



## MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY

1 Park Drive  
P.O. Box 486  
Mount Holly, New Jersey 08060  
(609) 267-0015  
[www.mhmua.com](http://www.mhmua.com)

Thursday, October 08, 2020 6:00 PM - 7:00 PM (EDT)

Mount Holly MUA is inviting you to a scheduled Zoom meeting.

Please download and import the following iCalendar (.ics) files to your calendar system.

Monthly: [https://zoom.us/meeting/tJYkf--srDwrE9G\\_GWGalfqz5XmCd3u8ATBv/ics?icsToken=98tyKuCqzMsHtaSsRCCRowQHYqgM-jzpmZcj\\_p6ozjSJCFfZBLsY9pPEbYsBYDx](https://zoom.us/meeting/tJYkf--srDwrE9G_GWGalfqz5XmCd3u8ATBv/ics?icsToken=98tyKuCqzMsHtaSsRCCRowQHYqgM-jzpmZcj_p6ozjSJCFfZBLsY9pPEbYsBYDx)

Join Zoom Meeting

<https://zoom.us/j/92986427195?pwd=M2kzRW8zb3dNejhtczZKMkkvZGVKdz09>

Meeting ID: 929 8642 7195

Passcode: 537220

One tap mobile

+13126266799,,92986427195#,,,,,0#,,537220# US (Chicago)

+16465588656,,92986427195#,,,,,0#,,537220# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Germantown)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 929 8642 7195

Passcode: 537220

Find your local number: <https://zoom.us/u/ahWG6V2hG>

To: Mount Holly Municipal Utilities Authority  
From: Robert G. Maybury, Executive Director  
Date: October 08, 2020  
Subject: Regular Meeting

\*\*\*\*\*

There will be a Regular Meeting of the Mount Holly Municipal Utilities Authority held on Thursday, October 08, 2020 at 6:00 PM telephonically. The agenda for this meeting is as follows:

**Roll Call**

Mr. Thiessen\_\_\_\_, Mr. Springer\_\_\_\_, Mr. Banks \_\_\_\_

**Moment of Silence for Vice-Chairman Silcox**

**Verification of Notice**

**Pledge of Allegiance**

**Public Comments on Action Items**

**Approval of Minutes**

Regular Meeting Minutes	September 10, 2020	
Executive Session	September 10, 2020	Resolution 2020-99

**New Business**

Resolution 2020-104	A resolution introducing the Mt. Holly Municipal Utilities Authority 2021 Budget
Resolution 2020-105	A resolution consenting to proposed Tri-County Water Quality Management (WQM) plan Amendment
Resolution 2020-106	A resolution approving refund to MHMUA Employees

**Consent Agenda:**

“All items listed with an asterisk (\*) are considered routine by the Authority and will be enacted by one motion. Should a Commissioner wish to discuss a consent agenda item separately, that item can be removed from the consent agenda and considered in its normal sequence.”

*Resolution 2020-100	A resolution approving the operating expenses for the month of September
*Resolution 2020-101	A resolution approving the sewer refunds for the month of September
*Resolution 2020-102	A resolution approving the expenditures for the month of September from the escrow fund.
*Resolution 2020-103	A resolution approving the expenditures for the month of September from the improvement replacement fund.

**Communications**

To be presented by the public

Report of the Executive Director

Report of the Engineer

Report of the Operations Superintendent

Report of the Safety Director and Special Projects

Report of the Solicitor

Report of the Finance Administrator/Treasurer

Other new business

Matters to be presented by the Commissioners

Executive Session (Proposed Resolution 2020- *107*)

Adjournment 1<sup>st</sup> Motion \_\_\_\_\_ 2<sup>nd</sup> Motion \_\_\_\_\_ Time: \_\_: \_\_ PM

**\*Indicates addendum to original agenda**

## **OPEN PUBLIC MEETINGS ACT STATEMENT**

### **REGULAR MEETING**

“In compliance with the Open Public Meetings Act, adequate notice of this meeting was provided in the following manner: Notice of this meeting was published in the Burlington County Times on February 18, 2020 and the Courier-Post on February 18, 2020. On Monday, October 05, 2020 advanced written notice of meeting was mailed to all persons who, according to the records of the MUA, requested such notice.”

### **MANDATORY AFFIRMATIVE ACTION COMPLIANCE NOTICE**

Any contracts awarded tonight, and between now and the next meeting, the contractor, company or firm must comply with the requirements of N.J.S.A. 10:5-31 et seq. (P.L. 1975, C.127) N.J.A.C. 17:27.

# Mount Holly Municipal Utilities Authority

## Regular Meeting Minutes September 10, 2020

The regular meeting of the Mount Holly Municipal Utilities Authority was held telephonically on Thursday, September 10, 2020 at 6:00P.M. Chairman Thiessen called the meeting to order with the following roll call:

PRESENT: Mr. Jules Thiessen, Chairman  
Mr. Christopher Banks, Commissioner  
Mr. Jay Springer, Commissioner  
Mr. Robert G. Maybury, Executive Director  
Mr. Tom Coleman, Raymond, Coleman Heinold, LLP  
Mr. Dave Skibicki, R. A. Alaimo Associates, Engineer  
Mr. Anthony Stagliano, Safety Director & Special Projects  
Ms. M. Lou Garty, Esq The Garty Law Firm  
Mr. Michael B. Dehoff, Finance Administrator/Treasurer  
Ms. Brandy C. Boyington, Board Secretary

ABSENT: Mr. Robert Silcox, Commissioner  
Mr. Robert Young, Operations Superintendent

### **Verification of Notice**

Executive Director Maybury verified that "In compliance with the Open Public Meetings Act, this is to announce that adequate notice of this meeting was provided in the following manner: Notice of this meeting was published in the Burlington County Times on February 20, 2020 and the Courier Post on February 21, 2020. On Tuesday, September 8, 2020 advanced written notice of this meeting was mailed to all persons who, according to the records of the Authority, requested such notice."

### **Pledge of Allegiance**

### **Public Comments on Agenda Items Only** None

### **Approval of Minutes**

Regular Meeting Minutes August 13, 2020

Commissioner Banks moved for the approval of the regular minutes from the August 13th meeting. Commissioner Springer seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Banks, Commissioner Springer  
Nays:  
Absent: Commissioner Silcox  
Abstain:

### **New Business**

Resolution 2020-92 A resolution for renewal of membership in the New Jersey Utility Authorities Joint Insurance Fund. Executive Director Maybury stated this is a three-year renewal committing the Authority to continuing the membership with the Joint Insurance fund. Commissioner Springer moved for the approval of resolution 2020-92. Commissioner Banks seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Banks, Commissioner Springer  
Nays:  
Absent: Commissioner Silcox  
Abstain:

Resolution 2020-93 A resolution authorizing advertisement for design and installation of a High Efficiency Blower. Executive Director Maybury stated this is a replacement blower for the Maple Avenue treatment facility and it will replace two of the high-speed turbo blowers that have failed. Executive Director Maybury continued by explaining there was a recent electrical issue with the new blower motor and the standby turbo blower would not start. This blower project will give the Authority a backup blower that will be dependable and help assure uninterrupted air supply. The estimated cost of this blower project is five hundred forty-five thousand dollars. Chairman Thiessen asked if this purchase was within the Authorities capital budget and Executive Director Maybury confirmed it was budgeted. Commissioner Banks asked how many blowers will the Authority be purchasing and Executive Director Maybury confirmed that this project is for one new blower and this will replace two failed blowers. Commissioner Banks moved for approval of Resolution 2020-93. Commissioner Springer seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Banks, Commissioner Springer  
Nays:  
Absent: Commissioner Silcox  
Abstain:



Resolution 2020-94                      A resolution authorizing extension of contract for supply and delivery of Bioxide (Liquid Calcium Nitrate) Executive Director Maybury stated that Bioxide is a chemical that is metered into the wastewater flow to control odors from pump stations that have long force mains. This chemical also helps slows the corrosion of the Authorities infrastructure by reducing hydrogen sulfide gas. This resolution extends the contract and is recommended for approval. Commissioner Springer moved for the approval of resolution 2020-94. Commissioner Banks seconded the motion. At the call of the roll the vote was:  
Ayes: Chairman Thiessen, Commissioner Banks, Commissioner Springer  
Nays:  
Absent: Commissioner Silcox  
Abstain:

Resolution 2020-95                      A resolution authorizing extension of contract for supply and delivery of magnesium hydroxide-63%. Executive Director Maybury stated this chemical is metered into the flow at the Rancocas Road Wastewater Treatment Facility increasing alkalinity and ph which helps the biological process. Commissioner Banks moved for the approval of resolution 2020-35. Commissioner Springer seconded the motion. At the call of the roll the vote was:  
Ayes: Chairman Thiessen, Commissioner Banks, Commissioner Springer  
Nays:  
Absent: Commissioner Silcox  
Abstain:

Resolution 2020-96                      A resolution approving an S-3 application for approval of sewer construction plans between the Mt. Holly Municipal Utilities and Lumberton Family Apartments Urban Renewal for real property in the township of Lumberton, identified as block 22 lot 8.01. Executive Director Maybury explained the proposed development is off Route 38 behind the Walmart in Lumberton. This project is for seventy affordable apartments and is a small piece of a bigger 211-acre project. Commissioner Springer moved for the approval of resolution 2020-96. Commissioner Banks seconded the motion. At the call of the roll the vote was:  
Ayes: Chairman Thiessen, Commissioner Banks, Commissioner Springer  
Nays:  
Absent: Commissioner Silcox  
Abstain:

Resolution 2020-97                      A resolution authorizing the award of goods and services contract through the Federal Supply Schedules of the Government Services Administration (GSA) for supply and demand of one Kohler 15KW emergency diesel generator system with 1500 automatic transfer switch for Tarnsfield Pump Station. Executive Director stated this does not need to be bid because it is on the GSA and under the bid threshold amount. Commissioner Banks moved for the approval of resolution 2020-97. Commissioner Springer seconded the motion. At the call of the roll the vote was:  
Ayes: Chairman Thiessen, Commissioner Banks, Commissioner Springer  
Nays:  
Absent: Commissioner Silcox  
Abstain:

Resolution 2020-98                      A resolution rejecting the proposals submitted for certified environmental laboratory testing services. Executive Director Maybury explained this is being rejected because of deficiencies and it did not meet the Authority’s requirements. Mr. Stagliano, Qualified Purchasing Agent, stated the Authority will go out for rebid with a revised specification on September 15, 2020 if this resolution is passed. Commissioner Springer moved for the approval of resolution 2020-98. Commissioner Banks seconded the motion. At the call of the roll the vote was:  
Ayes: Chairman Thiessen, Commissioner Banks, Commissioner Springer  
Nays:  
Absent: Commissioner Silcox  
Abstain:

- Consent Agenda:**  
“All items listed with an asterisk (\*) are considered routine by the Authority and will be enacted by one motion. Should a Commissioner wish to discuss a consent agenda item separately, that item can be removed from the consent agenda and considered in its normal sequence.”
- \*Resolution 2020-88                      A resolution approving the operating expenses for the month of August
  - \*Resolution 2020-89                      A resolution approving the sewer refunds for the month of August
  - \*Resolution 2020-90                      A resolution approving the expenditures for the month of August from the escrow fund.
  - \*Resolution 2020-91                      A resolution approving the expenditures for the month of August from the improvement replacement fund.

Commissioner Banks moved for the approval of consent agenda. Commissioner Springer seconded The motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Banks, Commissioner Springer

Nays:

Absent: Commissioner Silcox

Abstain:

**Communications** None

**To be presented by the public** None

**Report of the Executive Director** The Report of the Executive Director was received. Executive Director stated the shared service agreement with Mt. Holly Township for use of 37 Washington Street expires December 31, 2020 and the Township has been notified of the agreement end date. The Southern New Jersey Health Insurance Fund will have a 4.16% (about \$47,000) increase for calendar year 2021. The Maple Avenue Treatment Facility high speed turbo blower failure resulted in a tentative agreement for CNA Insurance to pay \$190,000 towards the Authority's July 2019 emergency blower replacement.

**Report of the Engineer** The Report of the Engineer was received. Nothing to add.

**Report of the Operations Superintendent** The Report of the Operations Superintendent was received. Nothing to add.

**Report of the Safety Director and Special Projects** The Report of the Safety Director was received. Nothing to add.

**Report of the Solicitor** Nothing for open session will reserve comments for Executive Session.

**Report of the Finance Administrator/Treasurer** The Report of the Finance Administrator was received. Mr. Dehoff stated the 2021 budget preparation is underway, the state issued the files to prepare all the documents and no significant increases are anticipated. The Authority will continue as we have in the past and mail the budget to the local towns serviced by the Authority for input on the capital items. October's agenda will introduce the budget and the November board agenda will list the budget as an action item for approval consideration.

**Other new business** None

**Matters to be presented by the Commissioners** None

**Executive Session** Resolution 2020-99

Motion to enter Executive Session at 6:30 PM to discuss contracts and personnel matters. Commissioner Banks moved for approved. Commissioner Springer seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Banks, Commissioner Springer

Nays:

Absent: Commissioner Silcox

Abstain:

Adjournment Time 6:38 PM

Commissioner Banks moved for the adjournment. Commissioner Springer seconded the motion. At the call of the roll the vote was:

Ayes: Chairman Thiessen, Commissioner Banks, Commissioner Springer

Nays:

Absent: Commissioner Silcox

Abstain:

Respectfully submitted,

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Brandy C. Boyington, Secretary

**MOUNT HOLLY MUNICIPAL  
UTILITIES AUTHORITY  
RESOLUTION # 2020-99  
AUTHORIZING EXECUTIVE SESSION**

**WHEREAS, N.J.S.A. 10:4-12** allows for a Public Body to go into closed session during a Public Meeting; and

**WHEREAS,** the Mount Holly Municipal Utilities Authority (“Authority”) has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public; and

**WHEREAS,** the regular meeting of the MHMUA will reconvene following the end of the closed session.

**NOW, THEREFORE, BE IT RESOLVED** that the Authority will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12:

\_\_\_\_\_ Any matter which, by express provision of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from discussion in public (Provision relied upon: \_\_\_\_\_);

\_\_\_\_\_ Any matter in which the release of information would impair a right to receive funds from the federal government;

\_\_\_\_\_ Any matter the disclosure of which constitutes an unwarranted invasion of individual privacy;

  X   Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body (Specify contract: );

\_\_\_\_\_ Any matter involving the purpose, lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed;

\_\_\_\_\_ Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection;

\_\_\_\_\_ Any investigations of violations or possible violations of the law;

\_\_\_\_\_ Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer (If pending or anticipated litigation, the matter is entitled:

If contract negotiation, the nature of the contract and interested party is \_\_\_\_\_  
\_\_\_\_\_)

*Under certain circumstances, if public disclosure of the matter would have a potentially negative impact on the MHMUA’s position in the litigation or negotiation, this information may be withheld until such time that the matter is concluded or the circumstances no longer present a potential impact);*

  X   Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.

\_\_\_\_\_ Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission

for which the responding party bears responsibility.

**BE IT FURTHER RESOLVED** that the Authority hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Authority Attorney advises the MHMUA that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the MHMUA or any other entity with respect to said discussion.

**BE IT FURTHER RESOLVED** that the Authority, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the Executive Director to take the appropriate action to effectuate the terms of this resolution.

I, Brandy C. Boyington do hereby certify the above to be a true and correct copy of a resolution adopted by the Mount Holly Municipal Utilities Authority at its meeting held on September 08, 2020.

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Brandy C. Boyington, Secretary

**RESOLUTION 2020-104**  
**2021 AUTHORITY BUDGET RESOLUTION**  
**MOUNT HOLLY MUNICIPAL UTILITIES**  
**AUTHORITY**

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

WHEREAS, the Annual Budget and Capital Budget for the Mount Holly Municipal Utilities Authority for the fiscal year beginning, January 1, 2021 and ending, December 31, 2021 has been presented before the governing body of the Mount Holly Municipal Utilities Authority at its open public meeting of October 8, 2020; and

WHEREAS, the schedule of rents, fees and other charges, shown on **Budget Page F-2** 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 shown on **Budget Page F-4**, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program shown on **Capital Budget Page CB-3**, 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 Mount Holly Municipal Utilities Authority, at an open public meeting held on October 8, 2020 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Mount Holly Municipal Utilities 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 Mount Holly Municipal Utilities Authority will consider the Annual Budget and Capital Budget/Program for adoption on November 12, 2020.

\_\_\_\_\_  
(Secretary's Signature)

\_\_\_\_\_  
(Date)

Governing Body

Member:

Chairman Thiessen

Commissioner Banks

Commissioner Springer

Aye

Nay

Recorded Vote

Abstain

Absent

# *Authority Budget of:*

## *Mount Holly Municipal Utilities Authority*

**State Filing Year**

**2021**

*For the Period:*

*January 1, 2021*

*to*

*December 31, 2021*

[www.mhmua.com](http://www.mhmua.com)

Authority Web Address



*Division of Local Government Services*

# **2021 AUTHORITY BUDGET**

## **Certification Section**

2021

**MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY**  
**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: \_\_\_\_\_ Date: \_\_\_\_\_

**CERTIFICATION OF ADOPTED BUDGET**

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

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

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



# 2021 PREPARER'S CERTIFICATION

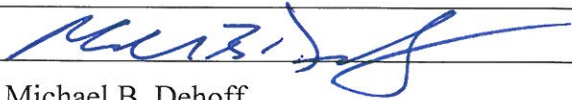
## MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY

### AUTHORITY BUDGET

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

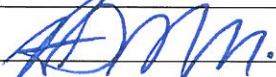
It is hereby certified that the Authority Budget, including both the Annual Budget and the Capital Budget/Program annexed hereto, represents the members of the governing body's resolve with respect to statute in that: all estimates of revenue are reasonable, accurate and correctly stated; all items of 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:	Michael B. Dehoff		
Title:	Finance Administrator/CFO		
Address:	1 Park Drive Mount Holly, NJ 0860		
Phone Number:	609-267-0015	Fax Number:	609-267-5420
E-mail address	mdehoff@mhmu.com		

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

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:	Robert G. Maybury Jr.		
Title:	Executive Director		
Address:	1 Park Drive Mount Holly, NJ 08060		
Phone Number:	609-267-0015	Fax Number:	609-267-5420
E-mail address	mayburyb@mhmma.com		

# INTERNET WEBSITE CERTIFICATION

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

- ☒ A description of the Authority's mission and responsibilities
- ☒ 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**)
- ☒ 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.

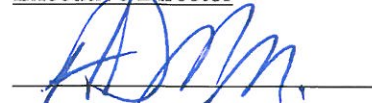
Name of Officer Certifying compliance

Robert G. Maybury Jr.

Title of Officer Certifying compliance

Executive Director

Signature



**RESOLUTION 2020-104**  
**2021 AUTHORITY BUDGET RESOLUTION**  
**MOUNT HOLLY MUNICIPAL UTILITIES**  
**AUTHORITY**

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

WHEREAS, the Annual Budget and Capital Budget for the Mount Holly Municipal Utilities Authority for the fiscal year beginning, January 1, 2021 and ending, December 31, 2021 has been presented before the governing body of the Mount Holly Municipal Utilities Authority at its open public meeting of October 8, 2020; and

WHEREAS, the schedule of rents, fees and other charges, shown on Budget Page F-2 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 shown on Budget Page F-4, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program shown on Capital Budget Page CB-3, 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 Mount Holly Municipal Utilities Authority, at an open public meeting held on October 8, 2020 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Mount Holly Municipal Utilities 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 Mount Holly Municipal Utilities Authority will consider the Annual Budget and Capital Budget/Program for adoption on November 12, 2020.

\_\_\_\_\_  
(Secretary's Signature)

\_\_\_\_\_  
(Date)

Governing Body

Member:

Aye

Nay

Recorded Vote

Abstain

Absent

Chairman Thiessen

Commissioner Banks

Commissioner Springer



**2021 ADOPTION CERTIFICATION**

**MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY**

**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 Mount Holly Municipal Utilities Authority, pursuant to N.J.A.C. 5:31-2.3, on the 12<sup>th</sup> day of, November, 2020.

Officer's Signature:			
Name:	Robert G. Maybury Jr.		
Title:	Executive Director		
Address:	1 Park Drive Mount Holly, NJ 08060		
Phone Number:	609-267-0015	Fax Number:	609-267-5420
E-mail address	mayburyb@mhmu.com		

# 2021 ADOPTED BUDGET RESOLUTION

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

Note Fill in the name of Each Commissioner and indicate their recorded Vote

## MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY

### AUTHORITY BUDGET

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

WHEREAS, the Annual Budget and Capital Budget/Program for the Mount Holly Municipal Utilities Authority for the fiscal year beginning January 1, 2021 and ending, December 31, 2021 has been presented for adoption before the governing body of the Mount Holly Municipal Utilities Authority at its open public meeting of November 12, 2020; and

WHEREAS, the Annual Budget Page F-1 and Capital Budget page CB-3 as presented for adoption reflects each item of revenue Budget page F-2 and appropriation budget page F-4 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

NOW, THEREFORE BE IT RESOLVED, by the governing body of Mount Holly Municipal Utilities Authority, at an open public meeting held on November 12, 2020 that the Annual Budget and Capital Budget/Program of the Mount Holly Municipal Utilities Authority for the fiscal year beginning, January 1, 2021 and, ending, December 31, 2021 is hereby adopted and shall constitute appropriations for the purposes stated; and

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

\_\_\_\_\_  
(Secretary's Signature)

\_\_\_\_\_  
(Date)

Governing Body

Member:  
Chairman Thiessen  
Vice Chairman Silcox  
Commissioner Banks  
Commissioner Springer

Aye

Nay

Recorded Vote

Abstain

Absent

# **2021 AUTHORITY BUDGET**

## **Narrative and Information Section**

# 2021 AUTHORITY BUDGET MESSAGE & ANALYSIS MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY

## AUTHORITY BUDGET

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

Schedule F-2, Rental Income has a budgeted decrease of 20.70% due to an expected loss of \$9,000 of the rental of office space. Prior years the Authority received this amount under a shared service with the Township of Mount Holly. This agreement's end date is 12/31/2020 and not set to be extended.

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)

The Authority has included in its Capital Budget/Program upgrades to its collection system to accommodate the increase in Housing and Commercial projects in the sewer service area and the resulting increase in sewerage flow.

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.

The utilization of Unrestricted Net Position in the proposed Annual Budget is for the Municipal Appropriation to the Township of Mount Holly.

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.).

As with prior years, the County/Municipal Appropriation is to offset the Municipal Budget

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.



# AUTHORITY CONTACT INFORMATION

## 2021

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

<b>Name of Authority:</b>	Mount Holly Municipal Utilities Authority		
<b>Federal ID Number:</b>	21-6001513		
<b>Address:</b>	PO Box 486 1 Park Drive		
<b>City, State, Zip:</b>	Mount Holly	NJ	08060
<b>Phone: (ext.)</b>	609-267-0015	<b>Fax:</b>	609-267-5420

<b>Preparer's Name:</b>	Michael B. Dehoff		
<b>Preparer's Address:</b>	1 Park Drive		
<b>City, State, Zip:</b>	Mount Holly	NJ	08060
<b>Phone: (ext.)</b>	609-267-0015	<b>Fax:</b>	609-267-5420
<b>E-mail:</b>	mdehoff@mhmu.com		

<b>Chief Executive Officer:</b>	Robert G. Maybury JR		
<b>Phone: (ext.)</b>	609-267-0015	<b>Fax:</b>	609-267-5420
<b>E-mail:</b>	mayburyb@mhmu.com		

<b>Chief Financial Officer:</b>	Michael B. Dehoff		
<b>Phone: (ext.)</b>	609-267-0015	<b>Fax:</b>	609-267-5420
<b>E-mail:</b>	mdehoff@mhmu.com		

<b>Name of Auditor:</b>	Brent Lee		
<b>Name of Firm:</b>	Brent W. Lee & Co., LLC		
<b>Address:</b>	3008 New Albany Road		
<b>City, State, Zip:</b>	Cinnaminson	NJ	08077
<b>Phone: (ext.)</b>	609-456-8804	<b>Fax:</b>	n/a
<b>E-mail:</b>	Brentlee1962@yahoo.com		

# AUTHORITY INFORMATIONAL QUESTIONNAIRE

## MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY

FISCAL YEAR: FROM: JANUARY 1, 2021 TO: DECEMBER 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: **59**
- 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: **3,405,706.57**
- 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? **No***If the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.*
- 9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. **No** *If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.*

- 10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. ***Attach a narrative of your Authorities procedures for all individuals listed on Page N-4 (2 of 2).***  
**The township of Mount Holly sets the compensation for the Commissioners. The Executive Director has an employment contract approved and authorized by the Commissioners. Performance evaluations are performed for all employees and annual pay increases are approved by the Commissioners. Employees under collective bargaining agreements are paid in accordance with those agreements.**
- 11) Did the Authority pay for meals or catering during the current fiscal year? **No** *If "yes," attach a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.*
- 12) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? **No** *If "yes," **attach a detailed list of all travel expenses** for the current fiscal year and provide an explanation for each expenditure listed.*
- 13) Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority?
- a. First class or charter travel **No**
  - b. Travel for companions **No**
  - c. Tax indemnification and gross-up payments **No**
  - d. Discretionary spending account **No**
  - e. Housing allowance or residence for personal use **No**
  - f. Payments for business use of personal residence **No**
  - g. Vehicle/auto allowance or vehicle for personal use **No**
  - h. Health or social club dues or initiation fees **No**
  - i. Personal services (i.e.: maid, chauffeur, chef) **No**
- If the answer to any of the above is "yes," attach a description of the transaction including the name and position of the individual and the amount expended.*
- 14) Did the Authority follow a written policy regarding payment or reimbursement for expenses incurred by employees and/or commissioners during the course of Authority business and does that policy require substantiation of expenses through receipts or invoices prior to reimbursement? **Yes** *If "no," attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses. (If your authority does not allow for reimbursements indicate that in answer)*
- 15) Did the Authority make any payments to current or former commissioners or employees for severance or termination? **No** *If "yes," attach explanation including amount paid.*
- 16) Did the Authority make any payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses? **No** *If "yes," attach explanation including amount paid.*
- 17) Did the Authority comply with its Continuing Disclosure Agreements for all debt issuances outstanding by submitting its audited annual financial statements, annual operating data, and notice of material events to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) as required? **Yes** *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.*



*(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  
MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY**

**FISCAL YEAR: FROM: JANUARY 1, TO: DECEMBER**  
2021 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.

**Mount Holly Municipal Utilities Authority**

(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

Mount Holly Municipal Utilities Authority  
For the Period January 1, 2021 to December 31, 2021

If Not Applicable X this box Below

Annual Cost									
	# of Covered Members (Medical & Rx) Proposed Budget	Estimate per Employee Proposed Budget	Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	Annual Cost		\$ Increase (Decrease)	% Increase (Decrease)	
					per Employee Current Year	Total Prior year Year Cost			
Active Employees - Health Benefits - Annual Cost									
Single Coverage	13	\$ 14,043	\$ 182,559	13	13,374	\$ 173,862	\$ 8,697	5.0%	
Parent & Child	5	23,896	119,480	5	22,758	113,790	5,690	5.0%	
Employee & Spouse (or Partner)	21	28,287	594,027	21	26,940	565,740	28,287	5.0%	
Family	5	41,429	207,145	3	39,456	118,368	88,777	75.0%	
Employee Cost Sharing Contribution (enter as negative - )			(247,511)			(250,185)	2,674	-1.1%	
Subtotal	44		855,700	42		721,575	134,125	18.6%	
Commissioners - Health Benefits - Annual Cost									
Single Coverage		\$ 14,043	-		13,374	-	-	#DIV/0!	
Parent & Child		23,896	-		22,758	-	-	#DIV/0!	
Employee & Spouse (or Partner)		28,287	-		26,940	-	-	#DIV/0!	
Family		41,429	-		39,456	-	-	#DIV/0!	
Employee Cost Sharing Contribution (enter as negative - )							-	#DIV/0!	
Subtotal	0		-	0			-	#DIV/0!	
Retirees - Health Benefits - Annual Cost									
Single Coverage	1	14,043	14,043	0	13,374	-	14,043	#DIV/0!	
Parent & Child		23,896	-		22,758	-	-	#DIV/0!	
Employee & Spouse (or Partner)	1	28,287	28,287	1	26,940	26,940	1,347	5.0%	
Family		41,429	-		39,456	-	-	#DIV/0!	
Employee Cost Sharing Contribution (enter as negative - )			(17,000)			(8,500)	(8,500)	100.0%	
Subtotal	2		25,330	1		18,440	6,890	37.4%	
GRAND TOTAL									
	46		\$ 881,030	43		\$ 740,015	\$ 141,015	19.1%	

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

Mount Holly Municipal Utilities 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
Union Contract	118.79	\$ 120,070	x		
Non Union	94.6	70,225		x	
Employment Contract	43.27	22,423			x
Total liability for accumulated compensated absences at beginning of current year		\$ 212,718			

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



## Schedule of Shared Service Agreements

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

If No Shared Services X this Box	
	X

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

[illegible]

# **2021 AUTHORITY BUDGET**

## **Financial Schedules Section**

# SUMMARY

For the Period **Mount Holly Municipal Utilities Authority**  
January 1, 2021 to December 31, 2021

	FY 2021 Proposed Budget							FY 2020 Adopted Budget	All Operations	All Operations	% Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations					
REVENUES												
Total Operating Revenues	\$ 14,002,050	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,002,050	\$ 13,939,050	\$ 63,000	0.5%	0.5%	0.5%
Total Non-Operating Revenues	20,950	-	-	-	-	-	20,950	20,950	-	0.0%	0.0%	0.0%
Total Anticipated Revenues	14,023,000	-	-	-	-	-	14,023,000	13,960,000	63,000	0.5%	0.5%	0.5%
APPROPRIATIONS												
Total Administration	1,809,545	-	-	-	-	-	1,809,545	1,776,095	33,450	1.9%	1.9%	1.9%
Total Cost of Providing Services	8,069,238	-	-	-	-	-	8,069,238	8,040,400	28,838	0.4%	0.4%	0.4%
Total Principal Payments on Debt Service in Lieu of Depreciation	1,888,952	-	-	-	-	-	1,888,952	1,832,357	56,595	3.1%	3.1%	3.1%
Total Operating Appropriations	11,767,735	-	-	-	-	-	11,767,735	11,648,852	118,883	1.0%	1.0%	1.0%
Total Interest Payments on Debt	955,265	-	-	-	-	-	955,265	1,011,148	(55,883)	-5.5%	-5.5%	-5.5%
Total Other Non-Operating Appropriations	1,638,000	-	-	-	-	-	1,638,000	1,638,000	-	0.0%	0.0%	0.0%
Total Non-Operating Appropriations	2,593,265	-	-	-	-	-	2,593,265	2,649,148	(55,883)	-2.1%	-2.1%	-2.1%
Accumulated Deficit	-	-	-	-	-	-	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!
Total Appropriations and Accumulated Deficit	14,361,000	-	-	-	-	-	14,361,000	14,298,000	63,000	0.4%	0.4%	0.4%
Less: Total Unrestricted Net Position Utilized	338,000	-	-	-	-	-	338,000	338,000	-	0.0%	0.0%	0.0%
Net Total Appropriations	14,023,000	-	-	-	-	-	14,023,000	13,960,000	63,000	0.5%	0.5%	0.5%
ANTICIPATED SURPLUS (DEFICIT)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!	#DIV/0!

# Revenue Schedule

## Mount Holly Municipal Utilities Authority

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

FY 2021 Proposed Budget							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	Total All Operations	All Operations
<b>OPERATING REVENUES</b>									
<i>Service Charges</i>									
Residential	9,252,500						\$ 9,252,500	\$ 9,240,000	\$ 12,500 0.1%
Business/Commercial	1,810,000						1,810,000	1,800,000	10,000 0.6%
Industrial	352,500						352,500	350,000	2,500 0.7%
Intergovernmental	585,000						585,000	585,000	- 0.0%
Other	450,000						450,000	450,000	- 0.0%
Total Service Charges	12,450,000	-	-	-	-	-	12,450,000	12,425,000	25,000 0.2%
<i>Connection Fees</i>									
Residential	350,000						350,000	350,000	- 0.0%
Business/Commercial	50,000						50,000	50,000	- 0.0%
Industrial							-	-	- #DIV/0!
Intergovernmental							-	-	- #DIV/0!
Other							-	-	- #DIV/0!
Total Connection Fees	400,000	-	-	-	-	-	400,000	400,000	- 0.0%
<i>Parking Fees</i>									
Meters							-	-	- #DIV/0!
Permits							-	-	- #DIV/0!
Fines/Penalties							-	-	- #DIV/0!
Other							-	-	- #DIV/0!
Total Parking Fees	-	-	-	-	-	-	-	-	- #DIV/0!
<i>Other Operating Revenues (List)</i>									
Bulk Waste	1,039,000						1,039,000	994,500	44,500 4.5%
Rental Income	34,500						34,500	43,500	(9,000) -20.7%
Miscellaneous	78,550						78,550	76,050	2,500 3.3%
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	1,152,050	-	-	-	-	-	1,152,050	1,114,050	38,000 3.4%
Total Operating Revenues	14,002,050	-	-	-	-	-	14,002,050	13,939,050	63,000 0.5%
<b>NON-OPERATING REVENUES</b>									
<i>Other Non-Operating Revenues (List)</i>									
Type in							-	-	- #DIV/0!
Type in							-	-	- #DIV/0!
Type in							-	-	- #DIV/0!
Type in							-	-	- #DIV/0!
Type in							-	-	- #DIV/0!
Type in							-	-	- #DIV/0!
Total Other Non-Operating Revenue	-	-	-	-	-	-	-	-	- #DIV/0!
<i>Interest on Investments &amp; Deposits (List)</i>									
Interest Earned	20,950						20,950	20,950	- 0.0%
Penalties							-	-	- #DIV/0!
Other							-	-	- #DIV/0!
Total Interest	20,950	-	-	-	-	-	20,950	20,950	- 0.0%
Total Non-Operating Revenues	20,950	-	-	-	-	-	20,950	20,950	- 0.0%
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 14,023,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,023,000</b>	<b>\$ 13,960,000</b>	<b>\$ 63,000 0.5%</b>

## Prior Year Adopted Revenue Schedule

### Mount Holly Municipal Utilities Authority

#### FY 2020 Adopted Budget

	Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations
<b>OPERATING REVENUES</b>							
<i>Service Charges</i>							
Residential	9,240,000						\$ 9,240,000
Business/Commercial	1,800,000						1,800,000
Industrial	350,000						350,000
Intergovernmental	585,000						585,000
Other	450,000						450,000
Total Service Charges	12,425,000	-	-	-	-	-	12,425,000
<i>Connection Fees</i>							
Residential	350,000						350,000
Business/Commercial	50,000						50,000
Industrial							-
Intergovernmental							-
Other							-
Total Connection Fees	400,000	-	-	-	-	-	400,000
<i>Parking Fees</i>							
Meters							-
Permits							-
Fines/Penalties							-
Other							-
Total Parking Fees	-	-	-	-	-	-	-
<i>Other Operating Revenues (List)</i>							
Bulk Waste	994,500						994,500
Rental Income	43,500						43,500
Miscellaneous	76,050						76,050
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	1,114,050	-	-	-	-	-	1,114,050
Total Operating Revenues	13,939,050	-	-	-	-	-	13,939,050
<b>NON-OPERATING REVENUES</b>							
<i>Other Non-Operating Revenues (List)</i>							
Type in							-
Type in							-
Type in							-
Type in							-
Type in							-
Type in							-
Total Other Non-Operating Revenues	-	-	-	-	-	-	-
<i>Interest on Investments &amp; Deposits</i>							
Interest Earned	20,950						20,950
Penalties							-
Other							-
Total Interest	20,950	-	-	-	-	-	20,950
Total Non-Operating Revenues	20,950	-	-	-	-	-	20,950
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 13,960,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,960,000</b>

# Appropriations Schedule

Mount Holly Municipal Utilities Authority  
For the Period January 1, 2021 to December 31, 2021

	FY 2021 Proposed Budget						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	Total All Operations	All Operations
<b>OPERATING APPROPRIATIONS</b>									
<i>Administration - Personnel</i>									
Salary & Wages	\$ 722,500						\$ 722,500	\$ 662,500	9.1%
Fringe Benefits	426,145						426,145	421,095	1.2%
Total Administration - Personnel	1,148,645	-	-	-	-	-	1,148,645	1,083,595	6.0%
<i>Administration - Other (List)</i>									
Other Expense - See F4 Supplemental	660,900						660,900	692,500	(31,600) -4.6%
Type in Description							-	-	#DIV/0!
Type in Description							-	-	#DIV/0!
Type in Description							-	-	#DIV/0!
Miscellaneous Administration*							-	-	#DIV/0!
Total Administration - Other	660,900	-	-	-	-	-	660,900	692,500	(31,600) -4.6%
Total Administration	1,809,545	-	-	-	-	-	1,809,545	1,776,095	33,450 1.9%
<i>Cost of Providing Services - Personnel</i>									
Salary & Wages	3,262,000						3,262,000	3,380,000	(118,000) -3.5%
Fringe Benefits	1,877,588						1,877,588	1,824,550	53,038 2.9%
Total COPS - Personnel	5,139,588	-	-	-	-	-	5,139,588	5,204,550	(64,962) -1.2%
<i>Cost of Providing Services - Other (List)</i>									
Other Expense - See F4 Supplemental	2,929,650						2,929,650	2,835,850	93,800 3.3%
Type in Description							-	-	#DIV/0!
Type in Description							-	-	#DIV/0!
Type in Description							-	-	#DIV/0!
Miscellaneous COPS*							-	-	#DIV/0!
Total COPS - Other	2,929,650	-	-	-	-	-	2,929,650	2,835,850	93,800 3.3%
Total Cost of Providing Services	8,069,238	-	-	-	-	-	8,069,238	8,040,400	28,838 0.4%
Total Principal Payments on Debt Service in Lieu of Depreciation	1,888,952	-	-	-	-	-	1,888,952	1,832,357	56,595 3.1%
Total Operating Appropriations	11,767,735	-	-	-	-	-	11,767,735	11,648,852	118,883 1.0%
<b>NON-OPERATING APPROPRIATIONS</b>									
Total Interest Payments on Debt	955,265	-	-	-	-	-	955,265	1,011,148	(55,883) -5.5%
Operations & Maintenance Reserve							-	-	#DIV/0!
Renewal & Replacement Reserve	1,300,000						1,300,000	1,300,000	- 0.0%
Municipality/County Appropriation	338,000						338,000	338,000	- 0.0%
Other Reserves							-	-	#DIV/0!
Total Non-Operating Appropriations	2,593,265	-	-	-	-	-	2,593,265	2,649,148	(55,883) -2.1%
<b>TOTAL APPROPRIATIONS</b>	14,361,000	-	-	-	-	-	14,361,000	14,298,000	63,000 0.4%
<b>ACCUMULATED DEFICIT</b>									
							-	-	#DIV/0!
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	14,361,000	-	-	-	-	-	14,361,000	14,298,000	63,000 0.4%
<b>UNRESTRICTED NET POSITION UTILIZED</b>									
Municipality/County Appropriation	338,000	-	-	-	-	-	338,000	338,000	- 0.0%
Other							-	-	#DIV/0!
Total Unrestricted Net Position Utilized	338,000	-	-	-	-	-	338,000	338,000	- 0.0%
<b>TOTAL NET APPROPRIATIONS</b>	\$ 14,023,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,023,000	\$ 13,960,000	\$ 63,000 0.5%

\* 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 \$ 588,386.75 \$ - \$ - \$ - \$ - \$ - \$ - \$ 588,386.75

**Mount Holly Municipal Utilities Authority**  
For the Period January 1, 2021 to December 31, 2021

Account Description	2020 Proposed Budget	2021 Proposed Budget	\$ Increase (Decrease) Proposed vs. Adopted	
			Dollar	Percentage
Total Admin Salaries & Wages	662,500	722,500	60,000	9.06%
Total Payroll Taxes & PERS	\$ 210,000	\$ 215,000	\$ 5,000	2.38%
Total Admin Health Insurance	211,095	211,145	50	0.02%
Total Admin Employee Benefits	421,095	426,145	5,050	1.20%
Total Business Insurance	342,000	314,500	(27,500)	-8.04%
Total Admin Professional Service	161,000	156,000	(5,000)	-3.11%
Total Admin Utilities Exp / Bank Fees	33,500	33,500	-	0.00%
Total Admin Repair & Maintenance	5,000	5,000	-	0.00%
Total Admin Office Supplies Expense	16,000	17,000	1,000	6.25%
Total Admin Equip Expense	25,000	26,000	1,000	4.00%
Total Admin Other Expenses	76,000	73,400	(2,600)	-3.42%
Total Postage Expense	34,000	35,500	1,500	4.41%
Total Admin Other Expense	692,500	660,900	(31,600)	-4.56%
Total Admin Expense	1,776,095	1,809,545	33,450	1.88%
Total Plant Salary and Wage Expense	2,350,000	2,250,000	(100,000)	-4.26%
Total Payroll Taxes & PERS	645,000	672,500	27,500	4.26%
Total Plant Health Insurance Expense	812,000	817,000	5,000	0.62%
Total Plant Professional Service	107,500	110,000	2,500	2.33%
Total Plant Utilities Expense	597,500	599,500	2,000	0.33%
Total Repairs and Maintenance	145,000	155,000	10,000	6.90%
Total Plant Misc Office / Janitorial Expense	141,500	149,000	7,500	5.30%
Total Plant Supplies	59,700	62,200	2,500	4.19%
Total Plant Other Expense	62,700	67,200	4,500	7.18%
Total Plant Advertising	1,500	1,500	-	0.00%
Total Plant Treatment Materials	238,500	251,000	12,500	5.24%
Total Sludge / Grit Disposal	750,000	800,000	50,000	6.67%
Total Penalties & Fines	0	0	-	0.00%
Total Plant Expenditures	5,910,900	5,934,900	24,000	0.41%
Total Lab Salaries and Wages Expense	320,000	300,000	(20,000)	-6.25%
Total Lab Health Insurance Expense	115,300	115,300	-	0.00%
Total Lab Professional Service Expense	32,500	35,000	2,500	7.69%
Total Lab Utility Expense	0	0	-	0.00%
Total Repair and Maintenance Expense	14,500	13,500	(1,000)	-6.90%
Total Lab Supplies Expense	35,500	35,500	-	0.00%
Total Lab Equipment	2,250	2,250	-	0.00%
Total Lab Other Expenses	2,750	3,000	250	9.09%
Total Lab Advertising	0	0	-	0.00%
Total Lab Expenditures	522,800	504,550	(18,250)	-3.49%
Total Collection Sys Salary and Wages Expense	\$ 600,000	\$ 600,000	-	0.00%
Total Collection Health Insurance Expense	212,200	231,000	18,800	8.86%
Total Collection Sys Contracted Service Expense	52,000	55,000	3,000	5.77%
Total Collection Sys Utility Expense	339,000	329,000	(10,000)	-2.95%
Total Collection Sys R&M	112,000	114,500	2,500	2.23%
Total Collection Sys Supplies Expense	24,700	24,700	-	0.00%

**Mount Holly Municipal Utilities Authority**  
For the Period January 1, 2021 to December 31, 2021

Account Description	2020 Proposed Budget	2021 Proposed Budget	\$ Increase (Decrease) Proposed vs. Adopted	
			Dollar	Percentage
Total Collection Sys Other Expense	24,000	24,050	50	0.21%
Total Collection Sys Advertising	0	0	-	0.00%
Total Collection Sys Treatment Materials	90,000	95,000	5,000	5.56%
<b>Total Coll Sys Expenditures</b>	<b>1,453,900</b>	<b>1,473,250</b>	<b>19,350</b>	<b>1.33%</b>
Total Ind Salaries & Wages Expense	110,000	112,000	2,000	1.82%
Total Ind Health Insurance Expense	40,050	41,788	1,738	4.34%
Total Ind Professional Service	0	0	-	0.00%
Total Ind Utility Expense	500	500	-	0.00%
Total Ind Repair & Maintenance Expense	0	0	-	0.00%
Total Ind Supplies Expense	0	0	-	0.00%
Total Ind Equipment	0	0	-	0.00%
Total Ind Other Expenses	2,000	2,000	-	0.00%
Total Ind Advertising	250	250	-	0.00%
<b>Total Ind Expenditures</b>	<b>152,800</b>	<b>156,538</b>	<b>3,738</b>	<b>2.45%</b>
Total Cost of Providing Services - Salaries and Wages	3,380,000	3,262,000	(118,000)	-3.49%
Total Cost of Providing Services - Employee Benefits	1,824,550	1,877,588	53,038	2.91%
Total Cost of Providing Services - Other Expenses	2,835,850	2,929,650	93,800	3.31%
<b>Total Cost of Providing Services</b>	<b>8,040,400</b>	<b>8,069,238</b>	<b>28,838</b>	<b>0.36%</b>
Debt Service Interest - Bonds	1,011,148	955,265	(55,883)	-5.53%
Debt Service Principal	1,832,357	1,888,952	56,595	3.09%
R&R Reserves	1,300,000	1,300,000	-	0.00%
Other Reserves	-	-	-	#DIV/0!
<b>Total Municipality/County Appropriation</b>	<b>338,000</b>	<b>338,000</b>	<b>-</b>	<b>0.00%</b>
<b>Total Expenditures</b>	<b>\$ 14,298,000</b>	<b>\$ 14,361,000</b>	<b>63,000</b>	<b>0.44%</b>



# Prior Year Adopted Appropriations Schedule

## Mount Holly Municipal Utilities Authority

FY 2020 Adopted Budget							Total All
	Sewer	N/A	N/A	N/A	N/A	N/A	Operations
<b>OPERATING APPROPRIATIONS</b>							
<i>Administration - Personnel</i>							
Salary & Wages	\$ 662,500						\$ 662,500
Fringe Benefits	421,095						421,095
Total Administration - Personnel	1,083,595	-	-	-	-	-	1,083,595
<i>Administration - Other (List)</i>							
Other Expense - see attached	692,500						692,500
Type In Description							-
Type In Description							-
Type In Description							-
Miscellaneous Administration*							-
Total Administration - Other	692,500	-	-	-	-	-	692,500
Total Administration	1,776,095	-	-	-	-	-	1,776,095
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	3,380,000						3,380,000
Fringe Benefits	1,824,550						1,824,550
Total COPS - Personnel	5,204,550	-	-	-	-	-	5,204,550
<i>Cost of Providing Services - Other (List)</i>							
Other Expense - see attached	2,835,850						2,835,850
Type In Description							-
Type In Description							-
Type In Description							-
Miscellaneous COPS*							-
Total COPS - Other	2,835,850	-	-	-	-	-	2,835,850
Total Cost of Providing Services	8,040,400	-	-	-	-	-	8,040,400
Total Principal Payments on Debt Service in Lieu of Depreciation	1,832,357	-	-	-	-	-	1,832,357
Total Operating Appropriations	11,648,852	-	-	-	-	-	11,648,852
<b>NON-OPERATING APPROPRIATIONS</b>							
Total Interest Payments on Debt	1,011,148	-	-	-	-	-	1,011,148
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve	1,300,000						1,300,000
Municipality/County Appropriation	338,000						338,000
Other Reserves							-
Total Non-Operating Appropriations	2,649,148	-	-	-	-	-	2,649,148
<b>TOTAL APPROPRIATIONS</b>	14,298,000	-	-	-	-	-	14,298,000
<b>ACCUMULATED DEFICIT</b>							-
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	14,298,000	-	-	-	-	-	14,298,000
<b>UNRESTRICTED NET POSITION UTILIZED</b>							
Municipality/County Appropriation	338,000	-	-	-	-	-	338,000
Other							-
Total Unrestricted Net Position Utilized	338,000	-	-	-	-	-	338,000
<b>TOTAL NET APPROPRIATIONS</b>	\$ 13,960,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,960,000

\* 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 \$ 582,442.60 \$ - \$ - \$ - \$ - \$ - \$ - \$ 582,442.60

# Debt Service Schedule - Principal

Mount Holly Municipal Utilities Authority

If Authority has no debt X this box

☐

	Adopted Budget Year 2020	Proposed Budget Year 2021	Fiscal Year Ending in					Thereafter	Total Principal Outstanding
			2022	2023	2024	2025	2026		
Sewer									
2007 NJEIT Loan	\$ 1,214,756	\$ 1,241,329	\$ 1,271,167	\$ 1,308,113	\$ 1,338,070	\$ 1,378,372	\$ 1,411,264	\$ 1,450,378	\$ 9,398,693
2010 NJEIT Loan	98,746	98,746	98,746	103,746	78,112	28,000	28,000	99,000	534,350
2018 Refunding Bond Series	510,000	540,000	565,000	590,000	625,000	650,000	685,000	10,520,000	14,175,000
Loan/Summit Energy	8,855	8,877	8,899						17,776
Total Principal	1,832,357	1,888,952	1,943,812	2,001,859	2,041,182	2,056,372	2,124,264	12,069,378	24,125,819
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	-	-	-	-	-	-	-	-	-
TOTAL PRINCIPAL ALL OPERATIONS	\$ 1,832,357	\$ 1,888,952	\$ 1,943,812	\$ 2,001,859	\$ 2,041,182	\$ 2,056,372	\$ 2,124,264	\$ 12,069,378	\$ 24,125,819

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

Bond Rating	Moody's	Fitch	Standard & Poors
Year of Last Rating	A2		AA-
	12/7/2012		6/6/2018



# Net Position Reconciliation

Mount Holly Municipal Utilities 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
<b>TOTAL NET POSITION BEGINNING OF LATEST AUDIT REPORT YEAR(1)</b>	\$ 36,427,185						\$ 36,427,185
Less: Invested in Capital Assets, Net of Related Debt (1)	19,029,318						19,029,318
Less: Restricted for Debt Service Reserve (1)	2,836,810						2,836,810
Less: Other Restricted Net Position (1)	4,327,420						4,327,420
Total Unrestricted Net Position (1)	10,233,637	-	-	-	-	-	10,233,637
Less: Designated for Non-Operating Improvements & Repairs							-
Less: Designated for Rate Stabilization							-
Less: Other Designated by Resolution							-
Plus: Accrued Unfunded Pension Liability (1)	7,890,763						7,890,763
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	339,379						339,379
Plus: Estimated Income (Loss) on Current Year Operations (2)							-
Plus: Other Adjustments (attach schedule)							-
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	18,463,779	-	-	-	-	-	18,463,779
Unrestricted Net Position Utilized to Balance Proposed Budget	-	-	-	-	-	-	-
Unrestricted Net Position Utilized in Proposed Capital Budget	6,015,000	-	-	-	-	-	6,015,000
Appropriation to Municipality/County (3)	338,000	-	-	-	-	-	338,000
Total Unrestricted Net Position Utilized in Proposed Budget	6,353,000	-	-	-	-	-	6,353,000
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR</b>	\$ 12,110,779	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,110,779
<b>Last issued Audit Report (4)</b>							

(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 \$ 588,387 \$ - \$ - \$ - \$ - \$ - \$ 588,387

(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  
MOUNT HOLLY  
MUNICIPAL  
UTILITIES  
AUTHORITY

AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM

# 2021 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM

## MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY

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


☒ **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 Mount Holly Municipal Utilities Authority, on the 8<sup>th</sup> 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:	Robert G. Maybury Jr.		
Title:	Executive Director		
Address:	1 Park Drive Mount Holly, NJ		
Phone Number:	609-267-0015	Fax Number:	609-267-5420
E-mail address	mayburyb@mhmu.com		

## 2021 CAPITAL BUDGET/PROGRAM MESSAGE

# MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY

**FISCAL YEAR:** FROM: JANUARY 1, 2021 TO: DECEMBER 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?

All Townships serviced by the Authority received a draft copy of the Capital Budget/Program for their review, comments and consideration.

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?

There are no planned projects affecting the Master Plans in the jurisdictions serviced by the Authority.

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)

The proposed capital projects will be financed through the Renewal & Replacement reserve and Unrestricted Net Position and currently no rate increase is planned.

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.

None Noted

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.

None Noted

# Proposed Capital Budget

Mount Holly Municipal Utilities Authority  
For the Period January 1, 2021 to December 31, 2021

		Funding Sources				
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<b>Sewer</b>						
Office & Plant Equipment	\$ 30,000	\$ 30,000				
Vehicle Replacement	260,000	260,000				
Plant Improvement/Upgrades	2,975,000	2,975,000				
Collection System Upgrades	2,750,000	2,750,000				
Total	6,015,000	6,015,000	-	-	-	-
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 6,015,000</b>	<b>\$ 6,015,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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



## 5 Year Capital Improvement Plan

### Mount Holly Municipal Utilities Authority

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

*Fiscal Year Beginning in*

	Estimated Total Cost	Current Budget Year 2021	2022	2023	2024	2025	2026
<i>Sewer</i>							
Office & Plant Equipment	\$ 180,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
Vehicle Replacement	410,000	260,000	30,000	30,000	30,000	30,000	30,000
Plant Improvement/Upgrades	5,425,000	2,975,000	450,000	500,000	500,000	500,000	500,000
Collection System Upgrades	10,375,000	2,750,000	1,150,000	1,100,000	2,150,000	1,875,000	1,350,000
Total	16,390,000	6,015,000	1,660,000	1,660,000	2,710,000	2,435,000	1,910,000
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 16,390,000</b>	<b>\$ 6,015,000</b>	<b>\$ 1,660,000</b>	<b>\$ 1,660,000</b>	<b>\$ 2,710,000</b>	<b>\$ 2,435,000</b>	<b>\$ 1,910,000</b>

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

## 5 Year Capital Improvement Plan Funding Sources

### Mount Holly Municipal Utilities Authority

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

		<i>Funding Sources</i>				
		Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants    Other Sources
<i>Sewer</i>						
Office & Plant Equipment	\$	180,000	\$ 180,000			
Vehicle Replacement		410,000	410,000			
Plant Improvement/Upgrades		5,425,000	5,425,000			
Collection System Upgrades		10,375,000	2,575,000	7,800,000		
Total		16,390,000	8,590,000	7,800,000	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>TOTAL</b>	\$	16,390,000	\$ 8,590,000	\$ 7,800,000	\$ -	\$ -
Total 5 Year Plan per CB-4	\$	16,390,000				
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.

## RESOLUTION 2020-105

### A RESOLUTION CONSENTING TO THE PROPOSED TRI-COUNTY WATER QUALITY MANAGEMENT (WQM) PLAN AMENDMENT

WHEREAS, the County of Burlington, New Jersey the (“Requester”) desires to provide for the orderly development of wastewater facilities within the Township of Eastampton and

WHEREAS, the New Jersey Department of Environmental Protection (NJDEP) requires that proposed wastewater treatment and conveyance facilities and wastewater treatment service areas, as well as related subjects, conform with an approved WQM plan; and

WHEREAS, the NJDEP has established the WQM plan amendment procedure through the WQMP rules at N.J.A.C. 7:15-3.5 as the method of incorporating unplanned facilities into a WQM plan; and

WHEREAS, a proposed WQM plan amendment publicly noticed in the New Jersey Register on August 26, 2020 for the Smithville Park Maintenance Facility, Block 1300 Lot 66, Eastampton Township, New Jersey has been prepared by;

Kimberly Cenno, Bureau Chief

Bureau of Environmental Analysis, Restoration and Standards

Division of Water Monitoring and Standards

P.O. Box 420, Mail Code 401-041

401 East State Street

Trenton, New Jersey 08625-0420

NOW, THEREFORE, BE IT ITRESOLVED on this 8th day of October 2020 by the governing body of the Mt. Holly Municipal Utilities Authority the that:

1. The Mt. Holly Municipal Utilities Authority hereby consents to the Smithville Park Maintenance Facility Eastampton Township, New Jersey amendment, and publicly noticed on August 26, 2020 prepared by Kimberly Cenno, Bureau Chief for the purpose of its incorporation into the applicable WQM plan(s).
2. This consent shall be submitted to the NJDEP pursuant to N.J.A.C. 7:15-3.5(g)6.

RECORDED	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
Mr. Thiessen						
Mr. Silcox						
Mr. Banks						
Mr. Springer						
Vacant						

The foregoing is a true copy of a Resolution adopted by the MHMUA on September 10, 2020

**ATTEST:**

**The Mount Holly Municipal Utilities Authority**

\_\_\_\_\_  
**Brandy C. Boyington, Board Secretary**

\_\_\_\_\_  
**Jules Thiessen, Chairman**

**Dated:** \_\_\_\_\_

**RESOLUTION 2020-106**

**A RESOLUTION APPROVING A REFUND TO MHMUA EMPLOYEES**

BE IT RESOLVED by the Mount Holly Municipal Utilities Authority that a dividend check in the amount of \$85,743.00 was received from the Southern New Jersey Regional Employee Benefits Fund (SNJREBF). This check was issued due to overpayment surplus from the employee medical insurance plans. A portion of this dividend is due to the employee for their contribution portion. The refund to the employees will be issued as a credit to their future payment in the amount due to each employee based on their individual Chapter 78 contribution. The amount to be refunded to the employees is 20.21% percent of the total amount received, or \$17,328.05.

**CERTIFICATION**

STATE OF NEW JERSEY     }

:ss

COUNTY OF BURLINGTON }

I, Brandy C. Boyington, Secretary of the Mount Holly Municipal Utilities Authority do hereby certify the foregoing to be a true copy of a resolution adopted by the Mount Holly Municipal Utilities Authority at a regular meeting, held on the 8th day of October, 2020.

IN WITNESS WHEREOF, I have here unto set my hand affixed of the seal of said MHMUA this 8<sup>th</sup> day of October, 2020.

\_\_\_\_\_  
Brandy C. Boyington, Secretary

**THE MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY**

By: \_\_\_\_\_  
Jules Thiessen, Chairman

## **RESOLUTION 2020-100**

**A RESOLUTION APPROVING THE ANTICIPATED PAYROLL  
FOR OCTOBER AND THE ACTUAL PAYROLL FOR THE MONTH  
OF SEPTEMBER AND THE OPERATING EXPENSES**

BE IT RESOLVED by the Mount Holly Municipal Utilities Authority that the following anticipated payroll for the upcoming month is hereby approved subject to verification of actual payroll at the next regular meeting of the Mount Holly Municipal Utilities Authority. Anticipated \$400,000.00

BE IT FURTHER RESOLVED by the Mount Holly Municipal Utilities Authority that the Payroll and Operating Expenditures in the amount of \$513,293.55 per the attached listing are hereby approved.

## CERTIFICATION

STATE OF NEW JERSEY                }  
COUNTY OF BURLINGTON } :ss

I, Brandy C. Boyington, Secretary of the Mount Holly Municipal Utilities Authority do hereby certify the foregoing to be a true copy of a resolution adopted by the Mount Holly Municipal Utilities Authority at a regular meeting, held on the 8<sup>th</sup> day of October, 2020.

IN WITNESS WHEREOF, I have hereunto set my hand affixed to the  
seal of said MUA this 8<sup>th</sup> day of October, 2020.

Brandy C. Boyington, Secretary



P.O. Type: All	Include Project Line Items: No	Open: N	Paid: Y	Void: N
Range: First	to Last	Rcvd: Y	Held: N	Aprv: Y
Format: Condensed	Received Date Range: 09/11/20 to 10/08/20	Bid: Y	State: Y	Other: Y
Include Non-Budgeted: Y	Prior Year Only: N			Exempt: Y

Vendor # Name						
PO #	PO Date	Description	Status	Amount	Void Amount	Contract PO Type
<b>ALLIE010 ALLIED ELECTRONICS INC.</b>						
20-00883	08/27/20	SOLENOID	Open	42.80	0.00	
20-00967	09/18/20	REMOTE CONTROL	Open	493.94	0.00	
				536.74		
<b>AMERI065 AMERICAN WATER</b>						
20-01006	09/29/20	AMERICAN WATER BILLING	Open	934.36	0.00	
<b>AMERI080 AMERIGAS</b>						
20-00887	08/27/20	PROPANE - P/S 215	Open	785.29	0.00	
20-00929	09/09/20	PROPANE TANK RENTAL - P/S 201	Open	182.00	0.00	
20-00946	09/15/20	PROPANE - P/S 201	Open	229.52	0.00	
				1,196.81		
<b>ANALY005 ANALYTICAL LABORATORY SERVICES</b>						
20-00644	06/23/20	WEEKLY PERMIT SAMPLING	Open	19.00	0.00	
20-00686	07/08/20	WEEKLY PERMIT SAMPLING	Open	179.00	0.00	
20-00710	07/14/20	WEEKLY SAMPLING	Open	670.00	0.00	
20-00728	07/17/20	MONTHLY EFFLUENT SAMPLING	Open	102.00	0.00	
20-00770	07/28/20	WEEKLY EFFLUENT SAMPLING	Open	19.00	0.00	
20-00772	07/28/20	ANNUAL WATER/EFFLUENT SAMPLING	Open	511.50	0.00	
20-00836	08/13/20	WEEKLY NJPDES PERMIT SAMPLING	Open	38.00	0.00	
				1,538.50		
<b>BARTU005 BARTUK HOSE &amp; HYDRAULICS</b>						
20-00915	09/02/20	HOSE/FITTINGS/FAB-FOR CAT TH83	Open	833.36	0.00	
<b>BDS00005 BDS</b>						
20-00515	05/20/20	REPLACEMENT HELICAL GEAR MOTOR	Open	2,308.73	0.00	
<b>BLOCK005 BLOCK LINE SYSTEMS</b>						
20-00952	09/16/20	PHONE LINE SERVICE BILLING	Open	141.72	0.00	
<b>BUDGE005 BUDGET PRINTING</b>						
20-00950	09/16/20	ENVELOPES WITH PERMIT	Open	1,645.00	0.00	
<b>AGWAY005 BURLINGTON AGWAY</b>						
20-00935	09/10/20	LIME FOR PLANT USE	Open	283.50	0.00	
<b>BURLI005 BURLINGTON COUNTY AUTO PARTS</b>						
20-00815	08/07/20	WEATHERTECH FLOOR LINERS	Open	242.53	0.00	
<b>CABRI005 C A BRIGGS COMPANY INC.</b>						
20-00936	09/10/20	BLUE RIBBON PRESSURE TRANSDUCE	Open	901.76	0.00	
20-00983	09/23/20	BLUE RIBBON PRESSURE TRANSDUCE	Open	901.78	0.00	
				1,803.54		

Vendor # Name							
PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
CEMCO005 C.E.M. CORPORATION							
20-00916	09/02/20	LABORATORY SUPPLIES	Open	461.48	0.00		
CENTR005 CENTRAL JERSEY EQUIPMENT LLC							
20-00904	09/01/20	JOHN DEERE ELECT PTO CLUTCH	Open	213.35	0.00		
CINTA005 CINTAS CORPORATION							
20-00905	09/01/20	UNIFORM RENTAL	Open	457.92	0.00		
20-00927	09/09/20	UNIFORM RENTAL	Open	452.66	0.00		
20-00941	09/15/20	UNIFORM RENTAL	Open	450.03	0.00		
20-00979	09/22/20	UNIFORM RENTAL	Open	450.03	0.00		
20-00984	09/23/20	XL NITRILE GLOVES	Open	1,020.00	0.00		
				2,830.64			
CITYE005 CITY ELECTRIC SUPPLY CO							
20-00825	08/11/20	FLEX COUPLING	Open	299.96	0.00		
20-00884	08/27/20	PARTS FOR LAB HEAT/AC INSTALL	Open	410.47	0.00		
				710.43			
COBUR005 COBURN CHEMICAL, INC.							
20-00922	09/08/20	MAGNESIUM HYDROXIDE	Open	8,203.01	0.00		
COMCA005 COMCAST BUSINESS							
20-01003	09/29/20	BUSINESS INTERNET	Open	244.57	0.00		
ENVIR025 ENVIRONMENTAL RESOURCE ASSOCIA							
20-00814	08/07/20	TOTAL DISSOLVED REPEAT PT	Open	228.12	0.00		
EVOQU005 EVOQUA WATER TECHNOLOGIES, LLC							
20-00913	09/02/20	PS BIOXIDE	Open	7,236.56	0.00		
EXCEL005 EXCELSIOR BLOWER SYSTEMS, INC.							
20-00854	08/18/20	FILTER ELEMENTS 81-1209	Open	701.88	0.00		
FACTS005 FLEX FACTS							
20-00956	09/16/20	FSA BILLING	Open	50.00	0.00		
GWLIP005 G.W. LIPPINCOTT'S SUPPLY							
20-00972	09/21/20	CEMENT MORTAR MIX	Open	60.50	0.00		
GAYLE005 GAYLE CORPORATION							
20-00926	09/09/20	3"GORMAN-RUPP T-SERIES PUMP	Open	4,527.73	0.00		
GRAIN005 GRAINGER							
20-00921	09/08/20	A/C UNIT FOR PL# 2 CONTROL BLD	Open	560.91	0.00		
20-00930	09/09/20	5E CABLE,TAPE,HOUR METER	Open	259.91	0.00		
20-00963	09/17/20	HYDRANT WRENCHES AND ADAPTERS	Open	128.32	0.00		
				949.14			
HACHC005 HACH COMPANY							
20-00939	09/10/20	LABORATORY SUPPLIES AND SOLNS	Open	406.17	0.00		

Vendor # Name						
PO #	PO Date	Description	Status	Amount	Void Amount	Contract PO Type
HAWKI015 HAWKINS TECHNOLOGIES, LLC						
20-00955	09/16/20	IT SERVICES	Open	7,177.50	0.00	
HOOVE005 HOOVER TRUCK CENTER						
20-00928	09/09/20	BELT FOR 05 STERLING VACTOR	Open	30.85	0.00	
IKRUG005 I KRUGER, INC.						
20-00417	04/27/20	PANELS FOR ALL 3 DISC FILTERS	Open	127,043.40	0.00	
JHBER005 J & H BERGE INC						
20-00860	08/19/20	REPLACEMENT PH PROBE/LAB SUPPL	Open	765.00	0.00	
JACKD005 JACK DOHENY RENTALS						
20-00787	08/03/20	28-DAY VACTOR RENTAL	Open	12,008.65	0.00	
JOSEP005 JOSEPH FAZZIO INC.						
20-00969	09/21/20	2-6" ALUMINUM CHANNEL 12'LONG	Open	163.20	0.00	
LOWES005 LOWE'S						
20-00867	08/24/20	CAULK,SCREW,LUMBER & GAS CYL	Open	74.01	0.00	
MANSF005 MANSFIELD OIL COMPANY						
20-00961	09/16/20	FUEL PURCHASES	Open	634.59	0.00	
MASTE005 MASTERS TELECOM LLC						
20-00933	09/10/20	OVERHEAD PAGING UNIT	Open	59.40	0.00	
MCMAS005 MCMASTER-CARR SUPPLY CO.						
20-00942	09/15/20	MATERIALS FOR PAA AREA DRAIN	Open	123.58	0.00	
20-00974	09/21/20	VALVE AND FLANGE FOR PAA DRAIN	Open	545.70	0.00	
20-00999	09/28/20	WASHDOWN ENCLOSURE & TOGGLE SW	Open	132.73	0.00	
				802.01		
METLI005 METLIFE						
20-01004	09/29/20	DISABILITY INSURANCE	Open	874.87	0.00	
MIDDL010 MIDDLESEX WELDING SALES						
20-00987	09/23/20	CYLINDER RENTAL	Open	61.50	0.00	
MILLE005 MILLER FORD SALES INC.						
20-00828	08/12/20	TRUCK 56 REPAIR	Open	1,110.39	0.00	
MISSION005 MISSION COMMUNICATIONS, LLC						
20-00988	09/23/20	SERVICE PACKAGE RENEWAL	Open	1,126.80	0.00	
NEWJE005 NEW JERSEY AMERICAN WATER						
20-00994	09/24/20	BILLING FOR WATER CONSUMPTION	Open	2,344.20	0.00	
ONECA005 ONE CALL CONCEPTS, INC.						
20-00931	09/09/20	MARK OUT REQUESTS	Open	610.61	0.00	
PEROX010 PEROXYCHEM LLC						
20-00694	07/13/20	PAA TOTES FOR DISINFECTION	Open	4,500.00	0.00	

Vendor # Name							
PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
PEROX010 PEROXYCHEM LLC Continued							
20-00914	09/02/20	PAA TOTES FOR DISINFECTION	Open	4,500.00	0.00		
20-00970	09/21/20	EQUIPMENT LEASE	Open	6,736.80	0.00		
				15,736.80			
POSTM005 POSTMASTER							
20-00957	09/16/20	Mailing Cycle 2 2020-3	Open	2,244.34	0.00		
PRIME005 PRIMEPOINT LLC							
20-00953	09/16/20	PAYROLL PROCESSING	Open	696.95	0.00		
PSEG0005 PSE&G							
20-01002	09/29/20	GAS & ELECTRIC CHARGES	Open	40,892.56	0.00		
RICHA005 RICHARD A. ALAIMO ASSOCIATES							
20-01026	10/01/20	ENGINEERING SERVICES	Open	648.75	0.00		
RUMSE005 RUMSEY ELECTRIC							
20-00885	08/27/20	PLC CARDS	Open	505.47	0.00		
SHAFT005 SHAFTS & SLEEVES CO. INC.							
20-00735	07/20/20	I BEAM REMOVAL	Open	1,175.00	0.00		
SHERW005 SHERWIN-WILLIAMS							
20-01013	09/30/20	PAINT & PAINT SUPPLIES	Open	244.43	0.00		
SHERW015 SHERWOOD-LOGAN & ASSOCIATES, I							
20-00909	09/01/20	WATSON-MARLOW QDOS 30 PUMP	Open	3,074.90	0.00		
SISSCO005 SISSCO HOIST							
20-00920	09/08/20	TERN DAVIT CRANE FOR MAPLE PL	Open	4,615.00	0.00		
SOUTH030 SOUTHERN REGIONAL EMP BENEFIT							
20-00985	09/23/20	MEDICAL/RX/DENTAL INSURANCE	Open	98,395.00	0.00		
SPRIN005 SPRINT							
20-00954	09/16/20	PCS CONNECTION CARD/PLANT	Open	40.24	0.00		
ADVAN020 STAPLES BUSINESS CREDIT							
20-00944	09/15/20	OFFICE SUPPLIES	Open	458.30	0.00		
20-00971	09/21/20	ADESSO WEB CAM	Open	49.99	0.00		
20-00982	09/22/20	THERMAL PAPER & TONER CARTRIDG	Open	126.25	0.00		
				634.54			
STATE005 STATE OF NEW JERSEY							
20-00934	09/10/20	CATASTROPHIC ILLNESS	Open	81.00	0.00		
STEVE005 STEVENSON SUPPLY CO. INC.							
20-00975	09/21/20	FLOATS	Open	167.86	0.00		
20-00986	09/23/20	FITINGS FOR PAA HYDRANT INSTAL	Open	1,405.10	0.00		
20-01005	09/29/20	ITEMS FOR PAA DRAIN INSTALL	Open	328.61	0.00		

Vendor # Name						
PO #	PO Date	Description	Status	Amount	Void Amount	Contract PO Type
STEVE005 STEVENSON SUPPLY CO. INC. Continued						
20-01008	09/29/20	CLEAN OUT & PLUG	Open	51.27	0.00	
				1,952.84		
STEW005 STEWART C. LA VINE, INC						
20-00958	09/16/20	SC CONVERTER	Open	887.00	0.00	
SURSE005 SUR-SEAL, INC.						
20-00864	08/20/20	POLYMER PUMPS REBUILD PARTS	Open	1,060.89	0.00	
THEGA010 THE GARTY LAW FIRM, LLC						
20-00949	09/16/20	ATTORNEY FEES/SPECIAL COUNSEL	Open	1,000.00	0.00	
TRACT005 TRACTOR SUPPLY COMPANY						
20-00838	08/13/20	WEED KILLER	Open	119.98	0.00	
TRICO005 TRI-COUNTY TERMITE & PEST CONT						
20-00924	09/08/20	CONT SERVICE, PLANT EXTERMINAT	Open	70.00	0.00	
USABL005 U.S.A. BLUE BOOK						
20-00835	08/13/20	MARKOUT PAINT AND FLAGS	Open	853.62	0.00	
20-00849	08/18/20	2 1/2" HYDRANT W/ 2" NPT ADAPT	Open	1,103.18	0.00	
				1,956.80		
VERIZ015 VERIZON						
20-00948	09/16/20	INTERNET/TV SERVICES	Open	203.08	0.00	
20-00991	09/24/20	INTERNET/TV SERVICES	Open	159.99	0.00	
				363.07		
VERIZ035 VERIZON WIRELESS						
20-00932	09/10/20	CELL PHONE BILLING	Open	242.25	0.00	
20-00995	09/24/20	CELL PHONE BILLING	Open	1,100.27	0.00	
				1,342.52		
VISIO005 VISION SERVICE PLAN						
20-00981	09/22/20	VISION INSURANCE	Open	1,170.56	0.00	
WBMAS005 W.B. MASON COMPANY, INC.						
20-00943	09/15/20	OFFICE SUPPLIES	Open	474.62	0.00	
WILLI025 WILLIER ELEC MTR CO. INC.						
20-00862	08/19/20	COOLING FANS FOR MOTORS	Open	66.15	0.00	
20-00940	09/11/20	REMOTE OPERATOR	Open	128.00	0.00	
20-00947	09/16/20	YASKAWA VFD	Open	2,381.00	0.00	
				2,575.15		
ZOOMV005 ZOOM VIDEO COMMUNICATIONS, INC						
20-00962	09/16/20	ONLINE MEETING SUBSCRIPTION	Open	14.99	0.00	

Total Purchase Orders:	99	Total P.O. Line Items:	0	Total List Amount:	375,148.75	Total Void Amount:	0.00
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Totals by Year-Fund		
Fund Description	Fund	Expend Total
	0-01	375,148.75
Total of All Funds:		<u>375,148.75</u>
		A

Total Per Report:	\$375,148.75	A
Add: September Payroll:	\$265,188.20	
Less: Improvements:	\$(127,043.40)	Resolution 2020-103
Total Operating Expense:	\$513,293.55	Resolution 2020-100

## **RESOLUTION 2020-101**

## A RESOLUTION APPROVING SEWER REFUNDS

BE IT RESOLVED by the Mount Holly Municipal Utilities Authority that the following Sewer Refunds for the month of September are hereby approved.

**TOTAL REFUNDS AS PER THE ATTACHED REPORT: \$1,112.21**

## CERTIFICATION

STATE OF NEW JERSEY }

:SS

COUNTY OF BURLINGTON }

I, Brandy C. Boyington, Secretary of the Mount Holly Municipal Utilities Authority do hereby certify the foregoing to be a true copy of a resolution adopted by the Mount Holly Municipal Utilities Authority at a regular meeting, held on the 8<sup>th</sup> day of October, 2020.

IN WITNESS WHEREOF, I have here unto set my hand affixed of the seal of said MUA  
this 8<sup>th</sup> day of October, 2020.

Brandy C. Boyington, Secretary



Tracking Id Range: SWR REFUND to SWR REFUND Vendor Range: First to Last Open: Y Rcvd: Y Paid: Y Held: Y Aprv: Y Void: Y  
Account Type: G/L First Encumber Date Range: 09/11/20 to 10/08/20 Include Items Without Tracking Id: N  
Account Range: First to Last

Tracking Id Description

P.O. #	Item	Vendor #	Vendor Name	Description	Charge Account	Quantity	Amount	Purch. Type	First Encumber Date	Status
SWR REFUND SEWER REFUNDS										
20-01017	1	MATTD005	MATT & DIANE VENEZIALE	SEWER REFUND/17 PRICKETT LA	01-000-2020	1.00	333.22	other	10/01/20	Open
20-01018	1	EASTE020	EASTERN REAL ESTATE, LLC	SEWER REFUND/15 PRICKETT LANE	01-000-2020	1.00	20.46	other	10/01/20	Open
20-01020	1	GREGG005	GREGG & DIANE GRAVENSTINE	SEWER REFUND/33 SHAMROCK ROAD	01-000-2020	1.00	544.26	other	10/01/20	Open
20-01021	1	NANCY010	NANCY RODRIQUEZ	SEWER REFUND/6 BASIL DRIVE	01-000-2020	1.00	75.16	other	10/01/20	Open
20-01022	1	OILWA005	OIL WAH LAU	SEWER REFUND/14 SAFFRON DRIVE	01-000-2020	1.00	47.36	other	10/01/20	Open
20-01023	1	CATHY005	CATHY POTTER	SEWER REFUND/55 BRIGHTON ROAD	01-000-2020	1.00	70.47	other	10/01/20	Open
20-01025	1	THOMA045	THOMAS & HEATHER MASSO	SEWER REFUND/35 BEAUMONT PL	01-000-2020	1.00	21.28	other	10/01/20	Open
Bid:		0.00	State:	0.00	Other:	1,112.21	Exempt:	0.00	Total:	7.00
							1,112.21			

Total Tracking Ids: 1 Total Qty: 7.00 Total Amount: 1,112.21

Total Bid: 0.00 Total State: 0.00 Total Other: 1,112.21 Total Exempt: 0.00

**RESOLUTION 2020-102**  
**A RESOLUTION APPROVING EXPENDITURES**  
**FROM THE ESCROW FUND**

NOW, THEREFORE, BE IT RESOLVED by the Mount Holly Municipal Utilities Authority that the following Escrow Fund Expenditures are hereby approved:

**Total Escrow Fund Expenditures: \$8,021.19 (per attached report)**

# CERTIFICATION

STATE OF NEW JERSEY }

SS:

COUNTY OF BURLINGTON }

I, Brandy C. Boyington, Secretary of the Mount Holly Municipal Utilities Authority, do hereby certify the foregoing to be a true copy of a resolution adopted by the Mount Holly Municipal Utilities Authority at a regular meeting held on the 8<sup>th</sup> day of October, 2020.

IN WITNESS WHEREOF, I have hereunto set my hand affixed to the seal of said MUA this 8<sup>th</sup> day of October, 2020.

Brandy C. Boyington, Secretary

Tracking Id Range: ESCROW to ESCROW Vendor Range: First to Last Open: Y Rcvd: Y Paid: Y Held: Y Aprv: Y Void: Y  
Account Type: Project First Encumber Date Range: 09/11/20 to 10/08/20 Include Items Without Tracking Id: N  
Account Range: First to Last

Tracking Id Description

P.O. #	Item	Vendor #	Vendor Name	Description	Charge Account	Quantity	Amount	Purch. Type	First Encumber Date	Status
ESCROW ESCROW PROJECTS										
20-01016	1	RICHA005	RICHARD A. ALAIMO ASSOCIATES	WELLINGTON FARM	0000000162	1.00	760.00	other	09/30/20	Open
20-01016	2	RICHA005	RICHARD A. ALAIMO ASSOCIATES	LENNAR RANOCAS CR.	0000000108	1.00	3,405.81	other	09/30/20	Open
20-01016	3	RICHA005	RICHARD A. ALAIMO ASSOCIATES	EASTAMPTON PLACE WEST	0000000048	1.00	390.00	other	09/30/20	Open
20-01016	4	RICHA005	RICHARD A. ALAIMO ASSOCIATES	SMITHVILLE PARK MAINT FACILITY	0000000177	1.00	2,342.50	other	09/30/20	Open
20-01016	5	RICHA005	RICHARD A. ALAIMO ASSOCIATES	1513/1521 ROUTE 38	0000000179	1.00	390.00	other	09/30/20	Open
20-01016	6	RICHA005	RICHARD A. ALAIMO ASSOCIATES	RESERVE AT CREEKSIDE	0000000184	1.00	342.88	other	09/30/20	Open
20-01016	7	RICHA005	RICHARD A. ALAIMO ASSOCIATES	WESTAMPTON LOGISTICS CENTER	0000000185	1.00	195.00	other	09/30/20	Open
20-01016	8	RICHA005	RICHARD A. ALAIMO ASSOCIATES	PARKER'S LANDING RETIREMENT	0000000186	1.00	195.00	other	09/30/20	Open
Bid:		0.00	State:	0.00	Other:	8,021.19	Exempt:	0.00	Total:	8.00 8,021.19

Total Tracking Ids: 1 Total Qty: 8.00 Total Amount: 8,021.19

Total Bid: 0.00 Total State: 0.00 Total Other: 8,021.19 Total Exempt: 0.00

**RESOLUTION 2020-103**

**A RESOLUTION APPROVING THE EXPENDITURES  
FROM THE IMPROVEMENT/REPLACEMENT FUND**

BE IT RESOLVED by the Mount Holly Municipal Utilities Authority that the following expenditures from the Improvement/Replacement Fund Project Fund are hereby approved:

<b>Total Improvements (Per Attached Listing)</b>	<b><u>\$127,043.40</u></b>
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**CERTIFICATION**

STATE OF NEW JERSEY	}	
		:ss
COUNTY OF BURLINGTON	}	

I, Brandy C. Boyington, Secretary of the Mount Holly Municipal Utilities Authority do hereby certify the foregoing to be a true copy of the Resolution adopted by the Mount Holly Municipal Utilities Authority at a regular meeting thereof, held on the 8<sup>th</sup> day of October, 2020.

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Brandy C. Boyington, Secretary

Tracking Id Range: RENEWREPLA to RENEWREPLA Vendor Range: First to Last Open: Y Rcvd: Y Paid: Y Held: Y Aprv: Y Void: Y  
Account Type: Expenditure Received Date Range: 09/11/20 to 10/08/20 Include Items Without Tracking Id: N  
Account Range: First to Last

Tracking Id Description

P.O. #	Item	Vendor #	Vendor Name	Description	Charge Account	Quantity	Amount	Purch. Type	Received Date	Status	
RENEWREPLA	CAPITAL ITEMS - R&R RESOLUTION										
20-00417	1	IKRUG005	I KRUGER, INC.	PANELS FOR ALL 3 DISC FILTERS	01-010-6303	1260.00	121,388.40	other	09/16/20	Rcvd	
20-00417	2	IKRUG005	I KRUGER, INC.	FREIGHT	01-010-6303	1.00	5,655.00	other	09/16/20	Rcvd	
Bid:	0.00	State:	0.00	other:	127,043.40	Exempt:	0.00	Total:	1,261.00	127,043.40	
Total Tracking Ids:		1	Total Qty:		1,261.00	Total Amount:		127,043.40			
Total Bid:		0.00	Total State:		0.00	Total Other:		127,043.40	Total Exempt:		0.00

**REQUISITION FOR PAYMENT OR REIMBURSEMENT  
FROM RENEWAL AND REPLACEMENT FUND**

**REQUISITION NO. 2020-103**

**DATE: October 8, 2020**

**To: TD BANK, NATIONAL ASSOCIATION, TRUSTEE**

Pursuant to a Resolution of The Mount Holly Municipal Utilities Authority (the "Authority") adopted June 5, 1986 entitled: "Resolution Authorizing Sewer Bonds", as amended and supplemented (the "Resolution"), the undersigned, an authorized officer of the Authority, hereby authorizes and directs the Trustee to make disbursements of the funds from the Renewal and Replacement Fund established pursuant to Section 4.11 of the Resolution (with all capitalized terms used herein having the meaning given such terms in the Resolution), as follows:

<b>PAYEE</b>	<b>AMOUNT TO BE PAID</b>	<b>PURPOSE OF DISBURSEMENT</b>
<b>I Kruger, Inc/Veolia Water Technologies</b>	<b>\$127,043.40</b>	<b>Disc Filter Panels</b>

So that we may effect payment to the Payee(s) listed above, funds to cover payment to the above named Payees should be wired by the Trustee to the Authority’s Operating Account #XXXXXXX607 at WSFS Bank.

Dated:

By: \_\_\_\_\_  
Authorized Officer

Mount Holly Municipal Utilities Authority  
Regular Meeting of the Board of Commissioners

October 8, 2020

Executive Director's Report

- (Obituary) Passing of long time MUA Commissioner and Board Vice Chairman: Robert "Bob" Silcox was an important and influential Commissioner for the Mount Holly MUA. He has served as a Commissioner since 2003 and has been Vice Chairman for many of those years. He always contributed his vast experiences and extensive business knowledge when making decisions for Authority and its rate payers. Bob will be missed by all.

**Robert Silcox** of Mount Holly passed away Friday, Sept. 25, 2020, surrounded by his loving family at Virtua-Memorial Hospital. He was 74. Born in Morristown, N.J., Bob was a graduate of Roxbury High School, Class of 1964. He went on to play football at Moravian College, from where he graduated in 1968. He served in the U.S. Army as a First Lieutenant from 1969-1972.

He was President and Owner of Terra Associates, a commercial real estate and development company for over 46 years. Bob spent his time serving others in the Burlington County area. He served on the Mount Holly Board of Education for 24 years and was instrumental in recognizing special service needs in our local public schools. He went on to serve as chairman of the Burlington County Special Services School district and served as chairman of the Burlington County Institute of Technology. He served on the Virtua Foundation Board for over 40 years and as chairman for 14 years, and recently served on the Virtua Board of Trustees. He also served as president of the Children's Home of Mount Holly, and Vice Chairman of the Mount Holly Municipal Utilities Board. Robert also was a member and past-president of the Mount Holly Rotary Club. He was a Paul Harris Fellow and was named a Distinguished Citizen by the Burlington County Boy Scouts.

Bob is survived by his loving wife, Marsha (Seeger), who basked in his glow for 46 years of marriage. He was the proud father of Carly Hudson (Joshua) of Mount Laurel and Robert Silcox Jr. (Kimberly) of Medford. He adored his three granddaughters, Giana, Evelyn and Madeline, and also leaves behind his sister-in-law, Linda Silcox, nephews, Frank Silcox and Craig Silcox, niece, Tracy Silcox, mother-in-law, Hazel Seeger, and sister-in-law, Sally Seeger. He was preceded in death by his mother, Ann, and brother, William.

Bob was a father, brother and friend to so many more beyond his blood relations. Nothing was more important to Bob than his family. He enjoyed playing golf with his friends at Burlington Country Club and especially enjoyed spending time with his children and grandchildren on Long Beach Island.

After enduring a courageous fight, Bob left us too soon. We mourn the loss of a legend. Since the pandemic is preventing us from having a party that is truly worthy of Bob's legacy, we ask that all of you, from wherever you are, raise a glass in his honor. And to all of his friends in low places and high, we toast in your honor. Cheers.

Bob was passionate in his support of the Virtua Foundation's Mobile Grocery Store effort to feed people in Camden County and Burlington County. In lieu of flowers, contributions in his name may be made to the Virtua Foundation, 4th Floor, 303 Lippincott Dr., Marlton, NJ 08053.



**MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY**  
**ENGINEER'S STATUS REPORT**  
**October 2, 2020**

- M-0030-0317      Garden Street Pump Station Replacement
- Design is essentially complete. TWA was resubmitted with revised drawings and specifications for MHMUA's review and signature on March 27, 2020. Per the MHMUA, TWA to include electrical drawings to receive Township signoff. Alaimo submitted 95% specifications and design drawings on May 1, 2020. Alaimo received MHMUA comments on July 2, 2020. Received Mount Holly Township comments at meeting on July 20, 2020. Received MHMUA comments on August 31, 2020.  
**Alaimo to finalize documents for bidding in October 2020.**
- M-0030-0320      Sludge Tank Conversion
- Alaimo will submit a proposal for final design for MHMUA review and comment.
- M-0030-0321      TSST Tank Demolition
- Alaimo upon MHMUA's request will submit a final design proposal for MHMUA review and comment.
- M-0030-0322      Reactor Demolition
- Alaimo will submit a design proposal for MHMUA review and comment.
- M-0030-0324      Turbo Blower Replacement
- Alaimo has completed proposal to replace Turbo Blower with piping modifications at Maple Avenue Plant and submitted to the MHMUA on January 17, 2020. Awaiting authorization on the project.
- M-0030-0325      P.S. Corrosion Protection System
- Alaimo upon MHMUA's request to submit a design proposal and scope of work for MHMUA review and comment.

M-0030- Locker Room/Shower Facility

Alaimo sent preliminary sketches on layout options to the MHMUA on February 11, 2020 for review and comment. **Alaimo received MHMUA comments on August 19, 2020 on option selected. Alaimo submitted proposal for authorization on September 30, 2020.**

M-0031-0215-001 Walters Group/Viking, Lumberton Family Apts., LLC

TWA was approved on April 15, 2020. Received revised documents on July 28, 2020. **Review and comment letters were issued on August 20 and August 28, 2020.** Received revised documents for review on September 4, 2020. **Final document review and bond estimate letter was issued on September 22, 2020. Shop Drawing review has started.**

M-0031-0223 Lennar at Rancocas Creek

Sanitary sewer main and manhole installation has continued. Construction site inspection is ongoing.

M-0031-0227 Fountain Square

Review and comment letter was issued on December 10, 2019 and designated as "Revise and Resubmit". Review and comment letter was issued on April 1, 2020 and designated as "Revise and Resubmit". Package was resubmitted on April 2, 2020. Review and comment letter issued on April 16, 2020. Documents were deemed "Approved as Noted".

M-0031-0230 Smithville Park Maintenance Facility

A revised documentation package was submitted on July 21, 2020, including Plumbing Plan and As-Built Details. An approval letter was issued August 12, 2020.

M-0031-0231 Dunkin Donuts Western Drive

Received revised package on November 21, 2019. Review and comment letter was issued on December 16, 2019. Received revised package on January 9, 2020. Review and comment letter was issued on February 10, 2020 and still noted as "Revise and Resubmit."

M-0031-0236      Shen Warehouse

Received revised drawings on May 13, 2020. Review letter was completed on May 21, 2020 and package was deemed "Approved as Noted".

M-0031-0237      Hainesport Commerce Center

Revised documents were received on March 13, 2020. Review and comment letter was issued on March 19, 2020, designated as "Approved as Noted". A Performance Bond letter was issued on August 3, 2020.

M-0031-0238      The Reserve at Creekside

Review and comment letter was issued on February 20, 2020 and deemed "Approved." Signed drawings were received on March 2, 2020.

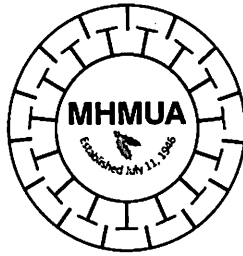
M-0031-0239      Westampton Logistics Center

Review and comment letter was issued on April 10, 2020 and documents deemed "Approved as Noted". Shop drawings were reviewed the week of August 31, 2020.

M-0031-0240      Parker's Landing

Received documentation for review on April 17, 2020. Review and comment was issued on June 2, 2020 and package was deemed "Revise and Resubmit".

DJS/dal



## SUPERINTENDENT OF OPERATION'S REPORT

FOR

October 8, 2020

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### PLANT OPERATIONS

1. The **MONTHLY DISCHARGE MONITORING REPORT** summary for September, 2020 is included. There were no violations during the month of September.
2. The **YEAR TO DATE CONSUMABLES USAGE REPORT** for September, 2020 is attached.
3. The **SLUDGE QUALITY** data summaries through September, 2020 are attached. There were no significant changes in sludge quality for the period covered.
4. The **COLLECTION SYSTEM OPERATIONS REPORT** for September, 2020 is attached.
5. There were **TWO ODOR COMPLAINTS** received during the period covered by this report. Both complaints were called into the MHMUA by the resident at 20 Hainesport-Mt. Laurel Road in Hainesport Township. The first complaint received was on 9-14-20 at 2145 hours. The next morning the Bioxide chemical feed rates were investigated and the Hainesport Chase P/S #221 rate was found to be lower than normal, the Bioxide dosage was increased back to the optimum 28 GPD. The second complaint was called in on 9-23-20, the investigator again checked all the chemical feed rates at the stations, this time the Laurel Creek P/S # 219 rate was lower than normal. The Bioxide at this station was increased back to the optimum 48 GPD. The investigator spoke to the resident both times and explained to the resident what the problem was and what we did to remedy the situation. Odalogs have been installed in two separate manholes near this home to see if the predetermined Bioxide feed rates are still giving us the H<sub>2</sub>S reduction that we expect.
6. The **YEAR TO DATE INDUSTRIAL PRETREATMENT ACTIVITIES REPORT** summary for September, 2020 is attached.

Respectfully submitted,

Robert I. Young  
Operations Superintendent

## MONTHLY AVERAGE VALUES

PARAMETER	10/19	11/19	12/19	01/20	02/20	03/20	04/20	05/20	06/20	07/20	08/20	09/20	YEARLY AVERAGE		Limits
													This Reporting Period	Last Reporting Period	
POTW Flow	3.2	3.2	3.6	3.41	3.39	3.38	3.44	3.21	3.19	3.12	3.18	2.98			5
CBOD5(influent)	177	166	207	161	249	281	250	257	246	218	195	214			n/a
CBOD5(effluent)	< 2	< 2	3	5.6	7.1	4.9	3.5	2.3	3.1	< 2	< 2	7			15
COD(influent)	811	955	816	789	721	1300	906	813	749	933	834	694			n/a
COD(effluent)	26.7	29.4	30.1	28.5	30.4	32.6	33.6	29.1	30.4	34.6	28.8	29.5			n/a
TSS(influent)	320	459	286	424	465	543	487	423	535	529	352	453			n/a
TSS(effluent)	3.25	1.25	2	3	2.25	4.5	3	2.5	3	< 1	< 1	2			30
pH(influent-Max)	6.9	8.5	7.1	7.4	6.7	7.8	8.5	6.9	7.8	7.5	6.9	7.3			n/a
pH(influent-Min)	6.3	6.4	6.3	6.4	6.4	6.3	6.3	6.3	6.2	6.2	6.1	6.1			n/a
pH(effluent-Max)	6.9	7	6.7	6.8	6.7	6.7	6.6	6.7	6.7	6.9	6.9	7			9
pH(effluent-Min)	6.6	6.4	6.3	6.4	6.3	6.4	6.3	6.2	6.2	6.3	6.6	6.4			6
Oil & Grease (effluent)	< 3.9	< 3.8	< 3.8	< 3.9	< 3.9	< 3.8	< 3.9	< 3.8	< 4.1	< 3.7	< 3.9	4.8			10
SQAR															
Arsenic	< 12.3	15.6	< 12.1	< 12.7	< 11.5	< 11.6	< 12	< 12.5	< 11.3	< 12	< 11.2	< 11.7			41
Beryllium	< 6.1	< 5.6	< 6	< 6.4	< 5.7	< 5.8	< 6	< 6.3	< 5.6	< 6	< 5.6	< 5.8			n/a
Cadmium	< 3.1	< 2.8	< 3	< 3.2	< 2.9	< 2.9	< 3	< 3.1	< 2.8	< 3	< 2.8	< 2.9			39
Chromium	24.5	27	26.1	25.5	23.1	20.5	20.9	17.8	20.6	22	20.8	26.2			n/a
Copper	696	824	668	699	661	538	672	619	715	674	658	828			1500
Lead	29	53.6	27.9	26.6	25.8	25.8	27.9	23.6	23	21.7	20.6	25			300
Mercury	0.49	0.56	0.44	1.1	0.33	< 0.31	0.31	0.37	1.4	0.5	0.43	0.7			17
Molybdenum	15.6	14.6	< 12.1	13.9	13.7	< 11.6	< 12	< 12.5	13.8	12.2	< 11.2	17.2			75
Nickel	14.8	17.1	15	17.3	15.5	13.7	15.4	14	21.2	14.2	13	23.8			420
Selenium	< 30.7	< 27.9	< 30.2	< 31.9	< 28.6	< 29	< 29.9	< 31.3	< 28.2	< 29.9	< 28	< 29.1			100
Zinc	1930	2200	1850	2260	2030	1610	1870	1760	2190	2170	1810	2700			2800
Cyanide	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	< 1.5	N/A			n/a

Unless otherwise indicated, liquid analysis reported in mg/l, sludge reported in mg/kg (dry weight basis), pH reported in Standard Units

FORM AR-5a

NOTE: Sludge limits do not apply to sludge that is not land-applied.  
Most recent permit violation: 1/97 for Effluent Chlorine Residual

# Annual Consumables Summary- 2020

Fund Number	Consumable Name	Unit													Actual	Actual	Actual	Projected 2020		2020
		Price	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTDTOT	YTDAVE	YTDCOST	Quantity	Costs	Budget
020-6042	City H2O (100 gal)	0.5968	141.70	150.04	160.34	175.61	142.20	184.25	172.37	196.58	333.55				1636.64	181.85	\$976.75	2182.19	\$1,302.33	\$15,000.00
040-6045	Diesel Fuel (gal) Vehicles ****	2.8500	104.20	90.40	112.69	62.00	62.52	197.29	120.66	148.60	106.48				1004.84	111.65	\$2,863.79	1339.79	\$3,818.39	\$5,000.00
020-6044	Diesel Fuel (gal) Gen	2.2762	82.00	69.00	78.00	84.00	45.00	353.00	668.00	495.00	63.00				1937.00	215.22	\$4,409.00	2582.67	\$5,878.67	\$20,000.00
022-6044	Diesel Fuel (gal) Maple Ave	2.2762	31.00	31.00	63.00	31.00	31.00	229.00	937.00	219.00	62.00				1634.00	181.56	\$3,719.31	2178.67	\$4,959.08	\$5,000.00
020-6106	Ecogrow Nutrients	5.7500	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00				135.00	15.00	\$776.25	180.00	\$1,035.00	\$2,000.00
020-6041	Electric (100 kwhr)	2.8010	2,352.00	2,156.00	2212.00	2,016.00	2,072.00	1,960.00	2,044.00	1,904.00	1,820.00				18536.00	2059.56	\$51,919.34	24714.67	\$69,225.78	\$350,000.00
022-6041	Electric (100 kwhr)Maple Ave	10.721	1,133.70	960.56	2094.20	208.02	232.79	146.37	140.07	170.97	334.26				5420.94	602.33	\$58,117.90	7227.92	\$77,490.53	\$175,000.00
022-6102	Hypochlorite - Maple Ave	1.0850	59.00	107.00	166.00	156.00	145.00	244.00	497.00	371.00	282.00				2027.00	225.22	\$2,199.30	2702.67	\$2,932.39	\$5,000.00
020-6105	Lime (lbs)	0.0970	1,250.00	700.00	1200.00	900.00	1,050.00	1,100.00	900.00	900.00	900.00				8900.00	988.89	\$863.30	11866.67	\$1,151.07	\$1,000.00
020-6104	MgOH (gal)	2.4013	2,809.00	2,763.00	2627.00	1,489.00	2,712.00	2,525.00	3,120.00	2,723.00	168.00				20936.00	2326.22	\$50,273.62	27914.67	\$67,031.49	\$63,000.00
020-6046	Natural Gas (ccf)	1.0315	55.10	61.00	17.20	63.00	4.00	18.70	37.00	16.70	4.80				277.50	30.83	\$286.24	370.00	\$381.66	\$7,500.00
022-6045	Natural Gas (ccf) Maple Ave	1.1252	886.606	882.598	2381.00	N/A	143.139	54.478	4.273	4.273	3.205				4359.57	544.95	\$4,905.39	6539.36	\$7,358.09	\$5,000.00
020-6102	Peracetic Acid (gal)	7.2500	663.00	600.00	645.00	632.00	609.00	584.00	605.00	688.00	526.00				5552.00	616.89	\$40,252.00	7402.67	\$53,669.33	\$82,000.00
020-6101	Polymer (lbs)	1.6800	1,980.00	1,860.00	1470.00	1,500.00	1,410.00	1,800.00	2,260.00	1,580.00	1,360.00				15220.00	1691.11	\$25,569.60	20293.33	\$34,092.80	\$55,000.00
040-6045	Unleaded-MUA (gal) Plt Tank	2.1955	24.10	8.40	52.20	78.10	63.1	78.90	44.70	101.80	89.40				540.70	60.08	\$1,187.11	720.93	\$1,582.81	\$145,000.00
040-6045	Unleaded-MUA (gal) ****	2.5600	695.12	580.42	294.03	608.07	678.05	637.75	578.81	651.58	507.59				5231.42	581.27	\$13,392.44	6975.23	\$17,856.58	
Subtotal																	\$261,711.32		\$349,765.99	\$935,500.00
<b>Collection System Consumables</b>																				
040-6104	Bioxide (gals)	2.8900	2,721.00	1,959.00	1952.00	1,759.50	2,314.00	2,220.40	2,299.30	2,022.60	2,776.40				6,632.00	2,210.67	\$19,166.48	26,528.00	\$76,665.92	\$90,000.00
040-6044	Diesel Fuel (gal) P/S Gen	2.2762	35.00	20.10	38.10	22.10	21.20	171.40	20.00	144.87	19.70				93.20	31.07	\$212.14	372.80	\$848.57	\$500.00
040-6046	Natural Gas (ccf)	1.0315	8,864.00	8,330.00	8117.00	5,500.00	3,700.00	63,300.00	4,800.00	83,400.00	3,900.00				25,311.00	8,437.00	\$26,108.30	101,244.00	\$104,433.19	\$3,500.00
Subtotal																	45,486.92		181,947.67	94,000.00
Total																	\$307,198.24		\$531,713.66	\$1,029,500.00

Mount Holly Municipal Utilities Authority  
 Receipt Summary Report for the Period

9/1/2020 Through 9/30/2020

Page 1

Report Date: 10/01/2020

Source Name	Waste Type	Flow, gpd	Total Gallons	Total Tons	No. of Trucks	Average % Solids	Amount Charged
A & L SEPTIC SERVICES	Septage	11344	351,650		73	0.5	\$14,066.00
AAA Septic	Septage	455	14,100		3	0.3	\$564.00
BEMS / BIG HILL LANDFILL	Leachate	3386	104,979		21	0.6	\$4,094.18
BROWN, ALBERT S.	Septage	258	8,000		2	0.9	\$320.00
Burlington County RRF PO# 13-09265	Leachate	31515	976,967		162	0.9	\$17,585.41
Champion Contracting, LLC	Septage	3077	95,400		23	0.6	\$3,816.00
DREDGE HARBOR BOAT CENTER LLC	Septage	452	14,000		2	0.2	\$560.00
Deckers Septic	Septage	7132	221,100		67	0.3	\$8,844.00
Dey Farms	Miscellaneous	1365	42,300		7	0.3	\$2,115.00
Dimeglio Septic	Septage	3368	104,400		29	0.1	\$4,176.00
Drayton	Septage	12000	372,000		80	0.5	\$14,880.00
Drayton Transfer Station	Septage	5987	185,600		39	0.8	\$7,738.20
Fieldsboro	Sludge	161	5,000		1	1.7	\$400.00
First Choice Waste Disposal, LLC	Septage	323	10,000		2	1.4	\$400.00
Homestead Treatment Utilities, Inc.	Sludge	774	24,000		5	0.5	\$984.00
Jackson Transfer Station	Septage	2077	64,400		12	1.0	\$2,834.30
Joseph J Carbin Plumbing	Septage	508	15,750		7	0.7	\$715.50
Laird & Company	Miscellaneous	383	11,872		2	0.9	\$546.11
Medford Township STP	Sludge	12857	398,580		73	1.5	\$21,921.90
Mobile Estates of Southampton, Inc.	Sludge	323	10,000		2	1.8	\$800.00
PERRY EQUIPMENT COMPANY INC.	Miscellaneous	1129	35,000		7	1.2	\$2,800.00
Potty Pros	Septage	453	14,050		18	1.4	\$649.30
Puglisi Egg Farms. Inc.	Septage	774	24,000		4	0.5	\$960.00
State Environmental Services	Septage	832	25,800		6	0.3	\$1,032.00
United Hospital Supply Corp.	Miscellaneous	619	19,200		4	0.6	\$960.00
Waste Management/Parklands Landfill	Leachate	1229	38,100		9	0.5	\$952.50

Total Gallons	Total Tons	No. of Trucks	Amount Charged
3,186,248	0	660	\$114,714.40



**YEARLY TOTALS OF COLLECTION SYSTEM WORK**

**R-23A**

**YEAR 2020**

	MONTH	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
1)	MISCELLANEOUS BEEPER CALL	7	10	10	4	5	17	12	7	7				79
2)	MISCELLANEOUS CALLS NOT OURS	1	0	3	0	1	3	2	1	1				12
3)	NUMBER OF OVERTIME CALLS	6	10	6	3	2	6	10	6	3				52
4)	ACTUAL OTHER BILLABLE MANHOURS	0	0	0	0	0	0	0	0	0				0
5)	NUMBER OF FEET OF PIPE CLEANED	34,494	29744	32,963	24304	5935	48859	46136	51803	31589				305827
6)	MANHOLE OVERFLOW INCIDENTS	0	0	0	0	0	0	0	1	0				1
7)	LATERAL INSPECTIONS	6	3	0	3	1	2	1	0	3				19
8)	MANHOLE INSPECTIONS	17	13	12	10	4	18	12	12	10				108
9)	TOTAL NUMBER OF SERVICE CALLS (STOPPAGE)	10	6	6	5	2	8	6	6	6				55
10)	NUMBER OF SERVICE CALLS NOT OUR PROBLEM	9	6	6	4	2	7	6	5	6				51
11)	NUMBER OF OVERTIME SERVICE	6	1	2	1	1	1	4	2	0				18
12)	NUMBER OF REPEAT SERVICE CALLS **	0	0	0	0	0	0	0	0	0				0
13)	NUMBER OF SECOND WATER METER READINGS	11	4	4	0	0	0	0	18	25				62
14)	NUMBER OF FEET OF PIPE SMOKE TESTED	0	0	0	0	0	0	0	0	0				0
15)	NUMBER OF FEET OF PIPE TELEVIEWED	80	0	80	0	0	405	0	0	0				565
16)	MARK OUT REQUESTS	309	185	352	308	487	508	452	439	370				3410

\*\* SAME MAIN IN A 3 MONTH PERIOD

## Odor Complaint Record

Odor Complaint Instructions

**The Shift Supervisor or other qualified employee of the MHMUA must complete this form and investigate the complaint within 2-hours of receipt of an odor complaint.**

Name of MHMUA employee taking call Jason Corn Date: 9/14/2020 Time 21:45

Caller: Nam Karen Kauffman Telephone: (609)471-7507

Address: 20 Hainesport Mt. Laurel Road Township Hainesport

Select check box on all odor complaints to send an email ☒

### Questions to be asked of caller by MHMUA employee

What time did you first detect an odor: 21:00

Do you still smell the odor: No

Have you smelled the odor before: Yes

Where: Outside and inside the house because the windows were open

When: Inter

Is the odor constant or intermittent: Intermittent

Describe the odor: Sewer Smell

Caller comments The resident texted my wife at the above time and date who she is friends with and stated the smell is back.

**If the caller indicates that they no longer detect an odor, advise them that we cannot investigate an odor complaint unless the odor is currently present. Advise them that if the odor returns t please call back as soon as possible so that we can investigate**

Name of MHMUA Investigator: Jason Corn and Jim Lutes Time investigated: 10:00 Date: 9/15/2020

Weather Conditions: N/A Humidity Level N/A

Wind Information: Speed: N/A MP Direction: N/A Gusting: N/A GustingTo N/A MP

Did you investigate the complaint: Yes

Did you detect an odor: No

**If you do not detect an odor, advise the resident of that and that they should call if they detect another odor. Do not make any unsubstantiated statements.**

**If an odor is detected:**

**Print Current Record**

Did you isolate the source of the odor: No

Did you speak with the caller: Yes

What did you tell the caller about your findings: See Below

What corrective actions, if any are needed:

When arrived at work this morning I immediately looked over the bioxide level form to see if one of the upstream stations seemed to be not pumping at the right capacity. Laurel Creek PS # 219 and Water's Edge PS # 226 seem to be pumping as normal according to the most recent measurements but Hainesport Chase PS # 221 looked like the gallons per day were low compared to normal. I adjusted the bioxide there back on 8-31-20 after she had called the last time complaining of odors because we were underfeeding. On 9-7-20 when a measurement was obtained it was noticed we were considerably overfeeding so the gallons per day were decreased back down to the rate it was pumping on 8-31-20. Since it was decreased on 9-9-20 the gallons per day has slacked off again. We responded to the station and checked the feed rate and it was around 16 gallons per day. The feed rate was adjusted back to 28 gallons per day this morning. The feed rate was also checked at Laurel Creek PS and the bioxide pumps are pumping at the correct feed rates. After the adjustment to Hainesport Chase PS # 221 I stopped at Karen's house to speak with her and I informed her of the actions described above.

**If the odor is emanating from the plant, then the source must be identified and corrected:**

Name of Supervisor contacted: \_\_\_\_\_ Time \_\_\_\_\_

Supervisor's response or comments:

Please write additional information and note notification procedures:

# Odor Complaint Record

Odor Complaint Instructions

**The Shift Supervisor or other qualified employee of the MHMUA must complete this form and investigate the complaint within 2-hours of receipt of an odor complaint.**

Name of MHMUA employee taking call Jason Corn Date: 9/23/2020 Time 7:00

Caller: Nam Karen Kauterman Telephone: (609)471-7507

Address: 70 Hainesport Mt. Laurel Road Township Hainesport

Select check box on all odor complaints to send an email ☒

## Questions to be asked of caller by MHMUA employee

What time did you first detect an odor: 7:30

Do you still smell the odor: No

Have you smelled the odor before: Yes

Where: Outside and in the house because her windows were open.

When: Last Night 9/22/20

Is the odor constant or intermittent: Intermittent

Describe the odor: Sewer smell

Caller comments The caller contacted me this morning and said she was detecting odors last night.

**If the caller indicates that they no longer detect an odor, advise them that we cannot investigate an odor complaint unless the odor is currently present. Advise them that if the odor returns t please call back as soon as possible so that we can investigate**

Name of MHMUA investigator: Jason Corn Time Investigated: 10:30 Date: 9/23/2020

Weather Conditions: N/A Humidity Level N/A

Wind Information: Speed: N/A MP Direction: N/A Gusting: N/A GustingTo N/A MP

Did you investigate the complaint: Yes Did you detect an odor: No

**If you do not detect an odor, advise the resident of that and that they should call if they detect another odor. Do not make any unsubstantiated statements.**

## If an odor is detected:

**Print Current Record**

Did you isolate the source of the odor: No Did you speak with the caller: Yes

What did you tell the caller about your findings: The information below is what I discussed with her.

What corrective actions, if any are needed:

Before stopping to talk to the resident I reviewed the most recent bioxide readings from PS 221 Hainesport Chase and PS 219 Laurel Creek. The measurement from this past Monday up to today at PS 221 shows we are pumping the correct amount of bioxide per day we should be but a measurement taken at PS 219 from last Friday up to yesterday showed we are pumping less gallons per day than we should. I responded to PS 219 and checked our feed rates on the bioxide. Pump #1 was pumping 24.7 gallons per day and the correct amount is supposed to be 26.8 gallons per day so I increased to that amount.

I checked pump # 2 and the gallons per day was 15.2 and we should be pumping 20.9 gallons per day so I increased to the correct amount. All in all we were pumping 39.9 gallons per day and now we are pumping 47.7 gallons per day. I also placed an oda logger in manhole H-129 on Park Avenue to monitor H2S levels coming from PS 219. I also placed an oda logger in manhole H-2 located on Hainesport Mt. Laurel Road to monitor H2S levels coming from PS 221 discharge as well. I will leave these oda loggers in for a week so I will remove them next Wednesday and download the data to see when if any spikes in H2S are occurring. If we are getting spikes once the data is reviewed, I am going to contact Seth from Evoqua to see where adjustments may be needed.

**If the odor is emanating from the plant, then the source must be identified and corrected:**

Name of Supervisor contacted: Time

Supervisor's response or comments:

Please write additional information and note notification procedures:

**TABLE AR-4  
SUMMARY OF IWPT MONITORING PROGRAM**

October 2019 through September 2020  
POTW: Mount Holly Municipal Utilities Authority

	CATEGORICAL IUs		NON-SIGNIFICANT CATEGORIAL IUs		SIGNIFICANT/ MAJOR IUs		OTHER REGULATED	
	This Period	Last Period	This Period	Last Period	This Period	Last Period	This Period	Last Period
Number of Industrial Users (IUs) included in POTW Monitoring Program	3	3	0	0	1	1	2	2
Number of IUs added to POTW Monitoring Program	0	1	0	0	0	0	0	0
Number of IUs eliminated from POTW Monitoring Program	0	0	0	0	0	0	0	0
Total number of POTW inspections of IUs.	3	3	0	0	1	1	2	2
Total number of POTW sampling visits to IUs.	3	4 <sup>1</sup>	0	0	1	1	2	2
Total number of IUs in IPP not sampled.	0	0	0	0	0	0	0	0
Total number of IUs in IPP not inspected.	0	0	0	0	0	0	0	0

<sup>1</sup> Includes MHMUA monitoring in lieu of self-monitoring for the following facilities: Dey Farm, United Hospital Supply

**Bulk Waste Monitoring September, 2020**

	September	August	October 2019- September 2020	October 2018- September 2019
1. Number of bulk delivery pH, T.S. and sensory checks:	660	667	7,567	6,482
2. Number of bulk delivery conventional pollutant checks:	0	0	62	113
3. Number of bulk septage sources:	15	15	23	22
4. Number of bulk sludge sources:	4	6	13	12

Sampling (September): None

Inspections (September): Dey Farm, L&D landfill, Parklands Landfill, MET, United Hospital, Burlington County Landfill

TABLE AR-7  
Mount Holly Sewerage Authority NJPDES 0024015  
SUMMARY OF VIOLATIONS OF LOCAL, STATE, AND FEDERAL PRETREATMENT REGULATIONS  
September, 2020

Discharger Name	LLV	S/CWEA	FLV	RV	AO	SE	SN	CC
Burl. Co. Resource Recovery	0	0	0	0	0	0	0	0
Dey Farms	0	0	0	0	0	0	0	0
Landfill & Development	0	0	0	0	0	0	0	0
Metal Etching Technology Assoc	0	0	0	0	0	0	0	0
Parklands Landfill	0	0	0	0	0	0	0	0
United Hospital Supply	0	0	0	0	0	0	0	0

This Reporting Period	0	0	0	0	0	0	0	0
Last Reporting Period	0	0	0	0	0	0	0	0
Outstanding Actions	0	0	0	0	0	0	0	0

KEY: LLV Local Limit Violation  
S/CWEA State/CWEA Violation  
FLV Federal Limit Violation  
RV Reporting Violation  
AO Administrative Order, Administrative Consent Order, or Judicial Consent Order Violations  
SE Spill/Emergency at Discharger  
SN Number of Facilities that are Significant Non-Compliers  
CC Number of Facilities Convicted of Criminal Conduct

TABLE AR-8  
Mount Holly Sewerage Authority NJPDES 0024015  
SUMMARY OF POTW COMPLIANCE ACTIONS  
September, 2020

September, 2020																			
Administrative										Legal/Judicial									
FAC Name	NV	CS	AM	AR	W	AS	SC	O	I	CA	CP	CAA	CAP	SI	SA	PC	CAF	MA	
Burl. Co. Resource Recovery	0	0	0	0	0	0	0	0	0	0	0	0	\$0	0	0	\$0	0	0	
Dey Farms	0	0	0	0	0	0	0	0	0	0	0	0	\$0	0	0	\$0	0	0	
Landfill & Development	0	0	0	0	0	0	0	0	0	0	0	0	\$0	0	0	\$0	0	0	
Metal Etching Technology Assoc	0	0	0	0	0	0	0	0	0	0	0	0	\$0	0	0	\$0	0	0	
Parklands Landfill	0	0	0	0	0	0	0	0	0	0	0	0	\$0	0	0	\$0	0	0	
United Hospital Supply	0	0	0	0	0	0	0	0	0	0	0	0	\$0	0	0	\$0	0	0	

This Reporting Period	0	0	0	0	0	0	0	0	0	0	\$0	0	\$0	0	\$0	\$0	0	0
Last Reporting Period	0	0	0	0	0	0	0	0	0	0	\$0	0	\$0	0	\$0	\$0	0	0

**September 30, 2020**  
**MHMUA STATUS REPORT**  
**Safety Director and Special Projects & Purchasing Agent**  
**MONTHLY AGENDA UPDATE for September 2020**

Claims:

- 150 Grant Street Incident
  - Reviewed incident report on database for reported fall by resident from 150 Grant Street into a “manhole” that was identified as a New Jersey American Water meter pit located in the grass area between the sidewalk and curb in front of 154 Grant Street.
    - Went to site to photograph and take measurements
    - Process Acord GL Claim form and email with supporting documentation to Qual-Lynx
      - Received Affidavit of Non-Jurisdiction from Qual-Lynx, completed, notarized and returned
        - **Received emailed TORT Notice from attorney representing plaintiff and emailed same with supporting documents to Tom Coleman and Qual-Lynx**
- Edward St. & Maple Ave. Storm Damage
  - Additional communications with Doris Moore at Qual-Lynx regarding the property loss claim (#2021212731) filed for the removal of the downed trees and repair/replacement of the damaged security fence
    - Reviewed, processed and returned additional claim forms requested by Qual-Lynx
      - Emails to/from Russ advising approvals were received to proceed with tree removal and fence repair/replacement
- Maple Avenue Blower Claim
  - Emails to/from Brian as follow up to the blower loss claim
  - CNA reports check will be issued September 15<sup>th</sup> **(did not occur)**
    - JIF Claims Committee requested information regarding manufacturer warranty to determine if cost for repair/replacement should be passed onto them
      - Researched original construction plans and specifications for Maple Avenue facility and identified the warranty was for one (1) year
        - Emailed information to Brian for review with Claims Committee
- Motor Vehicle Accident
  - Emails to/from Brian Stark at ProSight Specialty Insurance regarding the rear-end motor vehicle collision (their insured struck our vehicle) that occurred on 7/29/2020 questioning the repair status of our pickup truck
- VACTOR Claim
  - Follow up emails to/from John at BURLCO requesting supporting documentation to confirm the repair of the VMS damaged by the VACTOR was repaired and forwarded a copy of same to Qual-Lynx

**2020 Employee Incident/Injury Reports – Workers Compensation - \* Indicates submittal to Qual-Care/Qual-Lynx\***

DOL	Lost Time Days	Restricted Duty Days	DESCRIPTION	TYPE
05/05/20	0	3	Struck in left forearm by rotating handle of davit winch	Abrasion/contusion / Struck by
05/08/20	0	0	Plant operator felt discomfort in left calf as he exited the cab of the new F-250 at Maple Avenue. No offsite treatment required	Sprain/Strain
*07/29/20	0	5	Emp. Vehicle rear-ended by commercial vehicle while stopped at res light	Upper body sprain strain

**2020 General Liability – \* Indicates submittal to Qual Lynx\***

DOI	DESCRIPTION
01/28/2020	Ms. Cadiente Alleged T/F in sinkhole at Mi-Place Apts., inspected area and emailed info and photos to Qual-Lynx w/copy to Brian
04/28/20	County of Burlington Boom of VACTOR allegedly struck variable message board on shoulder of Route 541 as part of Property claim below
*09/18/20	Robert Mitchell Claimant reports he stepped on and fell into a “manhole” that was identified as a New Jersey American Water meter pit in front of 154 Grant Street resulting in multiple extremity injuries

**2020 Property/Automobile Damage – \* Indicates submittal to Qual Lynx\***

DOI	DESCRIPTION
*04/28/20	The elbow of the VACTOR boom caught a low hanging wire on the exit from Route 541 to Woodlane Road causing the boom to lift out of the support bracket, bending and breaking the boom sleeve



Health & Safety:

- COVID-19 (Coronavirus) & Infectious Disease:
  - Continue to monitor and review the most recent revisions to the procurement rules issued by OSHA, NIOSH and CDC and provide informational bulletins for employees
- First Aid Kits & Safety Equipment:
  - Checked and refilled first aid kits as needed and provided several departments with additional PPE
- Incinerator Stack:
  - Emails from employees regarding debris (brick & mortar) that falls from incinerator stack and has the potential to strike employees or vehicles
    - Completed a web search for construction netting that could be affixed to catch debris and emailed to Bob for review
      - Recommendation is to remove stack
- Regulatory Updates:
  - Continue reviewing regulatory websites, periodicals, etc. to identify the need for revision to Authority Safety Manual, policies, training and safety bulletins
- Safety Bulletin:
  - Safety bulletins were drafted and email to employees for the following topics:
- Safety Committee:
  - Next tele-meeting is scheduled for Tuesday October 20, 2020 at 1330
    - A notice and agenda will be sent to all committee members
- Safety and Info Signs
  - Received and reviewed information from Bob and Russ for plant signs
  - Reviewed pricing from four vendors as sign costs have risen significantly
    - Reviewed list provided by Russ and obtained additional prices
    - Reviewed pricing with Russ who amended spreadsheet because of cost
      - Larger signs will be made by the County
  - Waiting for new vendor paperwork from Safetysigns.com to establish account and place order

NJDEP:

- Generator C
  - Received revised air permit from the NJDEP
    - Revised permit is for Generator **C ONLY**
      - Permit was previous combined with generator A – C
  - As the permit was divided, we should be receiving another revision either showing Generators B & C on the same permit or separate permits for each.
    - Separate permits will result in increased cost every five (5) years when the permits are renewed
  - Updated electronic and paper files
- Opaque Smoke School
  - Finalize scheduling for Method 9 refresher training on October 21<sup>st</sup> and provide employee information

NJUA:

- Risk Manager - In response to email from Karen Reed, processed RMC documents for annual agreement and emailed same to Karen and Brian
- Boilers and Pressure Vessels (CAN)
  - Accompanied Tony Fragale around facilities to complete the annual boiler inspection and the three-year pressure vessel inspection
    - Email to Bob, Russ & Scott regarding the need for minor repair to compressor in Maple Avenue storeroom that is missing the 150psi pull ring on the relief valve.

Purchasing & Contracts:

- Arc Flash:
  - Process Notice to Proceed and scheduled and attended the pre contract implementation and work plan meeting with EG&R
    - Assisted Tony with acquiring single line drawings requested by EG&R for the Maple Avenue facility
    - Provide additional contract information to EG&R with copies to Tony and Wayne
- Capital Improvement Inventory:

- Review information specific to the utility capital improvement and infrastructure programs that are being implemented at other water and wastewater utilities that may prove beneficial to the Authority
- Certified Environmental Laboratory Services
  - Completed resolution for rejection of single proposal for Board review and approval
    - Completed letter to proposer detailing reasons for rejection of proposal
  - Completed three (3) revisions (contract language, technical specifications, etc.) to the RFP as requested by Bob and Dave in preparation to re-advertise the document.
    - Discussions with Mike regarding the above changes
  - Drafted an evaluation form and scoring sheet to be used for review of submittals received from proposers in response to re-advertisement of RFP
  - Made final revisions to RFP and emailed to Brandy & Mike to re-advertise on September 15, 2020
- Chemical Contracts
  - Bioxide and Magnesium Hydroxide - One (1) year extension agreements, resolutions and paperwork have been finalized with vendors for supply and delivery
  - Sodium Hypochlorite - A one (1) year agreement has been reached with Miracle Chemical to supply and deliver an estimated 3,000 gallons to the Maple Avenue facility during 2021.
    - This agreement did not require a Board resolution
  - Peracetic Acid Supply and Delivery
    - Several revisions were made to the specification as requested by Bob and Dave after review of emails and other information provided by Peroxy Chem as it related to the strength and chemical formulation of what has been used during the three-year trial
      - Completed web search for individual chemical ingredients of PAA as there has been questions/concerns regarding the proper wording of the technical specification section of the bid specification
    - Emailed final bid specification to Brandy and Mike for formal advertised effective September 29<sup>th</sup>
- Global Industrial:
  - Working to resolve a double shipment of uniform lockers by Global and scheduling pickup of same at their expense
    - Multiple emails have been sent to several different representatives at Global regarding double order of lockers that they have yet to pick up
- Maple Ave. Davit Base
  - Responded to several emails from Don at SISCCO Hoist regarding the supply and delivery of the davit and base purchased for the Maple Avenue plant drain to be used for removal of the grinder and pumps
- Propane
  - Because of excessive fees by the current supplier
    - Completed a web search for, and placed calls and sent emails to local vendors for the supply and delivery of propane at two pump stations and the Rancocas Road facility
    - Provide potential vendors with tank sizes, pictures and three-year average uses analysis
  - Based on vendor supplied pricing, emailed required new vendor account forms to Allen's Oil and Propane in Vincentown as their pricing is significantly lower than our current supplier
    - Establish account and vendor ID for same
    - Waiting for transition plan to change-out existing tanks of the current vendor with those of the new vendor
- Rancocas Road Lab HVAC Replacement:
  - Discussions with Tony and Wayne regarding status of the electrical upgrades for project with follow up emails to Air Comfort with updates
  - Emails to/from Air Comfort and plant management regarding project status and confirm scheduling start of install for Thursday October 1<sup>st</sup>
  - Follow up to emails regarding ice machine relocation, purchase of bagged ice for sampler during HVAC install and cleaning of the air ducts before startup of new HVAC equipment
- Rancocas Road Slide Gates
  - Process all required paperwork with MLK Associates along with formal Notice to Proceed
- Roll Off Truck:
  - Continue to search for a financially feasible option to replace the aging roll-off truck currently in use
- Tarnsfield Pump Station Replacement Generator
  - Discussions with Tony Fisher regarding station needs
  - Emails to/from three vendors for pricing and information for 15 kW diesel generator
    - KOKLER Power Systems has needed generator with GSA approved contract
  - Contact Rob Hibscheiler at KOKLER Power Systems to confirm pricing and specifications
    - Reviewed and distributed literature and pricing provided by KOHLER
    - Update new vendor forms and email to Rob to establish an account

- Completed resolution for Board approval for purchase of generator from GSA account

#### Training:

In-person training has been postponed until such time as assembly and social distancing restrictions are lifted

- We are using E-Training Bulletins (excerpts from our PowerPoint programs) as a temporary means to help with workplace safety (YTD is listed below)

<b>2020 Training Programs</b>	<b># of Seminars</b>
Accident/Incident Investigation	
Aerial Lifts and Truck-Mounted Aerial Devices	
Asbestos, Silica & Lead Awareness, including NJ Dry Cutting law	
Back Safety/Material Handling	
Bloodborne/Waterborne Pathogens (Communicable Disease)	5
Confined Space Entry/Fall Protection/Multi-Gas Meters	7
CPR / AED / First Aid	
Defensive Driving	
Electrical Safety / Arc Flash / Lockout Tagout (LOTO)	2
Employment Practices Liability Harassment/Hostile Work Environment	
Federal Motor Carrier Safety Administration Regulations (FMCSA)	
Fire Extinguishers / Fire Safety/Hot Work & Welding	2
Hand & Power Tools, Powder Actuated Tools & Chainsaw Safety	
Hazard Communication (NJ RTK) w/ Global Harmonizing System (GHS)	5
Hazardous Materials Level One Awareness	2
Heavy Equipment Safety	
Jetter/VACTOR Truck Safety Awareness	
Ladder Safety/ Walking & Working Surfaces	
Level One Awareness	
National Incident Management System (NIMS)	
PPE & Respiratory Protection	
Office Safety	
Spill Prevention Control & Countermeasure (SPCC)	
Trench & Shore (Excavation Safety)	
Work Zone/Flagger	
<b>TOTAL YTD</b>	<b>23</b>

Listed below are the Safety Bulletins and E-Training Bulletins that have been distributed to employees YTD

<b>Safety Bulletins</b>	<b>E-Training Bulletins</b>
3M/DBI SALA Winch	Communicable Disease/Waterborne Pathogens
Highlights of Excavation	Excavation Safety
March Ladder Safety Month	Confined Space Safety
Coronavirus Protocols	Multi Gas Meters
Nutritional Culture Shift	Personal Fall Protection
Combating Stress Through Nutrition	Electrical Safety
Understanding Nutrition Labels	Arc Flash Safety
EPIC Underwriters/CNA Safety News	Lock-Out/Tag-Out
COVID-19 Disinfect to Protect	Fire Safety & Hot Work
MEL Safety Institute COVID-19 for Water & Wastewater	Personal Protective Equipment (PPE)
Reuse of Respiratory Protection	Respiratory Protection
COVID-19	Personal Protective Equipment
EPIC Underwriters/CNA Property Updates	First Aid & Medical Emergencies Part 1
Reducing Risk of Skin Cancer	
The Heat is ON, Preventing Heat Stresses	
Complacency in Workplace	
COVID Travel Advisory	
Maple Avenue Fire Alarm Upgrades	
COVID-19 Understanding Contact Tracing	
COVID-19 Workplace Safety	
Workers Compensation, Non-Compensable Injuries At Work	
Overview of Excavation Fatality	

**Permit Required Confined Space Entries – January 1, 2020 thru December 31, 2020**

*Activity to be Reported Quarterly – 1<sup>st</sup> quarter 2020 not available at time of report*

Report from Collection System not available at time of report. Will include in next month's report

<b>2020 Confined Space Entry Activity by Location</b>													
<b>Rancocas Road Treatment Plant</b>													
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
Grit/Screen	0	0	1	0	0	0	0	0	0				1
Trickling Filters	1	1	1	1	0	1	2	1	1				9
Other	11	5	12	14	4	8	7	12	5				78
<b>TOTAL</b>	<b>12</b>	<b>6</b>	<b>14</b>	<b>15</b>	<b>4</b>	<b>9</b>	<b>9</b>	<b>13</b>	<b>6</b>				<b>88</b>
<b>Maple Avenue Treatment Plant</b>													
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>0</b>				<b>10</b>
<b>Collection System</b>													
	Jan – Mar			April – June			July – Sept			Oct – Dec			
Pump Stations	71	76	113	80	59	79	9	2	1				490
<b>Combined</b>	<b>83</b>	<b>82</b>	<b>129</b>	<b>96</b>	<b>64</b>	<b>94</b>	<b>18</b>	<b>15</b>	<b>7</b>				<b>588</b>
<b>Hot Work Permits – (for welding/cutting/brazing/grinding) - January 1, 2020 thru December 31, 2020</b>													
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Total
<b>Plant R &amp; M</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>4</b>	<b>1</b>	<b>1</b>	<b>3</b>	<b>2</b>	<b>0</b>				<b>14</b>

**MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY  
BANK BALANCE REPORT  
SEPTEMBER 2020**

<b><u>BANK ACCOUNTS</u></b>	<b><u>REGISTRATION</u></b>	<b><u>AMOUNT</u></b>
WSFS Bank	MHMUA Escrow Account	\$ 207,712.39
WSFS Bank	MHMUA Self Insured UE Fund	\$ 50,471.48
WSFS Bank	MHMUA Payroll	\$ 177,722.19
WSFS Bank	MHMUA Operating Fund	\$ 507,537.83
Republic Bank	MHMUA Operating Fund	\$ 1,850.00
WSFS Bank	MHMUA Trustee Deposit Account	\$ 1,231,183.81
WSFS Bank	MHMUA FSA Account	\$ 10,614.22
		<b><u>\$ 2,187,091.92</u></b>

<b><u>ACCOUNTS HELD IN TRUST</u></b>			
T.D. Wealth Management	Debt Service Reserve	\$ 2,839,072.63	In Trust
T.D. Wealth Management	Revenue Fund	\$ 2,954,123.75	In Trust
T.D. Wealth Management	Renewal & Replacement	\$ 20,088,711.65	In Trust
T.D. Wealth Management	Debt Service Fund	\$ 869,695.56	In Trust
		<b><u>\$ 26,751,603.59</u></b>	

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<b>Debt Service payment December 1, 2020:</b>		<b><u>DEBT SERVICE SCHEDULED PAYMENTS (P&amp;I) FOR 2020:</u></b>	<b><u>NJEIT FEES</u></b>
		Due 2.1.20 \$ 263,645.76	18,960.00
Total Debt Payment 12/1/2020	\$ 869,690.63	Due 6.1.20 \$ 359,690.63	
Balance 9/30/2020	\$ 869,695.56	Due 8.1.20 \$ 1,341,556.02	18,960.00
		Due 12.1.20 \$ 869,690.63	
<b>Debt Service (Required)/Available</b>	<b><u>\$ 4.93</u></b>	<b><u>\$ 2,834,583.04</u></b>	<b><u>\$ 37,920.00</u></b>

**MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY  
SCHEDULE OF CASH IN/OUT  
FOR THE YEAR 2020**

SOURCE OF INCOME	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL
METER SERVICE	1,299,479.57	1,015,067.90	951,336.81	1,150,809.91	966,378.44	875,688.17	1,101,719.12	1,031,498.59	956,342.81				9,348,321.32
CONNECTION FEES	14,172.98	319,232.00	200,518.50	98.00	638,464.00	-	118,812.25	14,848.00	315,319.25				1,621,464.98
APPLICATION FEES	960.00	600.00	445.00	180.00	495.00	470.00	505.00	710.00	900.00				5,265.00
SLUDGE/SEPTAGE/LEACH.	73,667.07	123,889.83	91,586.96	89,548.03	113,195.52	128,709.62	163,095.91	102,155.37	107,226.52				993,074.83
OUTSIDE SERVICES	-	70,218.18	877.00	1,169.64	-	-	747.96	-	310.00				73,322.78
RENTAL INCOME	4,392.86	4,406.58	-	8,021.33	3,627.49	5,929.35	4,428.19	750.00	750.00				32,305.80
MISCELLANEOUS	117,409.14	25,505.75	1,739.57	1,739.57	10,866.45	1,754.57	5,239.57	87,487.57	2,483.39				254,225.58
INTEREST INCOME	26,198.97	32,126.66	19,889.51	13,284.68	9,183.67	3,428.29	3,089.79	3,411.28	440.20				111,053.05
<b>TOTAL CASH IN</b>	<b>1,536,280.59</b>	<b>1,591,046.90</b>	<b>1,266,393.35</b>	<b>1,264,851.16</b>	<b>1,742,210.57</b>	<b>1,015,980.00</b>	<b>1,397,637.79</b>	<b>1,240,860.81</b>	<b>1,383,772.17</b>	-	-	-	<b>12,439,033.34</b>
<b>EXPENDITURES</b>													
CHECK REGISTER	(374,920.00)	(444,532.10)	(703,328.90)	(215,918.78)	(645,509.67)	(614,673.61)	(572,815.72)	(500,437.36)	(194,541.75)				(4,266,677.89)
PAYROLL	(284,136.65)	(241,286.09)	(844,304.02)	(251,245.21)	(239,100.73)	(287,816.05)	(280,419.57)	(242,044.79)	(367,393.16)				(3,037,746.27)
BOND/LOAN PRINCIPAL	-	(117,795.76)	-	-	-	-	-	(1,195,706.02)	-				(1,313,501.78)
BOND/LOAN INTEREST	-	(145,850.00)	-	-	-	(359,690.63)	-	(143,244.64)	-				(648,785.27)
BOND/LOAN FEES	-	(18,960.00)	-	-	-	-	-	(18,960.00)	-				(37,920.00)
<b>TOTAL CASH OUT</b>	<b>(659,056.65)</b>	<b>(968,423.95)</b>	<b>(1,547,632.92)</b>	<b>(467,163.99)</b>	<b>(884,610.40)</b>	<b>(1,262,180.29)</b>	<b>(853,235.29)</b>	<b>(2,100,392.81)</b>	<b>(561,934.91)</b>	-	-	-	<b>(9,266,711.21)</b>
<b>DIFFERENCE (IN/OUT)</b>	<b>\$ 877,223.94</b>	<b>\$ 622,622.95</b>	<b>\$ (281,239.57)</b>	<b>\$ 797,687.17</b>	<b>\$ 857,600.17</b>	<b>\$ (246,200.29)</b>	<b>\$ 544,402.50</b>	<b>\$ (859,532.00)</b>	<b>\$ 821,837.26</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,172,322.13</b>

**MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY  
SCHEDULE OF INTEREST INCOME  
FOR THE YEAR 2020**

<b>BANK ACCOUNTS</b>	<b>JANUARY</b>	<b>FEBRUARY</b>	<b>MARCH</b>	<b>APRIL</b>	<b>MAY</b>	<b>JUNE</b>	<b>JULY</b>	<b>AUGUST</b>	<b>SEPTEMBER</b>	<b>OCTOBER</b>	<b>NOVEMBER</b>	<b>DECEMBER</b>	<b>TOTAL</b>
REVENUE - TRUSTEE ACCT	1,301.41	1,791.00	1,084.40	723.58	791.27	429.33	318.53	255.67	178.93				6,874.12
OPERATING	966.44	1,036.75	645.82	406.21	438.60	250.96	176.55	133.89	76.62				4,131.84
ESCROW	255.33	233.57	181.90	122.90	121.83	73.52	56.08	46.77	33.85				1,125.75
UNEMPLOYMENT	54.32	51.63	41.48	27.73	29.25	19.17	14.94	11.15	8.28				257.95
PAYROLL	69.66	64.85	75.75	41.79	44.10	25.83	22.02	19.21	15.10				378.31
FSA ACCOUNT	10.18	9.26	7.35	5.11	6.78	4.51	3.55	2.45	1.76				50.95
REVENUE FUND (Trust Acct )	2,444.02	2,167.47	2,016.23	749.62	13.00	14.14	12.89	14.30	14.05				7,445.72
DEBT SERVICE RES. (Trust Acct )	6,404.19	7,064.07	1,683.01	3,792.88	11.02	2,511.39	2,386.02	11.39	11.39				23,875.36
DEBT SERVICE (Trust Acct)	311.34	774.81	895.13	462.38	10.22	12.64	11.08	11.45	4.93				2,493.98
RENEWAL & REPLACEMENT (Trust Acct )	14,382.08	18,933.25	13,258.44	6,952.48	7,717.60	86.80	88.13	2,905.00	95.29				64,419.07
<b>TOTAL INTEREST</b>	<b>\$26,198.97</b>	<b>\$32,126.66</b>	<b>\$19,889.51</b>	<b>\$13,284.68</b>	<b>\$9,183.67</b>	<b>\$3,428.29</b>	<b>\$3,089.79</b>	<b>\$3,411.28</b>	<b>\$440.20</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$111,053.05</b>