

Authority Budget of:

Township of Ocean Sewerage Authority

State Filing Year

2020

For the Period:

January 1, 2020

to

December 31, 2020

www.tosa-nj.org
Authority Web Address

APPROVED COPY



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LOCAL GOVT SERVICES

Division of Local Government Services

2020 AUTHORITY BUDGET

Certification Section

2020

TOWNSHIP OF OCEAN SEWERAGE AUTHORITY

AUTHORITY BUDGET

FISCAL YEAR: FROM January 1, 2020 TO December 31, 2020

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. Cwert CPA, RMA Date: 10/29/2019

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: _____

2020 PREPARER'S CERTIFICATION

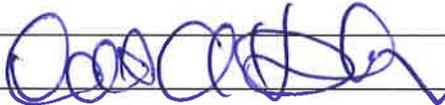
TOWNSHIP OF OCEAN SEWERAGE AUTHORITY

AUTHORITY BUDGET

FISCAL YEAR: FROM: 01/01/2020 TO: 12/31/2020

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:	David A. Kaplan		
Title:	CPA, RMA		
Address:	150 Eisenhower Parkway, Livingston, New Jersey 07039		
Phone Number:	732-241-1632	Fax Number:	
E-mail address	DKaplan@wiss.com		

2020 APPROVAL CERTIFICATION

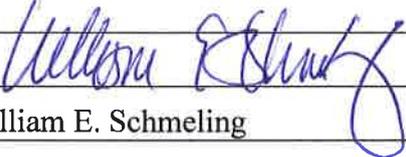
TOWNSHIP OF OCEAN SEWERAGE AUTHORITY

BUDGET

FISCAL YEAR: FROM: 01/01/2020 TO: 12/31/2020

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 Township of Ocean Sewerage Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 1st day of October, 2019.

It is further certified that the recorded vote appearing in the resolution represents not less than a majority of the full membership of the governing body thereof.

Officer's Signature:			
Name:	William E. Schmeling		
Title:	Executive Director		
Address:	224 Roosevelt Avenue, Oakhurst, New Jersey 07755		
Phone Number:	732-531-2213 x110	Fax Number:	732-531-7304
E-mail address	executivedirector@tosa-nj.org		

INTERNET WEBSITE CERTIFICATION

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

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

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

Name of Officer Certifying compliance

William E. Schmeling

Title of Officer Certifying compliance

Executive Director

Signature



**2020 AUTHORITY BUDGET RESOLUTION
TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
FISCAL YEAR: JANUARY 1, 2020 TO DECEMBER 31, 2020**

WHEREAS, the Annual Budget and Capital Budget for the Township of Ocean Sewerage Authority for the fiscal year beginning January 1, 2020 and ending December 31, 2020 has been presented to the governing body of the Township of Ocean Sewerage Authority at its open public meeting of October 8, 2019; and

WHEREAS, the Annual Budget, as introduced, reflects Total Revenues of \$7,351,388, Total Appropriations, including any Accumulated Deficit, of \$7,351,388 and Total Unreserved Net Assets utilized of \$0.00; and

WHEREAS, the Capital Budget, as introduced, reflects Total Capital Appropriations of \$1,000,000 and Total Unreserved 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 revenue, 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 Authority's planning and management objectives; specific authorization to expend funds for the purposes described in this Section of the budget must be granted by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

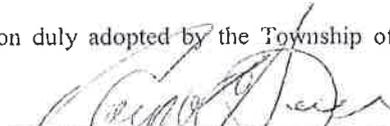
NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Ocean Sewerage Authority at an open public meeting held on October 8, 2019 that the Annual Budget, including appended Supplemental Schedules, and the Capital Budget/Program of the Township of Ocean Sewerage Authority for the fiscal year beginning January 1, 2019 and ending December 31, 2019 is hereby approved; and

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

BE IT FURTHER RESOLVED that the Governing Body of the Township of Ocean Sewerage Authority will consider the Annual Budget and Capital Budget/Program for adoption on December 3, 2019.

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt		x	x			
Galvin			x			
Stubbs	x		x			
Theodora						x
Villapiano			x			

I hereby certify the above to be a true copy of a Resolution duly adopted by the Township of Ocean Sewerage Authority at its Meeting held on November 7, 2019.


 RALPH E. STUBBS, Secretary

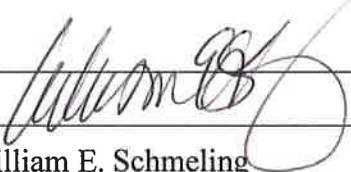
2020 ADOPTION CERTIFICATION

TOWNSHIP OF OCEAN SEWERAGE AUTHORITY

AUTHORITY BUDGET

FISCAL YEAR: FROM: 01/01/2020 TO: 12/31/2020

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 Township of Ocean Sewerage Authority, pursuant to N.J.A.C. 5:31-2.3, on the 3rd day of December, 2019.

Officer's Signature:			
Name:	William E. Schmeling		
Title:	Executive Director		
Address:	224 Roosevelt Avenue, Oakhurst, New Jersey 07755		
Phone Number:	732-531-2213 x110	Fax Number:	732-531-7304
E-mail address	executivedirector@tosa-nj.org		

**2020 ADOPTED BUDGET RESOLUTION
TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
JANUARY 1, 2020 TO DECEMBER 31, 2020**

WHEREAS, the Annual Budget and Capital Budget/Program for the Township of Ocean Sewerage Authority for the fiscal year beginning January 1, 2020 and ending December 31, 2020 has been presented to the governing body of the Township of Ocean Sewerage Authority at its open public meeting of December 3, 2019; and

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

WHEREAS, the Annual Budget, as presented for adoption, reflects Total Revenues of \$7,351,388, Total Appropriations, including any Accumulated Deficit, of \$7,351.388 and Total Unreserved Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget, as presented for adoption, reflects Total Capital Appropriations of \$1,000,000 and Total Unreserved Net Position planned to be utilized as funding thereof of \$0.00.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Ocean Sewerage Authority at an open public meeting held on December 3, 2019 that the Annual Budget and Capital Budget/Program of the Township of Ocean Sewerage Authority for the fiscal year beginning January 1, 2020 and ending December 31, 2020 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 reflect 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.

	Motion	Second	Aye	Nay	Abstain	Absent
Bernhardt		x	x			
Galvin			x			
Stubbs						x
Theodora	x		x			
Villapiano			x			

I hereby certify the above to be a true copy of a Resolution duly adopted by the Township of Ocean Sewerage Authority at its Meeting held on December 3, 2019.



 CHARLES THEODORA, Assistant Secretary

2020 AUTHORITY BUDGET
Narrative and Information Section

2020 AUTHORITY BUDGET MESSAGE & ANALYSIS

TOWNSHIP OF OCEAN SEWERAGE AUTHORITY

AUTHORITY BUDGET

FISCAL YEAR: FROM: 01/01/2020 TO: 12/31/2020

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

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

See attached list.

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

The local economy remains strong with continued residential developments. The Authority is addressing the new developments by upgrading pump stations in their capital budget program but do not anticipate any change to the annual service charge.

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

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

The Authority anticipates the Township of Ocean will request the 5% statutory contribution. The parties are also in negotiations regarding the renewal of their interlocal agreement wherein the Township provides the Authority billing services, computer technical assistance and other ancillary services as requested by the Authority, and able to be provided by Township.

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

The Authority will fund amounts to pay the pension and post-employment liabilities each year. If and when required, the Authority will raise rates for this purpose.

of \$1,360,056 less pension deferred outflows of \$806,338 resulted in a net change to unrestricted net position of \$3,443,809. Net OPEB liability (GASB 75) of \$4,538,306 plus OPEB deferred inflows of \$2,219,311 less OPEB deferred outflows of \$76,765 resulted in a net charge to unrestricted net position of \$6,689,852. The combined impact of GASB 68 and GASB 75 on the Authority's unrestricted net position on December 31, 2018 was \$10,124,661. Absent this, the Authority's unrestricted net position would not have been negative.

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

The annual service charge rate schedule, which has remained unchanged since January 1, 2010, has been included in the budget package; no change to the annual service charge rate is anticipated for 2020. The Authority's connection fee schedule is attached and is recomputed annually as required by statute.

TOSA

Explanation for >10% variances in revenues and appropriations 2019 vs. 2018.

Account	Discussion
Revenues:	
Interest on Investments	Rates of return increasing
Reserve for Rate Stabilization	Additional reserve necessary to balance budget
Appropriations:	
Administration:	
Telephone	Less need, based on PY actual
Travel	Less reimbursable travel anticipated
Social Security Taxes	Additional salaries = increase in FICA
Hospitalization Insurance	Higher premiums/additional employees become eligible
Group Life	Immaterial increase of \$84.
Office Equipment	Increase =\$1,500; additional equipment needed
Public Employees Retirement System	Estimated \$25,000 increase.
Treatment Plant:	
Base Salaries	Two new employees anticipated
Sludge Disposal	New plant process
Repairs and Supplies:	
General	Additional expenses anticipated
Lab	
Supplies	Additional supplies needed
Equipment	Additional equipment purchase planned
Uniforms and Lockers	Increase in uniform maintenance cost
Maintenance Contracts	Less equipment covered under maint. contracts
Collection System:	
Base Salaries	One new employee anticipated
Repairs and Supplies:	
Other	Additional need for repairs in the Collection System

Page N-1, Paragraph 1

Line Item, Department	2020		2019		%age		Reason for Increase or decrease
	Budget		Budget		Increase	Decrease	
PERS, Administratin	\$146,772		\$165,000		-11.05%		Actual 2020 bill available
Hospitalization Insurance, Administration	\$500,388		\$600,677		-16.70%		Reduction in SHBP rates, retirements
Natural Gas, Administration	\$2,500		\$2,000		25.00%		Increased usage in 2019
Equip Maintenance Contracts, Admin	\$8,000		\$10,000		-20.00%		No maintenance contract for landscaping
Conventions & Seminars, Administration	\$4,000		\$6,000		-33.33%		Less attendance at paid seminars, using new vendors
Education & Training, Administration	\$5,000		\$7,000		-28.57%		Less attendance at wastewater classes
Office OE, Administration	\$18,000		\$15,000		20.00%		Using outside audit firm for monthly bank recs
Plant Salaries, Plant	\$707,800		\$814,864		-13.14%		Retirements
Uniforms and Lockers, Plant	\$12,000		\$17,000		-29.41%		New vendor, purchase some uniforms instead of renting
Polymer, Plant	\$45,000		\$17,600		155.68%		Change in process to increase solids percentage
Other Chemicals, Plant	\$3,500		\$5,100		-31.37%		Less need
Contractor Repairs, Plant	\$45,000		\$35,000		28.57%		Anticipated required repairs as equipment gets older
Water, Plant	\$30,000		\$12,000		150.00%		Change in process to increase solids percentage
Generator Maintenance, Plant	\$15,000		\$7,000		114.29%		Increased maintenance schedule
Sludge Disposal, Plant	\$630,000		\$530,000		18.87%		Increased flow, price increase under existing contract
Collection Overtime, Collection	\$26,000		\$23,070		12.70%		Additional weekend maintenance requiring large crew
Contractor Repairs, Collection	\$70,000		\$80,000		-12.50%		Capital projects addressing work performed under this line
Generator Repairs, Collection	\$30,000		\$10,000		200.00%		Increased maintenance schedule
Water, Collection	\$3,500		\$2,500		40.00%		Maintain new plantings at rebuilt pump station
One Call Service, Collection	\$6,000		\$4,000		50.00%		Increased use of One Call service, utility maintenance of poles
Truck Repairs, Collection	\$3,000		\$2,000		50.00%		More maintenance as vehicles age
Truck other expenses, Collection	\$2,000		\$1,000		100.00%		More maintenance as vehicles age
Bioxide, Collection	\$65,000		\$75,000		-13.33%		Less need

**THE TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
SCHEDULE FOR ANNUAL SERVICE CHARGES**

Rate schedule effective January 1, 2010

SECTION A. **Classification of units or facilities
connected to sewerage system**

<u>Classification</u>	<u>Annual Service Charge</u>
1. Residential - single family unit	\$460.00 per unit
2. Condominium or townhouse unit	\$460.00 per unit
3. Residential - apartments, multi-family units, age-restricted, trailers or mobile homes	\$460.00 per unit
4. School - Public or Private	\$460.00 per classroom
5. Hotels/Motels - not including other primary, accessory or incidental uses on the premises such as restaurants, cocktail lounges, etc.	\$460.00 for the first lodging accommodation and \$230.00 for each additional lodging accommodation
6. Commercial, industrial, professional, institutional, public or other uses	\$6.30 per 1,000 gallons of water consumption minimum Annual Service Charge of \$460.00 per unit)

THE TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
SEWER CONNECTION FEES
Effective January 1, 2019

CLASS 1: RESIDENTIAL \$6,391.00

Single-family, condominiums, townhouses, apartments, multifamily, duplex, age restricted, trailers, mobile homes (Per unit)

CLASS 2: NON-RESIDENTIAL; HOTEL OR MOTEL \$3,195.50 (per guest room)

This portion of the connection fee applies only to the number of units available for transient occupancy. The connection fee for the non-occupancy portion of the building shall be based upon estimated usage from the remainder of the building, including kitchens, restaurants, taverns, laundries, offices, convention or meeting rooms, sport or athletic facilities, common areas and restrooms, at the Class 3 per gallon per day rate.

CLASS 3: NON-RESIDENTIAL: GENERAL

Per gallon per day	\$ 26.30
Minimum connection fee (per unit)	\$6,391.00

A minimum sewer connection charge for non-residential users shall be imposed, in an amount equal to the residential connection fee regardless of whether the estimated usage is less than the residential rate of usage.

CLASS 4: CERTAIN AFFORDABLE HOUSING PROJECTS

Connection fees for the building affordable housing projects that consist of new connections to the system are to be computed by providing a 50% reduction in the connection fee established in this Rate Schedule.

Connection fees for building affordable housing projects that consist of replacement units for demolished or refurbished units, and for which a connection fee was previously paid, are to be computed by charging the lesser of a) the reduced rate of 50% of the connection fee established in this Rate Schedule, or b) the connection fee established in this Rate Schedule, minus a credit in the amount of a connection fee previously paid for the housing units being replaced, provided the public housing authority and non-profit organization can establish the connection fee previously paid. If the amount of the previous connection fee cannot be established, the reduced rate of 50% of the connection fee established in this Rate Schedule shall apply.

GENERAL REQUIREMENTS APPLICABLE TO SEWER CONNECTION FEES

A. An applicant shall pay a sewer connection fee for each equivalent dwelling unit at the time that a sewer permit is requested, in an amount as established by the Authority's Rate Schedule in effect at the time that service is requested. All sewer connection fees shall be paid in full prior to the issuance of a construction permit for the premises.

B. Connection fees for non-residential users shall be based upon the Authority's calculation of estimated usage multiplied by the rate per gallon per day contained in the Rate Schedule. A minimum sewer connection charge for non-residential users shall be imposed, in an amount equal to the residential connection fee regardless of whether the estimated usage is less than the residential rate of usage.

C. The projected flow criteria contained in N.J.A.C. 7:14A-23.3 shall be used to determine the estimated sewer usage for non-residential uses, whenever practicable, except as set forth below. In the event that a type of use is not listed in N.J.A.C. 7:14A-23.3, the Authority shall use its best judgment in determining estimated sewer usage. The Authority may adopt additions or exceptions to the flow projections contained in N.J.A.C. 7:14A-23.3 by resolution. For the purpose of this Rate Schedule, any reference to "seat" or "person" in N.J.A.C. 7:14A-23.3 or in any projected flow criteria adopted by the Authority shall be deemed to mean the maximum permitted occupancy established pursuant to the Uniform Construction Code and/or the Uniform Fire Code.

- (1) Factories/Warehouse/Flex space - 0.035 gpd per square foot
- (2) Day care centers - 0.25 per square foot
- (3) Laundromats:
 - 18 pound washing machine - 136 gpd per machine
 - 35 pound washing machine - 267 gpd per machine
 - 50 pound washing machine - 425 gpd per machine
- (4) Bed and Breakfast Inns - 100 gpd per bedroom
- (5) Churches - 1 EDU per 750 seats, or part thereof
- (6) Fitness Centers - 0.01 gpd per square foot
- (7) Combined Gym and Banquet Facility - 8 gpd per seat

D. In the event that an application is made for sewer service to a non-residential building or unit for which the types or sizes of the uses therein have not been determined by the applicant, or are subject to change in the future, a connection fee shall be assessed based upon the maximum potential estimated sewer usage in the building or unit. The Authority, in its discretion, may enter into a deferred connection fee agreement under which an initial connection fee would be imposed only for those uses that are initially contemplated, and which would defer the payment of the balance of the connection fee until such time as a use for which the initial connection fee was paid is changed to a use that will generate additional sewer usage. Any connection fee paid under a deferred connection fee agreement shall be paid at the connection fee rate then prevailing at that time that payment is made.

E. A non-residential user shall be entitled to use the amount of sewer capacity, in gallons per day, that was obtained through the payment of connection fees, as well as such additional capacity actually used by its building or unit without having undergone a physical or

operational change for which a building permit, site plan, subdivision, variance or other municipal approval was required. An application for additional capacity shall be made by any existing non-residential user whenever there is an increase in the estimated, projected sewer usage for any existing building or unit resulting from any physical or operational change for which a building permit, site plan, subdivision, variance or other municipal approval is required. A connection fee shall be charged to the user based upon the increase in estimated sewer usage associated with the aforesaid physical or operational change.

F. In the event that an application is made to reinstate sewer service to a residential structure that was previously abandoned or terminated when the prior structure was demolished or substantially totally destroyed, no additional connection fee shall be due provided that the application for service is made within seven (7) years of the date of the prior termination of service.

G. In the event that an application is made to reinstate sewer service to a non-residential structure that was previously abandoned or terminated when the prior structure was demolished or substantially totally destroyed, no additional connection fee shall be due, provided that: (1) the applicant has continued to pay sewer service charges for the property on a regular basis as those charges became due, and (2) there is no change in the estimated sewer usage of the building. In the event that condition (1) herein has been satisfied, and there will be an increase in the estimated sewer usage of the building, then the applicant shall pay a connection fee only on the amount of the increase in the estimated sewer usage.

AUTHORITY CONTACT INFORMATION

2020

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

Name of Authority:	Township of Ocean Sewerage Authority		
Federal ID Number:	22-1804362		
Address:	224 Roosevelt Avenue		
City, State, Zip:	Oakhurst, New Jersey 07755		
Phone: (ext.)	732-531-2213, x110	Fax:	7312-531-7304

Preparer's Name:	David A. Kaplan		
Preparer's Address:	354 Eisenhower Parkway, Suite 1850		
City, State, Zip:	Livingston, New Jersey 07039		
Phone: (ext.)	732-241-1632	Fax:	
E-mail:	DKaplan@wiss.co		

Chief Executive Officer:(1)	William E. Schmeling, Executive Director		
(1) Or person who performs these functions under another Title			
Phone: (ext.)	732-531-2213, x110	Fax:	732-531-7304
E-mail:	executivedirector@tosa-nj.org		

Chief Financial Officer(1)	William E. Schmeling, Executive Director		
(1) Or person who performs these functions under another Title			
Phone: (ext.)	732-531-2213, x110	Fax:	732-531-7304
E-mail:	executivedirector@tosa-nj.org		

Name of Auditor:	David A. Kaplan, CPA, RMA		
Name of Firm:	Wiss & Company, LLP		
Address:	354 Eisenhower Parkway, Suite 1850		
City, State, Zip:	Livingston, New Jersey 07039		
Phone: (ext.)	732-241-1632	Fax:	
E-mail:	DKaplan@wiss.com		

AUTHORITY INFORMATIONAL QUESTIONNAIRE

TOWNSHIP OF OCEAN SEWERAGE AUTHORITY

FISCAL YEAR: FROM: 01/01/2020 TO: 12/31/2020

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

- 1) Provide the number of individuals employed in (Use Most Recent W-3 Available 2018 or 2019) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 24 (2018)
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use Most Recent W-3 Available 2018 or 2019) Transmittal of Wage and Tax Statements: \$1,224,797 (2018)
- 3) Provide the number of regular voting members of the governing body: 5 (Even if not all commissioners have been appointed (Total Commissioners are either 5 or 7 (Regional Authorities may have more than 7 members) s per statute for your Authority)
- 4) Provide the number of alternate voting members of the governing body: ZERO (0) (Maximum is 2)
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? **NO** If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year (Most Recent Filing that March 31, 2019 or 2020 deadline has passed 2019 or 2020) because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at <http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html> before answering) **NO** 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. **John Villapiano -**
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? **NO** If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.
- 8) Was the Authority a party to a business transaction with one of the following parties:
 - a. A current or former commissioner, officer, key employee, or highest compensated employee? **NO**
 - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? **NO**
 - c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner? **NO***If the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.*
- 9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. **NO** If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.
- 10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. **Attach a narrative of your Authorities procedures for all individuals listed on Page N-4 (2 of 2). Numbers 1 and 2 used to determine compensation adopted by resolution; commissioner salaries set by Township**

- 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. See attached list; expenses were reimbursement for using own vehicle to attend training classes, seminars or State test**
- 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, see item 12 above**
 - Health or social club dues or initiation fees **NO**
 - Personal services (i.e.: maid, chauffeur, chef) **NO**
- If the answer to any of the above is "yes," attach a description of the transaction including the name and position of the individual and the amount expended.
- 14) Did the Authority follow a written policy regarding payment or reimbursement for expenses incurred by employees and/or commissioners during the course of Authority business and does that policy require substantiation of expenses through receipts or invoices prior to reimbursement? **YES** If "no," attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses. (If your authority does not allow for reimbursements indicate that in answer)
- 15) Did the Authority make any payments to current or former commissioners or employees for severance or termination? **NO** If "yes," attach explanation including amount paid.
- 16) Did the Authority make any payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses? **NO** If "yes," attach explanation including amount paid.
- 17) Did the Authority comply with its Continuing Disclosure Agreements for all debt issuances outstanding by submitting its audited annual financial statements, annual operating data, and notice of material events to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) as required? **YES** If "no," attach a description of the Authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future. (If no bonded Debt answer is Not Applicable). (New Jersey Infrastructure Trust Loans are not bonded debt of an Authority)
- 18) Did the Authority receive any notices from the Department of Environmental Protection or any other entity regarding maintenance or repairs required to the Authority's systems to bring them into compliance with current regulations and standards that it has not yet taken action to remediate? **NO** If "yes," attach explanation as to why the Authority has not yet undertaken the required maintenance or repairs and describe the Authority's plan to address the conditions identified.
- 19) Did the Authority receive any notices of fines or assessments from the Department of Environmental Protection or any other entity due to noncompliance with current regulations (i.e.: sewer overflow, etc.)? **NO** If "yes," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.

Range of Accounts: 01-50-500-304 to 01-50-500-304 As of: 09/20/19
 Current Period: 01/01/18 to 12/31/18
 Note: Transaction Beginning Balance includes all Adds/Changes occurring on or prior to the As of Date
 * Transaction is included in Previous and/or Begin Balance ** Transaction is not included in Balance
 En = PO Line Item First Encumbrance Date BC = Blanket Control BS = Blanket Sub

Account No	Description	Prior Budget Payable YTD	Adopted Expended YTD	Amended Encumber YTD	Transfers Reimbursed YTD	Modified Canceled Pd/Chrgd YTD	balance YTD %Used unexpended	Trans Amount	Trans Balance	User
01-50-500-304	TRAVEL EXPENSE	242.88	3,500.00	0.00	0.00	3,742.88	1,924.00	49		
		0.00	1,818.88	0.00	0.00	0.00	1,924.00			
			1,818.88			1,818.88				
Begin Balance: 01/01/18										
01/02/18	PO 17-00694	1 Paid Ck	9343 PRR REIMBURSEMENT FOR LUNCH FOR		KWITYN EDWARD KWITYN		En 12/27/17	20.00	88	BILL
02/06/18	PO 17-00709	1 Paid Ck	9374 PRO TRAVEL TO S-1 WASTEWATER CLASS		DESOUCEY DANIEL DESOUCEY		En 12/31/17	63.36	52	BILL
02/06/18	PO 17-00711	1 Void	TRAVEL TO S-1 WASTEWATER CLASS		RULAND ROBERT RULAND		En 02/06/18	179.52	52	BILL
02/06/18	PO 17-00711	2 Paid Ck	9396 PRO TRAVEL TO S-1 WASTEWATER CLASS		RULAND ROBERT RULAND		En 12/31/17	179.52	00	BILL
02/06/18	PO 18-00081	1 Paid Ck	9374 TRAVEL FOR S-1 WASTEWATER CLA		DESOUCEY DANIEL DESOUCEY		En 02/01/18	183.04	96	BILL
02/06/18	PO 18-00089	1 Paid Ck	9396 TRAVEL TO S-1 WASTEWATER CLASS		RULAND ROBERT RULAND		En 02/06/18	180.40	56	BILL
03/06/18	PO 18-00131	1 Paid Ck	9429 TRAVEL TO BEGINNER WASTEWATER		DESOUCEY DANIEL DESOUCEY		En 03/01/18	110.88	68	BILL
04/03/18	PO 18-00180	1 Paid Ck	9492 ATTENDANCE AT NJWEA TECH		KWITYN EDWARD KWITYN		En 04/02/18	58.08	60	BILL
04/03/18	PO 18-00180	2 Paid Ck	9492 TAKING STATE EXAM ON MARCH 28		KWITYN EDWARD KWITYN		En 04/02/18	51.04	56	BILL
04/03/18	PO 18-00183	1 Paid Ck	9520 MARCH TRAVEL TO RUTGERS CLASS		DESOUCEY DANIEL DESOUCEY		En 04/03/18	192.72	84	BILL
04/03/18	PO 18-00187	1 Paid Ck	9508 TRAVEL TO ROAD SAFETY TRAINING		ROMAN RICHARD ROMAN		En 04/03/18	40.48	36	BILL
05/01/18	PO 18-00197	1 Paid Ck	9553 MILEAGE TO TROPICANA CASINO		SCHMEL01 WILLIAM E SCHMELING		En 04/13/18	48.75	61	BILL
05/01/18	PO 18-00197	2 Paid Ck	9553 PARKING AT TROPICANA CASINO		SCHMEL01 WILLIAM E SCHMELING		En 04/13/18	10.00	61	BILL
05/01/18	PO 18-00221	2 Paid Ck	9552 TRAVEL REIMBURSEMENT FOR		RULAND ROBERT RULAND		En 04/27/18	257.84	77	BILL
05/01/18	PO 18-00230	1 Paid Ck	9531 TRAVEL TO WASTEWATER CLASS		DESOUCEY DANIEL DESOUCEY		En 04/30/18	63.36	41	BILL
10/02/18	PO 18-00466	1 Paid Ck	9834 TRAVEL FOR STATE EXAM		RULAND ROBERT RULAND		En 09/05/18	2,255.89	89	BILL
10/02/18	PO 18-00501	1 Paid Ck	9819 LUNCH FOR TRIP TO CCUA TO		KWITYN EDWARD KWITYN		En 09/27/18	20.00	89	BILL
10/02/18	PO 18-00501	2 Paid Ck	9819 MILEAGE TO SUPERVISORS TRAININ		KWITYN EDWARD KWITYN		En 09/27/18	29.92	97	BILL
10/02/18	PO 18-00501	3 Paid Ck	9819 TOLLS		KWITYN EDWARD KWITYN		En 09/27/18	3.00	97	BILL
11/08/18	PO 18-00518	1 Paid Ck	9879 LUNCH FOR TRIP TO GCUA ON		KWITYN EDWARD KWITYN		En 10/10/18	20.00	97	BILL
11/08/18	PO 18-00518	2 Paid Ck	9879 MILEAGE TO SUPERVISORS TRAININ		KWITYN EDWARD KWITYN		En 10/10/18	2,153.05	05	BILL
11/08/18	PO 18-00518	3 Paid Ck	9879 TOLLS		KWITYN EDWARD KWITYN		En 10/10/18	2,150.05	05	BILL
11/08/18	PO 18-00565	1 Paid Ck	9864 TRAVEL TO SAYREVILLE FOR		D ESPOSITO VINCENT D'ESPOSITO		En 11/05/18	79.20	85	BILL
12/04/18	PO 18-00594	1 Paid Ck	9957 MILEAGE TO ATLANTIC CITY FOR		SCHMEL01 WILLIAM E SCHMELING		En 11/19/18	126.85	00	BILL
12/04/18	PO 18-00594	2 Paid Ck	9957 SELF-PARKING		SCHMEL01 WILLIAM E SCHMELING		En 11/19/18	10.00	00	BILL

Account No	Description	Prior Budget Payable YTD	Adopted Expended YTD	Amended Encumber YTD	Transfers Reimbrsd YTD	Modified Canceled Pd/Chrgd YTD	Balance YTD %Used Unexpended	Trans Amount	Trans Balance User
01-50-500-304	TRAVEL EXPENSE								
12/04/18 PO 18-00595	1 Paid Ck 9957								
	PARKING FOR 2/1 DEP MEETING								
	SCHMEL01 WILLIAM E SCHMELING								
	En 11/19/18							10.00-	1,924.00 BILL
Control Total	242.88	3,500.00	0.00	0.00	3,742.88	1,924.00	49		
	0.00	1,818.88	0.00	0.00	0.00	1,924.00			
		1,818.88	0.00	0.00	1,818.88				
Department Total	242.88	3,500.00	0.00	0.00	3,742.88	1,924.00	49		
	0.00	1,818.88	0.00	0.00	0.00	1,924.00			
		1,818.88	0.00	0.00	1,818.88				
CAFR Total	242.88	3,500.00	0.00	0.00	3,742.88	1,924.00	49		
	0.00	1,818.88	0.00	0.00	0.00	1,924.00			
		1,818.88	0.00	0.00	1,818.88				
Fund Budgeted	242.88	3,500.00	0.00	0.00	3,742.88	1,924.00	49		
	0.00	1,818.88	0.00	0.00	0.00	1,924.00			
		1,818.88	0.00	0.00	1,818.88				
Fund Non-Budgeted	0.00	0.00	0.00	0.00	0.00	0.00	0		
	0.00	0.00	0.00	0.00	0.00	0.00			
		0.00	0.00	0.00	0.00				
Fund Total	242.88	3,500.00	0.00	0.00	3,742.88	1,924.00	49		
	0.00	1,818.88	0.00	0.00	0.00	1,924.00			
		1,818.88	0.00	0.00	1,818.88				

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

FISCAL YEAR: FROM: 01/01/2020 TO: 12/31/2020

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

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

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

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

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

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

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

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

Reportable compensation: (Use the Most Recent W-2 available 2018 or 2019. The aggregate compensation that is reported (or is required to be reported) on Form W-2, box 1 or 5, whichever amount is greater, and/or Form 1099-MISC, box 7, for the most recent calendar year ended 60 days before the start of the proposed budget year. For example, for fiscal years ending December 31, 2020, the most recent W-2 and 1099 should be used 2019 or 2018 (60 days prior to start of budget year is November 1, 2019, with 2018 being the most recent calendar year ended), and for fiscal years ending June 30, 2020, the calendar year 2019 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2019, with 2019 being the most recent calendar year ended).

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

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

Township of Ocean Sewerage Authority
 For the Period January 1, 2020 to December 31, 2020
 Position (Can Check more than 1 Column for each person) Reportable Compensation from Authority (W-2/1099)

Name	Title	Average Hours per Week Dedicated to Position	Commissioner	Officer	Key Employee	Highest Compensated Employee	Former	Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Estimated amount of other compensation from Authority (health benefits, pension, etc.)	Total Compensation from Authority	Names of Other Public Entities where Individual is an Employee or Member of the Governing Body (1) See note below	Positions held at Other Public Entities listed in Column O	Operations Mgr.	Asst Super	Average Hours per Week Dedicated to Positions at Other Public Entities listed in Column O	Reportable Compensation from Other Public Entities (W-2/1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities
1 Dennis Galvin	Chairman		x					2,250			2,250	2,250	TRWRA				40			2,250
2 Richard Bernhardt	Vice Chairman		x					2,000			2,000	2,000	None							2,000
3 Ralph Stubbs	Secretary		x					2,000			2,000	2,000	Bayshore RSA		Asst Super	40				2,000
4 Charles Theodora	Asst Secretary		x					2,000			2,000	2,000	None							2,000
5 John Villagiano	Commissioner		x					2,000		5,624	7,624	7,624	None							7,624
6 William E. Schmelling	Executive Director	45		x				123,450			22,000	145,450	None							145,450
7 Thomas DiOrto	Licensed Plant Operator	40		x				106,265			32,000	138,265	None							138,265
8 Ed Kwityn	Operations Manager	40		x				95,000			21,000	116,000	None							116,000
9 Vincent D'Esposito	Collection Foreman	40		x				87,361		3,500	12,000	102,861	None							102,861
10 AJ Milimoe	Head Mechanic	40		x				77,625		3,500	12,000	93,125	None							93,125
11 Jennifer Crumley	Lab Manager	40		x				77,625		5,500	20,000	103,125	None							103,125
12											0	0	None							0
13											0	0	None							0
14											0	0	None							0
15											0	0	None							0
Total:								\$ 577,576	\$ -	\$ 18,124	\$ 119,000	\$ 714,700					\$ -	\$ -	\$ -	\$ 714,700

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

Schedule of Health Benefits - Detailed Cost Analysis

Township of Ocean Sewerage Authority
 For the Period January 1, 2020 to December 31, 2020

If Not Applicable X this box Below

	Annual Cost		# of Covered Members (Medical & Rx)	# of Covered Members (Medical & Rx)	Annual Cost per Employee	Annual Cost per Employee	\$ Increase (Decrease)	% Increase (Decrease)
	Proposed Budget	Estimate						
Active Employees - Health Benefits - Annual Cost								
Single Coverage	5	\$ 10,324	\$ 51,620	5	\$ 10,446	\$ 52,230	\$ (610)	-1.2%
Parent & Child	1	10,631	10,631	2	19,704	39,408	(28,777)	-73.0%
Employee & Spouse (or Partner)	5	20,363	101,815	3	21,134	63,402	38,413	60.6%
Family	3	29,066	87,198	3	31,224	93,672	(6,474)	-6.9%
Employee Cost Sharing Contribution (enter as negative -)			(44,714)			(31,288)	(13,426)	42.9%
Subtotal	14		206,550	13		217,424	(10,874)	-5.0%
Commissioners - Health Benefits - Annual Cost								
Single Coverage	0	-	-	-	-	-	-	#DIV/0!
Parent & Child	0	-	-	-	-	-	-	#DIV/0!
Employee & Spouse (or Partner)	0	-	-	-	-	-	-	#DIV/0!
Family	0	-	-	-	-	-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)								#DIV/0!
Subtotal	0			0				#DIV/0!
Retirees - Health Benefits - Annual Cost								
Single Coverage	7	4,862	34,034	7	4,955	34,685	(651)	-1.9%
Parent & Child	1	14,429	14,429	0	-	-	14,429	#DIV/0!
Employee & Spouse (or Partner)	9	13,242	119,178	8	13,471	107,768	11,410	10.6%
Family	2	25,560	51,120	1	25,538	25,538	25,582	100.2%
Employee Cost Sharing Contribution (enter as negative -)			-					#DIV/0!
Subtotal	19		218,761	16		167,991	50,770	30.2%
GRAND TOTAL	33		\$ 425,311	29		\$ 385,415	\$ 39,896	10.4%

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

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

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

Schedule of Accumulated Liability for Compensated Absences

Township of Ocean Sewerage Authority
 For the Period January 1, 2020 to December 31, 2020

Complete the below table for the Authority's accrued liability for compensated absences.
 X Box if Authority has no Compensated Absences

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at End of Last Issued Audit Report	Dollar Value of Accrued Compensated Absence Liability	Approved Labor Agreement	Resolution	Individual Employment Agreement
Thomas DiOrio	16	\$ 8,157		x	
Bruce Olsen	3	505		x	
* Difference from 2018 Audit is retirement of one person whose liability was \$265					
Total liability for accumulated compensated absences at beginning of current year		\$ 8,662			

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

2020 AUTHORITY BUDGET

Financial Schedules Section

Revenue Schedule

Township of Ocean Sewerage Authority
For the Period January 1, 2020 to December 31, 2020

	FY 2020 Proposed Budget						FY 2019 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted	
	Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations	
OPERATING REVENUES										
<i>Service Charges</i>										
Residential	5,750,000						\$ 5,750,000	\$ 5,731,600	\$ 18,400	0.3%
Business/Commercial	771,200						771,200	768,900	2,300	0.3%
Industrial							-	-		#DIV/0!
Intergovernmental	675,188						675,188	675,188	-	0.0%
Other							-	-		#DIV/0!
Total Service Charges	7,196,388						7,196,388	7,175,688	20,700	0.3%
<i>Connection Fees</i>										
Residential							-	-		#DIV/0!
Business/Commercial							-	-		#DIV/0!
Industrial							-	-		#DIV/0!
Intergovernmental							-	-		#DIV/0!
Other							-	-		#DIV/0!
Total Connection Fees							-	-		#DIV/0!
<i>Parking Fees</i>										
Meters							-	-		#DIV/0!
Permits							-	-		#DIV/0!
Fines/Penalties							-	-		#DIV/0!
Other							-	-		#DIV/0!
Total Parking Fees							-	-		#DIV/0!
<i>Other Operating Revenues (List)</i>										
Type in (Grant, Other Rev)							-	-		#DIV/0!
Type in (Grant, Other Rev)							-	-		#DIV/0!
Type in (Grant, Other Rev)							-	-		#DIV/0!
Type in (Grant, Other Rev)							-	-		#DIV/0!
Type in (Grant, Other Rev)							-	-		#DIV/0!
Type in (Grant, Other Rev)							-	-		#DIV/0!
Type in (Grant, Other Rev)							-	-		#DIV/0!
Type in (Grant, Other Rev)							-	-		#DIV/0!
Type in (Grant, Other Rev)							-	-		#DIV/0!
Type in (Grant, Other Rev)							-	-		#DIV/0!
Type in (Grant, Other Rev)							-	-		#DIV/0!
Total Other Revenue							-	-		#DIV/0!
Total Operating Revenues	7,196,388						7,196,388	7,175,688	20,700	0.3%
NON-OPERATING REVENUES										
<i>Other Non-Operating Revenues (List)</i>										
Interest on Delinquent Accounts	45,000						45,000	45,000	-	0.0%
Miscellaneous income	35,000						35,000	33,533	1,467	4.4%
Type in							-	-		#DIV/0!
Type in							-	-		#DIV/0!
Type in							-	-		#DIV/0!
Total Other Non-Operating Revenue	80,000						80,000	78,533	1,467	1.9%
<i>Interest on Investments & Deposits (List)</i>										
Interest Earned	75,000						75,000	75,000	-	0.0%
Penalties							-	-		#DIV/0!
Other							-	-		#DIV/0!
Total Interest	75,000						75,000	75,000	-	0.0%
Total Non-Operating Revenues	155,000						155,000	153,533	1,467	1.0%
TOTAL ANTICIPATED REVENUES	\$ 7,351,388	\$ -	\$ 7,351,388	\$ 7,329,221	\$ 22,167	0.3%				

Prior Year Adopted Revenue Schedule

Township of Ocean Sewerage Authority

FY 2019 Adopted Budget

	Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations
OPERATING REVENUES							
<i>Service Charges</i>							
Residential	5,731,600						\$ 5,731,600
Business/Commercial	768,900						768,900
Industrial							-
Intergovernmental	675,188						675,188
Other							-
Total Service Charges	7,175,688	-	-	-	-	-	7,175,688
<i>Connection Fees</i>							
Residential							-
Business/Commercial							-
Industrial							-
Intergovernmental							-
Other							-
Total Connection Fees		-	-	-	-	-	-
<i>Parking Fees</i>							
Meters							-
Permits							-
Fines/Penalties							-
Other							-
Total Parking Fees		-	-	-	-	-	-
<i>Other Operating Revenues (List)</i>							
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Total Other Revenue		-	-	-	-	-	-
Total Operating Revenues	7,175,688	-	-	-	-	-	7,175,688
NON-OPERATING REVENUES							
<i>Other Non-Operating Revenues (List)</i>							
Interest on Delinquent accounts	45,000						45,000
Reserve for Rate Stabilization							-
Miscellaneous	33,533						33,533
Type in							-
Type in							-
Type in							-
Other Non-Operating Revenues	78,533	-	-	-	-	-	78,533
<i>Interest on Investments & Deposits</i>							
Interest Earned	75,000						75,000
Penalties							-
Other							-
Total Interest	75,000	-	-	-	-	-	75,000
Total Non-Operating Revenues	153,533	-	-	-	-	-	153,533
TOTAL ANTICIPATED REVENUES	\$ 7,329,221	\$ -	\$ 7,329,221				

Appropriations Schedule

Township of Ocean Sewerage Authority
For the Period January 1, 2020 to December 31, 2020

	FY 2020 Proposed Budget						FY 2019 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted	
	Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations	All Operations	All Operations	
							Total All Operations			
OPERATING APPROPRIATIONS										
<i>Administration - Personnel</i>										
Salary & Wages	\$ 149,754						\$ 149,754	\$ 147,238	\$ 2,516	1.7%
Fringe Benefits	752,474						752,474	878,245	(125,771)	-14.3%
Total Administration - Personnel	902,228						902,228	1,025,483	(123,255)	-12.0%
<i>Administration - Other (List)</i>										
See attached	716,330						716,330	736,059	(19,729)	-2.7%
Type in Description							-	-	-	#DIV/0!
Type in Description							-	-	-	#DIV/0!
Type in Description							-	-	-	#DIV/0!
Miscellaneous Administration*							-	-	-	#DIV/0!
Total Administration - Other	716,330						716,330	736,059	(19,729)	-2.7%
Total Administration	1,618,558						1,618,558	1,761,542	(142,984)	-8.1%
<i>Cost of Providing Services - Personnel</i>										
Salary & Wages	1,051,300						1,051,300	1,138,214	(86,914)	-7.6%
Fringe Benefits							-	-	-	#DIV/0!
Total COPS - Personnel	1,051,300						1,051,300	1,138,214	(86,914)	-7.6%
<i>Cost of Providing Services - Other (List)</i>										
Treatment Plant - OE	1,493,043						1,493,043	1,317,130	175,913	13.4%
Collection System - OE	393,486						393,486	384,137	9,349	2.4%
Type in Description							-	-	-	#DIV/0!
Type in Description							-	-	-	#DIV/0!
Miscellaneous COPS*							-	-	-	#DIV/0!
Total COPS - Other	1,886,529						1,886,529	1,701,267	185,262	10.9%
Total Cost of Providing Services	2,937,829						2,937,829	2,839,481	98,348	3.5%
<i>Total Principal Payments on Debt Service in Lieu of Depreciation</i>										
	2,031,044						2,031,044	1,993,555	37,489	1.9%
Total Operating Appropriations	6,587,431						6,587,431	6,594,578	(7,147)	-0.1%
NON-OPERATING APPROPRIATIONS										
Total Interest Payments on Debt	592,678						592,678	644,643	(51,965)	-8.1%
Operations & Maintenance Reserve							-	-	-	#DIV/0!
Renewal & Replacement Reserve							-	-	-	#DIV/0!
Municipality/County Appropriation							-	-	-	#DIV/0!
Other Reserves	171,279						171,279	90,000	81,279	90.3%
Total Non-Operating Appropriations	763,957						763,957	734,643	29,314	4.0%
TOTAL APPROPRIATIONS	7,351,388						7,351,388	7,329,221	22,167	0.3%
ACCUMULATED DEFICIT										
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	7,351,388						7,351,388	7,329,221	22,167	0.3%
UNRESTRICTED NET POSITION UTILIZED										
Municipality/County Appropriation							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
Total Unrestricted Net Position Utilized							-	-	-	#DIV/0!
TOTAL NET APPROPRIATIONS	\$ 7,351,388	\$ -	\$ 7,351,388	\$ 7,329,221	\$ 22,167	0.3%				

* 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 \$ 329,371.55 \$ - \$ - \$ - \$ - \$ - \$ 329,371.55

TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
COMPARATIVE BUDGETS
FOR THE YEARS JANUARY 1, 2019 TO DECEMBER 31, 2019
AND JANUARY 1, 2018 TO DECEMBER 31, 2018

	Years Ending December 31, 2019
REVENUES	
User Charges	\$ 7,176,688.00
Interest on Investments	75,000.00
Interest on Delinquent Accounts	45,000.00
Miscellaneous Fees and Charges	33,533.00
Reserve for Rate Stabilization	
Total Revenues	\$ 7,329,221.00

EXPENDITURES	
Operating Appropriations:	
Administration:	
Members Salaries	\$ 10,250.00
Administration Salaries	129,104.00
Office Salaries	10,400.00
Telephone	10,000.00
Office Supplies	3,000.00
Office Other Expenses	18,000.00
Postage	3,000.00
Professional Fees:	
Engineering	50,000.00
Legal	16,000.00
Accounting	40,000.00
Insurance - General	140,000.00
Travel Expense	3,000.00
Dues and Subscriptions	7,000.00
Hospitalization Insurance	500,338.00
Social Security Taxes	104,432.00
Public Employees Retirement System	146,772.00
Group Life Insurance	882.00
Advertising	2,000.00
Natural Gas	2,500.00
Trustee and Paying Agent	77,330.00
Equipment Maintenance Contracts	8,000.00
Office Equipment	2,500.00
Conventions and Seminars	4,000.00
Safety Equipment	18,000.00
Education and Training Courses	5,000.00
Reserve for Accumulated Sick and Vacation Time	5,000.00
Township of Ocean - Interlocal Agreement	300,000.00
Total Administration	\$ 1,618,558.00

Summary Key to State Budget Document

149,754.00	2020 Admin Salary Total
752,474.00	2020 Admin Fringe Benefits
716,330.00	2020 Other Admin Expenses

TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
COMPARATIVE BUDGETS
FOR THE YEARS JANUARY 1, 2019 TO DECEMBER 31, 2019
AND JANUARY 1, 2018 TO DECEMBER 31, 2018

	Years Ending December 31, <u>2019</u>	
Treatment Plant:		
Plant Salaries:		
Base	\$ 707,000.00	
Overtime	35,816.00	1,051,300.00 2020 COPS - S&W
Water	30,000.00	
Electric	336,283.00	
Natural Gas	12,000.00	
Diesel	3,500.00	1,483,043.00 2020 Treatment Plant - Other
Process Chemicals:		
Liquid Oxygen	20,000.00	
Sodium Hypochlorite	61,781.00	393,486.00 2020 Collection System - Other
Polymer	45,000.00	
Other	3,500.00	
Bioxide/VX456	15,000.00	
Maintenance Chemicals	5,000.00	
Repairs and Supplies:		
Uniforms and Lockers	12,000.00	
One Call Service		
Pumps	30,000.00	
General	55,000.00	
Repairs - Contractors	45,000.00	
Truck Expense:		
Gasoline	7,000.00	
Repairs	6,000.00	
Backhoe Repairs	2,500.00	
Dump Truck Repairs	2,000.00	
Other	1,500.00	
Sludge Disposal	830,000.00	
Grit Disposal	25,000.00	
Laboratory:		
Supplies	7,000.00	
Equipment	5,000.00	
Testing	14,000.00	
Permit Fees	50,000.00	
Maintenance Contracts - Equipment	69,000.00	
 Total Treatment Plant	 <u>2,238,660.00</u>	

TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
COMPARATIVE BUDGETS
FOR THE YEARS JANUARY 1, 2019 TO DECEMBER 31, 2019
AND JANUARY 1, 2018 TO DECEMBER 31, 2018

	Years Ending December 31, 2019
Collection System:	
Maintenance Salaries:	
Base	\$ 287,884.00
Overtime	25,000.00
Repairs and Supplies:	
Pumps	60,000.00
Controls	10,000.00
Other	10,000.00
Repairs - Contractors	70,000.00
Generator Repairs	30,000.00
Maintenance Chemicals	
Bioxide	65,000.00
Other	15,000.00
Electric	47,236.00
Diesel	6,750.00
Natural Gas	3,000.00
Water	3,500.00
One Call Service	6,000.00
Truck Expenses:	
Gasoline	12,000.00
Repairs	3,000.00
Other	2,000.00
TV Truck Other Expenses	5,000.00
Jet Truck	20,000.00
Manhole Maintenance	25,000.00
Total Collection System	701,170.00
Total Operating Appropriations	4,556,368.00
Capital Outlays:	
Total Capital Outlays	171,279.00
Debt Service:	
Bond Principal	2,031,044.00
Interest Expense	602,678.00
Total Debt Service	2,623,722.00
Total Expenditures	\$ 7,351,369.00

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
COMPARATIVE BUDGETS
FOR THE YEARS JANUARY 1, 2019 TO DECEMBER 31, 2019
AND JANUARY 1, 2018 TO DECEMBER 31, 2018**

	Years Ending December 31, 2019
REVENUES	
User Charges	\$ 7,175,688.00
Interest on Investments	75,000.00
Interest on Delinquent Accounts	45,000.00
Miscellaneous Fees and Charges	33,533.00
Reserve for Rate Stabilization	
Total Revenues	\$ 7,329,221.00

EXPENDITURES	
Operating Appropriations:	
Administration:	
Members Salaries	\$ 10,250.00
Administration Salaries	129,104.00
Office Salaries	10,400.00
Telephone	10,000.00
Office Supplies	3,000.00
Office Other Expenses	18,000.00
Postage	3,000.00
Professional Fees:	
Engineering	50,000.00
Legal	16,000.00
Accounting	40,000.00
Insurance - General	140,000.00
Travel Expense	3,000.00
Dues and Subscriptions	7,000.00
Hospitalization Insurance	500,338.00
Social Security Taxes	104,432.00
Public Employees Retirement System	146,772.00
Group Life Insurance	882.00
Advertising	2,000.00
Natural Gas	2,500.00
Trustee and Paying Agent	77,330.00
Equipment Maintenance Contracts	8,000.00
Office Equipment	2,500.00
Conventions and Seminars	4,000.00
Safety Equipment	18,000.00
Education and Training Courses	5,000.00
Reserve for Accumulated Sick and Vacation Time	5,000.00
Township of Ocean - Intercal Agreement	300,000.00
Total Administration	\$ 1,618,558.00

Summary Key to State Budget Document

149,764.00	2020 Admin Salary Total
752,474.00	2020 Admin Fringe Benefits
716,330.00	2020 Other Admin Expenses

TOSA

Explanation for >10% variances in revenues and appropriations 2019 vs. 2018.

Account	Discussion
Revenues:	
Interest on Investments	Rates of return increasing
Reserve for Rate Stabilization	Additional reserve necessary to balance budget
Appropriations:	
Administration:	
Telephone	Less need, based on PY actual
Travel	Less reimbursable travel anticipated
Social Security Taxes	Additional salaries = increase in FICA
Hospitalization Insurance	Higher premiums/additional employees become eligible
Group Life	Immaterial increase of \$84.
Office Equipment	Increase = \$1,500; additional equipment needed
Public Employees Retirement System	Estimated \$25,000 increase.
Treatment Plant:	
Base Salaries	Two new employees anticipated
Sludge Disposal	New plant process
Repairs and Supplies:	
General	Additional expenses anticipated
Lab	
Supplies	Additional supplies needed
Equipment	Additional equipment purchase planned
Uniforms and Lockers	Increase in uniform maintenance cost
Maintenance Contracts	Less equipment covered under maint. contracts
Collection System:	
Base Salaries	One new employee anticipated
Repairs and Supplies:	
Other	Additional need for repairs in the Collection System

**TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
COMPARATIVE BUDGETS
FOR THE YEARS JANUARY 1, 2019 TO DECEMBER 31, 2019
AND JANUARY 1, 2018 TO DECEMBER 31, 2018**

	Years Ending December 31, <u>2019</u>	
Treatment Plant:		
Plant Salaries:		
Base	\$ 707,800.00	
Overtime	35,816.00	1,051,300.00 2020 COPS - S&W
Water	30,000.00	
Electric	336,263.00	
Natural Gas	12,000.00	
Diesel	3,500.00	1,493,043.00 2020 Treatment Plant - Other
Process Chemicals:		
Liquid Oxygen	20,000.00	
Sodium Hypochlorite	61,761.00	
Polymer	45,000.00	393,486.00 2020 Collection System - Other
Other	3,500.00	
Bioxide/VX456	15,000.00	
Maintenance Chemicals	5,000.00	
Repairs and Supplies:		
Uniforms and Lockers	12,000.00	
One Call Service		
Pumps	30,000.00	
General	55,000.00	
Repairs - Contractors	45,000.00	
Truck Expense:		
Gasoline	7,000.00	
Repairs	6,000.00	
Backhoe Repairs	2,500.00	
Dump Truck Repairs	2,000.00	
Other	1,500.00	
Sludge Disposal	630,000.00	
Grit Disposal	25,000.00	
Laboratory:		
Supplies	7,000.00	
Equipment	5,000.00	
Testing	14,000.00	
Permit Fees	50,000.00	
Maintenance Contracts - Equipment	69,000.00	
 Total Treatment Plant	 <u>2,238,660.00</u>	

TOWNSHIP OF OCEAN SEWERAGE AUTHORITY
COMPARATIVE BUDGETS
FOR THE YEARS JANUARY 1, 2019 TO DECEMBER 31, 2019
AND JANUARY 1, 2018 TO DECEMBER 31, 2018

	Years Ending December 31, 2019
Collection System:	
Maintenance Salaries:	
Base	\$ 281,684.00
Overtime	28,000.00
Repairs and Supplies:	
Pumps	60,000.00
Controls	10,000.00
Other	10,000.00
Repairs - Contractors	70,000.00
Generator Repairs	30,000.00
Maintenance Chemicals	
Bioxide	65,000.00
Other	15,000.00
Electric	47,236.00
Diesel	9,750.00
Natural Gas	3,000.00
Water	3,500.00
One Call Service	6,000.00
Truck Expenses:	
Gasoline	12,000.00
Repairs	3,000.00
Other	2,000.00
TV Truck Other Expenses	5,000.00
Jet Truck	20,000.00
Manhole Maintenance	25,000.00
Total Collection System	701,170.00
Total Operating Appropriations	4,558,388.00
Capital Outlays:	
Total Capital Outlays	171,279.00
Debt Service:	
Bond Principal	2,031,044.00
Interest Expense	592,678.00
Total Debt Service	2,623,722.00
Total Expenditures	\$ 7,351,389.00

2020 EXPENSES

	2019 Budget	2020 Proposed
ADMINISTRATION		
Salaries and Wages		
Member Salaries	\$10,250	\$10,250
Administration Salaries	\$126,588	\$129,104
Office Salaries	\$10,400	\$10,400
Fringes		
Social Security/Medicare	\$111,770	\$104,432
PERS	\$165,000	\$146,772
Hospitalization Insurance	\$600,677	\$500,388
Group Life Insurance	\$798	\$882
Other Expenses		
Telephone	\$10,000	\$10,000
Postage	\$3,000	\$3,000
Office Supplies	\$3,000	\$3,000
Travel Expense	\$3,000	\$3,000
Natural Gas	\$2,000	\$2,500
Equip. Maintenance Contracts	\$10,000	\$8,000
Office Equipment	\$2,500	\$2,500
Conventions & Seminars	\$6,000	\$4,000
Education & Training Courses	\$7,000	\$5,000
Advertising	\$2,000	\$2,000
Dues & Subscriptions	\$7,000	\$7,000
Trustee & Paying Agent	\$76,220	\$77,330
Engineering	\$50,000	\$50,000
Legal	\$18,000	\$18,000
Accounting	\$40,000	\$40,000
General Insurance	\$140,000	\$140,000
Safety Equipment	\$18,000	\$18,000
Office OE	\$15,000	\$18,000
Reserve for Sick & Vacation	\$5,000	\$5,000
OPEB	\$0	\$0
Ocean Township Interlocal	\$318,339	\$300,000
Ocean Township contribution	\$0	\$0
Total Admin Expenses	\$1,761,542	\$1,618,558

2020 EXPENSES

	2019 Budget	2020 Proposed
TREATMENT PLANT		
Salaries and Wages		
Plant Salaries	\$814,864	\$707,800
Plant Overtime	\$34,605	\$35,816
Plant Repairs and Supplies		
Uniforms and Lockers	\$17,000	\$12,000
One Call Service	<i>Moved to Collection System</i>	
Pumps	\$30,000	\$30,000
General Repairs & Supplies	\$60,000	\$55,000
Process Chemicals		
Liquid Oxygen	\$20,000	\$20,000
Sodium Hypochlorite	\$56,680	\$61,781
Polymer	\$17,600	\$45,000
Other Chemicals	\$5,100	\$3,500
Contractor Repairs	\$35,000	\$45,000
Maintenance Chemicals	\$5,000	\$5,000
Electric (JCP&L)	\$320,250	\$336,263
Natural Gas	\$12,000	\$12,000
Water	\$12,000	\$30,000
Diesel	\$3,500	\$3,500
Truck Purchase	\$0	\$0
Sludge Disposal	\$530,000	\$630,000
Permit Fees	\$45,000	\$50,000
Maintenance	\$61,000	\$69,000
UNOX	\$40,000	\$40,000.00
Generators	\$7,000	\$15,000.00
Equipment and Materials	\$12,000	\$12,000.00
Meters and Miscellaneous	\$2,000	\$2,000.00
Grit Removal	\$25,000	\$25,000
Bioxide/VX456	\$15,000	\$15,000
Truck Expenses		
Gasoline	\$7,000	\$7,000
Truck Repairs	\$6,000	\$6,000
Backhoe Repairs	\$2,500	\$2,500
Dump Truck Repairs	\$2,000	\$2,000
Other for trucks	\$1,500	\$1,500
Laboratory		
Supplies	\$7,000	\$7,000
Lab Equipment	\$5,000	\$5,000
Lab Testing	\$14,000	\$14,000
Total Plant Expenses	\$2,225,599	\$2,236,659

2020 EXPENSES

	2019 Budget	2020 Proposed
COLLECTION SYSTEM		
Salaries and Wages		
Salaries	\$265,675	\$281,684
Overtime	\$23,070	\$26,000
Collection System Repairs & Supplies		
Pumps	\$60,000	\$60,000
Controls	\$10,000	\$10,000
Other Expenses	\$10,000	\$10,000
Contractor Repairs	\$80,000	\$70,000
Generator Repairs	\$10,000	\$30,000
Electric (JCP&L)	\$44,987	\$47,236
Natural Gas	\$3,000	\$3,000
Water	\$2,500	\$3,500
One Call Service	\$4,000	\$6,000
Truck Expenses		
Gasoline	\$12,000	\$12,000
Truck Repairs	\$2,000	\$3,000
Other Expenses	\$1,000	\$2,000
Jet Truck	\$20,000	\$20,000
TV Truck	\$5,000	\$5,000
Diesel	\$6,750	\$6,750
Manhole Maintenance	\$25,000	\$25,000
Maintenance Chemicals		
Bioxide	\$75,000	\$65,000
Other Maintenance Chemicals	\$16,900	\$15,000
Total Collection Expenses	\$676,882	\$701,170
TOTAL OPERATING BUDGET	\$4,664,023	\$4,556,387
Repair & Replacement		
<u>Asset Management Program</u>	\$350,000	\$171,279
Plant Improvements		\$40,189
Collection System		\$50,000
Vehicle Replacement		\$41,000
SCADA and Computer		\$40,090
Debt Service		
Principal	\$1,993,555	\$2,031,044
Interest	\$644,643	\$592,678
Total Debt Service	\$2,638,198	\$2,623,722
Reserve for Rate Stabilization	\$0	\$0
Total Appropriations	\$7,652,221	\$7,351,388

Prior Year Adopted Appropriations Schedule

Township of Ocean Sewerage Authority

FY 2019 Adopted Budget

	Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations
OPERATING APPROPRIATIONS							
<i>Administration - Personnel</i>							
Salary & Wages	\$ 147,238						\$ 147,238
Fringe Benefits	878,245						878,245
Total Administration - Personnel	1,025,483	-	-	-	-	-	1,025,483
<i>Administration - Other (List)</i>							
See attached	736,059						736,059
Type In Description							-
Type In Description							-
Type In Description							-
Miscellaneous Administration*							-
Total Administration - Other	736,059	-	-	-	-	-	736,059
Total Administration	1,761,542	-	-	-	-	-	1,761,542
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	1,138,214						1,138,214
Fringe Benefits							-
Total COPS - Personnel	1,138,214	-	-	-	-	-	1,138,214
<i>Cost of Providing Services - Other (List)</i>							
Treatment Plant - OE	1,317,130						1,317,130
Collection System - OE	384,137						384,137
Type In Description							-
Type In Description							-
Miscellaneous COPS*							-
Total COPS - Other	1,701,267	-	-	-	-	-	1,701,267
Total Cost of Providing Services	2,839,481	-	-	-	-	-	2,839,481
Total Principal Payments on Debt Service in Lieu of Depreciation	1,993,555	-	-	-	-	-	1,993,555
Total Operating Appropriations	6,594,578	-	-	-	-	-	6,594,578
NON-OPERATING APPROPRIATIONS							
Total Interest Payments on Debt	644,643	-	-	-	-	-	644,643
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve							-
Municipality/County Appropriation							-
Other Reserves	90,000						90,000
Total Non-Operating Appropriations	734,643	-	-	-	-	-	734,643
TOTAL APPROPRIATIONS	7,329,221	-	-	-	-	-	7,329,221
ACCUMULATED DEFICIT							-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	7,329,221	-	-	-	-	-	7,329,221
UNRESTRICTED NET POSITION UTILIZED							
Municipality/County Appropriation							-
Other							-
Total Unrestricted Net Position Utilized							-
TOTAL NET APPROPRIATIONS	\$ 7,329,221	\$ -	\$ 7,329,221				

* 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 \$ 329,728.90 \$ - \$ - \$ - \$ - \$ - \$ - \$ 329,728.90

Debt Service Schedule - Principal

Township of Ocean Sewerage Authority

If Authority has no debt X this box

Fiscal Year Ending in

	Proposed Budget Year 2020	2021	2022	2023	2024	2025	Thereafter	Total Principal Outstanding
Adopted Budget Year 2019								
\$ 1,993,555	\$ 2,031,044	\$ 2,082,516	\$ 1,188,351	\$ 1,196,975	\$ 1,232,071	\$ 1,220,566	\$ 11,837,383	\$ 20,788,906
Total Principal	2,031,044	2,082,516	1,188,351	1,196,975	1,232,071	1,220,566	11,837,383	20,788,906
N/A								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Total Principal								
N/A								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Total Principal								
N/A								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Total Principal								
N/A								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Total Principal								
TOTAL PRINCIPAL ALL OPERATIONS								
\$ 1,993,555	\$ 2,031,044	\$ 2,082,516	\$ 1,188,351	\$ 1,196,975	\$ 1,232,071	\$ 1,220,566	\$ 11,837,383	\$ 20,788,906

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

Moody's	Fitch	Standard & Poors
Aa2		
Year of Last Rating	2011	

Debt Service Schedule - Interest

Township of Ocean Sewerage Authority

If Authority has no debt X this box

	Fiscal Year Ending in							Total Interest Payments Outstanding	
	Adopted Budget Year 2019	Proposed Budget Year 2020	2021	2022	2023	2024	2025		Thereafter
Sewer									
See attached									
2017 Bond Premium Amortization	\$ 721,392	\$ 669,427	\$ 618,613	\$ 560,416	\$ 524,111	\$ 486,946	\$ 447,259	\$ 2,512,694	\$ 5,819,466
Type in Issue Name	(76,749)	(76,749)	(76,749)	(76,749)	(76,749)	(76,749)	(76,749)	(922,229)	(1,382,723)
Type in Issue Name									
Total Interest Payments	644,643	592,678	541,864	483,667	447,362	410,197	370,510	1,590,465	4,436,743
N/A									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Total Interest Payments									
N/A									
Type in Issue Name									
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Type in Issue Name									

TOSA

Budget Support for Debt Service Appropriations.

Due Date	2001A Fund		2001A Trust		2004A Fund		2004A Trust	
	Bond Principal	Interest on Bonds						
2020	210,250.96		280,794.21	28,737.50	105,326.04		129,904.56	13,750.00
2021	210,891.47		295,311.44	14,725.00	104,086.07		134,673.73	7,000.00
2022								
2023								
2024								
2025								
2026								
2027								
2028								
2029								
2030								
2031								
2032								
2033								
2034								
2035								
2036								
2037								
	421,142.43	-	576,105.65	43,462.50	209,412.11	-	264,578.29	20,750.00

TOSA

Budget Support for Debt Service Appropriations.

<u>2006A Fund</u>		<u>2006A Trust</u>		<u>2007A Fund</u>		<u>2007A Trust</u>		<u>2010A Fund-CW-ARRA</u>	
Bond	Interest on	Bond	Interest on	Bond	Interest on	Bond	Interest on	Bond	Interest on
<u>Principal</u>	<u>Bonds</u>	<u>Principal</u>	<u>Bonds</u>	<u>Principal</u>	<u>Bonds</u>	<u>Principal</u>	<u>Bonds</u>	<u>Principal</u>	<u>Bonds</u>
34,339.49	43,184.92	3,656.26	154,969.19	147,000.00	72,350.00	24,593.38	24,593.38	24,593.38	24,593.38
33,069.27	43,192.10	1,856.26	157,015.40	157,000.00	65,550.00	24,593.38	24,593.38	24,593.38	24,593.38
			154,457.64	162,000.00	56,550.00	24,593.38	24,593.38	24,593.38	24,593.38
			154,937.22	170,000.00	47,300.00	24,593.38	24,593.38	24,593.38	24,593.38
			156,032.27	180,000.00	39,012.50	24,593.38	24,593.38	24,593.38	24,593.38
			156,527.83	190,000.00	29,787.50	24,593.38	24,593.38	24,593.38	24,593.38
			108,673.08	200,000.00	20,112.00	24,593.38	24,593.38	24,593.38	24,593.38
				210,000.00	9,987.50	24,593.38	24,593.38	24,593.38	24,593.38
						24,593.38	24,593.38	24,593.38	24,593.38
						24,597.57			

67,408.76

86,377.02

5,512.52

1,042,612.63

1,416,000.00

340,649.50

245,937.99

TOSA

Budget Support for Debt Service Appropriations.

	<u>2010A Trust-CW-AARA</u>		<u>2010A Fund-CW-Traditional</u>		<u>2010A Trust-CW-Traditional</u>		<u>2011- Refunding</u>		<u>2011-Capital Projects</u>	
	<u>Bond</u>	<u>Interest on</u>	<u>Bond</u>	<u>Interest on</u>	<u>Bond</u>	<u>Interest on</u>	<u>Bond</u>	<u>Interest on</u>	<u>Bond</u>	<u>Interest on</u>
	<u>Principal</u>	<u>Bonds</u>	<u>Principal</u>	<u>Bonds</u>	<u>Principal</u>	<u>Bonds</u>	<u>Principal</u>	<u>Bonds</u>	<u>Principal</u>	<u>Bonds</u>
	24,000.00	11,200.00	135,236.43		45,000.00	9,360.00			135,000.00	68,556.25
	24,000.00	10,240.00	135,236.43		42,000.00	7,560.00			140,000.00	64,775.00
	24,000.00	9,280.00	33,850.65		48,000.00	5,880.00			145,000.00	60,675.00
	29,000.00	8,320.00			47,000.00	3,960.00			150,000.00	56,250.00
	28,000.00	7,160.00			52,000.00	2,080.00			155,000.00	51,287.50
	28,000.00	6,040.00							160,000.00	45,775.00
	28,000.00	4,920.00							165,000.00	40,087.50
	29,000.00	3,800.00							170,000.00	33,800.00
	33,000.00	2,640.00							180,000.00	26,800.00
	33,000.00	1,320.00							185,000.00	19,500.00
									195,000.00	11,900.00
									200,000.00	4,000.00
	280,000.00	64,920.00	304,323.51	-	234,000.00	28,840.00	-	-	1,980,000.00	483,406.25

TOSA

Budget Support for Debt Service Appropriations.

	2017 MCIA Bonds		2017 NJEIT Trust		2017 NJEIT Loan	
	Bond Principal	Interest on Bonds	Bond Principal	Interest on Bonds	Bond Principal	Interest on Bonds
	300,000.00	419,250.00	50,000.00	45,531.26	211,444.87	
	315,000.00	403,875.00	55,000.00	43,031.26	211,444.87	
	330,000.00	387,750.00	55,000.00	40,281.26	211,444.87	
	350,000.00	370,750.00	60,000.00	37,531.26	211,444.87	
	365,000.00	352,875.00	60,000.00	34,531.26	211,444.87	
	385,000.00	334,125.00	65,000.00	31,531.26	211,444.87	
	405,000.00	314,375.00	70,000.00	28,281.26	211,444.87	
	425,000.00	293,625.00	70,000.00	24,781.26	211,444.87	
	445,000.00	271,875.00	75,000.00	23,293.76	211,444.87	
	470,000.00	249,000.00	75,000.00	21,512.50	211,444.87	
	495,000.00	224,875.00	80,000.00	19,637.50	211,444.87	
	520,000.00	199,500.00	80,000.00	17,537.50	211,444.87	
	545,000.00	172,875.00	80,000.00	15,337.50	211,444.87	
	575,000.00	144,875.00	85,000.00	13,137.50	211,444.87	
	605,000.00	115,375.00	85,000.00	10,693.76	211,444.87	
	635,000.00	84,375.00	90,000.00	8,250.00	211,444.87	
	670,000.00	51,750.00	90,000.00	5,550.00	211,444.87	
	700,000.00	17,500.00	95,000.00	2,850.00	211,444.87	
	8,535,000.00	4,408,625.00	1,320,000.00	423,300.10	3,806,007.66	

TOSA

Budget Support for Debt Service Appropriations.

	Total Year			Interest on		Bond		Interest on	
	Principal	Bonds		Principal	Bonds	Principal	Bonds	Principal	Bonds
	2,031,044.05	672,391.27	2020	2,031,044.05	672,391.27	Audit will revise			
	2,082,514.16	618,612.52	2021	2,082,514.16	618,612.52				
	1,188,346.54	560,416.26	2022	1,188,346.54	560,416.26				
	1,196,975.47	524,111.26	2023	1,196,975.47	524,111.26				
	1,232,070.52	486,946.26	2024	1,232,070.52	486,946.26				
	1,220,566.08	447,258.76	2025	1,220,566.08	447,258.76				
	1,212,711.33	407,775.76							
	1,140,038.25	365,993.76							
	969,038.25	324,608.76							
	999,042.44	291,332.50	Thereafter	11,837,389.23	2,509,729.54				
	981,444.87	256,412.50							
	1,011,444.87	221,037.50							
	836,444.87	188,212.50							
	871,444.87	158,012.50							
	901,444.87	126,068.76							
	936,444.87	92,625.00							
	971,444.87	57,300.00							
	1,006,444.87	20,350.00							
	20,788,906.05	5,819,465.87		20,788,906.05	5,819,465.87				

Net Position Reconciliation

Township of Ocean Sewerage Authority
 For the Period January 1, 2020 to December 31, 2020

FY 2020 Proposed Budget

	Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations
TOTAL NET POSITION BEGINNING OF LATEST AUDIT REPORT YEAR(1)	\$ 26,412,855						\$ 26,412,855
Less: Invested in Capital Assets, Net of Related Debt (1)	27,768,943						27,768,943
Less: Restricted for Debt Service Reserve (1)	538,137						538,137
Less: Other Restricted Net Position (1)	500,000						500,000
Total Unrestricted Net Position (1)	(2,394,225)	-	-	-	-	-	(2,394,225)
Less: Designated for Non-Operating Improvements & Repairs	860,854						860,854
Less: Designated for Rate Stabilization	641,221						641,221
Less: Other Designated by Resolution	1,150,255						1,150,255
Plus: Accrued Unfunded Pension Liability (1)	3,443,809						3,443,809
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	6,680,852						6,680,852
Plus: Estimated Income (Loss) on Current Year Operations (2)	100,000						100,000
Plus: Other Adjustments (attach schedule)	-						-
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	5,178,106	-	-	-	-	-	5,178,106
Unrestricted Net Position Utilized to Balance Proposed Budget	-	-	-	-	-	-	-
Unrestricted Net Position Utilized in Proposed Capital Budget	-	-	-	-	-	-	-
Appropriation to Municipality/County (3)	-	-	-	-	-	-	-
Total Unrestricted Net Position Utilized in Proposed Budget	-	-	-	-	-	-	-
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR							
Last issued Audit Report (4)	\$ 5,178,106	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,178,106

(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 \$ 329,372 \$ - \$ - \$ - \$ - \$ - \$ 329,372

(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.

2020

TOWNSHIP OF OCEAN
SEWERAGE AUTHORITY

AUTHORITY
CAPITAL
BUDGET/
PROGRAM

2020 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM

TOWNSHIP OF OCEAN SEWERAGE AUTHORITY

FISCAL YEAR: FROM: 01/01/2020 TO: 12/31/2020

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

It is hereby certified that the Authority Capital Budget/Program annexed hereto is a true copy of the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, by the governing body of the Township of Ocean Sewerage Authority, on the 3rd day of December, 2019.

OR

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

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

Officer's Signature:			
Name:	William E. Schmeling		
Title:	Executive Director		
Address:	224 Roosevelt Avenue, Oakhurst, New Jersey 07755		
Phone Number:	732-531-2213, x110	Fax Number:	732-531-7304
E-mail address	executivedirector@tosa-nj.org		

2020 (2020-2021) CAPITAL BUDGET/PROGRAM MESSAGE

Township of Ocean Sewerage Authority

FISCAL YEAR: FROM: 01/01/2020 TO: 12/31/2020

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

No

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

Yes. There are no new improvements, only rehabilitation of existing facilities.

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

Yes

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

Done

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.

Proposed Capital Budget

Township of Ocean Sewerage Authority
 For the Period January 1, 2020 to December 31, 2020

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Sewer</i>						
Cover Primary Tanks	\$ 25,000		\$ 25,000			
Main Pump Building Pumps	80,000		80,000			
Process Water Pump	10,000		10,000			
Bleach system in Sludge Building	10,000		10,000			
Total	125,000	-	125,000	-	-	-
<i>N/A</i>						
Rebuild gearboxes on PSA mixers	100,000					\$ 100,000
Collection line rehabilitation	370,000			370,000		
Aeration Tank	380,000			380,000		
A/C unit for PSA building	25,000		25,000			
Total	875,000	-	25,000	750,000	-	100,000
<i>N/A</i>						
Wayside Pump Station upgrade	-					
PSA Generator replacement	-					
Wickapecko bypass installation	-					
Norwood Pump Station upgrade	-					
Total	-	-	-	-	-	-
<i>See</i>						
<i>N/A</i>						
Easement manhole replacement	-					
Ellen Court easement	-					
Whalepond Pump Station upgrade	-					
Treatment Plant Headworks	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Rebuild final clarifiers	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ 1,000,000	\$ -	\$ 150,000	\$ 750,000	\$ -	\$ 100,000

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

Township of Ocean Sewerage Authority
For the Period January 1, 2020 to December 31, 2020

Fiscal Year Beginning in

	Estimated Total	Current Budget					
	Cost	Year 2020	2021	2022	2023	2024	2025
<i>Sewer</i>							
Cover Primary Tanks	\$ 25,000	\$ 25,000					
Main Pump Building Pumps	80,000	80,000					
Process Water Pump	10,000	10,000					
Bleach system in Sludge Building	10,000	10,000					
Total	125,000	125,000	-	-	-	-	-
<i>N/A</i>							
Rebuild gearboxes on PSA mixer	100,000	100,000					
Collection line rehabilitation	370,000	370,000					
Aeration Tank	380,000	380,000					
A/C unit for PSA building	25,000	25,000					
Total	875,000	875,000	-	-	-	-	-
<i>N/A</i>							
Wayside Pump Station upgrade	1,000,000	-	\$ 1,000,000				
PSA Generator replacement	125,000	-	125,000				
Wickapecko bypass installation	25,000	-	-	25,000			
Norwood Pump Station upgrade	1,200,000	-	-	1,200,000			
Total	2,350,000	-	1,125,000	1,225,000	-	-	-
<i>N/A</i>							
Easement manhole replacemen	100,000	-	-	\$ 100,000			
Ellen Court easement	100,000	-	-	100,000			
Whalepond Pump Station upgra	1,000,000	-	-	1,000,000			
Treatment Plant Headworks	2,200,000	-	-	-	2,200,000		
Total	3,400,000	-	-	-	1,200,000	2,200,000	-
<i>N/A</i>							
Rebuild final clarifiers	1,250,000	-	-	-	-	-	\$ 1,250,000
Type in Description	-	-	-	-	-	-	-
Type in Description	-	-	-	-	-	-	-
Type in Description	-	-	-	-	-	-	-
Total	1,250,000	-	-	-	-	-	1,250,000
<i>N/A</i>							
Type in Description	-	-	-	-	-	-	-
Type in Description	-	-	-	-	-	-	-
Type in Description	-	-	-	-	-	-	-
Type in Description	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-
TOTAL	\$ 8,000,000	\$ 1,000,000	\$ 1,125,000	\$ 1,225,000	\$ 1,200,000	\$ 2,200,000	\$ 1,250,000

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

Township of Ocean Sewerage Authority

For the Period January 1, 2020 to December 31, 2020

Funding Sources

	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Sewer</i>						
Cover Primary Tanks	\$ 25,000					\$ 25,000
Main Pump Building Pumps	80,000					80,000
Process Water Pump	10,000					10,000
Bleach system in Sludge Buildin	10,000					10,000
Total	125,000	-	-	-	-	125,000
<i>N/A</i>						
Rebuild gearboxes on PSA mixe	100,000		\$ 100,000			
Collection line rehabilitation	370,000			370,000		
Aeration Tank	380,000			380,000		
A/C unit for PSA building	25,000					25,000
Total	875,000	-	100,000	750,000	-	25,000
<i>N/A</i>						
Wayside Pump Station upgrade	1,000,000			\$ 1,000,000		
PSA Generator replacement	125,000		125,000			
Wickapecko bypass installation	25,000					25,000
Norwood Pump Station upgrad	1,200,000			1,200,000		
Total	2,350,000	-	125,000	2,200,000	-	25,000
<i>N/A</i>						
Easement manhole replacemen	100,000					\$ 100,000
Ellen Court easement	100,000					100,000
Whalepond Pump Station upgr:	1,000,000			1,000,000		
Treatment Plant Headworks	2,200,000			2,200,000		
Total	3,400,000	-	-	3,200,000	-	200,000
<i>N/A</i>						
Rebuild final clarifiers	1,250,000			\$ 1,250,000		
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	1,250,000	-	-	1,250,000	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
TOTAL	\$ 8,000,000	\$ -	\$ 225,000	\$ 7,400,000	\$ -	\$ 375,000
Total 5 Year Plan per CB-4	\$ 8,000,000					
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.