

**State of New Jersey**  
**Department of Community Affairs**  
**Division of Local Government Services**  
**ADOPTED AUTHORITY BUDGET**

**ADOPTED BUDGET TRANSMITTAL PACKAGE (After Adoption of Budget)**

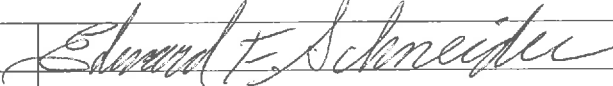
Submit all budget related materials in one package to: *Bureau of Authority Regulation Affairs, Division of Local Government Services, 101 South Broad Street, P.O. Box 803, Trenton, NJ 08625-0803*. Check the box of each item to indicate that it is included in budget or has been completed.

**Adopted Authority Budget Document**

- 2 copies of the Adopted budget document submitted that includes all pages completed
- All items on the Introduced Budget Transmittal Package completed and included
- Page C-6 Signed with Manual Signature along with title, address, e-mail address, phone number and fax number.
- Page C-7 Resolution of the Authority governing body approving the introduced budget is enclosed with recorded vote  
**Note: Aye Votes must total a majority of the full membership of the governing body (Not including Alternates in total)**

**PDF of Adopted Budget (All pages)**

- Submit a pdf copy of the budget package (Adopted) to [authoritiesunit@dca.nj.gov](mailto:authoritiesunit@dca.nj.gov) with the name of the authority in the **subject line along with wording Adopted Budget**.

Official's Signature:			
Name:	Edward Schneider		
Title:	Secretary		
Address:	79 Beaver Ave, Suite 5, Clinton, NJ 08809		
Phone Number:	(908) 735-5026	Fax Number:	(908) 735-8916
E-mail address:	ctsa@embarqmail.com		

*Authority Budget of:*

*Clinton Township Sewerage Authority*

State Filing Year

2018

*For the Period:*

*January 1, 2018*

*to*

*December 31, 2018*

<http://www.clintontwpnj.com/>

Authority Web Address



*Division of Local Government Services*

**2018 AUTHORITY BUDGET**

**Certification Section**

2018

Clinton Township Sewerage Authority

**AUTHORITY BUDGET**

FISCAL YEAR: FROM January 1, 2018 TO December 31, 2018

*For Division Use Only*

**CERTIFICATION OF APPROVED BUDGET**

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

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

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

**CERTIFICATION OF ADOPTED BUDGET**

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

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

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

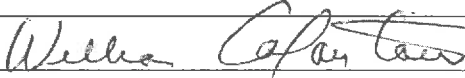
# 2018 PREPARER'S CERTIFICATION

## Clinton Township Sewer Authority AUTHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2018 TO: December 31, 2018

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:	William Colantano Jr.		
Title:	Certified Public Accountant / Registered Municipal Accountant		
Address:	BKC, CPAs, PC 114 Broad Street, Flemington, NJ 08822		
Phone Number:	908-782-7900	Fax Number:	908-782-4328
E-mail address	wmc@bkc-cpa.com		

# 2018 APPROVAL CERTIFICATION

## Clinton Township Sewer Authority

### **AUTHORITY BUDGET**

FISCAL YEAR:                      FROM:      January 1, 2018                      TO:      December 31, 2018

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 Clinton Township Sewerage Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 5<sup>th</sup> day of October, 2017

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

Officer's Signature:			
Name:	Edward Schneider		
Title:	Secretary		
Address:	79 Beaver Avenue, Suite 5, Clinton, NJ 08809		
Phone Number:	908-735-5026	Fax Number:	908-735-8916
E-mail address	ctsa@embarqmail.com		

# INTERNET WEBSITE CERTIFICATION

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

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

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

Name of Officer Certifying compliance

Steve Krommenhoek

Title of Officer Certifying compliance

Chairman

Signature

# 2018 AUTHORITY BUDGET RESOLUTION

## Clinton Township Sewerage Authority

**FISCAL YEAR:**      **FROM:**      January 1, 2018      **TO:**      December 31, 2018

WHEREAS, the Annual Budget and Capital Budget for the Clinton Township Sewerage Authority for the fiscal year beginning, January 1, 2018 and ending, December 31, 2018 has been presented before the governing body of the Clinton Township Sewerage Authority at its open public meeting on October 5, 2017; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$1,207,000, Total Appropriations, including any Accumulated Deficit if any, of \$1,299,965 and Total Unrestricted Net Position utilized of \$92,965; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$-0- and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$-0-; and


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

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

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Clinton Township Sewerage Authority, at an open public meeting held on October 5, 2017 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Clinton Township Sewerage Authority for the fiscal year beginning, January 1, 2018 and ending, December 31, 2018 is hereby approved; and

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

BE IT FURTHER RESOLVED, that the governing body of the Clinton Township Sewerage Authority will consider the Annual Budget and Capital Budget/Program for adoption on November 2, 2017.

  
(Secretary's Signature)

Oct 5 2017  
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Steve Krommenhoek	X			
Peter Geiger				X
Edward Schneider	X			
Katrin Sethna	X			
Michael Maurer	X			
Michael McCue	X			



# 2018 ADOPTION CERTIFICATION

## Clinton Township Sewerage Authority

### AUTHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2018 TO: December 31, 2018

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 Clinton Township Sewerage Authority, pursuant to N.J.A.C. 5:31-2.3, on the 2nd day of, November, 2017.

Officer's Signature:			
Name:	Edward Schneider		
Title:	Secretary		
Address:	79 Beaver Ave, Suite 5 Clinton, NJ 8809		
Phone Number:	908-735-5026	Fax Number:	908-735-8916
E-mail address	ctsa@embarqmail.com		

# 2018 ADOPTED BUDGET RESOLUTION

## Clinton Township Sewerage Authority AUTHORITY

FISCAL YEAR: FROM: January 1, 2018 TO: December 31, 2018

WHEREAS, the Annual Budget and Capital Budget/Program for the Clinton Township Sewerage Authority for the fiscal year beginning January 1, 2018 and ending, December 31, 2018 has been presented for adoption before the governing body of the Clinton Township Sewerage Authority at its open public meeting of November 2, 2017; and

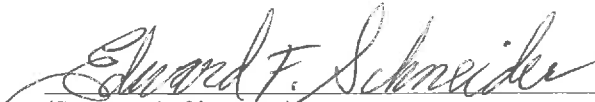
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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

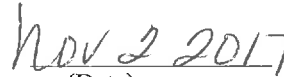
WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$1,207,000, Total Appropriations, including any Accumulated Deficit if any, of \$1,299,965 and Total Unrestricted Net Position utilized of \$92,965; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$-0- and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$-0-; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Clinton Township Sewerage Authority, at an open public meeting held on October 5, 2017 that the Annual Budget and Capital Budget/Program of the Clinton Township Sewerage Authority for the fiscal year beginning, January 1, 2018 and, ending, December 31, 2018 is hereby adopted and shall constitute appropriations for the purposes stated; and

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

  
(Secretary's Signature)

  
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Steve Krommenhoek	X			
Peter Geiger	X			
Edward Schneider	X			
Katrin Sethna	X			
Michael Maurer	X			
Michael McCue				

**2018 AUTHORITY BUDGET**  
**Narrative and Information Section**

# 2018 AUTHORITY BUDGET MESSAGE & ANALYSIS

## Clinton Township Sewerage Authority

### AUTHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2018 TO: December 31, 2018

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

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

#### Administration – personnel:

Wages increased 17.7% in anticipation of hiring 2 part-time employees for assistance with bookkeeping and a summer groundskeeper.

Fringe benefits decreased 35.4% due to a change in health benefits selection from parent/child to single. However, social security increased due to the projected increase in part time employment. The fringe benefits cost also is offset by the employee contribution (was previously shown as a revenue).

#### Administration – Miscellaneous:

Office supplies and expenses decreased 66.67% based on a lower anticipated need for supplies in 2018.

Postage decreased 40% as a result of more papers being provided in electronic format than previously.

Education decreased 50% due to less classes needed in current year.

Debt service admin fee increased 100% because it was not budgeted in the prior year but has been added to align budgeted costs with actual expenditures.

#### Cost of Providing Services – Utilities:

The price of utilities decreased 25% due to a rate deduction following a new bid on electric.

#### Cost of Providing Services – Miscellaneous:

NJ One Call increased 20% to better align the budget with actual expenditures.

Geographic Information system increased 100% for required software maintenance on new system.

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

Not applicable

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

There is no direct impact on the Authority.

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

Unrestricted Net Position to be utilized for rate stabilization purposes.

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

Not applicable

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

Not applicable

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

There is a projected rate increase of \$20 for 2018, a 4.17% increase over 2017. The increase of \$20 per unit will generate \$47,400 of additional service charges. The previous increase was for the year 2014.

## AUTHORITY CONTACT INFORMATION 2018

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

<b>Name of Authority:</b>	Clinton Township Sewerage Authority		
<b>Federal ID Number:</b>	22-2128671		
Address:	79 Beaver Ave. Suite 5		
City, State, Zip:	Clinton	NJ	08809
Phone: (ext.)	908-735-5026	Fax:	908-735-8916

<b>Preparer's Name:</b>	William Colantano Jr. CPA RMA		
Preparer's Address:	BKC, CPAs, PC 114 Broad Street		
City, State, Zip:	Flemington	NJ	08822
Phone: (ext.)	908-782-7900	Fax:	908-782-4328
E-mail:	wmc@bkc-cpa.com		

<b>Chief Executive Officer:</b>	Steve Krommenhoek, Chairman		
Phone: (ext.)	908-735-5026	Fax:	908-735-8916
E-mail:	skrommenhoek.ctsa@embarqmail.com		

<b>Chief Financial Officer:</b>	Meliss Paulus		
Phone: (ext.)	908-735-5026	Fax:	908-735-8916
E-mail:	ctsa@embarqmail.com		

<b>Name of Auditor:</b>	William Colantano Jr. CPA RMA		
Name of Firm:	BKC, CPAs, PC		
Address:	114 Broad Street		
City, State, Zip:	Flemington	NJ	08822
Phone: (ext.)	908-782-7900	Fax:	908-782-4328
E-mail:	wmc@bkc-cpa.com		

# AUTHORITY INFORMATIONAL QUESTIONNAIRE

## Clinton Township Sewerage Authority

**FISCAL YEAR:**      **FROM:**      January 1, 2018      **TO:**      December 31, 2018

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

- 1) Provide the number of individuals employed in **2016** as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: **2**
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, **2016** Transmittal of Wage and Tax Statements: **\$80,969.92**
- 3) Provide the number of regular voting members of the governing body: **6**
- 4) Provide the number of alternate voting members of the governing body: **0**
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? **No**  
*If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.*
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year (**Most Recent Filing that March 31, 2017 or 2018 deadline has passed 2017 or 2018**) because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at <http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html> before answering)  
**Yes**  
**If "no,"** provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? **No**  
*If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.*
- 8) Was the Authority a party to a business transaction with one of the following parties:
  - a. A current or former commissioner, officer, key employee, or highest compensated employee? **No**
  - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? **No**
  - c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner? **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 endorsement 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 employees.**

Compensation is determined as the finance committee reviews the needs of the Authority and availability of financial resources.

- 11) Did the Authority pay for meals or catering during the current fiscal year? **No**  
*If "yes," attach a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.*
- 12) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? **No**  
*If "yes," attach a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed.*
- 13) Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority:
- a. First class or charter travel **No**
  - b. Travel for companions **No**
  - c. Tax indemnification and gross-up payments **No**
  - d. Discretionary spending account **No**
  - e. Housing allowance or residence for personal use **No**
  - f. Payments for business use of personal residence **No**
  - g. Vehicle/auto allowance or vehicle for personal use **No**
  - h. Health or social club dues or initiation fees **No**
  - i. Personal services (i.e.: maid, chauffeur, chef) **No**
- If the answer to any of the above is "yes," attach a description of the transaction including the name and position of the individual and the amount expended.*
- 14) Did the Authority follow a written policy regarding payment or reimbursement for expenses incurred by employees and/or commissioners during the course of Authority business and does that policy require substantiation of expenses through receipts or invoices prior to reimbursement? **Yes**  
*If "no," attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses. (If your authority does not allow for reimbursements indicate that in answer)*
- 15) Did the Authority make any payments to current or former commissioners or employees for severance or termination? **No**  
*If "yes," attach explanation including amount paid.*
- 16) Did the Authority make any payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses? **No**.  
*If "yes," attach explanation including amount paid.*
- 17) Did the Authority comply with its Continuing Disclosure Agreements for all debt issuances outstanding by submitting its audited annual financial statements, annual operating data, and notice of material events to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) as required? **No, not required for the Authority since all debt of the authority has been issued by the NJ Environmental Infrastructure Trust. However, applicable documents have been submitted to the NJEIT.**  
*If "no," attach a description of the Authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future.*
- 18) Did the Authority receive any notices from the Department of Environmental Protection or any other entity regarding maintenance or repairs required to the Authority's systems to bring them into compliance with current regulations and standards that it has not yet taken action to remediate? **No**  
*If "yes," attach explanation as to why the Authority has not yet undertaken the required maintenance or repairs and describe the Authority's plan to address the conditions identified.*
- 19) Did the Authority receive any notices of fines or assessments from the Department of Environmental Protection or any other entity due to noncompliance with current regulations (i.e.: sewer overflow, etc.)? **No**  
*If "yes," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.*



**AUTHORITY SCHEDULE OF COMMISSIONERS, OFFICERS, KEY EMPLOYEES,  
HIGHEST COMPENSATED EMPLOYEES AND INDEPENDENT CONTRACTORS  
Clinton Township Sewerage Authority**

**FISCAL YEAR:**        **FROM:**        January 1, 2018        **TO:**        December 31, 2018

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

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

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

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

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

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

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

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

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

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

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

For the Period January 1, 2018 to December 31, 2018  
 Clinton Township Sewerage Authority

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 Employee	Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority	Names of Other Public Entities where Individual is an Employee or Member of the Governing Body (1) See note below	Positions held at Other Public Entities Listed in Column O	Average Hours per Week Dedicated to Other Public Entities 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	Mellis Paulus	35	x					68,000	5,000		23,841	96,841	None					96,841		
2	Peter Geiger	3	x	x				1,000				1,000	None					1,000		
3	Steve Krommenhoek	5	x	x				1,100				1,100	None					1,100		
4	Edward Schneider	3	x	x				1,000				1,000	None					1,000		
5	Katrin Sethna	3	x	x				1,000				1,000	None					1,000		
6	Michael Maurer	3	x					1,000				1,000	None					1,000		
7	Michael McCue	3	x					1,000				1,000	None					1,000		
8												0	0					0		
9												0	0					0		
10												0	0					0		
11												0	0					0		
12												0	0					0		
13												0	0					0		
14												0	0					0		
15												0	0					0		
Total:											\$	74,100	\$	5,000	\$	23,841	\$	102,941	\$	102,941

(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

Clinton Township Sewerage Authority  
 For the Period January 1, 2018 to December 31, 2018

	# of Covered Members (Medical & Rx)		Annual Cost Estimate per Employee Proposed Budget		Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Prior year Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
	Proposed Budget	Current Year	Proposed Budget	Current Year						
<b>Active Employees - Health Benefits - Annual Cost</b>										
Single Coverage	1		\$ 12,000		\$ 12,000	1	\$ 21,208	\$ 21,208	\$ (9,208)	-43.4%
Parent & Child			-		-			-	-	#DIV/0!
Employee & Spouse (or Partner)			-		-			-	-	#DIV/0!
Family			-		-			-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)			(4,000)		(4,000)			(4,800)	800	-16.7%
Subtotal	1		8,000	1	8,000	1	16,408	16,408	(8,408)	-51.2%
<b>Commissioners - Health Benefits - Annual Cost</b>										
Single Coverage			-		-			-	-	#DIV/0!
Parent & Child			-		-			-	-	#DIV/0!
Employee & Spouse (or Partner)			-		-			-	-	#DIV/0!
Family			-		-			-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)			-		-			-	-	#DIV/0!
Subtotal	0		-	0	-		-	-	-	#DIV/0!
<b>Retirees - Health Benefits - Annual Cost</b>										
Single Coverage			-		-			-	-	#DIV/0!
Parent & Child			-		-			-	-	#DIV/0!
Employee & Spouse (or Partner)			-		-			-	-	#DIV/0!
Family			-		-			-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)			-		-			-	-	#DIV/0!
Subtotal	0		-	0	-		-	-	-	#DIV/0!
<b>GRAND TOTAL</b>	<b>1</b>		<b>\$ 8,000</b>	<b>1</b>	<b>\$ 8,000</b>	<b>1</b>	<b>\$ 16,408</b>	<b>\$ 16,408</b>	<b>\$ (8,408)</b>	<b>-51.2%</b>

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

Yes	Yes or No
Yes	Yes or No

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

# Schedule of Accumulated Liability for Compensated Absences

Clinton Township Sewerage Authority

For the Period January 1, 2018 to December 31, 2018

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	Legal Basis for Benefit (check applicable items)		
			Approved Labor Agreement	Resolution	Individual Employment Agreement
Meliss Paulus	62	\$ 7,629			X
Total liability for accumulated compensated absences at beginning of current year		\$	<u>7,629</u>		

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

# Schedule of Shared Service Agreements

Clinton Township Sewerage Authority

December 31, 2018

For the Period

January 1, 2018

to

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

Name of Entity Providing Service	Name of Entity Receiving Service	Type of Shared Service Provided	Comments (Enter more specifics if needed)	Agreement		Amount to be	
				Effective Date	End Date	Received by/	Paid from Authority

If No Shared Services X this Box

**2018 AUTHORITY BUDGET**

**Financial Schedules Section**

**Instructions:**  
 Input requested information in highlighted boxes only. Information input into yellow boxes will automatically fill throughout the rest of the workbook. Please round to the nearest whole dollar. No pennies.  
 Authorities with fewer than 6 operations should mark the unused operations boxes below "N/A."

Input Information Below		
Name: (i.e.) County Municipal Utilities Authority)	Clinton Township Sewerage Authority	Type in Name of the Authority
Period Begin (i.e.: January 1, 2018):	January 1, 2018	Type in Beg of Fiscal Year
Period End (i.e.: December 31, 2018):	December 31, 2018	Type in End of Fiscal Year
Operation 1: i.e. Water	Sewer	Type Operation
Operation 2: i.e. Sewer	N/A	Type Operation
Operation 3:	N/A	Type Operation
Operation 4:	N/A	Type Operation
Operation 5:	N/A	Type Operation
Operation 6:	N/A	Type Operation
Prior Year Adopted Budget Fiscal Year (i.e. 2017.2018 )	2017	Type Year
Proposed Budget Fiscal Year end Begins (i.e.2018)	2018	Type Year
Proposed Budget Fiscal Year end(i.e.2018, 2019)	2018	Type Year
Authority Web Site	<a href="http://www.clintontwpnj.com/">http://www.clintontwpnj.com/</a>	Type in Web Address

**Note: This Budget document is for Fiscal Years Starting/Beginning on a date in 2018** (and Ending on Dec. 31, 2018 or a month in 2019)

**SUMMARY**

Clinton Township Sewerage Authority  
 For the Period January 1, 2018 to December 31, 2018

	FY 2018 Proposed Budget					FY 2017 Adopted Budget	All Operations	All Operations	% Increase (Decrease) Proposed vs. Adopted
	Sewer	N/A	N/A	N/A	N/A				
<b>REVENUES</b>									
Total Operating Revenues	\$ 1,207,000	\$ -	\$ -	\$ -	\$ -	\$ 1,207,000	\$ 1,207,000	\$ 42,600	3.7%
Total Non-Operating Revenues	-	-	-	-	-	-	-	-	#DIV/0!
Total Anticipated Revenues	1,207,000	-	-	-	-	1,207,000	1,207,000	42,600	3.7%
<b>APPROPRIATIONS</b>									
Total Administration	248,600	-	-	-	-	248,600	248,600	(4,350)	-1.7%
Total Cost of Providing Services	822,400	-	-	-	-	822,400	822,400	(150)	0.0%
Total Principal Payments on Debt Service in Lieu of Depreciation	109,490	-	-	-	-	109,490	109,490	6,457	6.3%
Total Operating Appropriations	1,180,490	-	-	-	-	1,180,490	1,180,490	1,957	0.2%
Total Interest Payments on Debt	34,475	-	-	-	-	34,475	34,475	(2,500)	-6.8%
Total Other Non-Operating Appropriations	85,000	-	-	-	-	85,000	85,000	-	0.0%
Total Non-Operating Appropriations	119,475	-	-	-	-	119,475	119,475	(2,500)	-2.0%
Accumulated Deficit	-	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	1,299,965	-	-	-	-	1,299,965	1,299,965	(543)	0.0%
Less: Total Unrestricted Net Position Utilized	92,965	-	-	-	-	92,965	92,965	(43,143)	-31.7%
Net Total Appropriations	1,207,000	-	-	-	-	1,207,000	1,207,000	42,600	3.7%
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!



## Revenue Schedule

Clinton Township Sewerage Authority

For the Period January 1, 2018 to December 31, 2018

	<b>FY 2018 Proposed Budget</b>						Total All Operations	FY 2017 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
<b>OPERATING REVENUES</b>										
<i>Service Charges</i>										
Residential	1,185,000						\$ 1,185,000	\$ 1,137,600	\$ 47,400	4.2%
Business/Commercial							-	-	-	#DIV/0!
Industrial							-	-	-	#DIV/0!
Intergovernmental							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
<b>Total Service Charges</b>	<b>1,185,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,185,000</b>	<b>1,137,600</b>	<b>47,400</b>	<b>4.2%</b>
<i>Connection Fees</i>										
Residential							-	-	-	#DIV/0!
Business/Commercial							-	-	-	#DIV/0!
Industrial							-	-	-	#DIV/0!
Intergovernmental							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
<b>Total Connection Fees</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<i>Parking Fees</i>										
Meters							-	-	-	#DIV/0!
Permits							-	-	-	#DIV/0!
Fines/Penalties							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
<b>Total Parking Fees</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<i>Other Operating Revenues (List)</i>										
Interest	12,000						12,000	12,000	-	0.0%
Late Fees	10,000						10,000	10,000	-	0.0%
Misc - Health Insurance Contributions							-	4,800	(4,800)	-100.0%
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
<b>Total Other Revenue</b>	<b>22,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>22,000</b>	<b>26,800</b>	<b>(4,800)</b>	<b>-17.9%</b>
<b>Total Operating Revenues</b>	<b>1,207,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,207,000</b>	<b>1,164,400</b>	<b>42,600</b>	<b>3.7%</b>
<b>NON-OPERATING REVENUES</b>										
<i>Other Non-Operating Revenues (List)</i>										
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
<b>Total Other Non-Operating Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<i>Interest on Investments &amp; Deposits (List)</i>										
Interest Earned							-	-	-	#DIV/0!
Penalties							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
<b>Total Interest</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>Total Non-Operating Revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 1,207,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,207,000</b>	<b>\$ 1,164,400</b>	<b>\$ 42,600</b>	<b>3.7%</b>

# Prior Year Adopted Revenue Schedule

## Clinton Township Sewerage Authority

*FY 2017 Adopted Budget*

	Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations
<b>OPERATING REVENUES</b>							
<i>Service Charges</i>							
Residential	1,137,600						\$ 1,137,600
Business/Commercial							-
Industrial							-
Intergovernmental							-
Other							-
<b>Total Service Charges</b>	<b>1,137,600</b>	-	-	-	-	-	<b>1,137,600</b>
<i>Connection Fees</i>							
Residential							-
Business/Commercial							-
Industrial							-
Intergovernmental							-
Other							-
<b>Total Connection Fees</b>	-	-	-	-	-	-	-
<i>Parking Fees</i>							
Meters							-
Permits							-
Fines/Penalties							-
Other							-
<b>Total Parking Fees</b>	-	-	-	-	-	-	-
<i>Other Operating Revenues (List)</i>							
Interest	12,000						12,000
Late Fees	10,000						10,000
Misc - Health Insurance Contributions	4,800						4,800
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
<b>Total Other Revenue</b>	<b>26,800</b>	-	-	-	-	-	<b>26,800</b>
<b>Total Operating Revenues</b>	<b>1,164,400</b>	-	-	-	-	-	<b>1,164,400</b>
<b>NON-OPERATING REVENUES</b>							
<i>Other Non-Operating Revenues (List)</i>							
Type in							-
Type in							-
Type in							-
Type in							-
Type in							-
Type in							-
<b>Other Non-Operating Revenues</b>	-	-	-	-	-	-	-
<i>Interest on Investments &amp; Deposits</i>							
Interest Earned							-
Penalties							-
Other							-
<b>Total Interest</b>	-	-	-	-	-	-	-
<b>Total Non-Operating Revenues</b>	-	-	-	-	-	-	-
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 1,164,400</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,164,400</b>

## Appropriations Schedule

### Clinton Township Sewerage Authority

For the Period January 1, 2018 to December 31, 2018

	<b>FY 2018 Proposed Budget</b>						<b>FY 2017 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>
	Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations
							Total All Operations	All Operations	All Operations
<b>OPERATING APPROPRIATIONS</b>									
<i>Administration - Personnel</i>									
Salary & Wages	\$ 96,000					\$ 96,000	\$ 81,550	\$ 14,450	17.7%
Fringe Benefits	25,600					25,600	39,600	(14,000)	-35.4%
<b>Total Administration - Personnel</b>	<b>121,600</b>					<b>121,600</b>	<b>121,150</b>	<b>450</b>	<b>0.4%</b>
<i>Administration - Other (List)</i>									
Professional Fees	77,200					77,200	82,700	(5,500)	-6.7%
Insurance	12,000					12,000	12,000	-	0.0%
Director's Fees	6,100					6,100	6,100	-	0.0%
Office Rent	9,000					9,000	9,000	-	0.0%
Miscellaneous Administration*	22,700					22,700	22,000	700	3.2%
<b>Total Administration - Other</b>	<b>127,000</b>					<b>127,000</b>	<b>131,800</b>	<b>(4,800)</b>	<b>-3.6%</b>
<b>Total Administration</b>	<b>248,600</b>					<b>248,600</b>	<b>252,950</b>	<b>(4,350)</b>	<b>-1.7%</b>
<i>Cost of Providing Services - Personnel</i>									
Salary & Wages						-	-	-	#DIV/0!
Fringe Benefits						-	-	-	#DIV/0!
<b>Total COPS - Personnel</b>						-	-	-	#DIV/0!
<i>Cost of Providing Services - Other (List)</i>									
Treatment Costs	550,000					550,000	550,000	-	0.0%
Maintenance Labor-Operator	147,000					147,000	140,500	6,500	4.6%
Maintenance Labor-Contracted	51,000					51,000	51,000	-	0.0%
Utilities	30,000					30,000	40,000	(10,000)	-25.0%
Miscellaneous COPS*	44,400					44,400	41,050	3,350	8.2%
<b>Total COPS - Other</b>	<b>822,400</b>					<b>822,400</b>	<b>822,550</b>	<b>(150)</b>	<b>0.0%</b>
<b>Total Cost of Providing Services</b>	<b>822,400</b>					<b>822,400</b>	<b>822,550</b>	<b>(150)</b>	<b>0.0%</b>
<i>Total Principal Payments on Debt Service in Lieu of Depreciation</i>									
	109,490					109,490	103,033	6,457	6.3%
<b>Total Operating Appropriations</b>	<b>1,180,490</b>					<b>1,180,490</b>	<b>1,178,533</b>	<b>1,957</b>	<b>0.2%</b>
<b>NON-OPERATING APPROPRIATIONS</b>									
Total Interest Payments on Debt	34,475					34,475	36,975	(2,500)	-6.8%
Operations & Maintenance Reserve						-	-	-	#DIV/0!
Renewal & Replacement Reserve	85,000					85,000	85,000	-	0.0%
Municipality/County Appropriation						-	-	-	#DIV/0!
Other Reserves						-	-	-	#DIV/0!
<b>Total Non-Operating Appropriations</b>	<b>119,475</b>					<b>119,475</b>	<b>121,975</b>	<b>(2,500)</b>	<b>-2.0%</b>
<b>TOTAL APPROPRIATIONS</b>	<b>1,299,965</b>					<b>1,299,965</b>	<b>1,300,508</b>	<b>(543)</b>	<b>0.0%</b>
<b>ACCUMULATED DEFICIT</b>						-	-	-	#DIV/0!
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>1,299,965</b>					<b>1,299,965</b>	<b>1,300,508</b>	<b>(543)</b>	<b>0.0%</b>
<b>UNRESTRICTED NET POSITION UTILIZED</b>									
Municipality/County Appropriation						-	-	-	#DIV/0!
Other	92,965					92,965	136,108	(43,143)	-31.7%
<b>Total Unrestricted Net Position Utilized</b>	<b>92,965</b>					<b>92,965</b>	<b>136,108</b>	<b>(43,143)</b>	<b>-31.7%</b>
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 1,207,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,207,000</b>	<b>\$ 1,164,400</b>	<b>\$ 42,600</b>	<b>3.7%</b>

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

5% of Total Operating Appropriations    \$ 59,024.50    \$ -    \$ -    \$ -    \$ -    \$ -    \$ 59,024.50

**Clinton Township Sewerage Authority**  
**Appropriations Schedule**  
**For the Period January 1, 2018 to December 31, 2018**  
**Miscellaneous Appropriations**

<u>Account</u>	<u>Year</u>		<u>Difference</u>	<u>Percent Difference</u>
	<u>2018</u>	<u>2017</u>		
Miscellaneous Administration:				
Office Supplies and Expenses	\$ 1,500	\$ 2,500	\$ (1,000)	66.67%
Postage	2,500	3,500	(1,000)	40.00%
Computer Expenses	3,000	3,000	-	0.00%
Telephone	10,000	10,000	-	0.00%
Education	1,000	1,500	(500)	50.00%
Advertising	500	500	-	0.00%
Contingency	1,000	1,000	-	0.00%
Debt Service Admin Fee	3,200	-	3,200	-100.00%
<b>Total</b>	<b><u>\$ 22,700</u></b>	<b><u>\$ 22,000</u></b>	<b><u>\$ 700</u></b>	<b>-3.08%</b>
Miscellaneous Cost of Providing Services:				
Repairs and Maintenance	\$ 30,000	\$ 30,000	\$ -	0.00%
Water	800	750	50	-6.25%
Calibration	5,000	5,000	-	0.00%
Travel	2,000	2,000	-	0.00%
NJ One Call	1,500	1,200	300	-20.00%
Capacity Reserve - Deer Meadows	2,100	2,100	-	0.00%
Geographic Information System	3,000	-	3,000	-100.00%
<b>Total</b>	<b><u>\$ 44,400</u></b>	<b><u>\$ 41,050</u></b>	<b><u>\$ 3,350</u></b>	<b>-7.55%</b>

# Net Position Reconciliation

Clinton Township Sewerage Authority

For the Period January 1, 2018 to December 31, 2018

## FY 2018 Proposed Budget

	Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations
<b>TOTAL NET POSITION BEGINNING OF LATEST AUDIT REPORT YEAR(1)</b>	\$ 9,483,851						\$ 9,483,851
Less: Invested in Capital Assets, Net of Related Debt (1)	8,084,411						8,084,411
Less: Restricted for Debt Service Reserve (1)							-
Less: Other Restricted Net Position (1)	1,331,583						1,331,583
Total Unrestricted Net Position (1)	67,857	-	-	-	-	-	67,857
Less: Designated for Non-Operating Improvements & Repairs							-
Less: Designated for Rate Stabilization							-
Less: Other Designated by Resolution	136,108						136,108
Plus: Accrued Unfunded Pension Liability (1)							-
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)							-
Plus: Estimated Income (Loss) on Current Year Operations (2)	225,000						225,000
Plus: Other Adjustments (attach schedule)							-
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	156,749	-	-	-	-	-	156,749
Unrestricted Net Position Utilized to Balance Proposed Budget	92,965						92,965
Unrestricted Net Position Utilized in Proposed Capital Budget							-
Appropriation to Municipality/County (3)							-
Total Unrestricted Net Position Utilized in Proposed Budget	92,965	-	-	-	-	-	92,965
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR</b>							
<b>Last issued Audit Report (4)</b>	\$ 63,784	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 63,784

(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 \$ 59,025 \$ - \$ - \$ - \$ - \$ - \$ 59,025  
 (4) If Authority is projecting a deficit for any operation at the end of the budget period, the Authority must attach a statement explaining its plan to reduce the deficit, including the timeline for elimination of the deficit, if not already detailed in the budget narrative section.

2018  
Clinton Township  
Sewerage  
AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM

# 2018 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM

## Clinton Township Sewerage Authority

**FISCAL YEAR:**      **FROM:**      January 1, 2018      **TO:**      December 31, 2018

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 Clinton Township Sewerage Authority, on the 2<sup>nd</sup> day of November, 2017.

**OR**

It is hereby certified that the governing body of the Clinton Township Sewerage 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):

No capital budget necessary in 2018.

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Officer's Signature:			
Name:	Edward Schneider		
Title:	Secretary		
Address:	79 Beaver Ave, Suite 5 Clinton, NJ 08809		
Phone Number:	908-735-5026	Fax Number:	908-735-8916
E-mail address	ctsa@embarqmail.com		

# 2018 CAPITAL BUDGET/PROGRAM MESSAGE

## Clinton Township Sewerage Authority

**FISCAL YEAR:**      **FROM:**      January 1, 2018      **TO:**      December 31, 2018

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?

N/A, no capital budget

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?

N/A, no capital budget

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

N/A, no capital budget

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

N/A, no capital budget

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

N/A, no capital budget

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

N/A, no capital budget

*Add additional sheets if necessary.*



# Proposed Capital Budget

Clinton Township Sewerage Authority  
For the Period January 1, 2018 to December 31, 2018

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Sewer</i>						
Type in Description	\$ -	Not Applicable				
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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

# 5 Year Capital Improvement Plan

Clinton Township Sewerage Authority

For the Period January 1, 2018 to December 31, 2018

*Fiscal Year Beginning in*

	Estimated Total Cost	Current Budget Year 2018	2019	2020	2021	2022	2023
<i>Sewer</i>							
Type in Description	\$ -	\$ -	Not Applicable				
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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

## 5 Year Capital Improvement Plan Funding Sources

### Clinton Township Sewerage Authority

For the Period January 1, 2018 to December 31, 2018

	Estimated Total Cost	<i>Funding Sources</i>				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Sewer</i>						
Type in Description	\$ -	Not Applicable				
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Total 5 Year Plan per CB-4	\$ -					
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.*