

WARREN COUNTY (PEQUEST RIVER)  
MUNICIPAL UTILITIES AUTHORITY

**PUBLIC BUDGET & RATE HEARING FY2022**  
**DECEMBER 21, 2021**

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TIME: 7:28 P.M.

PLACE: The meeting was held at the Authority's Administration building located at 199 Foul Rift Road, Belvidere, New Jersey.

PURPOSE: For the purpose of prescribing a schedule of service charges for sewer treatment to the Town of Belvidere, Township of White, Township of Oxford, County of Warren and all other users of the Warren County (Pequest River) Municipal Utilities Authority.

AUTHORITY MEMBERS ATTENDING:

Laurel Napolitani, Chairwoman  
Everdina O'Connor, Vice Chairperson  
Chad Chamberlain, Secretary  
Angelo Accetturo, Treasurer  
Sidney Deutsch  
Joseph Kennedy  
Donald Niece  
Gerald Norton – entered at 7:31 p.m.  
Joseph Roth

ALSO ATTENDING:

John Inscho	Authority Executive Director
Kim Francisco	Authority Chief Financial Officer
Brian Tipton, Esq.	Authority Legal Counsel
Susan Wright	Administrative Assistant
Rita Gardner	Certified Court Reporter

Chairwoman Napolitani read the Introductory Statement. This annual budget and rate hearing has been properly noticed in accordance with New Jersey State Statutes.

Mr. Francisco stated that the appropriations for the 2022 budget have decreased by \$24,892.00 from 2021. The total budget will be \$2,759,852.00; reduction of \$24,892.00 due to a decrease in Debt Services. Most of the line items remain the same. Debt Service accounts for 40% of our budget.

To fund the 2022 budget, we will collect 5% more from our customers as we did in 2021 - \$2,283,480.00 This is the first increase we have had in seven (7) years. The balance will come from interest income of approximately \$7,700.00; miscellaneous income of \$10,000.00; and funds from our Rate Stabilization Fund of \$458,672.00. Which is \$133,000.00 less than we used in 2021. We are able to do that since we are raising the rates.

We have fourteen users in our system. Meter readings are conducted monthly and the meters are calibrated quarterly. Our billing cycle is from October 1<sup>st</sup> through September 30<sup>th</sup>. Billing is based on the average flow from the prior four years. For 2022 an I&I factor of 11% is applied. Each user's percent of the total water used is applied against the budget to determine their amount. He explained the process used to determine the rates in more detail. The residential user rate for 2022 will be \$10.94 per billing unit. The industrial user rate for 2022 is \$21.88 per 1,000 gallons.

Our Connection Fee for 2022 will remain the same at \$6,642.00 per EDU for single family home to hook up to our system. The rate has remained the same for several years. We could charge as much as \$10,807.00 based on the State formula; however, we feel that the \$6,642.00 is adequate

Mr. Francisco asked if there were any questions or comments from Board members

There was no public present.

Chairwoman Napolitani asked for a motion to approve the FY2022 budget. Mr. Kennedy moved to adopt Resolution #21-47 to approve the FY2022 Operating and Capital Budgets, and Mr. Roth seconded. The motion passed unanimously on a roll call vote.

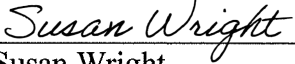
Ms. O'Connor moved to adopt Resolution #21-48 to approve the FY2022 Rules & Regulations. Mr. Roth seconded. The motion passed unanimously on a roll call vote.

Mr. Niece moved to adopt Resolution #21-49 to approve the FY2022 Connection Fees. Mr. Deutsch seconded. The motion passed unanimously on a roll call vote.

Chairwoman Napolitani asked for a motion to authorize the appointment of Nisivoccia, LLP as Auditor for FY2022. Mr. Kennedy moved to adopt Resolution #21-50 to approve said Auditor. Ms. O'Connor seconded. The motion passed unanimously on a roll call vote.

Mr. Niece moved to approve Resolution #21-51 for the Group Affidavit for the approval of FY2020 Audit. Ms. O'Connor seconded. The motion passed unanimously on a roll call vote.

As there was no further discussion, Ms. O'Connor moved, and Mr. Kennedy seconded that the Public Rate Hearing be adjourned at 7:41 p.m. All in favor, motion carried.

  
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Susan Wright  
Administrative Assistant

# 2022 (2022-2023) ADOPTED BUDGET RESOLUTION

This resolution is for Adoption of the Budget Only Don't use for introduction of the Budget

## Warren County (Pequest River) Municipal Utilities AUTHORITY

FISCAL YEAR: FROM: January 1, 2022 TO: Dec. 31, 2022

WHEREAS, the Annual Budget and Capital Budget/Program for the Warren County (Pequest River) Municipal Utilities Authority for the fiscal year beginning January 1, 2022 and ending, December 31, 2022 has been presented for adoption before the governing body of the Warren County (Pequest River) Municipal Utilities Authority at its open public meeting of December 21, 2021; and

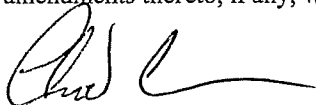
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 2,301,180.00, Total Appropriations, including any Accumulated Deficit, if any, of \$2,759,852.00 and Total Unrestricted Net Position utilized of \$458,672.00; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$2,240,000.00 and Total Unrestricted Net Position planned to be utilized of \$2,240,000.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Warren County (Pequest River) Municipal Utilities Authority, at an open public meeting held on December 21, 2021 that the Annual Budget and Capital Budget/Program of the Warren County (Pequest River) Municipal Utilities Authority for the fiscal year beginning, January 1, 2022 and, ending, December 31, 2022 is hereby adopted and shall constitute appropriations for the purposes stated; and

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



(Secretary's Signature)

12/21/21

(Date)

Governing Body Member:	Recorded Vote		Abstain	Absent	Motion by	Second by
	Aye	Nay				
Angelo Accetturo	X					
E. Chad Chamberlain	X					
Sidney Duestch	X					
Joseph Kennedy	X				X	
Donald Niece	X					
Gerald Norton	X					
Everdina O'Connor	X					
Joseph Roth	X					
Laurel Napolitani	X					X

RESOLUTION NO: 21- 48

**AMENDING THE RULES AND REGULATIONS OF THE WARREN COUNTY (PEQUEST RIVER) MUNICIPAL UTILITIES AUTHORITY TO INCORPORATE ANNUAL ADJUSTMENTS TO THE AUTHORITY'S FEE AND CHARGES FOR SEWER CONNECTIONS AND FOR SEWER TREATMENT SERVICES AND TO PROVIDE OTHER RATE AND FEE CHANGES.**

**WHEREAS**, the Warren County (Pequest River) Municipal Utilities Authority (the Authority) has adopted rules and regulations entitled Warren County (Pequest River) Municipal Utilities Authority - Service Rules (Rules and Regulations) pursuant to the provisions of N.J.S.A. 40:14B-1 et seq.; and

**WHEREAS**, the Authority has the right and obligation to change or amend, from time to time, its Rules and Regulations in order that they should continue to reflect the current operating requirements of the Authority; and

**WHEREAS**, public notice of the Authority's annual rate hearing as required pursuant to N.J.S.A. 40:14B-23 was timely provided; and

**WHEREAS**, on December 21, 2021, the Authority conducted a public hearing on its rates and fees and is of the opinion that the proposed revision to the connection fees and user rates should be adopted, and that the Rules and Regulations should be amended to reflect the same.

**NOW, THEREFORE, BE IT RESOLVED** by the Warren County (Pequest River) Municipal Utilities Authority, in the County of Warren, State of New Jersey as follows:

1. A new Appendix C to the Authority's Rules and Regulations shall be included therein as follows:

APPENDIX C

WARREN COUNTY (PEQUEST RIVER) MUNICIPAL UTILITIES  
AUTHORITY SCHEDULE OF SEWAGE TREATMENT SERVICE CHARGES  
AND CONNECTION FEES:

1. General:

The Authority hereby sets forth the current applicable sewage treatment charges and connection fees as adopted by the Authority in accordance with the requirements of N.J.S.A. 40:14B-22 and 23.

A) An additional 11% Inflow & Infiltration (I&I) factor shall be assessed on all users billed on a metered flow basis (either water use or sewer discharge), with the exception of Belvidere and Oxford whose metered flow includes system-wide I&I, in order to establish equitable allocation of system-wide I&I.

B) Sewage Treatment Services FY2022

Class of User	Rates
-Residential	\$10.94 per billing unit
-Industrial	\$21.88 per 1,000 gallons

C) Connection Fees FY2022\*

The FY 2022 connection fee shall remain unchanged from 2021. The current amount of \$6,642.00 per EDU (equivalent dwelling unit) is less than the calculated amount of \$10,807.00.

\* Affordable housing projects built by Public Housing Authorities and non-profit organizations will receive a reduction of 50% in connection fees, pursuant to C40:14B-22.

2. The foregoing amendment to the Rules and Regulations shall take effect as of December 21, 2022, the date of its adoption by a majority of the Members of the Authority, and this Resolution shall be conclusive evidence of the fact that the amendment was approved by a majority of the Members of the Authority at that time.

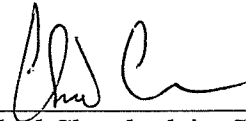
3. Except as otherwise provided herein, the Rules and Regulations of the Authority shall remain unchanged and in full force and effect.

WARREN COUNTY (PEQUEST RIVER)  
MUNICIPAL UTILITIES AUTHORITY

By:   
Laurel Napolitani, Chairwoman

**CERTIFICATION**

I, Chad Chamberlain, Secretary of the Warren County (Pequest River) Municipal Utilities Authority, do certify the foregoing to be a true copy of a memorializing resolution adopted by a majority of all members of the Authority at a regular meeting of the Authority held on December 21, 2021, which resolution reduces to writing the formal action taken by the Authority with regard to its budget and rate schedule on December 21, 2021.

  
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Chad Chamberlain, Secretary

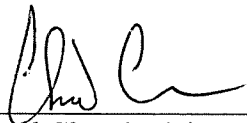
3. Except as otherwise provided herein, the Rules and Regulations of the Authority shall remain unchanged and in full force and effect.

WARREN COUNTY (PEQUEST RIVER)  
MUNICIPAL UTILITIES AUTHORITY

By:   
Laurel Napolitani, Chairwoman

**CERTIFICATION**

I, Chad Chamberlain, Secretary of the Warren County (Pequest River) Municipal Utilities Authority, do certify the foregoing to be a true copy of a memorializing resolution adopted by a majority of all members of the Authority at a regular meeting of the Authority held on December 21, 2021, which resolution reduces to writing the formal action taken by the Authority with regard to its budget and rate schedule on December 21, 2021.

  
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Chad Chamberlain, Secretary

RESOLUTION NO: 21- 49

APPROVAL OF CONNECTION FEES FOR FY2022

WHEREAS, as per N.J.S.A. 40:14B-22 the Authority may charge connection fees, said fees to be calculated as outlined in said statute; and

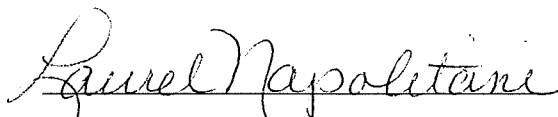
WHEREAS, said calculation has been performed for FY2022, with the resulting fee and calculation thereof provided in the attachment hereto and;

WHEREAS, a public hearing has been held on Authority rates, at which time this calculation was presented.

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Warren County (Pequest River) Municipal Utilities Authority that the 2022 connection fee shall remain unchanged from 2021. The current amount of \$ 6,642.00 is less than the calculated amount of \$10,807.00 and shall hereby be adopted; the continuation of the current connection fee will remain in effect beginning January 1, 2022.


WARREN COUNTY (PEQUEST RIVER)  
MUNICIPAL UTILITIES AUTHORITY

DATE: December 21, 2021

  
Laurel Napolitani, Chairwoman

CERTIFICATION

I, CHAD CHAMBERLAIN, SECRETARY OF THE WARREN COUNTY (PEQUEST RIVER) MUNICIPAL UTILITIES AUTHORITY, DO CERTIFY THE FOREGOING TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY A MAJORITY OF ALL MEMBERS OF THE AUTHORITY AT A REGULAR MEETING OF THE AUTHORITY TO BE HELD ON DECEMBER 21, 2021.

  
Chad Chamberlain, Secretary



**RESOLUTION NO. 21- 50**

**RESOLUTION AUTHORIZING THE APPOINTMENT FOR NISIVOCIA LLP AS AUDITOR FOR THE WARREN COUNTY (PEQUEST RIVER) MUNICIPAL UTILITIES AUTHORITY FOR FISCAL YEAR 2022**

**WHEREAS**, the Warren County (Pequest River) Municipal Utilities Authority (Authority) requires the services of an auditor for FY2022.

**WHEREAS**, the services of a certified auditor are "Professional Services" and may be retained without competitive bidding pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq; and

**WHEREAS**, the Authority solicited proposals for auditing services from Nisivoccia and Company, LLP; and

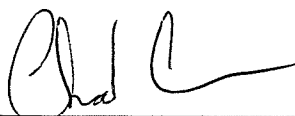
**WHEREAS**, the Authority has determined it to be in the best interest of this public entity to appoint Nisivoccia, LLP (Auditor) as its auditor for the period commencing January 1, 2022 through the later of December 31, 2022 or the next reorganizational meeting of the Authority.

**NOW, THEREFORE, BE IT RESOLVED** by the Warren County (Pequest River) Municipal Utilities Authority, County of Warren, State of New Jersey, as follows:

1. Nisivoccia, LLP, Mount Arlington Corporate Center, 200 Valley Road, Suite 300, Mt. Arlington, N.J. 07856-1320 is hereby appointed as the Authority Auditor for the period of January 1, 2022 through December 31, 2022, or through the next reorganizational meeting of the Authority, whichever is later, to provide auditing services pursuant to the terms and conditions in the proposal previously submitted to the Authority. Nothing herein shall supersede the right of the Authority or Auditor to terminate the Agreement prior to the aforesaid dates(s) in accordance with the terms of such formal agreement as may be entered into between the parties to retain Auditor.
2. The appropriate officers of the Authority are hereby authorized and directed to take all steps necessary to affect the terms and conditions of this Resolution.
3. It is hereby directed that a notice of award of this appointment be published once in the official newspaper of the Authority within ten days of the date hereof.
4. This Resolution shall take effect immediately.

**CERTIFICATION**

I, CHAD CHAMBERLAIN, SECRETARY OF THE WARREN COUNTY (PEQUEST RIVER) MUNICIPAL UTILITIES AUTHORITY, DO CERTIFY THE FORE GOING TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY A MAJORITY OF ALL MEMBERS OF THE AUTHORITY AT A MEETING OF THE AUTHORITY HELD ON DECEMBER 21, 2021.

  
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Chad Chamberlain, Secretary

DATED: December 21, 2021

RESOLUTION

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made, and

WHEREAS, the annual audit report for the fiscal year ended 2020 has been completed and filed with the Warren County (Pequest River) Municipal Utilities Authority pursuant to N.J.S.A.40A:5A-15, and

WHEREAS, N.J.S.A. 40A:5A-17, requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "General Comments" and "Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "General Comments" and "Recommendations," in accordance with N.J.S.A. 40A:5A-17,

NOW, THEREFORE BE IT RESOLVED, that the governing body of the Warren County (Pequest River) Municipal Utilities Authority hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended 2020, and specifically has reviewed the sections of the audit report entitled "General Comments" and "Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED that the secretary of the authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON December 21, 2021.



\_\_\_\_\_  
Chad Chamberlain, Secretary

December 21, 2021  
\_\_\_\_\_  
Date

LOCAL AUTHORITIES GROUP AFFIDAVIT FORM

PRESCRIBED BY THE NEW JERSEY LOCAL FINANCEBOARD

AUDIT REVIEW CERTIFICATE

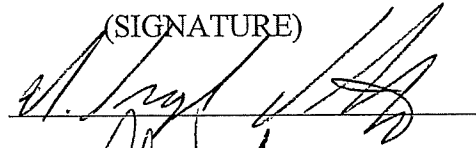
We, the members of the governing body of the Warren County (Pequest River) Municipal Utilities Authority, being of full age and being duly sworn according to law, upon our oath depose and say:

1. We are duly appointed/elected (cross out one) members of the Board of the Warren County (Pequest River) Municipal Utilities Authority.
2. We certify, pursuant to N.J.S.A. 40A:5A-17, that we have each reviewed the annual audit report for the fiscal year ended 2020, and specifically the sections of the audit report entitled "General Comments" and "Recommendations."

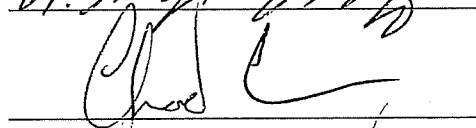
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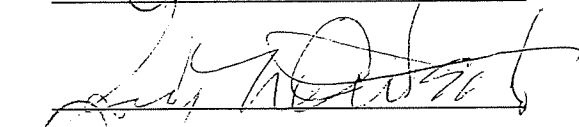
Angelo Accetturo



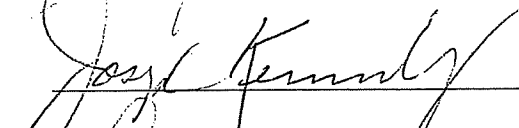
Chad Chamberlain



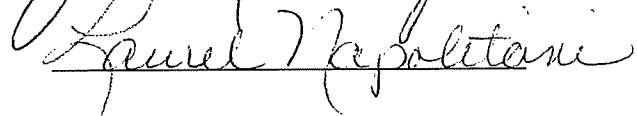
Sidney Deutsch



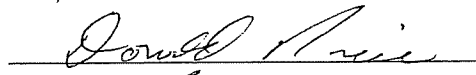
Joseph Kennedy



Laurel Napolitani



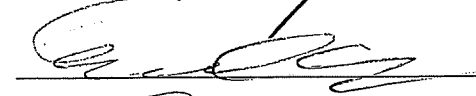
Donald Niece



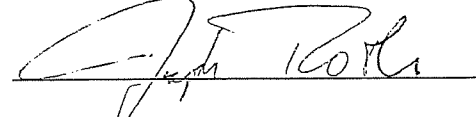
Gerald Norton



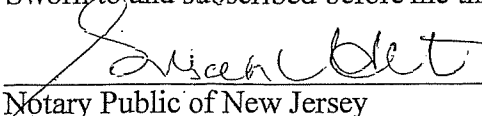
Everdina O'Connor



Joseph Roth



Sworn to and subscribed before me this 21<sup>st</sup> day of December, 20 21



SUSAN G. WRIGHT

Notary Public of New Jersey

My Commission Expires August 21, 2024