000		\$ 525,000			
SCADA Projects	25,000		25,000			
New Vehicle	75,000		75,000			
New Server	12,500		12,500			
Total	637,500	-	637,500	-	-	-
<i>Sewer</i>						
Purchase Jetter Combination IV	275,000	\$ -	275,000			
New Vehicle	75,000		75,000			
New Server / Sewer Equipment	137,500		137,500			
Sewer Projects	500,000	\$ -	500,000			
Total	987,500	-	987,500	-	-	-
<i>Operation #3</i>						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-	-	-	-	-	-
<i>Operation #4</i>						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-	-	-	-	-	-
<i>Operation #5</i>						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-	-	-	-	-	-
<i>Operation #6</i>						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-	-	-	-	-	-
TOTAL	\$ 1,625,000	\$ -	\$ 1,625,000	\$ -	\$ -	\$ -
Total 5 Year Plan per CB-4	\$ 1,625,000					
Balance check		- If amount is other than zero, verify that projects listed above match projects listed on CB-4.				

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

Annual List of Change Orders Approved
Pursuant to N.J.A.C. 5:30-11

Contracting Unit: Hamilton Township Municipal Utilities Authority Year Ending: 31-Aug-16

The following is a complete list of all change orders which caused the originally awarded contract price to be exceeded by more than 20 percent.

For Regulatory details please consult N.J.A.C. 5:30-11.1 et. Seg. Please identify each change order by name of the project.

1 Well #10 Repairs

2

3

4

For each change order listed above, submit with introduced budget a copy of the governing body resolution authorizing the change order and an Affidavit of Publication for the newspaper notice required by N.J.A.C. 5:30-11.9(d)
(Affidavit must include a copy of the newspaper notice.)

If you have not had a change order exceeding the 20 percent threshold for the year indicated above, please check here

6/8/16

Date

[Signature]

Clerk of the Governing Body



Memorandum

To: James E. Sacchinelli, Chair
From: Stephen Blankenship, Executive Director
Date: June 7, 2016
Re: Well No. 10 Inspection Project – Proposed Change Order #1 – Written Certification for Change Orders Exceeding 20% Limitation (NJAC 5:30-11.9)

Please accept this memo as my written certification justifying the approval of proposed Change Order #1 amending the HTMUA's construction contract with AC Schultes, Inc. (Contractor) by more than 20%. The work required could not or was not easily foreseen. The extent of the work required was determined only after the well pump, booster pump, associated motors and appurtenances were removed and inspected.

Therefore, based upon the following I hereby certify the need to perform the required work at a cost that will exceed the original contract bid by 20 percent:

- Based upon observations by the Contractor, HTMUA staff, the HTMUA's Engineering Consultant – Adams Rehmann & Heggan (ARH); the work proposed under Change Order #1 is necessary and required.
- The extensive repairs under the proposed change order were not and could not have been reasonably anticipated by the HTMUA until the equipment was removed and inspected.
- The work proposed under Change Order #1 needs to be performed for the well to operate in a safe, reliable and efficient manner.
- The HTMUA needs to act expeditiously to complete the necessary work prior to the peak spring and summer water demands typically experienced by the HTMUA.
- There are a limited number of contractors that perform this type of work.
- The total costs, including the proposed change, are still below the bid amount of the other bidder.

In conclusion, I recommend authorizing the approval of Change Order #1, which will amend the HTMUA's construction contract with AC Schultes, Inc. by \$12,450.00.

cc: HTMUA Board Members
HTMUA Solicitor
N. Camey, Deputy Executive Director

11C.2



A.C. Schultes, Inc.
 661 S. Evergreen Avenue
 Woodbury Heights, NJ 08097
 24 Hour Service
 (856) 845-3656
 Fax (856) 845-1335
 gusiv@acschultes.com

June 7, 2016

Adams, Rehmann & Heggan
 850 South White Horse Pike
 Hammonton, NJ 08037

Attention: Ron Curcio, P.E.
 Email: rcurec@arh-us.com
 Phone: 609-561-0482
 Fax: 609-561-8909

Reference: Hamilton Township MUA Well #10: Television Inspection
 ACS Job #P28624

Dear Sir:

On June 7, 2016, A.C. Schultes, Inc. mobilized to the above referenced job site and performed a downhole television inspection on the well. Detailed below is a brief summary of our findings:

<u>Depth</u>	<u>Description</u>
39':	Static Water Level
0 – 394.6':	12" steel inner casing
394.6' – 404.6':	12" stainless steel riser
404.6' – 450':	12" stainless steel screen

Based off the video inspection, it was evident that the 12" bowl assembly was rubbing on the 12" inner casing around 200 feet. This was one of the main factors contributing to the high vibration issues that have lasted the life cycle of the current pump. A.C. Schultes recommends raising the pump setting to approximately 150' to alleviate any potential stresses on the pump which could lead to high vibrations and a premature failure.

If you have any additional questions regarding this project, please feel free to contact this office.

Sincerely,

A.C. SCHULTES, INC.

Victor Kolton

Victor Kolton
 Project Manager

VK/ck J: JOBS/P/ P28624/060716

www.acschultes.com

MOTOR & PUMP SALES & SERVICE • WELLS • WATER/WASTEWATER SYSTEM CONSTRUCTION & MAINTENANCE



A.C. Schultes, Inc.

664 S. Evergreen Avenue
Woodbury Heights, NJ 08097
24 Hour Service
(856) 845-5656
Fax (856) 845-1335
gusiv@acschultes.com

June 8, 2016

Adams, Rehmann & Heggan
850 South White Horse Pike
Hammonton, NJ 08037

Attention: Ron Curcio, P.E.
Email: rcure@arh-us.com
Phone: 609-561-0482
Fax: 609-561-8909

Reference: Hamilton Township MUA Well #10: Pump Repairs and Installation
ACS Job #P28624

Dear Sir:

On June 2, 2016, A.C. Schultes, Inc. mobilized to the above referenced job site and removed the existing vertical turbine pump from service. The 8" column pipe was inspected on site and found to be in sufficient condition and can be reused during reinstallation. The rest of the material was brought back to our repair facility for disassembly and inspection. At this time, A.C. Schultes recommends the following list of repairs required to bring this unit back to proper operating condition:

- Supply new 100HP premium efficient motor
- Supply new Goulds 8" discharge head with 1 1/2" stuffing box
- Clean and reuse 8" column pipe
- Furnish (150') 1 1/2" x 10' long stainless steel line shafting assembly with couplings and bronze drop in bearing brackets
- Perform the following maintenance on the 12DHLC – 4 stage Goulds bowl assembly:
 - Fabricate new stainless steel impeller shaft
 - True and balance existing bronze impellers
 - Fabricate new bronze wear rings
 - Fabricate new sleeve bowl bearings
 - Clean and reuse existing intermediate bowls
 - Clean and reuse stainless steel lock collets
 - Replace necessary bowl bolts, reassemble unit, and paint

Hamilton Township MUA Well #10: Pump Repairs and Installation
ACS Job #P28624
Page 2

Lump sum cost for pump removal, valve replacement, reinstallation:	\$9,800.00	OK
Furnish and install new premium efficient 100HP motor:	\$8,286.00	OK
Stainless steel line shafting assembly with couplings: 150' @ \$47/ft	\$7,050.00	?
✓ Bronze drop-in bearing brackets: (15) @ \$137/each	\$2,055.00	
✓ Standard bowl assembly maintenance:	\$3,345.00	
Total project cost:	\$30,536.00	

Please note, the original pump setting was 200 feet and the new setting will be 150 feet.

Please advise if this is an acceptable procedure or contact this office with any additional questions regarding this project.

Sincerely,

A.C. SCHULTES, INC.

Victor Kolton

Victor Kolton
Project Manager

VKck J: JOBS P/ P28624/060816

RESOLUTION NUMBER 2016-06-05 AUTHORIZING CHANGE ORDER NO. 1 TO A.C. SCHULTES CONTRACT TO INSPECT AND REHABILITATE HTMUA WELL #10

**HAMILTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
COUNTY OF ATLANTIC
STATE OF NEW JERSEY**

WHEREAS, the Hamilton Township Municipal Utilities Authority (the "HTMUA") entered into a contract with A.C. Schultes (the "Contractor") to Inspect and Rehabilitate HTMUA Well No. 10 in the amount of \$18,086 via HTMUA Resolution No. 2016-05-08; and

WHEREAS, the Contractor was required to pull the well pump to inspect the well and components as part of the contract; and

WHEREAS, the Contractor inspected the well components and recommended changes in the scope of work equal to \$12,450.00 as follows:

- Furnish 150-feet of stainless steel line shafting assembly with couplings: \$7,050.00 (\$47.00/ft.) -
- Furnish fifteen (15) bronze drop-in bearing brackets: \$2,055.00 (\$137.00/each)
- Standard bowl assembly maintenance: \$3,345.00 (lump sum); and

WHEREAS, the Executive Director requested that the HTMUA initiate the steps, pursuant to N.J.A.C. 5:30-11.9, necessary to implement a change order that exceeds 20% of the original contract price, see Resolution No. 2016-05-08 attached hereto as Schedule B; and

WHEREAS, the Contractor provided written certification justifying the recommended repairs and replacement as required under N.J.A.C. 5:30-11.9 and the HTMUA Engineer issued a statement dated June 7, 2016, setting forth the factual circumstances which justify issuance of the proposed change order; and

WHEREAS, based on the documentation provided, the Board determined that the proposed change order is in compliance with the requirements of N.J.A.C. 5:30-11.9 and approval of this change order would be in the best interests of the HTMUA and its ratepayers; and

WHEREAS, the cost of the changes set forth within Change Order No. 1 were determined by the HTMUA Engineer to be fair, reasonable, necessary and appropriate; and

WHEREAS, the Deputy Executive Director has advised the HTMUA Board Members that sufficient funds are available from the General Fund for the payment of an additional \$12,450.00.

NOW, THEREFORE, BE IT RESOLVED, by the Chair and Board Members of the Hamilton Township Municipal Utilities Authority to hereby approve Change Order No. 1, amending and increasing the amount of the contract previously awarded to A.C. Schultes to Inspect and Rehabilitate HTMUA Well No. 10 by the amount of \$12,450.00, in accordance with the requirements of N.J.A.C. 5:30-11.9, shall be and is hereby approved and authorized.

BE IT FURTHER RESOLVED, THAT THE Chair of the HTMUA is hereby authorized to execute Change Order No.1 on behalf of the HTMUA.

RESOLUTION NUMBER 2016-06-05 AUTHORIZING CHANGE ORDER NO. 1 TO A.C.
SCHULTES CONTRACT TO INSPECT AND REHABILITATE HTMUA WELL #10




JAMES E. SACCHINELLI, CHAIR



LISA R. FAUST, SECRETARY

ADOPTED: June 8, 2016

Certified to be a true copy of a resolution adopted by the Chair and Board Members of the Hamilton Township MUA at a regular meeting held on June 8, 2016.



Assistant Secretary

Date: 8/11/16

RECEIVED JUL 4 5 2016

THE PRESS OF ATLANTIC CITY

Certification - Proof of Publication

Debi Filizzola of lawful age, acting in her capacity as an employee of The Press of Atlantic City, a daily newspaper printed and published c/o 1000 West Washington Avenue, Pleasantville, New Jersey 08232, and distributed in the following counties: Atlantic, Camden, Cape May, Cumberland, Gloucester, and Ocean and mailed to various parts of the State of New Jersey, the United States, and foreign countries, does hereby certify that the Notice accompanying this Certification was published in The Press of Atlantic City on :

Ed. 1: 7/20/2016

All interested parties may rely upon the representations contained herein limited solely to the authenticity of the Notice accompanying this Certification to be an accurate reproduction of the same and the date upon which it was published.

Dated: 07/20/2016.

Debi Filizzola

**RESOLUTION NUMBER
2016-06-05 AUTHORIZING
CHANGE ORDER NO. 1 TO A.C.
SCHULLES CONTRACT TO
INSPECT AND REHABILITATE
HTMUA WELL #10**

**HAMILTON TOWNSHIP
MUNICIPAL UTILITIES
AUTHORITY
COUNTY OF ATLANTIC
STATE OF NEW JERSEY**

WHEREAS, the Hamilton Township Municipal Utilities Authority (the "HTMUA") entered into a contract with A.C. Schuller (the "Contractor") to inspect and rehabilitate HTMUA Well No. 10 in the amount of \$18,086 via HTMUA Resolution No. 2016-05-08; and

WHEREAS, the Contractor was required to pull the well pump to inspect the well and components as part of the contract; and

WHEREAS, the Contractor inspected the well components and recommended changes in the scope of work equal to \$12,450.00 as follows:
• Furnish 150-foot of stainless steel line shafting assembly with couplings: \$7,050.00 (\$47.00/ft.)
• Furnish fifteen (15) bronze drop-in bearing brackets: \$2,055.00 (\$137.00/each)
• Standard bowl assembly maintenance: \$3,345.00 (lump sum); and

WHEREAS, the Executive Director requested that the HTMUA initiate the steps, pursuant to N.J.A.C. 5:30-11.9, necessary to implement a change order that exceeds 20% of the original contract price, see Resolution No. 2016-05-08 attached hereto as Schedule B; and

WHEREAS, the Contractor provided written certification justifying the recommended repairs and replacement as required under N.J.A.C. 5:30-11.9 and the HTMUA Engineer issued a statement dated June 7, 2016, setting forth the factual circumstances which justify issuance of the proposed change order; and

WHEREAS, based on the documentation provided, the Board determined that the proposed change order is in compliance with the requirements of N.J.A.C. 5:30-11.9 and approval of this change order would be in the best interests of the HTMUA and its ratepayers; and

WHEREAS, the cost of the changes set forth within Change Order No. 1 were determined by the HTMUA Engineer to be fair, reasonable, necessary and appropriate; and

WHEREAS, the Deputy Executive Director has advised the HTMUA Board Members that sufficient funds are available from the General Fund for the payment of an additional \$12,450.00.

NOW, THEREFORE, BE IT RESOLVED, by the Chair and Board Members of the Hamilton Township Municipal Utilities Authority to hereby approve Change Order No. 1, amending and increasing the amount of the contract previously awarded to A.C. Schuller to inspect and rehabilitate HTMUA Well No. 10 by the amount of \$12,450.00, in accordance with the requirements of N.J.A.C. 5:30-11.9, shall be and is hereby approved and authorized.

BE IT FURTHER RESOLVED, THAT THE Chair of the HTMUA is hereby authorized to execute Change

Order No.1 on behalf of the HTMUA.

JAMES E. SACCHINELLI, CHAIR

LISA R. FAUST, SECRETARY
ADOPTED: June 8, 2016

Certified to be a true copy of a resolution adopted by the Chair and Board Members of the Hamilton Township MUA at a regular meeting held on June 8, 2016.
Printer Fee: \$58.14
#0090976082
Pub Date: July 20, 2016