

1
2 TOWNSHIP OF JACKSON
3 MUNICIPAL UTILITIES AUTHORITY
4

5 In the Matter of:

6 MAPLE GLEN MOBILE HOME PARK
7 2021 RATE HEARING
8

9 Jackson Township MUA
10 135 Manhattan Street
Jackson, New Jersey 08527

11
12 July 22, 2021
13 Time Noted: 5:30 PM

14 BEFORE:

15 WILLIAM J. ALLMANN, Chairman

16 CAROL BLAKE, Vice-Chairwoman

17 JANET LONGO, Secretary

18 CLARA GLORY, Treasurer

19 TODD PORTER, Assistant Secretary/Treasurer

20 LEWIS WILDMAN, Alternate Member
21
22

23 DANIELLE GOLBA & ASSOCIATES

24 CERTIFIED COURT REPORTING SERVICES
25 (732) 882-5996 - email: dgcsr@aol.com

1 APPEARANCES:

2 MICHAEL McKENNA, ESQ.

3 Attorney for the Board

4

5 ALSO PRESENT:

6 DAVID HARPELL
Executive Director

7

8 JAMES DIAZ
Assistant Executive Director/Director of
9 Finance

10 JOAN HALTIGAN, Executive Assistant

11 ALAN DITTENHOFER, Engineer

12 EARL QUIJANO, Principal Engineer

13

14 E X H I B I T S

15 NUMBER

DESCRIPTION

16 1 Affidavit of Publication (Asbury Park
17 Press)

18 2 Affidavit of Publication (Star Ledger)

19 3 Maple Glen Sewerage Plant 2021 Capital
20 Reinvestment Projection Proposed Rate

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1 MR. ALLMANN: At this time we're going to
2 have the Maple Glen Rate Hearing.

3 MR. MCKENNA: Thank you, Mr. Chairman. We
4 have three exhibits to mark. The first
5 Exhibit-1 will be the Notice and Affidavit from
6 the Asbury Park Press; the second Exhibit-2
7 will be the Notice and Affidavit of publication
8 from the Star Ledger; the third Exhibit-3 will
9 be the Maple Glen Sewerage Plant 2021 Capital
10 Reinvestment Projection Proposed Rate Schedule.
11 We'd like to call Mr. James Diaz.

12 (Whereupon James Diaz was duly sworn
13 according to law by the Officer.)

14 MR. MCKENNA: What is your title with the
15 Authority?

16 MR. DIAZ: I'm the Assistant Executive
17 Director and Director of Finance for the
18 Jackson Township Municipal Utilities Authority.

19 MR. MCKENNA: Are you familiar with the
20 Maple Glen development?

21 MR. DIAZ: I am.

22 MR. MCKENNA: I'd like to direct your
23 attention to the Exhibit-3. Do you have that
24 in front of you?

25 MR. DIAZ: Yes.

1 MR. McKENNA: Did you prepare the 2021
2 Maple Glen Sewerage Plant Capital Reinvestment
3 Projection Proposal?

4 MR. DIAZ: One of my accounting staff has
5 prepared the schedule of which I reviewed.

6 MR. McKENNA: Also with your supervision?

7 MR. DIAZ: Correct.

8 MR. McKENNA: Please explain the
9 methodology that was used and the proposed
10 rates.

11 MR. DIAZ: Thank you. The Maple Glen
12 Mobile Home Park is a standalone system serving
13 approximately 83 residents. The 2021 proposed
14 quarterly rate is \$19,264.74. The rate is
15 based had on a combination of two areas; direct
16 costs and indirect costs.

17 The direct costs, which is detailed on
18 Schedule A, is the actual cost attributed to
19 Maple Glen during 2020. The total direct cost
20 for 2020 was \$70,470.76.

21 The indirect costs, which are detailed on
22 Schedule B, consists of a percentage of the
23 Authority's administrative fees, office costs
24 and insurance. Maple Glen's 2020 indirect
25 costs is comprised of the calculation utilizing

1 the prior year, which would be 2019 as the base
2 year, gross indirect total cost plus CPI
3 attributed to 2020. CPI for 2020 was 1.4 %.
4 Maple Glen's share is based on a percentage of
5 Maple Glen's revenues compared to the
6 Authority's total service revenues. The
7 percentage is then used to calculate Maple
8 Glen's share of the indirect cost. The 2020
9 percentage used was .64 %. Total indirect cost
10 for 2020 was \$11,180.22.

11 The Activity Reconciliation which is
12 detailed on Schedule C is payments received for
13 2020 billings which were \$75,548.00. Direct
14 and indirect costs for 2020 which totaled
15 \$81,650.98 leaving a shortfall of excess
16 revenues over expenses of \$6,102.98. Part of
17 the expenses also includes Maple Glen's annual
18 depreciation which was \$12,980.99. That leaves
19 a balance of \$6,878.01 to be deposited into
20 Maple Glen's account for capital replacement.

21 The summary is, total proposed 2021 annual
22 charges based on the combination of 2020 direct
23 costs, indirect costs and capital reinvestment
24 is \$76,303.48. This includes two quarters
25 under the current rate and two quarters under

1 the proposed rate. The proposed rate as
2 mentioned above is \$19,264.74. The current
3 quarterly rate is \$18,887.00. That's a
4 proposed quarterly rate change of \$377.74 for
5 an annual increase of 2 %. Thank you.

6 MR. McKENNA: And based on your experience
7 and expertise is the proposed budget adequate
8 to properly operate the Maple Glen facility?

9 MR. DIAZ: It is.

10 MR. McKENNA: Thank you. Nothing further.

11 MR. ALLMANN: Any questions or concerns
12 from the Board?

13 (No questions.)

14 MR. ALLMANN: Any questions or concerns
15 from the public?

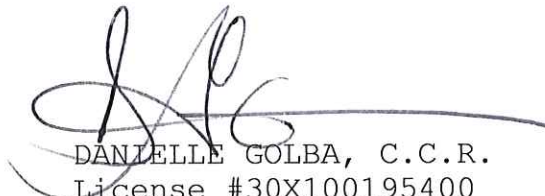
16 (No questions.)

17
18 (Whereupon the hearing on the matter was
19 concluded.)
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C E R T I F I C A T E

I, Danielle Golba, a Certified Court Reporter and
Notary Public of the State of New Jersey, certify that the
foregoing is a true and accurate transcript of the
proceedings to the best of my ability.



DANIELLE GOLBA, C.C.R.
License #30X100195400
EXP. 6-30-22

DATE August 12, 2021

	1	accounting [1] 4/4
MR. ALLMANN:	1.4 [1] 5/3	accurate [1] 7/14
[3] 3/1 6/11 6/14	12 [1] 7/23	Activity [1] 5/11
MR. DIAZ: [7]	135 [1] 1/9	actual [1] 4/18
3/16 3/21 3/25 4/4	2	adequate [1] 6/7
4/7 4/11 6/9	2019 [1] 5/1	administrative [1]
MR. McKENNA:	2020 [10]	4/23
[9]	2021 [8] 1/6 1/12	Affidavit [4] 2/16
\$	2/19 3/9 4/1 4/13	2/18 3/5 3/7
\$11,180.22 [1]	5/21 7/23	ALAN [1] 2/11
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\$12,980.99 [1]	3	also [3] 2/5 4/6
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\$18,887.00 [1]	7/19	Alternate [1] 1/20
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\$70,470.76 [1]	732 [1] 1/24	2/1
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\$81,650.98 [1]	above [1] 6/2	Asbury [2] 2/16
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.	account [1] 5/20	Assistant [4] 1/19
.64 [1] 5/9		2/8 2/10 3/16
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		attention [1] 3/23
		Attorney [1] 2/3

A attributed [2] 4/18 5/3 August [1] 7/23 AUTHORITY [3] 1/3 3/15 3/18 Authority's [2] 4/23 5/6	certify [1] 7/13 Chairman [2] 1/15 3/3 Chairwoman [1] 1/16 change [1] 6/4 charges [1] 5/22 CLARA [1] 1/18 combination [2] 4/15 5/22 compared [1] 5/5 comprised [1] 4/25 concerns [2] 6/11 6/14 concluded [1] 6/19 consists [1] 4/22 Correct [1] 4/7 cost [5] 4/18 4/19 5/2 5/8 5/9 costs [9] COURT [2] 1/24 7/12 CPI [2] 5/2 5/3 current [2] 5/25 6/2	5/18 DESCRIPTION [1] 2/15 detailed [3] 4/17 4/21 5/12 development [1] 3/20 dgcsr [1] 1/24 DIAZ [3] 2/8 3/11 3/12 Did [1] 4/1 direct [6] 3/22 4/15 4/17 4/19 5/13 5/22 Director [5] 2/6 2/8 2/8 3/17 3/17 Director/Director [1] 2/8 DITTENHOFER [1] 2/11 Do [1] 3/23 duly [1] 3/12 during [1] 4/19
B balance [1] 5/19 base [1] 5/1 based [4] 4/15 5/4 5/22 6/6 be [5] 3/5 3/7 3/9 5/1 5/19 BEFORE [1] 1/14 best [1] 7/15 billings [1] 5/13 BLAKE [1] 1/16 Board [2] 2/3 6/12 budget [1] 6/7	D DANIELLE [3] 1/23 7/12 7/19 DATE [1] 7/23 DAVID [1] 2/6 deposited [1] 5/19 depreciation [1]	E EARL [1] 2/12 email [1] 1/24 Engineer [2] 2/11 2/12 ESQ [1] 2/2 excess [1] 5/15 Executive [4] 2/6 2/8 2/10 3/16 Exhibit [4] 3/5 3/6
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Exhibit-1 [1] 3/5	HALTIGAN [1]	law [1] 3/13
Exhibit-2 [1] 3/6	2/10	leaves [1] 5/18
Exhibit-3 [2] 3/8	HARPELL [1] 2/6	leaving [1] 5/15
3/23	has [1] 4/4	Ledger [2] 2/18
exhibits [1] 3/4	have [3] 3/2 3/4	3/8
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going [1] 3/1	JANET [1] 1/17	Mr. James [1] 3/11
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		1/3 3/18

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New [2] 1/10 7/13	proceedings [1] 7/15	revenues [3] 5/5 5/6 5/16
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Notary [1] 7/13	properly [1] 6/8	S
Noted [1] 1/12	Proposal [1] 4/3	schedule [5] 3/10 4/5 4/18 4/22 5/12
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Notice [2] 3/5 3/7	public [2] 6/15 7/13	Secretary [2] 1/17 1/19
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O	Q	service [1] 5/6
office [1] 4/23	quarterly [3] 4/14 6/3 6/4	SERVICES [1] 1/24
Officer [1] 3/13	quarters [2] 5/24 5/25	serving [1] 4/12
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percentage [4] 4/22 5/4 5/7 5/9	reinvestment [4] 2/20 3/10 4/2 5/23	Street [1] 1/9
Plant [3] 2/19 3/9 4/2	replacement [1] 5/20	summary [1] 5/21
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PRESENT [1] 2/5		

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<p>V</p> <p>Vice [1] 1/16</p>		



2021 - BOARD MEMBERS

Commissioners

Title

William J. Allmann

Chairman

Carol Blake

Vice-Chairwoman

Janet Longo

Secretary

Clara Glory

Treasurer

Todd Porter

Assistant Secretary/Treasurer

Alternate

Lewis Wildman

Alternate

MAPLE GLEN SEWERAGE PLANT
2021
Capital Reinvestment Projection
Proposed Rate

	ANNUAL	QUARTER
Proposed 2021 Annual Charge with 2% increase*	76,303.48	19,264.74
Less Estimated 2021 cost	<u>78,380.00</u>	**
Projected Excess Revenues over Expenses	(2,076.52)	
Projected Depreciation	<u>12,980.99</u>	
Projected Estimated Capital Reinvestment	<u><u>10,904.47</u></u>	

QTR

2021/1	18,887.00
2021/2	18,887.00
2021/3	19,264.74
2021/4	19,264.74
	<u><u>76,303.48</u></u>

2021
Capital Reinvestment Projection
Current Rate

	ANNUAL	QUARTER
Proposed 2021 Annual Charge at current rate	75,548.00	18,887.00
Less Estimated 2021 cost	<u>78,380.00</u>	
Projected Excess Revenues over Expenses	(2,832.00)	
Projected Depreciation	<u>12,980.99</u>	
Projected Estimated Capital Reinvestment	<u><u>10,148.99</u></u>	

QTR

2021/1	18,887.00
2021/2	18,887.00
2021/3	18,887.00
2021/4	18,887.00
	<u><u>75,548.00</u></u>

Exhibit 3
7/22/2021

MAPLE GLEN SEWERAGE PLANT

Schedule A

2020 Direct Cost

	Total Cost
Ads and notices	\$ -
Chemicals	-
Equipment Rental	-
Field salary	11,358.90
Fringe benefits	2,498.96
Chemicals	78.95
Lab tests	4,730.00
License/Permits/Application Fees	3,659.30
Maple Glen Depreciation	12,980.99
Mileage to plant	3,971.84
Outside Services	1,630.00
Power and fuel	16,539.27
Professional Fees	-
Repairs and maintenance	7,675.87
Shipping	22.56
Supplies	835.13
Telephone/Alarms	948.96
Wastewater/Sludge Removal	3,540.03
	<u>\$ 70,470.76</u>

MAPLE GLEN SEWERAGE PLANT

Schedule B

2020 Indirect Costs

	Total Cost 2019	Total Cost in 2020 Using CPI of 1.4%	Maple Glen's share (.64%)
Administration:			
Water and Sewer Utilities Superintendent	86,254.23	87,461.79	559.76
Supervisor of Technical Maintenance	68,643.69	69,604.70	445.47
Executive Director	124,205.35	125,944.22	806.04
Asst. Exec. Director (Formerly B.A.)	103,983.97	105,439.75	674.81
Engineer	81,875.81	83,022.07	531.34
Authority Members	21,000.00	21,000.00	134.40
FICA	38,049.92	38,582.62	246.93
SUI on administrative staff	4,178.03	4,236.52	27.11
Fringe benefits on administrative staff	102,254.11	103,685.67	663.59
Fringe benefits on Authority members	4,620.00	4,684.68	29.98
Office Costs:			
Staff salaries	505,043.02	512,113.62	3,277.53
FICA	38,635.77	39,176.67	250.73
SUI on office staff	4,242.37	4,301.76	27.53
Fringe benefits	111,109.47	112,665.00	721.06
Office operations	282,030.92	285,979.35	1,830.27
Depreciation on office equipment	33,651.99	34,123.12	218.39
Insurance	113,300.86	114,887.07	735.28
Total indirect costs	1,723,079.51	1,746,908.62	11,180.22

NOTE #1: 2004 was the base year for annual indirect cost increase calculation. Each years calculated increase would be based on prior years total cost plus CPI.

NOTE #2: Total cost for "Member Salary" is based on actual figures from the 2020 budget. And CPI does not apply.

NOTE #3: Maple Glen's share of indirect costs is determined by ratio of Maple Glen revenues to total service revenues (\$75,548/\$11,735,812.82 = .64%)

MAPLE GLEN
TIME SHEET SUMMARY
EOY 2020

MONTH	REGULAR TIME	OT	REGULAR CHARGE	OT CHARGE	SALARY CHARGE	FRINGE BENEFITS	SALARY/ BENEFITS	TIMES TRAVELED	MILEAGE	CHARGE
JAN	55.69	-	1,106.06	-	1,106.06	243.33	1,349.39	40.00	640.00	368.00
FEB	43.28	-	859.58	-	859.58	189.11	1,048.69	34.00	544.00	312.80
MAR	46.19	-	917.38	-	917.38	201.82	1,119.20	36.00	576.00	331.20
APR	46.80	-	929.49	-	929.49	204.49	1,133.98	35.00	560.00	322.00
MAY	45.59	-	905.46	-	905.46	199.20	1,104.66	35.00	560.00	322.00
JUN	50.53	-	1,003.58	-	1,003.58	220.79	1,224.36	36.00	576.00	331.20
JUL	45.90	-	911.62	-	911.62	200.56	1,112.18	36.00	576.00	331.20
AUG	45.25	-	898.71	-	898.71	197.72	1,096.43	35.00	560.00	322.00
SEP	49.22	-	977.56	-	977.56	215.06	1,192.62	33.00	528.00	303.60
OCT	52.49	-	1,042.50	-	1,042.50	229.35	1,271.85	39.00	624.00	358.80
NOV	46.49	-	923.34	-	923.34	203.13	1,126.47	34.00	544.00	312.80
DEC	44.49	-	883.62	-	883.62	194.40	1,078.01	35.00	560.00	322.00
	571.92	-	11,358.90	-	11,358.90	2,498.96	13,857.86	428.00	6,848.00	3,971.84

Average Salary: \$ 19.861

MAPLE GLEN SEWERAGE PLANT

Schedule C

2020 Activity Reconciliation

Payments for 2020 Billings:

as of 12/31/20

56,661.00

Received in 2021

18,887.00

Total Payments received for 2020 Billings

75,548.00

Cost for 2020:

Direct costs

70,470.76

Indirect costs

11,180.22

Total Direct/Indirect Costs

81,650.98

Excess Revenues over Expenses

(6,102.98)

2020 Depreciation

12,980.99

Total Capital Reinvestment

6,878.01

AFFIDAVIT OF PUBLICATION

Publisher's Fee \$20.70 Affidavit \$35.00

STATE OF WISCONSIN
Brown County

Personally appeared Amy Kekott at County of Brown, State of Wisconsin.

Of the Asbury Park Press, newspaper printed in Freehold, New Jersey and published in Neptune, in State of New Jersey and Monmouth/Ocean Counties, and of general circulation in Monmouth/Ocean Counties, who being duly sworn, depose and saith that the advertisement of which the annexed is a true copy, has been published in the said newspaper 1 times, once in each issue as follows:

06/09/2021 A.D 2021

Nancy Heyrman
Notary Public State of Wisconsin County of Brown

5.15.23
My commission expires

NANCY HEYRMAN
Notary Public
State of Wisconsin

JUN 14 2021

Exhibit 1
7/27/2021

TOWNSHIP OF JACKSON

PLEASE TAKE NOTICE

That the Jackson Township Municipal Utilities Authority shall re-schedule the Public Hearing previously scheduled on Thursday, June 24, 2021 at 5:30 p.m. to July 22, 2021 at 5:30 p.m. at the Authority's Administration Building located at 135 Manhattan Street, Jackson, New Jersey relative to the proposed rate adjustment to the rates charged to Maple Glen Mobile Home Park for sewerage service pursuant to N.J.S.A. 40:14b-22 and 23. The regularly scheduled public meeting of July 22, 2021 shall commence immediately following the end of the rate hearing. Pursuant to N.J.S.A. 10:4-12 (b) (7-8), a portion of this meeting may be held in closed session to discuss personnel, pending or anticipated litigation, and/or contract negotiations. Formal action may be taken by the Authority following closed session. Following are the proposed rate schedules: Maple Glen Sewerage Plant Existing Rate Schedule:
Existing Quarterly Charge..... \$18,887.00
Proposed Quarterly Charge..... \$19,264.74
The proposed rate will be effective August 1, 2021.

William Allmann, Chairman
(\$20.70)

0004770735-01



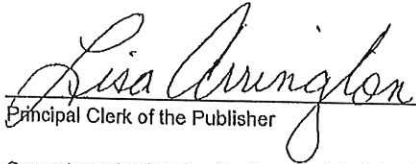
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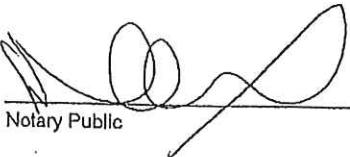
\$157.62

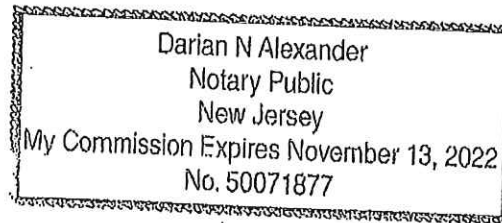
State of New Jersey,) ss
County of Middlesex)

LISA ARRINGTON being duly sworn, deposes that he/she is principal clerk of NJ Advance Media; that Star Ledger is a public newspaper, with general circulation in Atlantic, Burlington, Cape May, Essex, Hudson, Hunterdon, Mercer, Middlesex, Monmouth, Morris, Ocean, Passaic, Somerset, Sussex, Union, and Warren Counties, and this notice is an accurate and true copy of this notice as printed in said newspaper, was printed and published in the regular edition and issue of said newspaper on the following date(s):
Star Ledger 06/10/2021


Principal Clerk of the Publisher

Sworn to and subscribed before me this 14th day of June 2021


Notary Public



TOWNSHIP OF JACKSON

PLEASE TAKE NOTICE

That the Jackson Township Municipal Utilities Authority shall reschedule the Public Hearing previously scheduled on Thursday, June 24, 2021 at 5:30 p.m. to July 22, 2021 at 5:30 p.m. at the Authority's Administration Building located at 135 Manhattan Street, Jackson, New Jersey relative to the proposed rate adjustment to the rates charged to Maple Glen Mobile Home Park for sewerage service pursuant to N.J.S.A. 40:14b-22 and 23. The regularly scheduled public meeting of July 22, 2021 shall commence immediately following the end of the rate hearing. Pursuant to N.J.S.A. 10:4-12 (b) (7-8), a portion of this meeting may be held in closed session to discuss personnel, pending or anticipated litigation, and/or contract negotiations. Formal action may be taken by the Authority following closed session. Following are the proposed rate schedules: Maple Glen Sewerage Plant Existing Rate Schedule:

Existing Quarterly Charge\$18,887.00

Proposed Quarterly Charge.....\$19,264.74

The proposed rate will be effective August 1, 2021.

William Allmann, Chairman

6/10/21

\$67.62

Exhibit 2
7/22/2021