

WARREN COUNTY (PEQUEST RIVER)
MUNICIPAL UTILITIES AUTHORITY

PUBLIC BUDGET & RATE HEARING FY2024
DECEMBER 19, 2023

TIME: 7:01 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
Joseph Roth, Vice Chairman
Gerald Norton, Secretary
Anne Skoog

Angelo Accetturo, Treasurer - Absent

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 2024 budget have decreased by \$20,854.00 from 2023. The total budget will be \$2,587,450.00; reduction of \$86,409.00 due to a decrease in Debt Services. Most of the line items remain the same. Debt Service accounts for 28% of our budget.

To fund the 2024 budget, we will collect 5% more from our customers as we did in 2023 - \$2,517,450.00. The balance will come from interest income of approximately \$60,000.00; miscellaneous income of \$10,000.00. This is the first year in several years we will not be using any funds from our Rate Stabilization Fund to fund our operating budget. The operating budget will be fully funded by service fees and other miscellaneous revenues.

We will fund the 2024 capital expenses, estimated at \$145,000.00, from our Rate Stabilization Fund.

We have fourteen (14) users in our system. Meter readings are conducted monthly, and the meters are calibrated quarterly. Our billing cycle is from October 1st through September 30th. Billing is based on the average flow from the prior three years. For 2024, 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 2024 will be \$12.25 per billing unit. The industrial user rate for 2024 is \$24.50 per billing unit. A billing unit is 1,000 gallons.

Our Connection Fee for 2024 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 \$12,276.00 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 FY2024 budget.

Mr. Norton moved to adopt Resolution #23-37 to approve the FY2024 Rules & Regulations. Mr. Roth seconded. All in favor, motion carried.

Ms. Skoog moved to adopt Resolution #23-38 to approve the FY2024 Connection Fees. Mr. Roth seconded. All in favor, motion carried.

Mr. Roth moved to adopt Resolution #23-39 to approve the FY2024 Operating and Capital Budgets, and Ms. Skoog seconded. All in favor, motion carried.

As there was no further discussion, Mr. Roth moved, and Ms. Skoog seconded that the Public Rate Hearing be adjourned at 7:08 p.m. All in favor, motion carried.



Susan Wright
Administrative Assistant

RESOLUTION NO: 23-37

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 19, 2023, 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 FY2024

| Class of User | Rates |
|---------------|---------------------------|
| -Residential | \$12.25 per billing unit |
| -Industrial | \$24.50 per 1,000 gallons |

C) Connection Fees FY2024*

The FY 2024 connection fee shall remain unchanged from 2023. The current amount of \$6,642.00 per EDU (equivalent dwelling unit) is less than the calculated amount of \$12,276.00.

* 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 19, 2023, 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, Gerald Norton, 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 19, 2023, which resolution reduces to writing the formal action taken by the Authority with regard to its budget and rate schedule on December 19, 2023.


Gerald Norton, Secretary

RESOLUTION NO: 23-38

APPROVAL OF CONNECTION FEES FOR FY2024

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

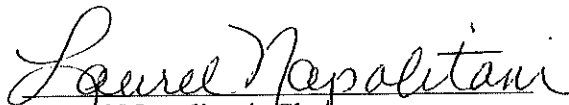
WHEREAS, said calculation has been performed for FY2024, with the resulting fee and calculation thereof provided in the attachment hereto and;

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 2024 connection fee shall remain unchanged from 2023. The current amount of \$6,642.00 is less than the calculated amount of \$12,276.00 and shall hereby be adopted; the continuation of the current connection fee will remain in effect beginning January 1, 2024.

WARREN COUNTY (PEQUEST RIVER)
MUNICIPAL UTILITIES AUTHORITY

DATE: December 19, 2023


Laurel Napolitani, Chairwoman

CERTIFICATION

I, GERALD NORTON, 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 19, 2023.


Gerald Norton, Secretary

2024 ADOPTED BUDGET RESOLUTION

Warren County - Pequest River Utilities Authority

FISCAL YEAR: January 01, 2024 to December 31, 2024

WHEREAS, the Annual Budget and Capital Budget/Program for the Warren County - Pequest River Utilities Authority for the fiscal beginning January 01, 2024 and ending December 31, 2024 has been presented for adoption before the governing body of the Warren County - Pequest River Utilities Authority at its open public meeting of December 19, 2023; and

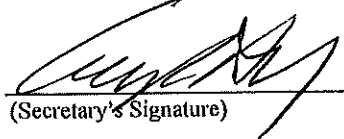
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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

WHEREAS, the Annual Budget presented for adoption reflects Total Revenues of \$2,587,450.00, Total Appropriations, including any Accumulated Deficit, if any, of \$2,587,450.00, and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$145,000.00 and Total Unrestricted Net Position Utilized of \$145,000.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Warren County - Pequest River Utilities Authority at an open public meeting held on December 19, 2023 that the Annual Budget and Capital Budget/Program of the Warren County - Pequest River Utilities Authority for the fiscal year beginning January 01, 2024 and ending December 31, 2024 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)

December 19, 2023
(Date)

Governing Body Recorded Vote

| Member | Aye | Nay | Abstain | Absent |
|-------------------|-----|-----|---------|--------|
| Angelo Accetturo | | | | X |
| Laurel Napolitani | X | | | |
| Gerald Norton | X | | | |
| Joseph Roth | X | | | |
| Anne Marie Skoog | X | | | |
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