

NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY

SPECIAL MEETING

Notice is hereby given, that a Special Meeting of the Northwest Bergen County Utilities Authority, with offices located at 30 Wyckoff Avenue, Waldwick, New Jersey, is to be held on Tuesday, December 8, 2020 immediately following the Work Session at 7:00pm via a web based conference call through Zoom for the purpose of:

1. To conduct a public hearing on the adoption of the Northwest Bergen County Utilities Authority's Annual Budget and Capital Budget/Program for fiscal year commencing January 1, 2021 and ending December 31, 2021.
2. To consider and act upon the Resolution adopting the Authority's Annual Budget and Capital Budget/Program for Fiscal Year 2021.
3. To consider and act upon any other business which may properly come before this meeting.

Members of the public who wish to participate in the meeting may do so by going to Zoom.us and entering the meeting ID of 842 3881 4388 and followed by the passcode **970377** at 7:00 P.M. Members of the public may also access the meeting by dialing in at 1-646-558-8656 (New York), and then following the prompts to input the meeting ID and passcode. Phone service provider rates may apply. Individuals calling into this number will be able to fully participate in the meeting, including providing public comment.

Formal Action will be taken.

BY ORDER OF THE CHAIRMAN

Alison Gordon, Secretary  
December 4, 2020

**NORTHWEST BERGEN COUNTY UTILITIES AUTHORITY**

**AGENDA**

**SPECIAL MEETING – PUBLIC HEARING**

**2021 ANNUAL BUDGET**

**DECEMBER 8, 2020**

1. Meeting called to order
2. Open Public Meetings Act Statement
3. Roll Call
4. Chairman's remarks
5. Discussion on the 2021 Annual Budget
6. Public Hearing on the 2021 Annual Budget
7. Vote on Resolution No. 91-2020 – Authority Budget Resolution for Fiscal Year January 1, 2021 to December 31, 2021
8. Public Comments
9. Adjournment

December 4, 2020



# SUMMARY

Northwest Bergen County Utilities Authority  
 For the Period January 1, 2021 to December 31, 2021

REVENUES	<b>FY 2021 Proposed Budget</b>					<b>FY 2020 Adopted Budget</b>		\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Wastewater Treatment	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations		
Total Operating Revenues	\$ 14,723,465	\$ -	\$ -	\$ -	\$ -	\$ 14,723,465	\$ 14,476,012	\$ 247,453	1.7%
Total Non-Operating Revenues	40,000	-	-	-	40,000	40,000	-	-	0.0%
Total Anticipated Revenues	14,763,465	-	-	-	14,763,465	14,516,012	247,453	-	1.7%
<b>APPROPRIATIONS</b>									
Total Administration	2,125,400	-	-	-	2,125,400	2,075,680	49,720	-	2.4%
Total Cost of Providing Services	9,788,775	-	-	-	9,788,775	9,677,675	111,100	-	1.1%
Total Principal Payments on Debt Service in Lieu of Depreciation	1,696,626	-	-	-	1,696,626	1,662,625	34,001	-	2.0%
Total Operating Appropriations	13,610,801	-	-	-	13,610,801	13,415,980	194,821	-	1.5%
Total Interest Payments on Debt	276,664	-	-	-	276,664	319,032	(42,368)	-	-13.3%
Total Other Non-Operating Appropriations	876,000	-	-	-	876,000	781,000	95,000	-	12.2%
Total Non-Operating Appropriations	1,152,664	-	-	-	1,152,664	1,100,032	52,632	-	4.8%
Accumulated Deficit	-	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	14,763,465	-	-	-	14,763,465	14,516,012	247,453	-	1.7%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	-	#DIV/0!
Net Total Appropriations	14,763,465	-	-	-	14,763,465	14,516,012	247,453	-	1.7%
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>#DIV/0!</b>

# Revenue Schedule

Northwest Bergen County Utilities Authority  
 For the Period January 1, 2021 to December 31, 2021

	<b>FY 2021 Proposed Budget</b>						<b>FY 2020 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>	
	Wastewater Treatment	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations	
	Total All Operations									
<b>OPERATING REVENUES</b>										
<i>Service Charges</i>										
Residential	13,468,465						\$ 13,468,465	\$ 13,221,012	\$ 247,453	1.9%
Business/Commercial							-	-	-	#DIV/0!
Industrial							-	-	-	#DIV/0!
Intergovernmental							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
Total Service Charges	13,468,465	-	-	-	-	-	13,468,465	13,221,012	247,453	1.9%
<i>Connection Fees</i>										
Residential	100,000						100,000	100,000	-	0.0%
Business/Commercial	300,000						300,000	300,000	-	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>										
Outside Septage	650,000						650,000	650,000	-	0.0%
Solar Renewable Energy Credits	70,000						70,000	70,000	-	0.0%
IPP Permits	25,000						25,000	25,000	-	0.0%
Collections System Operation	50,000						50,000	50,000	-	0.0%
Miscellaneous Income	60,000						60,000	60,000	-	0.0%
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
Total Other Revenue	855,000	-	-	-	-	-	855,000	855,000	-	0.0%
Total Operating Revenues	14,723,465	-	-	-	-	-	14,723,465	14,476,012	247,453	1.7%
<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!
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Type in							-	-	-	#DIV/0!
Total Other Non-Operating Revenue	-	-	-	-	-	-	-	-	-	#DIV/0!
<i>Interest on Investments &amp; Deposits (List)</i>										
Interest Earned	40,000						40,000	40,000	-	0.0%
Penalties							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
Total Interest	40,000	-	-	-	-	-	40,000	40,000	-	0.0%
Total Non-Operating Revenues	40,000	-	-	-	-	-	40,000	40,000	-	0.0%
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 14,763,465</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,763,465</b>	<b>\$ 14,516,012</b>	<b>\$ 247,453</b>	<b>1.7%</b>

# Appropriations Schedule

Northwest Bergen County Utilities Authority  
For the Period January 1, 2021 to December 31, 2021

	<b>FY 2021 Proposed Budget</b>					<b>FY 2020 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>	
	Wastewater Treatment	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	\$ 735,400					\$ 735,400	\$ 717,080	\$ 18,320	2.6%
Fringe Benefits	447,000					447,000	420,600	26,400	6.3%
Total Administration - Personnel	1,182,400	-	-	-	-	1,182,400	1,137,680	44,720	3.9%
<i>Administration - Other (List)</i>									
Professionals	600,000					600,000	600,000	-	0.0%
Communications	67,000					67,000	67,000	-	0.0%
Executive	13,000					13,000	13,000	-	0.0%
Management	263,000					263,000	258,000	5,000	1.9%
Miscellaneous Administration*						-	-	-	#DIV/0!
Total Administration - Other	943,000	-	-	-	-	943,000	938,000	5,000	0.5%
Total Administration	2,125,400	-	-	-	-	2,125,400	2,075,680	49,720	2.4%
<i>Cost of Providing Services - Personnel</i>									
Salary & Wages	3,654,000					3,654,000	3,700,000	(46,000)	-1.2%
Fringe Benefits	2,221,775					2,221,775	2,170,175	51,600	2.4%
Total COPS - Personnel	5,875,775	-	-	-	-	5,875,775	5,870,175	5,600	0.1%
<i>Cost of Providing Services - Other (List)</i>									
See Sheet F-4a	3,913,000					3,913,000	3,807,500	105,500	2.8%
Type in Description						-	-	-	#DIV/0!
Type in Description						-	-	-	#DIV/0!
Type in Description						-	-	-	#DIV/0!
Miscellaneous COPS*						-	-	-	#DIV/0!
Total COPS - Other	3,913,000	-	-	-	-	3,913,000	3,807,500	105,500	2.8%
Total Cost of Providing Services	9,788,775	-	-	-	-	9,788,775	9,677,675	111,100	1.1%
Total Principal Payments on Debt Service in Lieu of Depreciation	1,696,626	-	-	-	-	1,696,626	1,662,625	34,001	2.0%
Total Operating Appropriations	13,610,801	-	-	-	-	13,610,801	13,415,980	194,821	1.5%
<b>NON-OPERATING APPROPRIATIONS</b>									
Total Interest Payments on Debt	276,664	-	-	-	-	276,664	319,032	(42,368)	-13.3%
Operations & Maintenance Reserve						-	-	-	#DIV/0!
Renewal & Replacement Reserve	876,000					876,000	781,000	95,000	12.2%
Municipality/County Appropriation						-	-	-	#DIV/0!
Other Reserves						-	-	-	#DIV/0!
Total Non-Operating Appropriations	1,152,664	-	-	-	-	1,152,664	1,100,032	52,632	4.8%
<b>TOTAL APPROPRIATIONS</b>	14,763,465	-	-	-	-	14,763,465	14,516,012	247,453	1.7%
<b>ACCUMULATED DEFICIT</b>						-	-	-	#DIV/0!
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	14,763,465	-	-	-	-	14,763,465	14,516,012	247,453	1.7%
<b>UNRESTRICTED NET POSITION UTILIZED</b>									
Municipality/County Appropriation						-	-	-	#DIV/0!
Other						-	-	-	#DIV/0!
Total Unrestricted Net Position Utilized						-	-	-	#DIV/0!
<b>TOTAL NET APPROPRIATIONS</b>	\$ 14,763,465	\$ -	\$ -	\$ -	\$ -	\$ 14,763,465	\$ 14,516,012	\$ 247,453	1.7%

\* 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 \$ 680,540.05 \$ - \$ - \$ - \$ - \$ - \$ - \$ 680,540.05

# Proposed Capital Budget

Northwest Bergen County Utilities Authority  
 For the Period January 1, 2021 to December 31, 2021

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Wastewater Treatment</i>						
See Attached Schedule	\$ 5,131,000	\$ 995,000	\$ 876,000	\$ 3,260,000		
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	5,131,000	995,000	876,000	3,260,000	-	-
<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	-	-	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 5,131,000</b>	<b>\$ 995,000</b>	<b>\$ 876,000</b>	<b>\$ 3,260,000</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.

Northwest Bergen County Utilities Authority  
 For the Period January 1, 2021 to December 31, 2021

	Estimated Total Cost	Funding Sources			
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants
<b>Wastewater Treatment</b>					
Wastewater Pump Station Improvements (S340700-15)	\$1,000,000			\$1,000,000	
Upgrade Operating Building Interior	\$660,000			\$660,000	
Incinerator Repairs	\$0				
Collection System Gravity Main Repairs (S340700-19)	\$0				
Collection System Expansion	\$0				
Fiber Optic Pump Station Installations	\$281,000		\$281,000		
Upgrade Mission and Phoenix Alarm Systems / Wet Well Dissolved O2 Systems / New Pump for HHF	\$310,000		\$310,000		
Replace Federal Electric Sub-Panels left throughout Plant	\$75,000		\$75,000		
Upgrade and Replace PLCs and CSS in Primary Building. Simplify Wiring	\$90,000	\$90,000			
Vehicle Replacement (2 Ford Explorers)	\$90,000	\$90,000			
Replace Aeration Gallery PLCs, wiring, and transmission data systems	\$150,000		\$150,000		
Roof Replacement and Repair of Grit Building and Disinfection Building (incl. epoxy coating of interior walls grit bldg)	\$0				
WWTP Gate Valves and Actuator Replacement Upgrade (Inlet Bldg and secondary crossover channel incl electric)	\$0				
Replace BFP#2 Schwing Pump	\$700,000	\$700,000			
Vehicle Storage Building	\$600,000			\$600,000	
Cake Receiving Facility	\$1,000,000			\$1,000,000	
Pump Station PLC Replacement	\$60,000		\$60,000		
Upgrade Polymer Room Electrical Cabinets, Automate Polymer System	\$25,000	\$25,000			
Thickener Scrubber Upgrade to Fully Automated and Winterize	\$30,000	\$30,000			
Upgrade Pump Station Lighting Including Wet Wells	\$60,000	\$60,000			
<b>Total</b>	<b>\$5,131,000</b>	<b>\$995,000</b>	<b>\$876,000</b>	<b>\$3,260,000</b>	<b>\$0</b>