

Authority Budget of:

Adopted

The Landis Sewerage Authority

Adopted
State Filing Year

2021

APPROVED COPY
Adopted

For the Period:

January 1, 2021

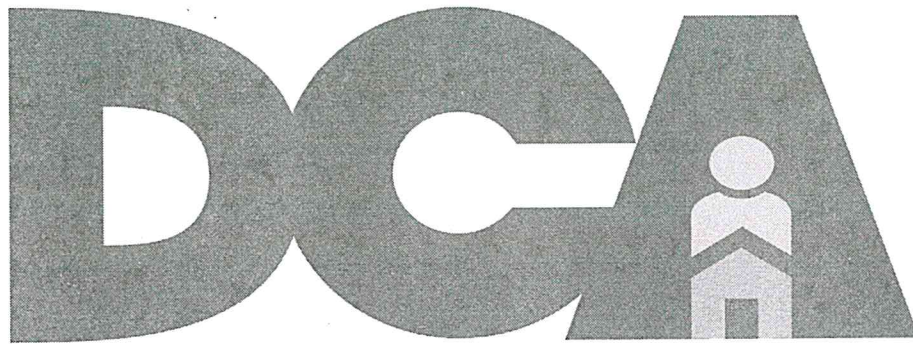
to

December 31, 2021

Adopted

www.landissewerageauthority.com

Authority Web Address



NJ DEPARTMENT OF
Community Affairs

Division of Local Government Services



State of New Jersey
Department of Community Affairs
Division of Local Government Services
PROPOSED INTRODUCED AUTHORITY BUDGET
INTRODUCED BUDGET TRANSMITTAL PACKAGE

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.

Proposed Introduced Authority Budget Document

- 2 copies of the Introduced budget document that includes all pages completed
- Authority Name and Fiscal Year are filled in
- Signature blocks on Pages C-2, C-3, and C-4 are filled in along with title, address, e-mail address, phone number and fax number.
- Page C-5 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)
- Page C-5 Proposed hearing date for adoption of Budget reflected in Authority Budget Resolution
- Page C-5 Authority Budget Resolution is signed with original hand-written signature
- Budget Narrative (N Pages) and Information Section is complete (All items answered or indicated N/A)
- Pages N-6 and F-8 applicable amounts agree to the most recent issued audit report of the Authority
- Sheets not completed have an explanation on them (Such as Authority has no Debt Service)

Introduced Capital Budget (Page CB-1 through CB-5)

- Authority Name and Fiscal Year are filled in
- Signature blocks on Page CB-1 are filled in along with title, address, e-mail address, phone number and fax number and proper Box Checked off (Top Box 1 Have a Capital Budget or Bottom Box 2 Don't have a Capital Budget)
- Page CB-2-- has all questioned answered or an explanation why question a question does not apply
- Page CB-5—Balance Check amount equals Zero

Official's Signature:			
Name:	Dennis W. Palmer P.E., P.P.		
Title:	Executive Director/Chief Engineer		
Address:	1776 S. Mill Rd.		
Phone Number:	856-691-0551 ext.6255	Fax Number:	856-691-1407
E-mail address:	dpalmer@landis sewerage authority.com		

2021 (2021-2022) AUTHORITY BUDGET

Certification Section

2021 (2021-2022)

THE LANDIS SEWERAGE AUTHORITY

(Name)

AUTHORITY BUDGET

FISCAL YEAR: FROM JANUARY 1, 2021 TO DECEMBER 31, 2021

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: 12/3/2020

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: 1/8/2021

2021 (2021-2022) PREPARER'S CERTIFICATION

THE LANDIS SEWERAGE


(Name)

AUTHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2021 TO: Dec. 31, 2021

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		

2021 (2021-2022) APPROVAL CERTIFICATION

THE LANDIS SEWERAGE

(Name)

AUTHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2021 TO: Dec. 31, 2021

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 19th day of October, 2020.

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

- A description of the Authority's mission and responsibilities
- Budgets for the current fiscal year and immediately preceding two prior years
- The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information (**Similar Information is such as PIE Charts, Bar Graphs etc. for such items as Revenues, Expenditures, and other information the Authority deems relevant to inform the public**) N J 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.

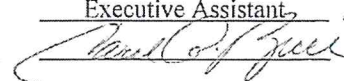
Name of Officer Certifying compliance

Carol A. Ricci

Title of Officer Certifying compliance

Executive Assistant

Signature



RESOLUTION NO. 2020-104

A RESOLUTION ADOPTING PRELIMINARY BUDGET RESOLUTION
OF THE LANDIS SEWERAGE AUTHORITY FISCAL YEAR
PERIOD JANUARY 1, 2021 to DECEMBER 31, 2021

WHEREAS, the Annual Budget and Capital Budget for the Landis Sewerage Authority for the fiscal year beginning January 1, 2021 and ending December 31, 2021 has been presented before the governing body of the Landis Sewerage Authority at its open public meeting of October 19, 2020: and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$10,900,000, Total Appropriations, including any Accumulated Deficit if any, of \$11,150,000 and Total Unrestricted Net Position utilized of \$250,000, and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$1,575,000 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, 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 Landis Sewerage Authority, at an open public meeting held on October 19, 2020 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, 2021 and ending December 31, 2021 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 21, 2020.

THE LANDIS SEWERAGE AUTHORITY


JOSEPH J. REUBEN, Chairman

Adopted: October 19, 2020

Attest:


CARLOS VILLAR, Secretary

Recorded Vote

Member	<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			

2021 (2021-2022) ADOPTION CERTIFICATION

THE LANDIS SEWERAGE

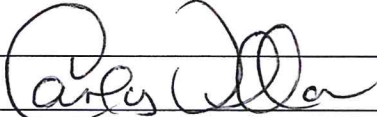
(Name)

AUTHORITY BUDGET

FISCAL YEAR: **FROM:** January 1, 2021 **TO:** December 31,
2021

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 21st day of, December 2020.

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		

RESOLUTION NO. 2020-126

ADOPTED BUDGET RESOLUTION
2021

THE LANDIS SEWERAGE AUTHORITY BUDGET
FISCAL YEAR PERIOD JANUARY 1, 2021 TO DECEMBER 31, 2021

WHEREAS, the Annual Budget and Capital Budget/Program for the Landis Sewerage Authority for the fiscal year period beginning January 1, 2021, and ending December 31, 2021 has been presented for adoption before the governing body of the Landis Sewerage Authority at its open public meeting of December 21, 2020; 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

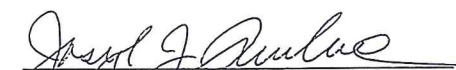
WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$10,900,000, Total Appropriations, including any Accumulated Deficit, if any, of \$11,150,000 and Total Unrestricted Net Assets utilized of \$250,000; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$1,575,000 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 21, 2020 that the Annual Budget and Capital Budget/Program of the Landis Sewerage Authority for the fiscal year beginning January 1, 2021 and ending December 31, 2021 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 21, 2020

Attest:


CARLOS VILLAR, Secretary

Recorded Vote

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

2021 (2021-2022) AUTHORITY BUDGET

Narrative and Information Section

**2021 (2021-2022) AUTHORITY BUDGET MESSAGE &
ANALYSIS
THE LANDIS SEWERAGE
(Name)**

ATHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2021 TO: Dec. 31, 2021

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

1. Complete a brief statement on the 2021/2021-2022 proposed Annual Budget and make comparison to the 2020/2020-2021 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 2021/2021-2022 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

Responses to Page N-1 Questions

Question 1.

The Authority's proposed budget for 2021 represents a 1.4% increase over the 2020 budget.

- Total Connection Fees has a proposed decrease of 57.1% due to an anticipated decrease in industrial activity.
- Miscellaneous Revenue has a proposed increase of 57.9% due to higher lease and energy receipts.
- Receiving Station Revenue has a proposed increase of 14.3% due to increased customer demand.
- Total Interest has a proposed decrease of 12.3% due to lower interest rates on the Authority's funds.
- Administrative Expense has a proposed increase of 15% due higher anticipated NJPDES permit fees.
- Chemicals has a proposed increased of 42.0% due to the introduction of liquid lime slurry in plant operations. The slurry replaces the powdered lime.
- Renewal & Replacement Reserve has a proposed increase of 10.8% due to higher budgeting for capital items.
- Municipality/County Appropriations has a proposed decrease of 50.0% due to a reduction in the appropriation to the City of Vineland.
- Total Unrestricted Net Position Utilized has a proposed increase of 150.0% due to the utilization of funds to balance the budget due to the current pandemic. The Authority does not want to raise rates.

Question 2.

The Authority is anticipating a large food processor to restart operations in October 2020 under new ownership. The customer has the potential of generating \$100,000 in annual revenue for the Authority. The residential sector remains almost non-existent.

Question 3.

The Authority will be utilizing a total of \$250,000 of Unrestricted Net Position in the 2021 Budget. The first \$200,000 of Unrestricted Net Position will be used to balance the budget. The Authority does not want to raise rates due to the current health pandemic. The remaining \$50,000 of Unrestricted Net Position for an appropriation to the City of Vineland.

Responses to Page N-1 Questions - continued

Question 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 \$50,000 appropriation to the City of Vineland in 2021.

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 anticipates reporting a deficit in Unrestricted Net Position of \$4,440,671 in its 2019 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 anticipates reflecting Unrestricted Net position of \$5,255,194. The Authority plans to continue paying the annual required Pension contribution to offset the Pension liability which should therefore reduce the deficit.

The Authority anticipates reporting a 2019 Operating Deficit of \$615,483 in the 2019 audited financial statements this is primarily the result of depreciation expense exceeding the principal payments on debt.

2021
PROPOSED ANNUAL COLLECTION BY USER

<u>Classification</u>	Number of Connections	Annual Service Charge	Total Proposed Collections
<u>RESIDENTIAL</u>			
Residence - Single Family	10,350	\$390	\$4,063,500
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	<u>410,200</u>
<u>RESIDENTIAL SUBTOTAL:</u>			<u>6,737,962</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	6,486
Takeout Food	56	264	14,784
Bar / Tavern (Base Rate)	8	264	2,112
Bar / Tavern (seats)	362	22.00	7,954
Gasoline Service Stations	22	264	5,808
6-Bay Block	39 ÷ 6 =	7	390
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		<u>459,898</u>
<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		<u>84,013</u>
<u>INDUSTRIAL SUBTOTAL:</u>			<u>943,717</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	<u>29,250</u>
<u>INTERGOVERNMENTAL SUBTOTAL:</u>			<u>639,456</u>
<u>TOTAL</u>			<u>9,980,000</u>

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 Authority's 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 here by 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:


G. STEVEN ERICKSON, Secretary


CARLOS VILLAR, Chairman



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) ^{2/} 225 GPD
12	Rooming Houses	296 / room	
13	Mobile Homes	1850	(\$2,480 if 3 bedroom unit) ^{2/} 200 GPD
14	Low Pressure Pumping System	2480	
20	Office Non-Medical 10 employee block	2,480 / 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	20 GPD per person
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 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 ADOPTING 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. 48-14A-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, Killen Associates to re-evaluate the entire rate structure and to develop a new annual user fee; and,

WHEREAS, the Authority's Auditors, Rowing, Hearing & Tests, 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,

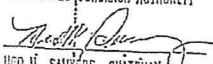
WHEREAS, the Authority's data processing consultant required the creation of codes 41 and 71 to address footcubes 0 and 0, as originally proposed with no change in the actual proposed user charge rate; and,

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 Killen 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 Killen Associates is adopted by the Authority. The connection fee shall be implemented with Allocation Round 02 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. SAWYERS, CHAIRMAN

Adopted: April 10, 1994

Attest:


JOHN TALLARICO, SECRETARY

RESOLUTION NO. 2005-52

A RESOLUTION AUTHORIZING ADOPTION OF A 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.

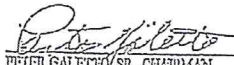
WHEREAS, Stephen Testa, Romano, Hearing, Tetzky & Knorr provided testimony giving background information for the proposed allocation/connection fee schedule establishing \$1,050.00 per block of 300 gallons per day would be established as the allocation/connection fee (see attached Exhibit #1); and

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:


VALERE J. MANCINI, 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 maximum connection fee allowed by law in a letter dated July 13, 2015 as part of the public record presented at the public hearing; and

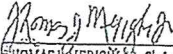
WHEREAS, as part of the hearing a proposed allocation/connection fee schedule establishing \$2,400 per block or 300 gallons per day would be established as the allocation/connection fee; and

WHEREAS, the Landis Sewerage Authority has a policy and procedural 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 procedural 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 ERMANSON, Secretary

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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

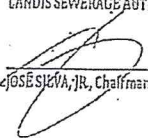
WHEREAS, rules on the acceptance of the liquid waste were prepared and available; and

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 6% solids - \$0.07 per gallon
 - 6 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 SIERRA, JR., Chairman

Adopted: December 1, 2014

Attest:


CARLOS VILLAR, Secretary

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AUTHORITY CONTACT INFORMATION

2021 (2021-2022)

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:	1830 Gallagher Drive – Suite 104		
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, 2021 TO: Dec. 31, 2021

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 2019 or 2020) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 61
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use Most Recent W-3 Available 2019 or 2020) Transmittal of Wage and Tax Statements: 3,854,940.00
- 3) Provide the number of regular voting members of the governing body: 5 (Even if not all commissioners have been appointed (Total Commissioners are either 5 or 7 (Regional Authorities may have more than 7 members) s per statute for your Authority)
- 4) Provide the number of alternate voting members of the governing body: 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, 2020 or 2021 deadline has passed 2020 or 2021) 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)**
- 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.

Page N-3 Question 9

Dennis Palmer – Life Insurance Policy with Nationwide Insurance Premium paid annual was \$9,558.58 (beneficiary is Landis Sewerage Authority) Check # 45999 Paid on 5/18/2020.

Page N-3 Question 10

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

The Authority Commissioners are: Joseph Reuben, G. Steven 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 J. Post, William Quigley, Ryder James, Daniel Reed, Bart Brophy and John Torres 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, Thomas J. Post with a value of \$602 and William Quigley with a value of \$652.

Page N-3 (2 of 2) Question 11

Employee Appreciation Gathering, Total \$6,770.00

Check # 43769 paid to Eastlyn Golf Course on 1/7/2019 in the amount of \$300.00 to secure the Employee Gathering.

Check # 45220 was paid to Eastlyn Golf Course on 12/2/2019 in the amount of \$6,470.00 for the Employee Gathering and gift certificates for the personnel who were working and could not attend.

Page N-3 (2 of 2) Question 12

Travel Expenses paid to Dennis Palmer in 2019, total \$3,818.33

Check # 44060 paid on 3/18/2019 in the amount of \$331.93 for travel expenses for Chamber trip to Washington, DC

Check # 44134 paid on 4/1/2019 in the amount of \$457.16 for Spring AEA Conference

Page N-3 (2 of 2) Question 12 - continued

Check # 44327 paid on 5/20/2019 in the amount of \$428.14 for the NJWEA Conference

Check # 44584 paid on 7/15/2019 in the amount of \$281.96 for airfare to WEF Conference in Chicago, IL

Check # 44943 paid on 10/7/2019 in the amount of \$1,412.14 for airport shuttle, hotel lodging for WEF Conference in Chicago, IL

Check # 45208 paid on 12/2/2019 in the amount of \$907.00 for Fall AEA 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, 2021 TO: Dec. 31, 2021

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 2019 or 2020. 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, 2021, the most recent W-2 and 1099 should be used 2020 or 2019 (60 days prior to start of budget year is November 1, 2020, with 2019 being the most recent calendar year ended), and for fiscal years ending June 30, 2021, the calendar year 2020 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2021, with 2020 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
December 31, 2021

A B C D E F G H I J K L M N O P Q R S T

For the Period January 1, 2021		Reportable Compensation from Authority (W-2/1099)										Total Compensation from Authority		Estimated amount of other compensation from Authority		Estimated amount of other compensation from other Public Entities		Total Compensation All Public Entities	
Name	Title	Average Hours per Week Dedicated to Position	Commissioner	Officer	Key Employee	Highest Compensated Employee	Former	Base Salary/Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Estimated amount of other compensation from Authority (health benefits, pension, etc.)	Total Compensation from Authority	Positions held at Other Public Entities Listed in Column O	Average Hours per Week Dedicated to Positions at Other Public Entities Listed in Column O	Reportable Compensation from Other Public Entities (W-2/1099)	Estimated amount of other compensation from other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities		
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	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	3,000		
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	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	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	3,000		
6 Dennis W. Palmer	Executive Director	37.5	N/A	X	N/A	N/A	N/A	229,879	N/A	3,651	58,470	292,000	N/A	0	0	292,000	292,000		
7 Thomas J. Post	Business Manager	37.5	N/A	X	N/A	N/A	N/A	103,896	N/A	602	29,223	133,721	N/A	0	0	133,721	133,721		
8 William J. Quigley	Asst. Operations Mgr	40	N/A	N/A	N/A	X	N/A	113,830	N/A	652	27,800	142,282	N/A	0	0	142,282	142,282		
9 Ryder James	Senior Shift Mgr.	40	N/A	N/A	N/A	X	N/A	106,373	N/A	N/A	26,005	132,378	N/A	0	0	132,378	132,378		
10 Daniel Reed	AgSite Manager	40	N/A	N/A	N/A	X	N/A	102,671	N/A	N/A	45,502	148,173	N/A	0	0	148,173	148,173		
11 Bart Brophy	Operations Manager	40	N/A	N/A	N/A	X	N/A	100,821	N/A	672	40,269	141,762	N/A	0	0	141,762	141,762		
12 John Torres	SSSE	40	N/A	N/A	N/A	X	N/A	103,902	N/A	N/A	39,507	143,409	N/A	0	0	143,409	143,409		
13												0				0	0		
14												0				0	0		
15												0				0	0		
Total:											\$ 876,372	\$ -	\$ 5,577	\$ -	\$ 266,776	\$ 1,148,725	\$ -	\$ -	\$ 1,148,725

*See Financial Disclosure Forms

(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
 For the Period January 1, 2021 to December 31, 2021

If Not Applicable X this box Below

	# of Covered Members (Medical & Rx)		Annual Cost Estimate per Employee		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	Proposed Budget	Proposed Budget	Proposed Budget						
Active Employees - Health Benefits - Annual Cost										
Single Coverage	15	\$ 17,167	\$ 257,505	15	\$ 16,044	\$ 240,660	\$ 16,845	7.0%		
Parent & Child	3	24,524	73,572	3	22,920	68,760	4,812	7.0%		
Employee & Spouse (or Partner)	8	33,473	267,784	10	31,284	312,840	(45,056)	-14.4%		
Family	17	43,758	743,886	17	40,896	695,232	48,654	7.0%		
Employee Cost Sharing Contribution (enter as negative -)			(287,747)			(212,492)	(75,255)	35.4%		
Subtotal	43		1,055,000	45		1,105,000	(50,000)	-4.5%		
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	43		\$ 1,055,000	45		\$ 1,105,000	\$ (50,000)	-4.5%		

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)

NO	Yes or No
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, 2021 to December 31, 2021

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
Thomas J. Post	122	\$ 11,444	X		
Margaret Miller	72	9,787	X		
Dennis W. Palmer	137	13,429			X
Carol A. Ricci	58	8,813	X		
Marianette Arce	22	3,174	X		
Renee Pearcy	16	2,633	X		
Lori Moore	7	847	X		
Raymond Torres	15	1,304	X		
Bernard Kirkland	8	1,246	X		
Luz Rodriguez	7	788	X		
Cari Moore	6	612	X		
Anthony K. Tobolski	88	13,121	X		
Nancy Lagerholm	4	320	X		
Gloria Velazquez	4	217	X		
Total liability for accumulated compensated absences at beginning of current year		\$ 67,735			

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

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		
			Approved Labor Agreement	Resolution	Individual Employment Agreement
Katherine Collinge	20	\$ 2,433		X	
Kyle Fullenwider	73	11,491		X	
Michael Bauman	49	8,329		X	
Gregory McGrath	46	8,408		X	
Jere Formento	80	11,106		X	
Brett Kimmelman	55	10,456		X	
Michael Shustock	20	3,027		X	
Jhonney Martinez	14	1,878		X	
Bart Brophy	20	4,924		X	
James Hughes	113	11,918		X	
William Quigley	114	11,416		X	
Ryder James	41	8,110		X	
Patrick Welsh	104	11,000	X		
Anthony Carbone	17	2,842	X		
John Boccaleri	56	8,727	X		
John Kammermeier	146	13,309	X		
Eugene McClure	47	6,363	X		
Timothy Foyle	79	11,265	X		
Darrin Verderose	103	11,653	X		
Brian Day	117	11,000	X		
Mark Scott	26	3,401	X		
Eduardo Gonzalez	148	12,061	X		
Reed Nelson	1	16	X		
John Torres	40	6,361	X		
Robert Moratelli	26	4,078	X		
William Bartleson	41	5,369	X		
Clifford McWhorter	22	2,738	X		
Richard Beltran	8	984	X		
Kenneth Hignutt	3	356	X		
Kristopher Hobert	14	1,885	X		

Stephen Watson	0	-	X
James Ditzel	16	2,090	X
Andres Torres	16	2,179	X
Nicholas Smaniotto	5	635	X
Daniel Reed	83	12,138	X
Matthew DiGiovacchino	20	2,520	X
Christian Perez	1	188	X
Michael Ferrari	1	12	X
Christian Steins	2	361	X
Subtotal		\$ 227,027	
Subtotal from Page N-6		67,735	
Total Accumulated Absences		<u>\$ 294,762</u>	

2021 (2021-2022) AUTHORITY BUDGET

Financial Schedules Section

SUMMARY

The Landis Sewerage Authority
 For the Period January 1, 2021 to December 31, 2021

	<i>FY 2021 Proposed Budget</i>					<i>FY 2020 Adopted Budget</i>		\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Sewer	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations		
REVENUES									
Total Operating Revenues	\$ 10,130,000	\$ -	\$ -	\$ -	\$ -	\$ 10,130,000	\$ 10,258,000	\$ (128,000)	-1.2%
Total Non-Operating Revenues	770,000	-	-	-	770,000	742,000	28,000	3.8%	
Total Anticipated Revenues	10,900,000	-	-	-	10,900,000	11,000,000	(100,000)	-0.9%	
APPROPRIATIONS									
Total Administration	2,165,000	-	-	-	2,165,000	2,107,000	58,000	2.8%	
Total Cost of Providing Services	6,877,000	-	-	-	6,877,000	6,780,000	97,000	1.4%	
Total Principal Payments on Debt Service in Lieu of Depreciation	552,000	-	-	-	552,000	531,000	21,000	4.0%	
Total Operating Appropriations	9,594,000	-	-	-	9,594,000	9,418,000	176,000	1.9%	
Total Interest Payments on Debt	980,000	-	-	-	980,000	1,002,000	(22,000)	-2.2%	
Total Other Non-Operating Appropriations	576,000	-	-	-	576,000	580,000	(4,000)	-0.7%	
Total Non-Operating Appropriations	1,556,000	-	-	-	1,556,000	1,582,000	(26,000)	-1.6%	
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!	
Total Appropriations and Accumulated Deficit	11,150,000	-	-	-	11,150,000	11,000,000	150,000	1.4%	
Less: Total Unrestricted Net Position Utilized	250,000	-	-	-	250,000	100,000	150,000	150.0%	
Net Total Appropriations	10,900,000	-	-	-	10,900,000	10,900,000	-	0.0%	
ANTICIPATED SURPLUS (DEFICIT)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ (100,000)	-100.0%	

Revenue Schedule

The Landis Sewerage Authority

For the Period January 1, 2021 to December 31, 2021

	FY 2021 Proposed Budget						Total All Operations	FY 2020 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
OPERATING REVENUES										
<i>Service Charges</i>										
Residential	6,737,962						\$ 6,737,962	\$ 6,691,462	\$ 46,500	0.7%
Business/Commercial	1,658,865						1,658,865	1,658,865	-	0.0%
Industrial	943,717						943,717	918,217	25,500	2.8%
Intergovernmental	639,456						639,456	639,456	-	0.0%
Other							-	-	-	#DIV/0!
Total Service Charges	9,980,000	-	-	-	-	-	9,980,000	9,908,000	72,000	0.7%
<i>Connection Fees</i>										
Residential	10,000						10,000	10,000	-	0.0%
Business/Commercial	30,000						30,000	30,000	-	0.0%
Industrial	110,000						110,000	310,000	(200,000)	-64.5%
Intergovernmental							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
Total Connection Fees	150,000	-	-	-	-	-	150,000	350,000	(200,000)	-57.1%
<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	10,130,000	-	-	-	-	-	10,130,000	10,258,000	(128,000)	-1.2%
NON-OPERATING REVENUES										
<i>Other Non-Operating Revenues (List)</i>										
Crop Sales	125,000						125,000	125,000	-	0.0%
Miscellaneous	150,000						150,000	95,000	55,000	57.9%
Receiving Station	160,000						160,000	140,000	20,000	14.3%
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
Total Other Non-Operating Revenue	435,000	-	-	-	-	-	435,000	360,000	75,000	20.8%
<i>Interest on Investments & Deposits (List)</i>										
Interest Earned	160,000						160,000	200,000	(40,000)	-20.0%
Penalties	175,000						175,000	182,000	(7,000)	-3.8%
Other							-	-	-	#DIV/0!
Total Interest	335,000	-	-	-	-	-	335,000	382,000	(47,000)	-12.3%
Total Non-Operating Revenues	770,000	-	-	-	-	-	770,000	742,000	28,000	3.8%
TOTAL ANTICIPATED REVENUES	\$ 10,900,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,900,000	\$ 11,000,000	\$ (100,000)	-0.9%

Prior Year Adopted Revenue Schedule

The Landis Sewerage Authority

FY 2020 Adopted Budget

	Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations
OPERATING REVENUES							
<i>Service Charges</i>							
Residential	6,691,462						\$ 6,691,462
Business/Commercial	1,658,865						1,658,865
Industrial	918,217						918,217
Intergovernmental	639,456						639,456
Other							-
Total Service Charges	9,908,000	-	-	-	-	-	9,908,000
<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)							-
Total Other Revenue	-	-	-	-	-	-	-
Total Operating Revenues	10,258,000	-	-	-	-	-	10,258,000
NON-OPERATING REVENUES							
<i>Other Non-Operating Revenues (List)</i>							
Crop Sales	125,000						125,000
Miscellaneous	95,000						95,000
Receiving Station	140,000						140,000
Type in							-
Type in							-
Type in							-
Other Non-Operating Revenues	360,000	-	-	-	-	-	360,000
<i>Interest on Investments & Deposits</i>							
Interest Earned	200,000						200,000
Penalties	182,000						182,000
Other							-
Total Interest	382,000	-	-	-	-	-	382,000
Total Non-Operating Revenues	742,000	-	-	-	-	-	742,000
TOTAL ANTICIPATED REVENUES	\$ 11,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,000,000

Appropriations Schedule

The Landis Sewerage Authority

For the Period January 1, 2021 to December 31, 2021

	FY 2021 Proposed Budget						Total All Operations	<i>FY 2020 Adopted Budget</i>	<i>\$ Increase (Decrease) Proposed vs. Adopted</i>	<i>% Increase (Decrease) Proposed vs. Adopted</i>
	Sewer	N/A	N/A	N/A	N/A	N/A		Total All Operations	All Operations	All Operations
OPERATING APPROPRIATIONS										
<i>Administration - Personnel</i>										
Salary & Wages	\$ 965,000						\$ 965,000	\$ 967,000	\$ (2,000)	-0.2%
Fringe Benefits	537,000					537,000	511,000	26,000	5.1%	
Total Administration - Personnel	1,502,000	-	-	-	-	1,502,000	1,478,000	24,000	1.6%	
<i>Administration - Other (List)</i>										
Professional Services	172,000					172,000	173,000	(1,000)	-0.6%	
Property Insurance	181,000					181,000	174,000	7,000	4.0%	
Office Expense	111,000					111,000	109,000	2,000	1.8%	
Administrative Expense	199,000					199,000	173,000	26,000	15.0%	
Miscellaneous Administration*						-	-	-	#DIV/0!	
Total Administration - Other	663,000	-	-	-	-	663,000	629,000	34,000	5.4%	
Total Administration	2,165,000	-	-	-	-	2,165,000	2,107,000	58,000	2.8%	
<i>Cost of Providing Services - Personnel</i>										
Salary & Wages	3,195,000					3,195,000	3,109,000	86,000	2.8%	
Fringe Benefits	1,619,000					1,619,000	1,656,000	(37,000)	-2.2%	
Total COPS - Personnel	4,814,000	-	-	-	-	4,814,000	4,765,000	49,000	1.0%	
<i>Cost of Providing Services - Other (List)</i>										
Chemicals	416,000					416,000	293,000	123,000	42.0%	
Materials/Supplies	426,000					426,000	472,000	(46,000)	-9.7%	
Utilities	901,000					901,000	898,000	3,000	0.3%	
Repairs/Services	320,000					320,000	352,000	(32,000)	-9.1%	
Miscellaneous COPS*						-	-	-	#DIV/0!	
Total COPS - Other	2,063,000	-	-	-	-	2,063,000	2,015,000	48,000	2.4%	
Total Cost of Providing Services	6,877,000	-	-	-	-	6,877,000	6,780,000	97,000	1.4%	
Total Principal Payments on Debt Service in Lieu of Depreciation										
	552,000	-	-	-	-	552,000	531,000	21,000	4.0%	
Total Operating Appropriations	9,594,000	-	-	-	-	9,594,000	9,418,000	176,000	1.9%	
NON-OPERATING APPROPRIATIONS										
Total Interest Payments on Debt	980,000	-	-	-	-	980,000	1,002,000	(22,000)	-2.2%	
Operations & Maintenance Reserve						-	-	-	#DIV/0!	
Renewal & Replacement Reserve	461,000					461,000	416,000	45,000	10.8%	
Municipality/County Appropriation	50,000					50,000	100,000	(50,000)	-50.0%	
Other Reserves	65,000					65,000	64,000	1,000	1.6%	
Total Non-Operating Appropriations	1,556,000	-	-	-	-	1,556,000	1,582,000	(26,000)	-1.6%	
TOTAL APPROPRIATIONS	11,150,000	-	-	-	-	11,150,000	11,000,000	150,000	1.4%	
ACCUMULATED DEFICIT										
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	11,150,000	-	-	-	-	11,150,000	11,000,000	150,000	1.4%	
UNRESTRICTED NET POSITION UTILIZED										
Municipality/County Appropriation	50,000	-	-	-	-	50,000	100,000	(50,000)	-50.0%	
Other	200,000					200,000	-	200,000	#DIV/0!	
Total Unrestricted Net Position Utilized	250,000	-	-	-	-	250,000	100,000	150,000	150.0%	
TOTAL NET APPROPRIATIONS	\$ 10,900,000	\$ -	\$ -	\$ -	\$ -	\$ 10,900,000	\$ 10,900,000	\$ -	0.0%	

* 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 \$ 479,700.00 \$ - \$ - \$ - \$ - \$ - \$ - \$ 479,700.00

Prior Year Adopted Appropriations Schedule

The Landis Sewerage Authority

FY 2020 Adopted Budget

	Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations
OPERATING APPROPRIATIONS							
<i>Administration - Personnel</i>							
Salary & Wages	\$ 967,000						\$ 967,000
Fringe Benefits	511,000						511,000
Total Administration - Personnel	1,478,000	-	-	-	-	-	1,478,000
<i>Administration - Other (List)</i>							
Professional Services	173,000						173,000
Property Insurance	174,000						174,000
Office Expense	109,000						109,000
Administrative Expense	173,000						173,000
Miscellaneous Administration*							-
Total Administration - Other	629,000	-	-	-	-	-	629,000
Total Administration	2,107,000	-	-	-	-	-	2,107,000
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	3,109,000						3,109,000
Fringe Benefits	1,656,000						1,656,000
Total COPS - Personnel	4,765,000	-	-	-	-	-	4,765,000
<i>Cost of Providing Services - Other (List)</i>							
Chemicals	293,000						293,000
Materials/Supplies	472,000						472,000
Utilities	898,000						898,000
Repairs/Services	352,000						352,000
Miscellaneous COPS*							-
Total COPS - Other	2,015,000	-	-	-	-	-	2,015,000
Total Cost of Providing Services	6,780,000	-	-	-	-	-	6,780,000
Total Principal Payments on Debt Service in Lieu of Depreciation	531,000	-	-	-	-	-	531,000
Total Operating Appropriations	9,418,000	-	-	-	-	-	9,418,000
NON-OPERATING APPROPRIATIONS							
Total Interest Payments on Debt	1,002,000	-	-	-	-	-	1,002,000
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve	416,000						416,000
Municipality/County Appropriation	100,000						100,000
Other Reserves	64,000						64,000
Total Non-Operating Appropriations	1,582,000	-	-	-	-	-	1,582,000
TOTAL APPROPRIATIONS	11,000,000	-	-	-	-	-	11,000,000
ACCUMULATED DEFICIT							-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	11,000,000	-	-	-	-	-	11,000,000
UNRESTRICTED NET POSITION UTILIZED							
Municipality/County Appropriation	100,000	-	-	-	-	-	100,000
Other							-
Total Unrestricted Net Position Utilized	100,000	-	-	-	-	-	100,000
TOTAL NET APPROPRIATIONS	\$ 10,900,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,900,000

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

Debt Service Schedule - Principal

The Landis Sewerage Authority

	Fiscal Year Ending in							Total Principal Outstanding	
	Adopted Budget Year 2020	Proposed Budget Year 2021	2022	2023	2024	2025	2026		Thereafter
Sewer									
2016 Series Issue	\$ 531,000	\$ 552,000	\$ 573,932	\$ 596,917	\$ 620,823	\$ 645,686	\$ 671,545	\$ 20,808,097	\$ 24,469,000
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Total Principal	531,000	552,000	573,932	596,917	620,823	645,686	671,545	20,808,097	24,469,000
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	-	-	-	-	-	-	-	-	-
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	-	-	-	-	-	-	-	-	-
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	-	-	-	-	-	-	-	-	-
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	-	-	-	-	-	-	-	-	-
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	-	-	-	-	-	-	-	-	-
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									
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Type in Issue Name									
Total Principal	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									
Type in Issue Name									
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Type in Issue Name									
Total Principal	-	-	-	-	-	-	-	-	-
N/A									
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Type in Issue Name									
Total Principal	-	-	-	-	-	-	-	-	-
N/A									
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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									

Debt Service Schedule - Interest

The Landis Sewerage Authority

If Authority has no debt X this box

	Fiscal Year Ending in						Total Interest Payments Outstanding
	Proposed Budget Year 2021	2022	2023	2024	2025	2026	
Adopted Budget Year 2020							
\$ 1,002,000	\$ 980,000	\$ 957,866	\$ 934,880	\$ 910,976	\$ 886,112	\$ 860,254	\$ 9,707,347
Total Interest Payments	980,000	957,866	934,880	910,976	886,112	860,254	9,707,347
N/A							
Type in Issue Name							
Type in Issue Name							
Type in Issue Name							
Total Interest Payments	-	-	-	-	-	-	-
N/A							
Type in Issue Name							
Type in Issue Name							
Type in Issue Name							
Type in Issue Name							
Total Interest Payments	-	-	-	-	-	-	-
N/A							
Type in Issue Name							
Type in Issue Name							
Type in Issue Name							
Type in Issue Name							
Total Interest Payments	-	-	-	-	-	-	-
N/A							
Type in Issue Name							
Type in Issue Name							
Type in Issue Name							
Type in Issue Name							
Total Interest Payments	-	-	-	-	-	-	-
TOTAL INTEREST ALL OPERATIONS	\$ 980,000	\$ 957,866	\$ 934,880	\$ 910,976	\$ 886,112	\$ 860,254	\$ 9,707,347
Total Interest Payments	-	-	-	-	-	-	-
TOTAL INTEREST ALL OPERATIONS	\$ 1,002,000	\$ 957,866	\$ 934,880	\$ 910,976	\$ 886,112	\$ 860,254	\$ 15,237,435

Net Position Reconciliation

The Landis Sewerage Authority
 For the Period January 1, 2021 to December 31, 2021

FY 2021 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)	\$ 46,376,153						\$ 46,376,153
Less: Invested in Capital Assets, Net of Related Debt (1)	47,203,026						47,203,026
Less: Restricted for Debt Service Reserve (1)	1,531,798						1,531,798
Less: Other Restricted Net Position (1)	2,082,000						2,082,000
Total Unrestricted Net Position (1)	(4,440,671)	-	-	-	-	-	(4,440,671)
Less: Designated for Non-Operating Improvements & Repairs							-
Less: Designated for Rate Stabilization							-
Less: Other Designated by Resolution							-
Plus: Accrued Unfunded Pension Liability (1)	9,846,865						9,846,865
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)							-
Plus: Estimated Income (Loss) on Current Year Operations (2)	(151,000)						(151,000)
Plus: Other Adjustments (attach schedule)							-
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	5,255,194	-	-	-	-	-	5,255,194
Unrestricted Net Position Utilized to Balance Proposed Budget	200,000	-	-	-	-	-	200,000
Unrestricted Net Position Utilized in Proposed Capital Budget	-	-	-	-	-	-	-
Appropriation to Municipality/County (3)	50,000	-	-	-	-	-	50,000
Total Unrestricted Net Position Utilized in Proposed Budget	250,000	-	-	-	-	-	250,000
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR	\$ 5,005,194	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,005,194
Last issued Audit Report (4)							

(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 \$ 479,700 \$ - \$ - \$ - \$ - \$ - \$ 479,700
 (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.

2021 (2021-2022)

THE LANDIS
SEWERAGE

(Name)

AUTHORITY
CAPITAL
BUDGET/
PROGRAM

**2021 CERTIFICATION OF AUTHORITY CAPITAL
BUDGET/PROGRAM**

THE LANDIS SEWERAGE AUTHORITY
(Name)

FISCAL YEAR: FROM: January 1, 2021 TO: Dec. 31, 2021

[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 19th day of October, 2020.

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		

2021 (2021-2022) CAPITAL BUDGET/PROGRAM MESSAGE

The Landis Sewerage Authority

(Name)

FISCAL YEAR: **FROM:** January 1, 2021 **TO:** Dec. 31, 2021

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 will continue to upgrade and repair lines and manholes in the above-mentioned area.

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, 2021 to December 31, 2021

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Sewer</i>						
*See Attachments	\$ 461,000					\$ 461,000
Collection System Upgrades	383,000		383,000			
Pump Station Upgrades	460,000			460,000		
Plant Upgrade	271,000			271,000		
Total	1,575,000	-	383,000	731,000	-	461,000
<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	-					
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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	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ 1,575,000	\$ -	\$ 383,000	\$ 731,000	\$ -	\$ 461,000

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

5 Year Capital Improvement Plan

The Landis Sewerage Authority

For the Period January 1, 2021 to December 31, 2021

Fiscal Year Beginning in

	Estimated Total	Current Budget					
	Cost	Year 2021	2022	2023	2024	2025	2026
<i>Sewer</i>							
*See Attachments	\$ 461,000	\$ 461,000					
Collection System Upgrades	1,083,000	383,000	350,000	250,000	40,000	30,000	30,000
Pump Station Upgrades	1,410,000	460,000	250,000	250,000	250,000	100,000	100,000
Plant Upgrade	295,000	271,000	6,000	6,000	4,000	4,000	4,000
Total	<u>3,249,000</u>	<u>1,575,000</u>	<u>606,000</u>	<u>506,000</u>	<u>294,000</u>	<u>134,000</u>	<u>134,000</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	-	-					
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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	-	-					
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>\$ 3,249,000</u>	<u>\$ 1,575,000</u>	<u>\$ 606,000</u>	<u>\$ 506,000</u>	<u>\$ 294,000</u>	<u>\$ 134,000</u>	<u>\$ 134,000</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, 2021 to December 31, 2021

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorizatio n	Capital Grants	Other Sources
<i>Sewer</i>						
*See Attachments	\$ 461,000					\$ 461,000
Collection System Upgrades	1,083,000		383,000	700,000		
Pump Station Upgrades	1,410,000			1,410,000		
Plant Upgrade	295,000			295,000		
Total	3,249,000	-	383,000	2,405,000	-	461,000
<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	-	-	-	-	-	-
TOTAL	\$ 3,249,000	\$ -	\$ 383,000	\$ 2,405,000	\$ -	\$ 461,000
Total 5 Year Plan per CB-4	\$ 3,249,000					
Balance check		- If amount is other than zero, verify that projects listed above match projects listed on CB-4.				

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

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

Contracting Unit: The Landis Sewerage Authority

Year Ending: December 31, 2020

The following is a complete list of all change orders which caused the originally awarded contract price to be exceeded by more than 20 percent. For regulatory details please consult N.J.A.C. 5:30-11.1 et seq. Please identify each change order by name of the project.

1. Liquid Magnesium Hydroxide Slurry

- 2.

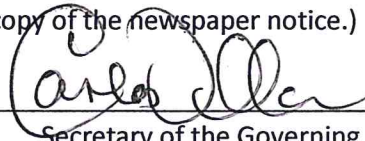
- 3.

- 4.

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

12/7/20

Date



Secretary of the Governing Body

AFFIDAVIT OF PUBLICATION

Publisher's Fee \$25.80 Affidavit \$0.00

State of NEW JERSEY
Cumberland County

Personally appeared Nicholas Kenton

Of the **Daily Journal**, a newspaper printed in Freehold, New Jersey and published in Vineland, in said County and State, and of general circulation in said county, who being duly sworn, depose and saith that the advertisement of which the annexed is a true copy, has been published in the said newspaper 1 times, once in each issue as follows:

12/08/2020 A.D 2020

Shelly Hora
Notary Public State of Wisconsin County of Brown

8-25-23
My commission expires

Ad Number: 0004496029

SHELLY HORA
Notary Public
State of Wisconsin

NOTICE

Pursuant to N.J.A.C. 5:30-11.9(C)(6), public notice is given that on May 18, 2020 the Landis Sewerage Authority authorized its proper officers to authorize a resolution authorizing a Change Order and increase in quantities with Park Pumps & Controls, Inc. for Liquid Magnesium Hydroxide Slurry.

The Landis Sewerage Authority owns and operates a wastewater treatment plant which includes the use of chemicals as part of the treatment process and the Authority awarded a contract to Park Pumps & Controls, Inc. for Magnesium Hydroxide Slurry for a total of \$120,000 in year one for the 2019/2020 contract, to be utilized in a new chemical feed system. This was a new system never utilized before and the estimates for the utilization of Magnesium Hydroxide Slurry resulted in a higher use than anticipated in the contract. This chemical is necessary for the proper operation of the treatment plant to meet its NJDEP permit.

The Executive Director is authorized to issue a change order and increase the contract amount for Magnesium Hydroxide Slurry with Park Pumps & Controls, Inc. to the amount of \$43,800 to reflect the actual usage rather than that which was estimated to the actual bid for this new chemical feed system.

The resolution and contract are on file and available for public inspection in the office of the Landis Sewerage Authority, 1776 South Mill Road, Vineland NJ 08360.

THE LANDIS SEWERAGE
AUTHORITY
DENNIS W. PALMER, P.E., P.P.
Executive Director/Chief
Engineer
Ptr. Fee: \$25.80

0004496029-01

RESOLUTION NO. 2020 – 61

A RESOLUTION AUTHORIZING A CHANGE ORDER AND INCREASE
IN QUANTITIES WITH PARK PUMPS & CONTROLS, INC. FOR
LIQUID MAGNESIUM HYDROXIDE SLURRY

WHEREAS, the Landis Sewerage Authority owns and operates a wastewater treatment plant which includes the use of chemicals as part of the treatment process; and


WHEREAS, the Authority awarded a contract to Park Pumps & Controls, Inc. for magnesium hydroxide slurry for a total of \$120,000 in year one for the 2019/2020 contract, to be utilized in a new chemical feed system; and

WHEREAS, this was a new system never utilized before and the estimates for the utilization of magnesium hydroxide slurry resulted in a higher use than anticipated in the contract.

NOW, THEREFORE BE IT RESOLVED that the Executive Director is authorized to issue a change order and increase the contract amount for magnesium hydroxide slurry with Park Pumps & Controls, Inc. to the amount of \$43,800 to reflect the actual usage rather than that which was estimated to the actual bid for this new chemical feed system and new chemical supply for a new total of \$163,800.

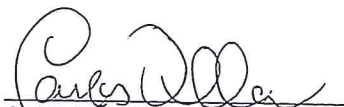
NOTICE of this action shall be printed once in the Daily Journal.

LANDIS SEWERAGE AUTHORITY


JOSEPH J. REUBEN, Chairman

Adopted: May 18, 2020

Attest:


CARLOS VILLAR, Secretary