

V0000 Budget

Authority Budget of:

The Landis Sewerage Authority

ADOPTED COPY

State Filing Year

2020

For the Period:

January 1, 2020

to

December 31, 2020

APPROVED COPY

landissewerageauthority.com

Authority Web Address

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LANDIS SEWERAGE AUTHORITY

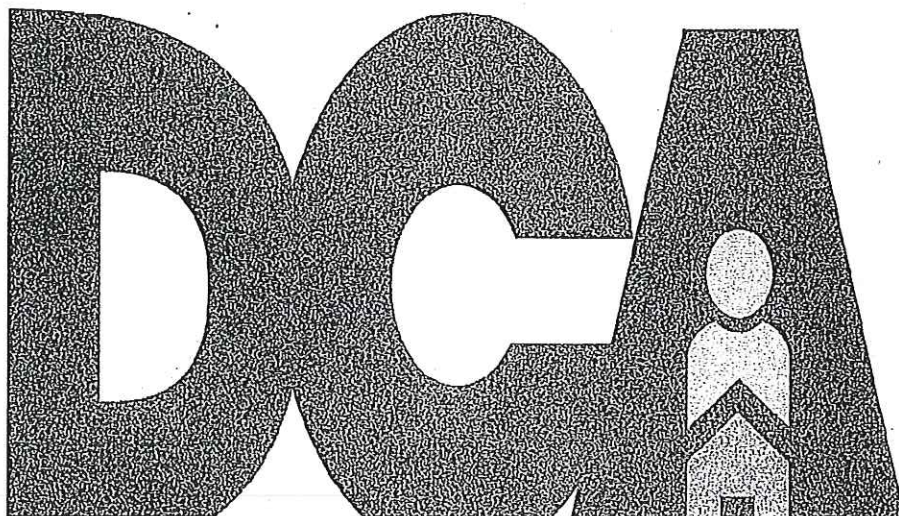
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LANDIS SEWERAGE AUTHORITY



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2020 (2020-2021) AUTHORITY BUDGET

Certification Section

2020 (2020-2021)

THE LANDIS SEWERAGE AUTHORITY
(Name)

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: 11/19/2019

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: Paul D. Cwert CPA, RMA Date: 1/10/2020

2020 (2020-2021) PREPARER'S CERTIFICATION

THE LANDIS SEWERAGE

(Name)

AUTHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2010 TO: Dec. 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:	Thomas J. Post		
Title:	Business Manager		
Address:	1776 S. Mill Road Vineland, NJ 08360		
Phone Number:	856-691-0551	Fax Number:	856-691-1407
E-mail address	tompost@landissewerageauthority.com		

2020 (2020-2021) APPROVAL CERTIFICATION

THE LANDIS SEWERAGE


(Name)

AUTHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2020 **TO:** Dec. 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 Landis Sewerage Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 21st 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:	Carlos Villar		
Title:	Secretary		
Address:	1776 S. Mill Road Vineland, NJ 08360		
Phone Number:	856-691-0551	Fax Number:	856-691-1407
E-mail address	tompost@landissewerageauthority.com		

INTERNET WEBSITE CERTIFICATION

Authority's Web Address: www.landissewerageauthority.com

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**) *N/A*
- 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.

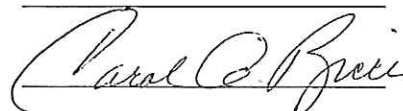
Name of Officer Certifying compliance

Carol A. Ricci

Title of Officer Certifying compliance

Executive Assistant

Signature



RESOLUTION NO. 2019-102

A RESOLUTION ADOPTING PRELIMINARY BUDGET RESOLUTION
OF THE LANDIS SEWERAGE AUTHORITY FISCAL YEAR
PERIOD JANUARY 1, 2020 to DECEMBER 31, 2020

WHEREAS, the Annual Budget and Capital Budget for the Landis Sewerage Authority for the fiscal year beginning January 1, 2020 and ending December 31, 2020 has been presented before the governing body of the Landis Sewerage Authority at its open public meeting of October 21, 2019; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$11,000,000, Total Appropriations, including any Accumulated Deficit if any, of \$10,900,000 and Total Unrestricted Net Position utilized of \$100,000, and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$5,652,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, \$ -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, regulations 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 Landis Sewerage Authority, at an open public meeting held on October 21, 2019 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Landis Sewerage Authority for the fiscal year beginning January 1, 2020 and ending December 31, 2020 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 Landis Sewerage Authority will consider the Annual Budget and Capital Budget/Program for adoption on December 16, 2019.

THE LANDIS SEWERAGE AUTHORITY


JOSEPH J. REUBEN, Chairman

Adopted: October 21, 2019

Attest:


CARLOS VILLAR, Secretary

Member	Recorded Vote			
	Aye	Nay	Abstain	Absent
Joseph J. Reuben	X			
G. Steven Erricksón	X			
Carlos Villar	X			
Thomas J. Merighi, Jr.	X			
Perry D. Barse	X			

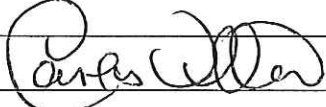
2020 (2020-2021) ADOPTION CERTIFICATION
The Landis Sewerage
(Name)

AUTHORITY BUDGET

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

Note: This is filled on for Adoption of the Budget Don't fill in for Introduction of the Budget

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 Landis Sewerage Authority, pursuant to N.J.A.C. 5:31-2.3, on the 16 day of, December, 2019.

Officer's Signature:			
Name:	Carlos Villar		
Title:	Secretary		
Address:	1776 S. Mill Road Vineland, New Jersey 08360		
Phone Number:	856-691-0551	Fax Number:	856-691-1407
E-mail address	tompost@landissewerageauthority.com		

RESOLUTION NO. 2019-125

ADOPTED BUDGET RESOLUTION
2020

THE LANDIS SEWERAGE AUTHORITY BUDGET
FISCAL YEAR PERIOD JANUARY 1, 2020 TO DECEMBER 31, 2020

WHEREAS, the Annual Budget and Capital Budget/Program for the Landis Sewerage Authority for the fiscal year period beginning January 1, 2020, and ending December 31, 2020 has been presented for adoption before the governing body of the Landis Sewerage Authority at its open public meeting of December 16, 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 \$11,000,000, Total Appropriations, including any Accumulated Deficit, if any, of \$11,000,000 and Total Unrestricted Net Assets utilized of \$-0-; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$5,652,000 and total unrestricted net position utilized of \$-0-.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Landis Sewerage Authority, at an open public meeting held on December 16, 2019 that the Annual Budget and Capital Budget/Program of the Landis Sewerage Authority for the fiscal year beginning January 1, 2020 and ending December 31, 2020 is hereby adopted and shall constitute an appropriation 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 and Services.

THE LANDIS SEWERAGE AUTHORITY


JOSEPH J. REUBEN, Chairman

Adopted: December 16, 2019

Attest:


CARLOS VILLAR, Secretary

Recorded Vote

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Joseph J. Reuben	X			
G. Steven Errickson	X			
Carlos Villar	X			
Thomas J. Merighi, Jr.	X			
Perry D. Barse	X			

2020 (2020-2021) AUTHORITY BUDGET

Narrative and Information Section

**2020 (2020-2021) AUTHORITY BUDGET MESSAGE &
ANALYSIS
THE LANDIS SEWERAGE
(Name)**

AUTHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2020 TO: Dec. 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.
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)
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.
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.).
5. The proposed budget must not reflect an anticipated deficit from 2020/2020-2021 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a prior deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question.

(Prepare a response to deficits in most recent audit report pertaining to Deficits to Unrestricted Net Position caused by recording Pension and Post-Employment Benefits liabilities as required by GASB 68 and GASB 75) and similar types of deficits in the audit report. How would these deficits be funded?

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

Rates Are Staying the Same.

Question 1.

The Authority's proposed budget for 2020 represents a 2.7% increase over the 2019 budget.

- Miscellaneous Income has a proposed increase of 26.7% due to an annual increase in our leased land quarterly revenue payment.
- Receiving Station income has a proposed increase of 27.3% due to increased projected deliveries in 2020 compared to deliveries in 2019.
- Interest Earned is projected at 60% higher due to a high interest rate being earned on the Authority's funds.
- The Chemicals line item is projected 19.1% higher due to the introduction of magnesium slurry for pH control in the plant process.
- Total Principal Payments are increased by 55.8% due to the re-payment on a 2016 loan.
- Total Interest Payments are increased by 1,944.9% due to the re-payment on a 2016 loan.
- Renewal and Replacement Reserve has decreased by 19.1% due to a reduced need in operating capital items because of the 2016 loan proceeds which were utilized for capital items.
- Municipality/County Appropriation increased 100% due to a higher contribution, in 2020, to the City of Vineland.

Question 2.

The Authority has again seen year-over-year growth in the commercial and industrial sectors; while residential continues to be almost non-existent.

Question 3.

The Authority is using Unrestricted Net Position in the amount of \$100,000 for an appropriation to the City of Vineland.

Questions 4.

The Authority has a shared services agreement with the City of Vineland Tax Collector; where, the Authority pays \$12,750 to the City for assistance with collecting the Authority payments and assistance with the annual tax sale. Also, the Authority will make a \$100,000 appropriation to the City of Vineland in 2020.

The Authority has the following shared services agreement with the Cumberland County Improvement Authority.

1. The Authority contributes \$4,000 to help defray their costs associated with a household waste clean-up day.
2. Cumberland County Improvement Authority hauls the Authority's trash for an annual cost of \$12,000.
3. Cumberland County Improvement Authority provides vehicle maintenance services on the Authority's fleet for \$51.75/hour plus parts and materials.

Question 5.

The Authority reported a deficit in Unrestricted Net Position of \$4,864,049 in its 2018 audited financial statements which was caused by the implementation of GASB 68. It should be noted, on a budgetary basis, without the impact of GASB 68, the Authority reflected Unrestricted Net position of \$5,596,475. The Authority plans to continue paying the annual required Pension contribution to offset the Pension liability which should therefore reduce the deficit.

The Authority's 2018 Operating Deficit of \$283,892 as reported in the 2018 audited financial statements was primarily the result of depreciation expense exceeding the principal payments on debt. It should be noted, on a budgetary basis, revenues exceeded costs funded by revenues by \$771,719.

2020
PROPOSED ANNUAL COLLECTION BY USER

<u>Classification</u>	Number of Connections	Annual Service Charge	Total Proposed Collections
<u>RESIDENTIAL</u>			
Residence - Single Family	10,300	\$390	\$4,017,000
Residence - Multi Family	5,750	360	2,070,000
Residence - LLPS	23	482	11,086
Rooming House	3	390	1,170
Each Room	20	64	1,280
Garbage Disposal Units (single family)	1,502	78	117,156
Garbage Disposal Units (multi-family)	520	72	37,440
Churches	67	390	26,130
Mobile Homes	1,172	350	410,200
<u>RESIDENTIAL SUBTOTAL:</u>			<u>6,691,462</u>
<u>BUSINESS/COMMERCIAL</u>			
Office	240	264	63,360
Office - Doctor	150	264	39,600
Business	780	264	205,920
Warehouse	20	264	5,280
Empty Buildings	26	382	9,932
Supermarket	5	2,074	10,370
Butcher Shop	2	518	1,036
Vegetable Store	4	518	2,072
Department Store	9	264	2,376
Restaurant (Base Rate)	65	264	17,160
Restaurants (seats)	5,214	22.00	114,708
Pizzeria / Custard (Base Rate)	13	264	3,432
Pizzeria / Custard (seats)	519	12.50	6,488
Takeout Food	56	264	14,784
Bar / Tavern (Base Rate)	8	264	2,112
Bar / Tavern (seats)	362	22.00	7,964
Gasoline Service Stations	22	264	5,808
6-Bay Block	39 ÷ 6 = 7	390	2,730
Beauty Parlor	65	264	17,160
Laundromat (No. of machines)	330	274	90,420
Motel (units)	655	195	127,725
Lodges	29	264	7,656
Capacity 200/block	5,123 = 26 Blocks	390	10,140
Clubs with bar	3	264	792
Capacity 80/block	903 = 12 Blocks	390	4,680
Funeral Homes	6	264	1,584
Theatres, etc.	2	264	528
100-seat block	2,515 = 28 Blocks	390	10,920
Employees - Non Factory	1,022 Blocks	390	398,580
Schools - Adult Training	35 Blocks	390	13,650
Metered Accounts	24		459,898
<u>BUSINESS/COMMERCIAL SUBTOTAL:</u>			<u>1,658,865</u>
<u>INDUSTRIAL</u>			
Factories	36	264	9,504
Employees - Factory	180	390	70,200
Metered Accounts	10		838,513
<u>INDUSTRIAL SUBTOTAL:</u>			<u>870,217</u>
<u>INTERGOVERNMENTAL</u>			
Municipal Buildings	29	264	7,656
Elementary Schools	252	390	204,750
Middle/High Schools	1,020	390	397,800
Employees - Municipal	75	390	29,250
<u>INTERGOVERNMENTAL SUBTOTAL:</u>			<u>639,456</u>
<u>TOTAL</u>			<u>9,908,000</u>

Landis Sewerage Authority Article 1 - Summary of Proposed User Charge Rates							Adopted Res. #2006-146 on 7/03/06; Adopted Res. #2008-242 on 11/03/08; 2008-55 on 3/03/08; 2008-242 on 11/03/08 2010-129 on 7/19/10; 2011-111 on 7/18/11; 2013-99 on 7/01/13; 2017-39 on 4/17/17						
LSA Code	Description	LSA Rate	Semi-Annual LSA Rate	LSA Code	Description	LSA Rate	Semi-Annual LSA Rate	LSA Code	Description	LSA Rate	Semi-Annual LSA Rate		
10	Residential (2)	\$300	\$195	40	Diners/Restaurant	\$22.00/Seat	\$11.00/Seat	71	Middle & High Schools	\$264 Base Rate \$390 per 9 Pupils/Blk	\$132 \$195		
11	Multi-Family (3)	\$78	\$39	42	Pizzeria/ice Cream	\$264/Blk	\$132/Blk	72	Churches	\$390 per 10 Emp/Blk	\$195		
12	Rooming Houses (4)	\$360	\$180	43	Takeout Food	\$12.50/Seat	\$6.25/Seat	74	Municipal	\$264 Base Rate \$390 per 10 Emp/Blk	\$132 \$195		
13	Mobile Homes (5)	\$72	\$36	44	Bar/Tavern	\$264 Base Rate	\$132						
14	Residential LPPS (2/19)	\$390	\$195	46	Gas Service Station	\$264 Base Rate	\$132						
20	Office Non-Medical	\$264 Base Rate	\$132	48	Beauty Parlor	\$264 Base Rate	\$132						
22	Office Medical	\$390 per 10 Emp/Blk	\$195	50	Laundromat	\$264 Base Rate	\$132						
24	Trade, Farm, Business	\$390 per 3 Emp/Blk	\$195	52	Factories	\$264 Base Rate	\$132						
26	Warehouse (6)	\$264 Base Rate	\$132	54	Motels	\$264 Base Rate	\$132						
27	Empty Building (6)	\$390 per 15 Emp/Blk	\$195	56	Theaters, Etc	\$264 Base Rate	\$132						
28	Supermarket	\$390 per 5 Emp/Blk	\$195	57	Bowling Alleys	\$264 Base Rate	\$132						
30	Fish Market	\$1,040 Base Rate	\$520	59	Funeral Homes	\$264 Base Rate	\$132						
32	Butcher Shop	\$390 per 5 Emp/Blk	\$195	60	Lodges	\$264 Base Rate	\$132						
34	Vegetable Store	\$518 Base Rate	\$259	62	Clubs/W/Bar	\$264 Base Rate	\$132						
36	Department Store 10+ Emp	\$390 per 5 Emp/Blk	\$195	70	Elementary Schools	\$264 Base Rate	\$132						

Flow Based Customers
Per MGD \$2,920/MGD
Per MGD \$264
Per MGD \$390

Car Washes
Per MGD \$132
Per MGD \$195

Commercial Laundry
Per MGD \$132
Per MGD \$195

Industrial
Per MGD \$132
Per MGD \$195

Slaughter Houses
Per MGD \$132
Per MGD \$195

Hospital/Institutions
Per MGD \$132
Per MGD \$195

Backwash & Condensate
Per MGD \$132
Per MGD \$195

1 Block = 1 EDU @ \$390 each

Per NJDEP Guidelines
Residential - 70% Fixed, 30% Variable (\$273 + \$117) = \$390
Multi-Family - \$273 Fixed + (\$25/GPD/300GPD) x \$117 Variable = \$360
Units with Three (3) or More Bedrooms - Rate = \$390
Rooming Houses - 300 GPD = Residential - Rate = \$390
Mobile Homes - \$273 Fixed + (200GPD/300GPD) x \$117 = \$350
Units with Three (3) or More Bedrooms - Rate = \$390
Code 26 Spill to Yield - Warehouses & Code 27 Empty Buildings
Code 38 Lunch Counter Consolidated into
Code 40 Diners/Restaurants
Roller Rink, Skating Rink, Tennis Club or Similar
All Residential Customers with Low Pressure Pumping Systems
Rate = Standard Tariff + \$92.00 per year
Active Military Deployment Reduction = \$50.00/year
All Customers with Garbage Disposals
Rate = Standard Tariff + Twenty Percent (20%)
High Strength Surcharge Factor Computation =
0.618 + (BOD/400)(0.161) + (TSS/350)(0.116) + (TKN/37.5)(.103)
Oil & Grease \$0.12/round for sample results
Determining a value that exceeds 100 mg/l
Waste from Holding Tanks or Portable Toilets =
Rate = \$0.035/gal + Admin Fee-to at least 1 hr. of Shift Mgr's Rate

RESOLUTION NO. 2017-39

A RESOLUTION AUTHORIZING THE ADOPTION OF NEW USER FEE SCHEDULE,
ALLOCATION/CONNECTION FEE SCHEDULE, REDUCTION IN BILLING RATES FOR
DEPLOYED ACTIVE MILITARY PERSONNEL IN TIME OF WAR, ADOPTION OF A COURTESY
FEE FOR THE USE OF CREDIT CARDS AND ADOPTION OF DISCOUNT FOR CERTAIN
HOUSING PROJECTS

WHEREAS, the Landis Sewerage Authority properly advertised in accordance with State law a Public Hearing to be held on April 3, 2017 at 6:00 p.m.; and

WHEREAS, proper notification and notice required by law the Public Hearing was held and two verbal comments were received at the hearing; and

WHEREAS, the Landis Sewerage Authority prepared a basis and background document that was utilized and read into the record at the hearing; and

WHEREAS, Exhibit #5 of the Public Hearing and basis and background document titled User Charges Rates is proposed establishing a user fee for homes at \$390 with multiple categories for other types of buildings; and

WHEREAS, Exhibit #8 at the Public Hearing was a chart titled "Proposed Allocation/Connection Fee Schedule which established \$2,480 per block for 300 gallons per day as an Allocation/Connection fee; and

WHEREAS, Public Hearing testimony also provided for a \$50 reduction in the annual user fee for active military personnel deployed out of the country. Written verification will be required. Also it is required that these personnel be deployed in active service during time of war. Therefore those active military personnel deployed in the area of active war, copies of their orders indicating location and time shall be provided to the Authority; they must pay the Landis Sewerage Authority and the discount is for only their primary residence; and

WHEREAS, testimony was provided at the hearing with respect to accepting credit cards and establishing a courtesy fee for utilizing credit cards of \$3 for homeowners and \$5 for commercial accounts; and

WHEREAS, in the Public Notice there are provisions to adjust the Authority's rate schedule for allocation/connection fees in the case of public housing authorities and non-profit organizations and affordable housing projects with a reduction of 50% in accordance with the law.

WHEREAS, the Landis Sewerage Authority has a Policy and Procedure Manual that includes fee schedules for allocation/connection and user fees.

NOW, THEREFORE BE IT RESOLVED BY THE COMMISSIONERS OF THE LANDIS SEWERAGE AUTHORITY, that:

1. The findings of the Hearing Officer's Report and testimony received at the Public Hearing are hereby accepted and approved.
2. The allocation/connection fee schedules contained in Exhibit #8 and basis and background documents shall be adopted immediately. The Authority's Policy and Procedure Manual shall be modified to contain the new allocation/connection fee. The annual user fee in Exhibit #5 and the basis and background document shall be adopted and placed in effect as of June 1, 2017 billing. The Authorities Policy and Procedure Manual shall be modified to reflect the new values.
3. Policy established for a discount of \$50 for active deployed military personnel is adopted with the June 1, 2017 billing.

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Resolution No. 2017-39 (cont'd)

4. The policy with the use of credit cards and the appropriate service fee is hereby adopted.
5. In the case of public housing authorities and non-profit organizations building affordable housing projects, the 50% reduction in connection fees shall apply immediately.

LANDIS SEWERAGE AUTHORITY

Adopted: April 17, 2017

Attest:


CARLOS VILLAR, Chairman


G. STEVEN ERICKSON, Secretary



Proposed Allocation/Connection Fee Schedule
For Public Hearing
April 3, 2017

<u>LSA CODE:</u>	<u>DESCRIPTION:</u>	<u>RATE:</u>	
10	Residential	\$2,480	
11	Multifamily	1850	(\$2,480 if 3 bedroom unit) <i>2/225 GPD</i>
12	Rooming Houses	296 / room	
13	Mobile Homes	1850	(\$2,480 if 3 bedroom unit) <i>2/200 GPD</i>
14	Low Pressure Pumping System	2480	
20	Office Non-Medical 10 employee block	2,4800 / block	
22	Offices Medical 3 employee block	2,480 / block	
24	Trade, Farm, Business 10 employee block	2,480 / block	
26	Warehouse 15 employee block	2,480 / block	<i>20 GPD per person</i>
28	Supermarket 5 employee block	2,480 / block	
30	Fish Market 5 employee block	2,480 / block	
32	Butcher Shop 5 employee block	2,480 / block	
34	Vegetable Store 5 employee block	2,480 / block	
36	Department Store 10 employee block	2,480 / block	
38	Lunch Counter	n/a, consolidated with 40	
40	Diners/Restaurant	165 / seat	

<u>LSA</u> <u>CODE:</u>	<u>DESCRIPTION:</u>	<u>RATE:</u>	
42	Pizzeria/Ice Cream	98 / seat	
43	Takeout Food 3 employee block	2,480 / block	
44	Bar/Tavern	165 / seat	
46	Gas Service Station 6 bay block	2,480 / block	
48	Beauty Parlor 2 employee block	2,480 / block	
50	Laundromat	1,754 / machine	
52	Factories 15 employee block	2,480 / block	
54	Motels 2 room block	2,480 / block	
56	Theaters, Etc. 100 seat block	2,480 / block	
57	Bowling Alley (per lane)	217 / lane	
58	Funeral Homes 0.5 employee block	2,480 / block	
60	Lodges 200 seat block	2,480 / block	
62	Clubs W/Bar 80 seat block	2,480 / block	
70	Schools: Elementary 15 emp/pupil block	2,480 / block	grades PK-4
71	Middle & High School 9 emp/pupil block	2,480 / block	grades 5-12
72	Churches	2,480 / block	
74	Municipal 10 employee block	2,480 / block	

<u>LSA</u> <u>CODE:</u>	<u>DESCRIPTION:</u>	<u>RATE:</u>
85	Condensate & Backwash Discharge	2,480 / 300 gallons
XX	Flow Based Customers	2,480 / 300 gallons

All blocks are whole blocks. Portions of a block are rounded upwards to a whole block.

Service Shutoff and Re-opening Fees:

	<u>Shutoff Fee:</u>	<u>Re-Opening Fee:</u>
Residential, Commercial, Non Bulk Rate	\$50	\$50
Bulk Rate Customer	\$500	\$500

CONNECTION FEES FOR CERTAIN AFFORDABLE HOUSING PROJECTS

Connection fees to public housing authorities and non-profit organizations 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 to public housing authorities and non-profit organizations 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.

Resolution No. 2017 - 39 Adopted April 17, 2017

RESOLUTION NO. 1994-75

A RESOLUTION APPROVING AN ANNUAL USER CHARGE, A CONNECTION FEE SCHEDULE, AND A SERVICE SHUT OFF AND RE-OPENING FEE

WHEREAS, every sewerage authority is authorized to charge and collect rents, rates, fees or other charges pursuant to H.S.A. 40-14A-6. In addition to such periodic service charges, a separate charge in the nature of a connection fee or tapping fee is also authorized. Such connection fees shall be uniform within each class of users and shall be computed in a manner called for in the above noted statute; and,

WHEREAS, the Authority has hired the consulting firm, Killam Associates to re-evaluate the entire rate structure and to develop a new annual user fee; and,

WHEREAS, the Authority's Auditors, Romano, Hearing & Testa, have calculated the connection fee utilizing the audited 1992 numbers pursuant to the calculation contained in the statute; and,

WHEREAS, the Authority held a public hearing on March 29, 1994, where the Authority and its consultants provided testimony and presented a new annual user charge noted as Article I and a new Connection Fee Schedule known as Article II as well as a charge to shut off or re-open service; and,


WHEREAS, the Authority's data processing consultant required the creation of codes 43 and 71 to address footnotes 8 and 9, as originally proposed with no change in the actual proposed user charge rate; and,

WHEREAS, both a Hearing Officer's Report was prepared after the public hearing as well as a transcript of the testimony provided at the public hearing.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Landis Sewerage Authority, that

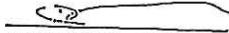
1. The findings of the Hearing Officer's Report and the testimony received at the Public Hearing are hereby accepted and approved.
2. The annual user fee prepared by Killam Associates, known as Article I attached to this resolution is adopted by the Authority effective June 1, 1994, and shall be utilized in the June 1994 billing.
3. The Connection Fee Schedule and the service shut off and re-opening fee known as Article II, prepared by the Landis Sewerage Authority utilizing the structure developed by Killam Associates is adopted by the Authority. The connection fee shall be implemented with Allocation Round 32 or payments received on or after June 1, 1994, on any projects held in abeyance or otherwise yet to be paid on or before June 1, 1994.

THE LANDIS SEWERAGE AUTHORITY


NED H. SAMUELS, CHAIRMAN

Adopted: April 10, 1994

Attest:


JOHN TALLARICO, SECRETARY

RESOLUTION NO. 2005-52

A RESOLUTION AUTHORIZING ADDITION OF NEW
ALLOCATION/CONNECTION FEE AND SURCHARGE
FOR OIL AND GREASE IN EXCESS OF 100 MG/L

WHEREAS, the Landis Sewerage Authority properly advertised in accordance with state law a public hearing to be held on February 22, 2005, at 7:00 p.m.; and

WHEREAS, after proper notification and notice required by law a public hearing was held on February 22, 2005, and no verbal or written comments were introduced into the record at the public hearing; and

WHEREAS, the Landis Sewerage Authority prepared a basis and background document called "oil and grease disposal costs" as part of the public record presented at the public hearing; and

WHEREAS, the determination for Commercial and Industrial Customers of their high strength surcharge for oil and grease will be based upon \$0.12 per pound for sample results demonstrating a value that exceeds 100 mg/l;

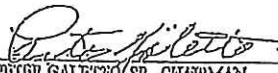
WHEREAS, Stephen Tesin, Romano, Hearing, Testy & Knorr provided testimony giving background information for the proposed allocation/connection fee schedule establishing \$1,050.00 per block or 300 gallons per day would be established as the allocation/connection fee (see attached Exhibit #1); and

WHEREAS, the Landis Sewerage Authority has a policy and procedures manual that includes fee schedules for allocation/connection fees, user fees and surcharges for high strength waste.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF
THE LANDIS SEWERAGE AUTHORITY, that:

1. The findings of the Hearing Officer's Report and testimony received at the public hearing are hereby accepted and approved.
2. The allocation/connection fee schedule contained in the attached Exhibit #1 shall be adopted immediately.
3. The determination for Commercial and Industrial Customers of their high strength surcharge for oil and grease will be based upon \$0.12 per pound for sample results demonstrating a value that exceeds 100 mg/l.
4. The Authority's policy and procedures manual shall be modified to include the new allocation/connection fee schedule and surcharge for oil and grease.

THE LANDIS SEWERAGE AUTHORITY


PETER GALETTO, SR., CHAIRMAN

Adopted: March 7, 2005

Attest:


YVONNE MIRANDA, SECRETARY

RESOLUTION NO. 2015-140

A RESOLUTION AUTHORIZING THE ADOPTION OF A
NEW ALLOCATION CONNECTION FEE SCHEDULE

WHEREAS, the Landis Sewerage Authority properly advertised in accordance with state law a public hearing to be held on December 7, 2015 at 6:00 p.m.; and

WHEREAS, after proper notification and notice required by law a public hearing was held on December 7, 2015 and no verbal or written comments were introduced into the record at the public hearing; and

WHEREAS, the Landis Sewerage Authority auditor had calculated the minimum connection fee allowed by law in a letter dated July 13, 2015 as part of the public record presented at the public hearing; and

WHEREAS, as part of the hearing a proposed allocation/connection fee schedule establishing \$2,400 per block or 300 gallons per day would be established as the allocation/connection fee; and

WHEREAS, the Landis Sewerage Authority has a policy and procedures manual that includes fee schedules for allocation/connection fees and user fees.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE LANDIS SEWERAGE AUTHORITY, that:

1. The findings of the Hearing Officer's testimony received at the public hearing are hereby accepted and approved.
2. The allocation/connection fee schedule shall be adopted effective January 1, 2016. The Authority's policy and procedures manual shall be modified to include the new allocation/connection fee schedule.

LANDIS SEWERAGE AUTHORITY


THOMAS J. MERIGHI, JR., Chairman

Adopted: December 21, 2015

Attest:


G. STEVEN ERICKSON, Secretary

A
T
SIN

RESOLUTION NO. 2014-151

A RESOLUTION APPROVING RATES FOR
ACCEPTANCE OF LIQUID DIGESTER FEED

WHEREAS, the Landis Sewerage Authority owns and operates a wastewater treatment plant in which is contained a Receiving Station to accept hauled in liquid feed stock to improve digester gas production; and

WHEREAS, the Receiving Station has been constructed to accept these materials including manure, fats, oils and grease (FOG) and food processor waste; and

WHEREAS, the Landis Sewerage Authority advertised in two newspapers under the date of October 24, 2014 a public hearing inviting the public to make both verbal and written comments on proposed rate structure; and

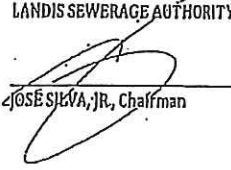
WHEREAS, rules on the acceptance of the liquid waste were prepared and available; and

WHEREAS, on November 17, 2014 a public hearing was held establishing rates for the acceptance of these materials.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE LANDIS SEWERAGE AUTHORITY, that the rules are hereby adopted and the following rates were applied for the acceptance of liquid waste for feed stock into the Authority's anaerobic digester.


1. FOG (fats, oils and grease): \$0.08 per gallon
2. Food processing waste (not sludge):
 - 0 to 3% solids - \$0.05 per gallon
 - 3 to 5% solids - \$0.06 per gallon
 - 5 to 8% solids - \$0.07 per gallon
 - 8 to 10% solids - \$0.08 per gallon
 - Greater than 10% solids - \$0.10 per gallon
3. Cow Manure: \$0.01 per gallon
4. The proposed rules and hauler acceptance forms are approved and adopted.

LANDIS SEWERAGE AUTHORITY


JOSE SILVA, JR., Chairman

Adopted: December 1, 2014

Attest:


CARLOS VILLAR, Secretary

H /
P /

. AUTHORITY CONTACT INFORMATION 2020 (2020-2021)

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

Name of Authority:	The Landis Sewerage Authority		
Federal ID Number:	21-6001426		
Address:	1776 S. Mill Road		
City, State, Zip:	Vineland	NJ	08360
Phone: (ext.)	856-691-0551	Fax:	856-691-1407

Preparer's Name:	Thomas J. Post		
Preparer's Address:	1776 S. Mill Road		
City, State, Zip:	Vineland	NJ	08360
Phone: (ext.)	856-691-0551 (6264)	Fax:	856-691-1407
E-mail:	tompost@landissewerageauthority.com		

Chief Executive Officer:(1)	Dennis W. Palmer, P.E., P.P.		
(1)Or person who performs these functions under another Title			
Phone: (ext.)	856-691-0551 (6255)	Fax:	856-691-1407
E-mail:	dpalmer@landissewerageauthority.com		

Chief Financial Officer(1)	Thomas J. Post		
(1) Or person who performs these functions under another Title			
Phone: (ext.)	856-691-0551 (6264)	Fax:	856-691-1407
E-mail:	tompost@landissewerageauthority.com		

Name of Auditor:	Stephen P. Testa, CPA		
Name of Firm:	Romano, Hearing, Testa & Knorr		
Address:	150 South Main Road		
City, State, Zip:	Vineland	NJ	08360
Phone: (ext.)	856-691-9100	Fax:	856-794-8862
E-mail:	stesta@RHTSERVICES.com		

AUTHORITY INFORMATIONAL QUESTIONNAIRE

THE LANDIS SEWERAGE AUTHORITY

(Name)

FISCAL YEAR: FROM: January 1, 2020 TO: Dec. 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: 58 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 \$4,094,732
- 2) 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)
- 3)
- 4) Provide the number of alternate voting members of the governing body: 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) YES If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? NO If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.
- 8) Was the Authority a party to a business transaction with one of the following parties:
 - a. A current or former commissioner, officer, key employee, or highest compensated employee? NO
 - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? NO
 - c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner? NOIf the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.
- 9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. YES 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).*

- 11) Did the Authority pay for meals or catering during the current fiscal year? YES If "yes," attach a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.
- 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.
- 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
 - Health or social club dues or initiation fees NO
 - Personal services (i.e.: maid, chauffeur, chef) NO
- If the answer to any of the above is "yes," attach a description of the transaction including the name and position of the individual and the amount expended.
- 14) Did the Authority follow a written policy regarding payment or reimbursement for expenses incurred by employees and/or commissioners during the course of Authority business and does that policy require substantiation of expenses through receipts or invoices prior to reimbursement? YES If "no," attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses. (If your authority does not allow for reimbursements indicate that in answer)
- 15) Did the Authority make any payments to current or former commissioners or employees for severance or termination? NO If "yes," attach explanation including amount paid.
- 16) Did the Authority make any payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses? NO If "yes," attach explanation including amount paid.
- 17) Did the Authority comply with its Continuing Disclosure Agreements for all debt issuances outstanding by submitting its audited annual financial statements, annual operating data, and notice of material events to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) as required? N/A 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) **Not Applicable**
- 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.

Question #10 from Page N-3 (1 of 2)

The Authority uses an industry salary range for all non-union personnel while union personnel have a negotiated contract.

Only the Authority's Executive Director has a written contract, and it is approved by the Commissioners.

All other employees are at-will-employees.

Page N-3 Question 10

For the following individuals listed on Page N-4 (2 of 2).

The Authority Commissioners are: Joseph Rouben, G. Steve Errickson, Carlos Villar, Thomas Merighi, Jr., and Perry Barse. Their compensation is set by the Vineland City Council.

Dennis Palmer is the Authority's Executive Director and has an employment contract with the Authority. The Authority Commissioners determine his compensation.

The remaining individuals are Authority employees: Thomas Post, Robert Schwarz, Kyle Fullenwider, Jere Fermento, Brett Kimmelman, James Hughes and William Quigley are at-will employees. Their compensation is determined by the Authority's Commissioners and the Executive Director by using an industry salary range.

Page N-3 Question 13g

Those who receive an Authority vehicle are: Dennis Palmer, with a value of \$3,990 and William Quigley with a value of \$652.

Dennis Palmer – Life Insurance Policy with Nationwide Insurance
Premium paid annual was \$9,558.58 (beneficiary is Landis Sewerage Authority)
Check # 42893
Paid on 6/19/19

Employee Appreciation Gathering, total \$6,982.80

Check #42175 paid to Greenview Inn on 1/2/18 in the amount of \$300.00 to secure the Holiday Gathering.

Check #43644 was paid to Greenview Inn on 12/3/18 in the amount of \$6,682.80 for the Gathering and gift Certificates for the personnel who were working and could not attend.

Travel Expenses paid to Dennis Palmer in 2018, total \$2,811.57

Check #42473 paid on 6/3/18 in the amount of \$320.26 for travel expenses for Chamber trip to Washington, DC

Check #42488 paid on 3/19/18 in the amount of \$247.74 for Spring AEA Conference

Check #42763 paid on 5/21/18 in the amount of \$440.05 for the NJWEA Conference

Check # 43024 paid on 7/16/18 in the amount of \$439.60 for airfare to WEF Conference In New Orleans, LA.

Check # 43302 paid on 9/17/18 in the amount of \$44.00 for airport shuttle to and from WEF conference in New Orleans, LA

Check # 43435 paid on 10/5/18 in the amount of 1142.52, for hotel lodging for WEF Conference in New Orleans, LA

Check # 43566 paid on 11/19/18 in the amount of \$177.40 for Fall AEA Conference

Travel expenses paid in 2018 to Dave Kennedy, Superintendent, total \$475.88

Check # 42695 paid on 5/7/18 in the amount of \$110.68 for lodging for AEA
Spring Conference

Check #42765 paid on 5/8/18 in the amount of \$365.20 for lodging for NJWEA
Conference

(This page is directions for filling in page (N-4 (2-of 2)) (No answers should be entered on this page)

**AUTHORITY SCHEDULE OF COMMISSIONERS, OFFICERS, KEY EMPLOYEES,
HIGHEST COMPENSATED EMPLOYEES AND INDEPENDENT CONTRACTORS
THE LANDIS SEWERAGE AUTHORITY
(Name)**

FISCAL YEAR: FROM: January 1, 2020 TO: Dec. 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)

The Landis Sewerage Authority

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

Position (Can Check more than 1 column for each person)

A B C D E F G H I J K L M N O P Q R S T
 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 payment, 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 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 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								
																			2 X	N/A	N/A	N/A	N/A	N/A	N/A	N/A
1 Joseph J. Reuben	Chairman	2 X	N/A	N/A	N/A	N/A	N/A	\$ 3,000	N/A	N/A	N/A	\$ 3,000	*	*	*	*	0	\$ 3,000								
2 G. Steven Erickson	Vice-Chairman	2 X	N/A	N/A	N/A	N/A	N/A	3,000	N/A	N/A	N/A	3,000	*	*	*	*	0	3,000								
3 Carlos Villar	Secretary	2 X	N/A	N/A	N/A	N/A	N/A	3,000	N/A	N/A	N/A	3,000	*	*	*	*	0	3,000								
4 Thomas J. Merighi	Treasurer	2 X	N/A	N/A	N/A	N/A	N/A	3,000	N/A	N/A	N/A	3,000	*	*	*	*	0	3,000								
5 Perry D. Barse	Assistant Secretary	2 X	N/A	N/A	N/A	N/A	N/A	3,000	N/A	N/A	N/A	3,000	*	*	*	*	0	3,000								
6 Dennis W. Palmer	Executive Director	38	N/A	X	N/A	N/A	N/A	225,972	N/A	3,990	56,925	286,287	N/A	N/A	N/A	0	0	286,287								
7 Thomas J. Post	Business Manager	38	N/A	X	N/A	N/A	N/A	100,915	N/A	N/A	27,772	128,687	N/A	N/A	N/A	0	0	128,687								
8 Robert A. Schwarz	Field Engineer	40	N/A	X	N/A	N/A	N/A	103,735	N/A	N/A	42,399	146,134	N/A	N/A	N/A	0	0	146,134								
9 Kyle Fullenwider	Shift Manager	40	N/A	N/A	N/A	X	N/A	108,425	N/A	N/A	25,688	134,114	N/A	N/A	N/A	0	0	134,114								
10 Jere Formento	Electrician	40	N/A	N/A	N/A	X	N/A	100,615	N/A	N/A	46,795	147,410	N/A	N/A	N/A	0	0	147,410								
11 Brett Kimmelman	Shift Manager	40	N/A	N/A	N/A	X	N/A	102,155	N/A	N/A	47,715	149,870	N/A	N/A	N/A	0	0	149,870								
12 James Hughes	Shift Manager	40	N/A	N/A	N/A	X	N/A	113,308	N/A	N/A	39,342	152,650	N/A	N/A	N/A	0	0	152,650								
13 William Quigley	Asst. Operations Ma	40	N/A	N/A	N/A	X	N/A	119,472	N/A	652	49,483	169,607	N/A	N/A	N/A	0	0	169,607								
14																										
15																										
Total:											\$ 988,998	\$	4,642	\$	336,119	\$	1,329,759	\$	-	\$	-	\$	-	\$	-	#VALUE!

(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

The Landis Sewerage Authority
January 1, 2020 to December 31, 2020

If Not Applicable X this box Below

	# of Covered Members (Medical & Rx)		Annual Cost Estimate		Total Cost Proposed Budget	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee		Total Prior year Cost	\$ Increase (Decrease)	% Increase (Decrease)
	Proposed Budget	Current Year	Proposed Budget	Current Year			Current Year	Current Year			
Active Employees - Health Benefits - Annual Cost											
Single Coverage	15		\$ 16,044		\$ 240,660	12	\$ 14,270	\$ 171,240	\$ 69,420	40.5%	
Parent & Child	3		22,920		68,760	2	20,539	41,078	27,682	67.4%	
Employee & Spouse (or Partner)	10		31,284		312,840	14	28,198	394,772	(81,932)	-20.8%	
Family	17		40,896		695,232	19	36,937	701,803	(6,571)	-0.9%	
Employee Cost Sharing Contribution (enter as negative -)					(212,492)			(238,893)	26,401	-11.1%	
Subtotal	45				1,105,000	47		1,070,000	35,000	3.3%	
Commissioners - Health Benefits - Annual Cost											
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!	
Retirees - Health Benefits - Annual Cost											
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!	
GRAND TOTAL	45				\$ 1,105,000	47		\$ 1,070,000	\$ 35,000	3.3%	

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

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

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

Schedule of Accumulated Liability for Compensated Absences

The Landis 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 Post	118	\$ 14,144		X	
Margaret Miller	72	10,613		X	
Dennis Palmer	124	19,382			X
Jennifer Ketcham	57	8,466		X	
Carol Ricci	56	8,265		X	
Renee Pearcy	14	1,664		X	
Marianette Arce	18	1,241		X	
Lori Moore	5	449		X	
Kyle Fullenwider	70	11,882		X	
Michael Bauman	47	7,221		X	
Gregory McGrath	51	9,337		X	
Jere Formento	77	11,108		X	
Brett Kimmelman	47	8,805		X	
Continued on Sheet 1					
Total liability for accumulated compensated absences at beginning of current year		\$ 112,577			

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

The Landis Sewerage Authority

For the Period January 1, 2020

to

December 31, 20

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

X Box if Authority has no Compensated Absences

Legal Basis for Benefi

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 Benefi	
			Approved Labor Agreement	Resolution
Raymond Torres	10	\$ 939		X
Bernie Kirkland	12	2,573		X
Anthony Tobolski	76	12,396		X
Nancy Lagerholm	1	33		X
Gloria Velarquez	1	36		X
James Hughes	110	11,587		X
William Quigley	108	13,503		X
Ryder James	31	4,953		X
Daniel Reed	75	12,954		X
Katherine Collinge	16	1,762		X
Patrick Welsh	120	12,613	X	
Anthony Carbone	19	2,485	X	
John Boccaleri	40	6,636	X	
John Kammermeier	122	13,138	X	
Eugene McClure, Jr.	44	5,963	X	
Timothy Foyle	77	10,000	X	
Brian Day	114	12,339	X	
Mark Scott	25	4,221	X	
Ed Gonzalez	131	13,975	X	
Reed Nelson	1	207	X	
John Torres	35	5,717	X	
Robert Moratelli	17	2,708	X	
William Bartleson, Jr.	38	5,616	X	
James Ditzel	15	1,952	X	
Matthew DiGiovacchino	10	1,606	X	

Clifford McWorter	19	2,277	X
Micheal Shustock	16	2,410	X
John Martinez	9	1,137	X
Bart Brophy	4	3,273	X
Ricky Beltran	5	1,482	X
Nick Smaniotto	2	442	X
	\$	170,933	

2020 (2020-2021) AUTHORITY BUDGET

Financial Schedules Section

SUMMARY

The Landis Sewerage Authority
 For the Period January 1, 2020 to December 31, 2020

	<i>FY 2020 Proposed Budget</i>					FY 2019 Adopted Budget	Total All Operations	All Operations	All Operations	All Operations	All Operations	All Operations	All Operations							
	Sewer	N/A	N/A	N/A	N/A									Total All Operations	Total All Operations	Total All Operations	Total All Operations	Total All Operations	Total All Operations	Total All Operations
	\$	-	-	-	-									\$	\$	\$	\$	\$	\$	%
REVENUES																				
Total Operating Revenues	\$ 10,258,000	-	-	-	-	\$ 10,258,000	\$ 10,110,000	\$ 148,000	1.5%											
Total Non-Operating Revenues	742,000	-	-	-	-	600,000	142,000	23.7%												
Total Anticipated Revenues	11,000,000	-	-	-	-	10,710,000	290,000	2.7%												
APPROPRIATIONS																				
Total Administration	2,107,000	-	-	-	-	2,107,000	(500)	0.0%												
Total Cost of Providing Services	6,780,000	-	-	-	-	6,780,000	115,500	1.7%												
Total Principal Payments on Debt Service in Lieu of Depreciation	531,000	-	-	-	-	531,000	(669,000)	-55.8%												
Total Operating Appropriations	9,418,000	-	-	-	-	9,418,000	(554,000)	-5.6%												
Total Interest Payments on Debt	1,002,000	-	-	-	-	1,002,000	953,000	1944.9%												
Total Other Non-Operating Appropriations	580,000	-	-	-	-	580,000	(109,000)	-15.8%												
Total Non-Operating Appropriations	1,582,000	-	-	-	-	1,582,000	844,000	114.4%												
Accumulated Deficit	-	-	-	-	-	-	-	-	#DIV/0!											
Total Appropriations and Accumulated Deficit	11,000,000	-	-	-	-	11,000,000	290,000	2.7%												
Less: Total Unrestricted Net Position Utilized	100,000	-	-	-	-	100,000	50,000	100.0%												
Net Total Appropriations	10,900,000	-	-	-	-	10,900,000	240,000	2.3%												
ANTICIPATED SURPLUS (DEFICIT)	\$ 100,000	-	-	-	-	\$ 100,000	\$ 50,000	50.0%												

Revenue Schedule

The Landis 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	
							Total All Operations	Total All Operations	All Operations	
OPERATING REVENUES										
<i>Service Charges</i>										
Residential	6,691,462						\$ 6,691,462	\$ 6,567,906	\$ 123,556	1.9%
Business/Commercial	1,658,865						1,658,865	1,727,535	(68,670)	-4.0%
Industrial	918,217						918,217	868,267	49,950	5.8%
Intergovernmental	639,456						639,456	596,292	43,164	7.2%
Other							-	-	-	#DIV/0!
Total Service Charges	9,908,000	-	-	-	-	-	9,908,000	9,760,000	148,000	1.5%
<i>Connection Fees</i>										
Residential	10,000						10,000	10,000	-	0.0%
Business/Commercial	30,000						30,000	30,000	-	0.0%
Industrial	310,000						310,000	310,000	-	0.0%
Intergovernmental							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
Total Connection Fees	350,000	-	-	-	-	-	350,000	350,000	-	0.0%
<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!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Total Other Revenue	-	-	-	-	-	-	-	-	-	#DIV/0!
Total Operating Revenues	10,258,000	-	-	-	-	-	10,258,000	10,110,000	148,000	1.5%
NON-OPERATING REVENUES										
<i>Other Non-Operating Revenues (List)</i>										
Crop Sales	125,000						125,000	115,000	10,000	8.7%
Miscellaneous	95,000						95,000	75,000	20,000	26.7%
Receiving Station	140,000						140,000	110,000	30,000	27.3%
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
Total Other Non-Operating Revenue	360,000	-	-	-	-	-	360,000	300,000	60,000	20.0%
<i>Interest on Investments & Deposits (List)</i>										
Interest Earned	200,000						200,000	125,000	75,000	60.0%
Penalties	182,000						182,000	175,000	7,000	4.0%
Other							-	-	-	#DIV/0!
Total Interest	382,000	-	-	-	-	-	382,000	300,000	82,000	27.3%
Total Non-Operating Revenues	742,000	-	-	-	-	-	742,000	600,000	142,000	23.7%
TOTAL ANTICIPATED REVENUES	\$ 11,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,000,000	\$ 10,710,000	\$ 290,000	2.7%

Prior Year Adopted Revenue Schedule

The Landis 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	6,567,906						\$ 6,567,906
Business/Commercial	1,727,535						1,727,535
Industrial	868,267						868,267
Intergovernmental	596,292						596,292
Other							-
Total Service Charges	9,760,000	-	-	-	-	-	9,760,000
<i>Connection Fees</i>							
Residential	10,000						10,000
Business/Commercial	30,000						30,000
Industrial	310,000						310,000
Intergovernmental							-
Other							-
Total Connection Fees	350,000	-	-	-	-	-	350,000
<i>Parking Fees</i>							
Meters							-
Permits							-
Fines/Penalties							-
Other							-
Total Parking Fees	-	-	-	-	-	-	-
<i>Other Operating Revenues (List)</i>							
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Total Other Revenue	-	-	-	-	-	-	-
Total Operating Revenues	10,110,000	-	-	-	-	-	10,110,000
NON-OPERATING REVENUES							
<i>Other Non-Operating Revenues (List)</i>							
Crop Sales	115,000						115,000
Miscellaneous	75,000						75,000
Receiving Station	110,000						110,000
Type in							-
Type in							-
Type in							-
Other Non-Operating Revenues	300,000	-	-	-	-	-	300,000
<i>Interest on Investments & Deposits</i>							
Interest Earned	125,000						125,000
Penalties	175,000						175,000
Other							-
Total Interest	300,000	-	-	-	-	-	300,000
Total Non-Operating Revenues	600,000	-	-	-	-	-	600,000
TOTAL ANTICIPATED REVENUES	\$ 10,710,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,710,000

Appropriations Schedule

The Landis Sewerage Authority

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

	FY 2020 Proposed Budget						Total All	FY 2019 Adopted	\$ Increase	% Increase
	Sewer	N/A	N/A	N/A	N/A	N/A	Operations	Budget	Proposed vs.	Proposed vs.
								Operations	Adopted	Adopted
OPERATING APPROPRIATIONS										
<i>Administration - Personnel</i>										
Salary & Wages	\$ 967,000						\$ 967,000	\$ 965,000	\$ 2,000	0.2%
Fringe Benefits	511,000						511,000	512,500	(1,500)	-0.3%
Total Administration - Personnel	1,478,000	-	-	-	-	-	1,478,000	1,477,500	500	0.0%
<i>Administration - Other (List)</i>										
Professional Services	173,000						173,000	178,000	(5,000)	-2.8%
Property Insurance	174,000						174,000	166,000	8,000	4.8%
Office Expense	109,000						109,000	103,000	6,000	5.8%
Administrative Expense	173,000						173,000	183,000	(10,000)	-5.5%
Miscellaneous Administration*							-	-	-	#DIV/0!
Total Administration - Other	629,000	-	-	-	-	-	629,000	630,000	(1,000)	-0.2%
Total Administration	2,107,000	-	-	-	-	-	2,107,000	2,107,500	(500)	0.0%
<i>Cost of Providing Services - Personnel</i>										
Salary & Wages	3,109,000						3,109,000	3,056,000	53,000	1.7%
Fringe Benefits	1,656,000						1,656,000	1,612,500	43,500	2.7%
Total COPS - Personnel	4,765,000	-	-	-	-	-	4,765,000	4,668,500	96,500	2.1%
<i>Cost of Providing Services - Other (List)</i>										
Chemicals	293,000						293,000	246,000	47,000	19.1%
Materials/Supplies	472,000						472,000	474,000	(2,000)	-0.4%
Utilities	898,000						898,000	950,000	(52,000)	-5.5%
Repairs/Services	352,000						352,000	326,000	26,000	8.0%
Miscellaneous COPS*							-	-	-	#DIV/0!
Total COPS - Other	2,015,000	-	-	-	-	-	2,015,000	1,996,000	19,000	1.0%
Total Cost of Providing Services	6,780,000	-	-	-	-	-	6,780,000	6,664,500	115,500	1.7%
Total Principal Payments on Debt Service in Lieu of Depreciation	531,000	-	-	-	-	-	531,000	1,200,000	(669,000)	-55.8%
Total Operating Appropriations	9,418,000	-	-	-	-	-	9,418,000	9,972,000	(554,000)	-5.6%
NON-OPERATING APPROPRIATIONS										
Total Interest Payments on Debt	1,002,000	-	-	-	-	-	1,002,000	49,000	953,000	1944.9%
Operations & Maintenance Reserve							-	-	-	#DIV/0!
Renewal & Replacement Reserve	416,000						416,000	514,000	(98,000)	-19.1%
Municipality/County Appropriation	100,000						100,000	50,000	50,000	100.0%
Other Reserves	64,000						64,000	125,000	(61,000)	-48.8%
Total Non-Operating Appropriations	1,582,000	-	-	-	-	-	1,582,000	738,000	844,000	114.4%
TOTAL APPROPRIATIONS	11,000,000	-	-	-	-	-	11,000,000	10,710,000	290,000	2.7%
ACCUMULATED DEFICIT							-	-	-	#DIV/0!
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	11,000,000	-	-	-	-	-	11,000,000	10,710,000	290,000	2.7%
UNRESTRICTED NET POSITION UTILIZED										
Municipality/County Appropriation	100,000	-	-	-	-	-	100,000	50,000	50,000	100.0%
Other							-	-	-	#DIV/0!
Total Unrestricted Net Position Utilized	100,000	-	-	-	-	-	100,000	50,000	50,000	100.0%
TOTAL NET APPROPRIATIONS	\$ 10,900,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,900,000	\$ 10,660,000	\$ 240,000	2.3%

* 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 \$ 470,900.00 \$ - \$ - \$ - \$ - \$ - \$ - \$ 470,900.00

Prior Year Adopted Appropriations Schedule

The Landis 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	\$ 965,000						\$ 965,000
Fringe Benefits	512,500						512,500
Total Administration - Personnel	1,477,500	-	-	-	-	-	1,477,500
<i>Administration - Other (List)</i>							
Professional Services	178,000						178,000
Property Insurance	166,000						166,000
Office Expense	103,000						103,000
Administrative Expense	183,000						183,000
Miscellaneous Administration*							-
Total Administration - Other	630,000	-	-	-	-	-	630,000
Total Administration	2,107,500	-	-	-	-	-	2,107,500
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	3,056,000						3,056,000
Fringe Benefits	1,612,500						1,612,500
Total COPS - Personnel	4,668,500	-	-	-	-	-	4,668,500
<i>Cost of Providing Services - Other (List)</i>							
Chemicals	246,000						246,000
Materials/Supplies	474,000						474,000
Utilities	950,000						950,000
Repairs/Services	326,000						326,000
Miscellaneous COPS*							-
Total COPS - Other	1,996,000	-	-	-	-	-	1,996,000
Total Cost of Providing Services	6,664,500	-	-	-	-	-	6,664,500
Total Principal Payments on Debt Service In Lieu of Depreciation	1,200,000	-	-	-	-	-	1,200,000
Total Operating Appropriations	9,972,000	-	-	-	-	-	9,972,000
NON-OPERATING APPROPRIATIONS							
Total Interest Payments on Debt Operations & Maintenance Reserve	49,000						49,000
Renewal & Replacement Reserve	514,000						514,000
Municipality/County Appropriation	50,000						50,000
Other Reserves	125,000						125,000
Total Non-Operating Appropriations	738,000	-	-	-	-	-	738,000
TOTAL APPROPRIATIONS	10,710,000	-	-	-	-	-	10,710,000
ACCUMULATED DEFICIT							-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	10,710,000	-	-	-	-	-	10,710,000
UNRESTRICTED NET POSITION UTILIZED							
Municipality/County Appropriation	50,000						50,000
Other							-
Total Unrestricted Net Position Utilized	50,000	-	-	-	-	-	50,000
TOTAL NET APPROPRIATIONS	\$ 10,660,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,660,000

* 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 \$ 498,600.00 \$ - \$ - \$ - \$ - \$ - \$ - \$ 498,600.00

Debt Service Schedule - Principal

The Landis Sewerage Authority

If Authority has no debt X this box

	Fiscal Year Ending in							Total Principal Outstanding	
	Adopted Budget Year 2019	Proposed Budget Year 2020	2021	2022	2023	2024	2025		Thereafter
<i>Sewer</i>									
1993 Refunding Issue	\$ 1,200,000	\$ -							\$ -
2016 Series Issue	-	531,000	551,832	573,932	596,917	620,823	645,686	21,479,810	25,000,000
Type in Issue Name									
Type in Issue Name									
Total Principal	1,200,000	531,000	551,832	573,932	596,917	620,823	645,686	21,479,810	25,000,000
N/A									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Total Principal	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Total Principal	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Total Principal	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Total Principal	-	-	-	-	-	-	-	-	-
TOTAL PRINCIPAL ALL OPERATIONS	\$ 1,200,000	\$ 531,000	\$ 551,832	\$ 573,932	\$ 596,917	\$ 620,823	\$ 645,686	\$ 21,479,810	\$ 25,000,000

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

Moody's	Fitch	Standard & Poors
N/A	N/A	N/A
The Authority's 2016 issue was a Bank loan.		

Net Position Reconciliation

The Landis 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)	\$ 46,991,637						\$ 46,991,637
Less: Invested in Capital Assets, Net of Related Debt (1)	49,185,007						49,185,007
Less: Restricted for Debt Service Reserve (1)	622,679						622,679
Less: Other Restricted Net Position (1)	2,048,000						2,048,000
Total Unrestricted Net Position (1)	(4,864,049)	-	-	-	-	-	(4,864,049)
Less: Designated for Non-Operating Improvements & Repairs							-
Less: Designated for Rate Stabilization							-
Less: Other Designated by Resolution							-
Plus: Accrued Unfunded Pension Liability (1)	9,818,009						9,818,009
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)							-
Plus: Estimated Income (Loss) on Current Year Operations (2)	10,000						10,000
Plus: Other Adjustments (attach schedule)							-
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	4,963,960	-	-	-	-	-	4,963,960
Unrestricted Net Position Utilized to Balance Proposed Budget	-	-	-	-	-	-	-
Unrestricted Net Position Utilized in Proposed Capital Budget	-	-	-	-	-	-	-
Appropriation to Municipality/County (3)	100,000	-	-	-	-	-	100,000
Total Unrestricted Net Position Utilized in Proposed Budget	100,000	-	-	-	-	-	100,000
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR							
Last issued Audit Report (4)	\$ 4,863,960	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,863,960

- (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 \$ 470,900 \$ - \$ - \$ - \$ - \$ - \$ 470,900
- (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 (2020-2021)
THE LANDIS
SEWERAGE

(Name)

AUTHORITY
CAPITAL
BUDGET/
PROGRAM

2019 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM

THE LANDIS SEWERAGE AUTHORITY
(Name)

FISCAL YEAR: FROM: January 1, 2020 TO: Dec. 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 Landis Sewerage Authority, on the 21st day of October, 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:	Carlos Villar		
Title:	Secretary		
Address:	1776 S. Mill Road Vineland, NJ 08360		
Phone Number:	856-691-0551	Fax Number:	856-691-1407
E-mail address	tompost@landissewerageauthority.com		

2020 (2020-2021) CAPITAL BUDGET/PROGRAM MESSAGE

The Landis Sewerage Authority

(Name)

FISCAL YEAR: FROM: January 1, 2020 TO: Dec. 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?

The Authority works with the City of Vineland in identifying areas that require sewer service.

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

Yes

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

Yes

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

Loan proceeds from a 2016 bank loan.

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.

The Authority had one project in the above mentioned area, the upgrade of the Sears Pump Station.

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.

The City of Vineland is a regional State Designated Center along with the City of Millville. The Authority does not service Millville. The projects will improve plant operations and upgrade pumping stations.

Add additional sheets if necessary.

Proposed Capital Budget

The Landis 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>						
*See Attachments	\$ 416,000				\$ 416,000	
Collection System Upgrades	1,113,000		383,000	730,000		
Pump Station Upgrades	2,180,000			2,180,000		
Plant Upgrades	1,943,000			1,943,000		
Total	5,652,000	-	383,000	4,853,000	-	416,000
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ 5,652,000	\$ -	\$ 383,000	\$ 4,853,000	\$ -	\$ 416,000

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.

2020 OPERATING CAPITAL BUDGET

1 PUMP STATION IMPROVEMENTS & EQUIPMENT

Sandblasting and Painting Doors, Generators, and the buildings	2,000
Sigma Controllers and Transducers	15,000

SUBTOTAL 17,000

2 SAFETY AND COMMUNICATION EQUIPMENT

Safety Equipment	7,000
------------------	-------

SUBTOTAL 7,000

3 FARM EQUIPMENT AND IMPROVEMENTS

Tedder	8,000
Computer	2,000
Modification to Gunwells	3,000
Manway Replacements	5,000
Transmission Repairs 3088	5,000
Check Valves for Irrigation Wells	4,500
New Motion Detectors for Alarm System	4,000
Replace/Repair Building (Manway) Doors	2,500
Replace Manway on Tanker	2,500
Replace all packers Brillon Seeder	3,500

SUBTOTAL 40,000

4 COLLECTION SYSTEM IMPROVEMENTS

Station Fences	5,000
Manhole Repairs and Replacement	10,000
Pickup Trucks for Maintenance and Road Crew	60,000
Hot Box for Aunt Kitty's	4,500
GPS	15,000

SUBTOTAL 94,500

5 PLANT EQUIPMENT & IMPROVEMENTS

Diamond Bit Drill	5,000
Lighting (LED)	10,000
Vehicles	33,000
WAS Pumps	4,000
Compressor and Welder Generator	5,000
Recycle Flow Meter	4,000

SUBTOTAL 61,000

6 PROCESS CONTROL EQUIPMENT & IMPROVEMENTS

Gear Box - Thickener Drive	4,000
C12 Anysler, WAS	15,000
Grit Pump	4,000
Test and Monitoring Equipment	15,000
Pump Controls	4,500
DNR Flow Meters	14,000
TWAS Pump 2	6,500
Control and Pumps	10,000
GBT Rollers, Bearings, and Belts	10,000
CL2 System	1,500

SUBTOTAL 84,500

7 OFFICE EQUIPMENT

Replace Computers	5,000
Upgrade Software	95,000

SUBTOTAL 100,000

8 LABORATORY EQUIPMENT

Meters, Ovens, pH Meters, and Other Testing Equipment and Hood

12,000

SUBTOTAL 12,000

TOTAL REQUESTED ITEMS

416,000

5 Year Capital Improvement Plan

The Landis 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>							
*See Attachments	\$ 416,000	\$ 416,000					
Collection System Upgrades	2,133,000	1,113,000	350,000	350,000	250,000	40,000	30,000
Pump Station Upgrades	3,300,000	2,180,000	350,000	350,000	350,000	40,000	30,000
Plant Upgrades	2,311,000	1,943,000	350,000	6,000	4,000	4,000	4,000
Total	<u>8,160,000</u>	<u>5,652,000</u>	<u>1,050,000</u>	<u>706,000</u>	<u>604,000</u>	<u>84,000</u>	<u>64,000</u>
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>N/A</i>							
Type in Description	-	-					
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Type in Description	-	-					
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL	<u>\$ 8,160,000</u>	<u>\$ 5,652,000</u>	<u>\$ 1,050,000</u>	<u>\$ 706,000</u>	<u>\$ 604,000</u>	<u>\$ 84,000</u>	<u>\$ 64,000</u>

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

The Landis 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>						
*See Attachments	\$ 416,000					\$ 416,000
Collection System Upgrades	2,133,000		383,000	1,750,000		
Pump Station Upgrades	3,300,000			3,300,000		
Plant Upgrades	2,311,000			2,311,000		
Total	8,160,000	-	383,000	7,361,000	-	416,000
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
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Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
TOTAL	\$ 8,160,000	\$ -	\$ 383,000	\$ 7,361,000	\$ -	\$ 416,000
Total 5 Year Plan per CB-4	\$ 8,160,000					
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.

2020
 Authority Capital Budget
 The Landis Sewerage Authority

PROJECTS	FUNDING SOURCES			
	ESTIMATED TOTAL COST	UNRESERVED RETAINED EARNINGS	RENEWAL AND REPLACEMENT RESERVE	DEBT AUTHORIZATION
A Mill Road Force Main	383,000		383,000	
B Tractor for Plant Basins & Basins	48,000			48,000
C Lateral Launcher	110,000			110,000
D Screw Pumps	908,000			908,000
E Diffused Air System	350,000			350,000
F Cogen System	200,000			200,000
G Scada System Upgrades Allotment	94,000			94,000
H Misc. Concrete Repairs Allotment	30,000			30,000
I Pump Station Conversions and Upgrades	1,700,000			1,700,000
J Various Pump Station Repairs & Improvements	450,000			450,000
K Sanitary Sewer System & Manhole Installation, Repairs, Lining	700,000			700,000
L Pull Behind Stackhouse	25,000			25,000
M Rebuild One Production Well	50,000			50,000
N North Digester Repair	53,000			53,000
O Replaca Valves, Air Releases, Impellars @ Pump Stations	10,000			10,000
P Repair Pump Station Muffin Monsters	20,000			20,000
Q Boiler Upgrade	30,000			30,000
R VFD Controls (W3 Final)	30,000			30,000
S Recycle Pump Replacement	25,000			25,000

2020
Authority Capital Budget
The Landis Sewerage Authority

T Low Pressure Eff. Pump Rebuild	20,000		20,000
TOTAL	<u>5,236,000</u>	<u>383,000</u>	<u>4,853,000</u>

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