

Fiscal Year                      Start Year                      End Year  
   2024                      –                      2025

***Authority Budget of:***  
***Pequannock-Lincoln Park-Fairfield Sewerage Authority***

**State Filing Year                      2025**

***For the Period:                      December 1, 2024    to    November 30, 2025***

**tbsa.net**  
Authority Web Address



***Division of Local Government Services***

**2025 AUTHORITY BUDGET  
CERTIFICATION SECTION**

STATE OF NEW JERSEY  
DEPARTMENT OF COMMUNITY AFFAIRS  
DIVISION OF LOCAL GOVERNMENT SERVICES  
BUREAU OF AUTHORITY REGULATION  
TRENTON, N.J.

CERTIFICATION OF AMENDED 2025 BUDGET

Pequannock-Lincoln Park-Fairfield Sewerage Authority

It is hereby certified that the amendment attached hereto complies with the requirements of law, and approval is given pursuant to N.J.A.C. 5:31-2.8.

Department of Community Affairs  
Division of Local Government Services  
For: Jacquelyn Suarez, Commissioner/Director

By Christine Zapicchi  
Christine Zapicchi, Assistant Director

Date 1/22/2025

# FISCAL YEAR 2025

Pequannock-Lincoln Park-Fairfield Sewerage Authority

## AUTHORITY BUDGET

FISCAL YEAR: December 01, 2024 to November 30, 2025

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: Christine Zapicchi Date: 1/3/2025

# 2025 PREPARER'S CERTIFICATION

Pequannock-Lincoln Park-Fairfield Sewerage Authority

## AUTHORITY BUDGET

**FISCAL YEAR: December 01, 2024 to November 30, 2025**

It is hereby certified that the Authority Budget, including 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 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:	knapolitano@tbsa.net
Name:	Karen Napolitano
Title:	CFO
Address:	PO Box 188 Lincoln Park, NJ 07035
Phone Number:	973-696-4494
Fax Number:	973-305-1764
E-mail Address:	knapolitano@tbsa.net

# AUTHORITY INTERNET WEBSITE CERTIFICATION

Authority's Web Address:	tbsa.net
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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.
- The 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 includes items such as Revenue and Expenditure pie charts, or other types of charts, along with other information that would be useful to the public in understanding the finances/budget of the Authority)*.
- The complete (all pages) annual audits (not the Audit Synopsis) for the most recent fiscal year and immediately preceding 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:	Thomas Bongiovanni
Title of Officer Certifying Compliance:	Executive Director
Signature:	tbongiovanni@tbsa.net

# 2025 APPROVAL CERTIFICATION

Pequannock-Lincoln Park-Fairfield Sewerage Authority

## AUTHORITY BUDGET

**FISCAL YEAR: December 01, 2024 to November 30, 2025**

It is hereby certified that the Authority Budget, including all schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body Pequannock-Lincoln Park-Fairfield Sewerage Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on September 11, 2024.

It is further certified that the recorded vote appearing in the resolution represents not less than a of the full membership of the governing body thereof.

<b>Officer's Signature:</b>	tbongiovanni@tbsa.net
<b>Name:</b>	Thomas Bongiovanni
<b>Title:</b>	Executive Director
<b>Address:</b>	PO Box 188 Lincoln Park, NJ 07035
<b>Phone Number:</b>	973-696-4494
<b>Fax Number:</b>	973-305-1764
<b>E-mail Address:</b>	tbongiovanni@tbsa.net

# 2025 AUTHORITY BUDGET RESOLUTION

## Pequannock-Lincoln Park-Fairfield Sewerage Authority

**FISCAL YEAR: December 01, 2024 to November 30, 2025**

WHEREAS, the Annual Budget for Pequannock-Lincoln Park-Fairfield Sewerage Authority for the fiscal year beginning December 01, 2024 and ending November 30, 2025 has been presented before the governing body of the Pequannock-Lincoln Park-Fairfield Sewerage Authority at its open public meeting of September 11, 2024; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$13,194,908.00, Total Appropriations including any Accumulated Deficit, if any, of \$13,194,908.00, and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$6,260,000.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$2,000,111.00; and

WHEREAS, the schedule of rents, fees and other charges 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, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, 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 Pequannock-Lincoln Park-Fairfield Sewerage Authority, at an open public meeting held on September 11, 2024 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the) Pequannock-Lincoln Park-Fairfield Sewerage Authority for the fiscal year beginning December 01, 2024 and ending November 30, 2025, 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 Pequannock-Lincoln Park-Fairfield Sewerage Authority will consider the Annual Budget and Capital Budget/Program for Adoption on November 13, 2024.

\_\_\_\_\_ knapolitano@tbsa.net  
(Secretary's Signature)

\_\_\_\_\_ 9/11/2024  
(Date)

**Governing Body Recorded Vote**

Member	Aye	Nay	Abstain	Absent
David Kohle	X			
David Runfeldt				X
Jerry Notte	X			
Raymond Verdonik	X			
Arthur Schmidt	X			
Thomas Boorady	X			
Anthony Campisi				X
Robert Voorman				X



# 2025 ADOPTION CERTIFICATION

Pequannock-Lincoln Park-Fairfield Sewerage Authority

## AUTHORITY BUDGET

**FISCAL YEAR: December 01, 2024 to November 30, 2025**

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 Pequannock-Lincoln Park-Fairfield Sewerage Authority, pursuant to N.J.A.C 5:31-2.3, on November 13, 2024.

<b>Officer's Signature:</b>	tbongiovanni@tbsa.net		
<b>Name:</b>	Thomas Bongiovanni		
<b>Title:</b>	Executive Director		
<b>Address:</b>	PO Box 188 Lincoln Park, NJ 07035		
<b>Phone Number:</b>	973-696-4494	<b>Fax:</b>	973-305-1764
<b>E-mail address:</b>	tbongiovanni@tbsa.net		

# 2025 ADOPTED BUDGET RESOLUTION

## Pequannock-Lincoln Park-Fairfield Sewerage Authority

### FISCAL YEAR: December 01, 2024 to November 30, 2025

WHEREAS, the Annual Budget and Capital Budget/Program for the Pequannock-Lincoln Park-Fairfield Sewerage Authority for the beginning December 01, 2024 and ending November 30, 2025 has been presented for adoption before the governing body of the Pequannock-Lincoln Park-Fairfield Sewerage Authority at its open public meeting of November 13, 2024; and

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

WHEREAS, the Annual Budget presented for adoption reflects Total Revenues of \$13,194,908.00, Total Appropriations, including any Accumulated Deficit, if any, of \$13,194,908.00, and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$6,260,000.00 and Total Unrestricted Net Position Utilized of \$2,000,111.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Pequannock-Lincoln Park-Fairfield Sewerage Authority at an open public meeting held on November 13, 2024 that the Annual Budget and Capital Budget/Program of the Pequannock-Lincoln Park-Fairfield Sewerage Authority for the fiscal year beginning December 01, 2024 and ending November 30, 2025 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.

knapolitano@tbsa.net  
(Secretary's Signature)

11/13/2024  
(Date)

**Governing Body Recorded Vote**

Member	Aye	Nay	Abstain	Absent
David Kohle	X			
David Runfeldt	X			
Jerry Notte	X			
Raymond Verdonik	X			
Arthur Schmidt	X			
Thomas Boorady	X			
Anthony Campisi	X			
Robert Voorman	X			

**2025 AUTHORITY BUDGET  
NARRATIVE AND INFORMATION SECTION**

# 2025 AUTHORITY BUDGET MESSAGE & ANALYSIS

Pequannock-Lincoln Park-Fairfield Sewerage Authority

**FISCAL YEAR: December 01, 2024 to November 30, 2025**

*Answer all questions below using the space provided. Do not attach answers as a separate document.*

1. Complete a brief statement on the Fiscal Year 2025 proposed Annual Budget and make comparison to the Fiscal Year 2024 adopted budget for each Revenues and Appropriations. Explain any variances over +/-10% (as shown on budget pages F-2 and F-4) for each individual revenue and appropriation line item. Explanations of variances should include a description of the reason for the increase or decrease in the budgeted line item, not just an indication of the amount and percent of change. Upload any supporting documentation that will help explain the reason for the increase or decrease in the budgeted line item.

Total anticipated revenues are up 6.8% over the 2024 adopted budget, due primarily to increases in proposed appropriations addressed below. Interest revenue is up by 7.0% due to higher interest rates. Excluding Unrestricted Net Position Utilized, overall expenses are up by \$403,805 or 3.2%. Total Administration appropriations are up 1.0%. Benefits are up by 4.9% over last year due to anticipated rate increases. Operations Benefits are up as well (12.3%) due to anticipated rate increases. The proposed cost of energy has decreased slightly. Total Operating Appropriations have increased by 4.0%. The 11.7% decrease in interest on debt service is based on the NJ IBank schedules. Total Appropriations, inclusive of Unrestricted Net Position Utilized, are 6.8% higher than the 2024 Amended Budget.

2. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Program.

Inflation has eased, but is still higher than in the past.

3. Describe the reasons for utilizing Unrestricted Net Position in the proposed Annual Budget (i.e. rate stabilization, debt service reduction, to balance the budget, etc.) If the Authority's budget anticipated a use of Unrestricted Net Position, this question must be answered.

Net position is being utilized in the capital budget. The Authority reserves funds each year through the operating budget for Renewal and Replacement items. This Renewal and Replacement Reserve is being used in 2025 to fund pumpstations, pipeline, and treatment plant projects identified in the Capital Budget.

# 2025 AUTHORITY BUDGET MESSAGE & ANALYSIS

Pequannock-Lincoln Park-Fairfield Sewerage Authority

**FISCAL YEAR: December 01, 2024 to November 30, 2025**

*Answer all questions below using the space provided. Do not attach answers as a separate document.*

4. Identify any sources of funds transferred to the County/Municipality as a budget subsidy or 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/Municipal Budget, etc.)

N/A

5. The proposed budget must not reflect an anticipated deficit from 2024 operations. If there exists an accumulated deficit from prior year's budgets (and funding is included in the proposed budget as a result of a prior year 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.

N/A

**(Prepare a response to deficits in most recent audit report pertaining to Deficits to Unrestricted Net Position caused by recording Pension and Post-Employment Benefits liabilities as required by GASB 68 and GASB 75) and similar types of deficits in the audit report. How would these deficits be funded?**

# 2025 AUTHORITY BUDGET MESSAGE & ANALYSIS

Pequannock-Lincoln Park-Fairfield Sewerage Authority

**FISCAL YEAR: December 01, 2024 to November 30, 2025**

*Answer the question below using the space provided.*

6. Attach in FAST a schedule of the Authority's existing rate structure (connection fees, parking fees, service charges, etc.) **if it has been changed since the prior year budget submission** and a schedule of the proposed rate structure for the upcoming fiscal year. Explain any proposed changes in the rate structure and attach the resolution approving the change in rate structure, **if applicable**. (If no changes to fees or rates, indicate answer as "**Rates Are Staying The Same**".

N/A

# AUTHORITY CONTACT INFORMATION

## FISCAL YEAR 2025

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

<b>Name of Authority:</b>	Pequannock-Lincoln Park-Fairfield Sewerage Authority		
<i>Federal ID Number:</i>	22-1930339		
<i>Address:</i>	PO Box 188		
<i>City, State, Zip:</i>	Lincoln Park	NJ	07035
<i>Phone: (ext.)</i>	973-696-4494	<i>Fax:</i>	973-305-1764

<b>Preparer's Name:</b>	Karen Napolitano		
<i>Preparer's Address:</i>	PO Box 188		
<i>City, State, Zip:</i>	Lincoln Park	NJ	07035
<i>Phone: (ext.)</i>	973-696-4494	<i>Fax:</i>	973-305-1764
<i>E-mail:</i>	<a href="mailto:knapolitano@tbsa.net">knapolitano@tbsa.net</a>		

<b>Chief Executive Officer*</b>	Thomas Bongiovanni		
<i>*Or person who performs these functions under another title.</i>			
<i>Phone: (ext.)</i>	973-696-4494	<i>Fax:</i>	973-305-1764
<i>E-mail:</i>	<a href="mailto:tbongiovanni@tbsa.net">tbongiovanni@tbsa.net</a>		

<b>Chief Financial Officer*</b>	Karen Napolitano		
<i>*Or person who performs these functions under another title.</i>			
<i>Phone: (ext.)</i>	973-696-4494	<i>Fax:</i>	973-305-1764
<i>E-mail:</i>	<a href="mailto:knapolitano@tbsa.net">knapolitano@tbsa.net</a>		

<b>Name of Auditor:</b>	Paul Cuva, CPA, RMA		
<i>Name of Firm:</i>	Wielkotz & Company		
<i>Address:</i>	401 Wanaque Ave.		
<i>City, State, Zip:</i>	Pompton Plains	NJ	07442
<i>Phone: (ext.)</i>	973-835-7900 (x209)	<i>Fax:</i>	973-835-6631
<i>E-mail:</i>	<a href="mailto:paul.cuva@optimum.net">paul.cuva@optimum.net</a>		

# AUTHORITY INFORMATIONAL QUESTIONNAIRE

## Pequannock-Lincoln Park-Fairfield Sewerage Authority

**FISCAL YEAR: December 01, 2024 to November 30, 2025**

1. Provide the number of individuals employed as reported on the Authority's most recent Form W-3, Transmittal of Wage, and Tax Statement:

36

2. Provide the amount of total salaries and wages reported on the Authority's most recent Form W-3, Transmittal of Wage, and Tax Statements:

\$ 2,319,987.87

3. Provide the number of regular voting members of the governing body:

8

*(5 or 7 per State statute, possibly more for regional authorities)*

4. Provide the number of alternate voting members of the governing body:

0

*(Maximum is 2)*

**5. Regional Authorities Only** - Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year because of their relationship with the Authority file the form as required?

Yes

*Check to see if individuals filed their FDS on the FDS webpage: <https://www.nj.gov/dca/divisions/dlgs/resources/fds.html>.*

**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.**

6. Does the Authority have any amounts receivable from current or former commissioners, officers, key employees, or the highest compensated employee?

No

*If "yes", provide a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.*

7. 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", provide 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.*

8. Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract\*?

No

*\*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.*

*If "yes", provide a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.*

9. 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 Authority's procedures for all individuals listed on Page N-4 (2 of 2).



# AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

## Pequannock-Lincoln Park-Fairfield Sewerage Authority

**FISCAL YEAR: December 01, 2024 to November 30, 2025**

**10.** Did the Authority pay for meals or catering during the current fiscal year? Yes  
*If "yes", provide a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.*

**11.** Did the Authority pay for travel expenses for any employee of individual listed on Page N-4? Yes  
*If "yes", provide a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed.*

**12.** 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", provide a description of the transaction including the name and position of the individual and the amount expended.*

**13.** 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).*

**14.** Did the Authority make any payments to current or former commissioners or employees for severance or termination? No  
*If "yes", provide explanation, including amount paid.*

**15.** Did the Authority make 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", provide explanation including amount paid.*

**16.** 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", provide 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.*

# AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Pequannock-Lincoln Park-Fairfield Sewerage Authority

**FISCAL YEAR: December 01, 2024 to November 30, 2025**

**17.** 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.)?

*If "yes", provide description of the event or condition that resulted in the fine/assessment and indicate the amount of the fine/assessment.*

# AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

## Pequannock-Lincoln Park-Fairfield Sewerage Authority

**FISCAL YEAR: December 01, 2024 to November 30, 2025**

*Use the space below to provide clarification for any Questionnaire responses.*

9. An Annual Wage and Salary Guide is prepared each year and approved by the Board. All increases in base pay are subject to review and approval by the Board. Salary surveys are used to help determine compensation for comparable positions in similar facilities. Annual increases in pay (excluding promotions) are generally consistent with written employment contracts unless impacted by extraordinary economic circumstances. Board Member compensation is set by local municipal ordinances and must be approved unanimously.

10. Date	Name	Description	Amount
12/13/2023	Frank's Pizza	Board Meeting	119.86
12/8/2023	Maggie's Town Tavern	Employee Holiday Lunch	1041.51
Dec '23/Jan '24	Collin Hernandez	Flood Emergencies	271.74
Dec '23/Jan '24	Greg Daly	Flood Emergencies	578.83
Dec '23/Jan '24	Richard Walter	Flood Emergencies	732.12
Dec '23/Jan '24	Christopher Bolton	Flood Emergencies	234.58
Dec '23/Jan '24	Hector Cadavid	Flood Emergencies	138.92
Dec '23/Jan '24	M. Andrew Nix	Flood Emergencies	305.17
Dec '23/Jan '24	Nicholas Stein	Flood Emergencies	289.56
Dec '23/Jan '24	Robert Villanova	Flood Emergencies	160.95
Dec '23/Jan '24	Ernie DeGraw	Flood Emergencies	247.33
12/23/2023	Leo Menna	Flood Emergency	72.58
1/10/2024	Joseph Selvaggi	Flood Emergency	33.94
1/10-12/24	Patrick Tuohey	Flood Emergency	273.42
1/11-14/24	Richard Eickhoff	Flood Emergency	125.23
1/17/2024	Frank's Pizza	Board Meeting	147.59
1/25/2024	Rare The Steak House	Board Holiday Dinner	1881.39
2/14/2024	Frank's Pizza	Board Meeting	137.86
3/20/2024	Frank's Pizza	Board Meeting	119.86
4/10/2024	Frank's Pizza	Board Meeting	119.86
5/15/2024	Frank's Pizza	Board Meeting	119.86
6/12/2024	Frank's Pizza	Board Meeting	119.86

11. Date	Name	Description	Amount
3/6-7/24	Ernest DeGraw	Attend NJWEA Workshop	327.2
3/12-13/24	Thomas Bongiovanni	Attend AEA Conference	319.26
3/12-13/24	Arthur Schmidt	Attend AEA Conference	319.26
3/12-13/24	David Kohle	Attend AEA Conference	319.26
5/6-9/24	Jason Tillery	Attend NJWEA Conference	784.57
5/6-10/24	Ernest DeGraw	Attend NJWEA Conference	886.33
5/6-10/24	Patrick Tuohey	Attend NJWEA Conference	821.49
5/6-11/24	Thomas Bongiovanni	Attend NJWEA Conference	783.72
5/7-9/24	Richard Walter	Attend NJWEA Conference	436.33
5/7-9/24	Nicholas Stein	Attend NJWEA Conference	669.49
5/21/2024	Nicholas Stein	Attend ESCNJ Expo	63.73

# AUTHORITY SCHEDULE OF COMMISSIONERS, OFFICERS, KEY EMPLOYEES HIGHEST COMPENSATED EMPLOYEES AND INDEPENDENT CONTRACTORS

## Pequannock-Lincoln Park-Fairfield Sewerage Authority

**FISCAL YEAR: December 01, 2024 to November 30, 2025**

*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 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.
- 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 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 during the most recent fiscal year completed.

**Commissioner:** A member of the governing body of the authority with voting rights. Include alternates for the 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 officer as officers, if applicable. 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

- 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): The aggregate compensation that is reported (or 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.

**Pequannock-Lincoln Park-Fairfield Sewerage Authority  
For the Period December 01, 2024 to November 30, 2025**

Name	Title	Average Hours per Week Dedicated to Position	Position				Reportable Compensation from Authority (W-2/ 1099)				
			Commissioner	Officer	Key Employee	Highest Compensated Former	Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority
1 Robert Voorman	Member	3	X				\$ 3,175.00			\$ 3,175.00	
2 Arthur Schmidt	Member	2	X				\$ 3,000.00			\$ 3,000.00	
3 Jerry Notte	Secretary	2	X	X			\$ 3,000.00			\$ 3,000.00	
4 David Runfeldt	Vice Chairman	10	X	X			\$ 3,000.00			\$ 3,000.00	
5 Raymond Verdonik	Treasurer	2	X	X			\$ 3,000.00			\$ 3,000.00	
6 David Kohle	Chairman	2	X	X			\$ 3,525.00			\$ 3,525.00	
7 Anthony Campisi	Member	4	X				\$ 3,000.00			\$ 3,000.00	
8 Thomas Boorady	Member	2	X				\$ 3,000.00			\$ 3,000.00	
9 Thomas Bongiovanni	Executive Director	45		X			\$ 175,739.00		\$ 33,392.00	\$ 209,131.00	
10 Ernest DeGraw	Superintendent	45			X		\$ 177,232.00		\$ 23,787.00	\$ 201,019.00	
11 Nicholas Stein	Maint Supervisor	45			X		\$ 128,342.00		\$ 23,787.00	\$ 152,129.00	
12 Joseph Gibson	Chief Operator	45			X		\$ 129,005.00		\$ 12,327.00	\$ 141,332.00	
13 Patrick Tuohey	Computer Tech	45			X		\$ 113,948.00		\$ 23,787.00	\$ 137,735.00	
14 Jason Tillery	Lab Manager	45			X		\$ 124,371.00		\$ 11,959.00	\$ 136,330.00	
15 Richard Walter	Asst Maint Supervisor	45			X		\$ 111,282.00		\$ 23,787.00	\$ 135,069.00	
16										\$ -	
17										\$ -	
18										\$ -	
19										\$ -	
20										\$ -	
21										\$ -	
22										\$ -	
23										\$ -	
24										\$ -	
25										\$ -	
26										\$ -	
27										\$ -	
28										\$ -	
29										\$ -	
30										\$ -	
31										\$ -	
32										\$ -	
33										\$ -	
34										\$ -	
35										\$ -	
<b>Total:</b>							\$ 984,619.00	\$ -	\$ -	\$ 152,826.00	\$ 1,137,445.00

## Schedule of Health Benefits - Detailed Cost Analysis

Pequannock-Lincoln Park-Fairfield Sewerage Authority

For the Period: December 01, 2024 to November 30, 2025

If no health benefits, check this box:

	# of Covered Members (Medical & Rx) Proposed Budget			# of Covered Members (Medical & Rx) Current Year			\$ Increase (Decrease)	% Increase (Decrease)
	Annual Cost Estimate per Employee Proposed Budget	Total Cost Estimate Proposed Budget	Annual Cost per Employee Current Year	Total Current Year Cost				
<b>Active Employees - Health Benefits - Annual Cost</b>								
Single Coverage	11	17,716.90	194,885.90	8	15,406.00	123,248.00	71,637.90	58.1%
Parent & Child	2	31,712.40	63,424.80	2	27,576.00	55,152.00	8,272.80	15.0%
Employee & Spouse (or Partner)	10	35,433.80	354,338.00	8	30,812.00	246,496.00	107,842.00	43.8%
Family	9	49,429.30	444,863.70	7	42,982.00	300,874.00	143,989.70	47.9%
Employee Cost Sharing Contribution (enter as negative - )			(182,864.00)			(138,852.00)	(44,012.00)	31.7%
<b>Subtotal</b>	<b>32</b>		<b>874,648.40</b>	<b>25</b>		<b>586,918.00</b>	<b>287,730.40</b>	<b>49.0%</b>
<b>Commissioners - Health Benefits - Annual Cost</b>								
Single Coverage			-			-	-	-
Parent & Child			-			-	-	-
Employee & Spouse (or Partner)			-			-	-	-
Family			-			-	-	-
Employee Cost Sharing Contribution (enter as negative - )								
<b>Subtotal</b>			<b>-</b>			<b>-</b>	<b>-</b>	<b>-</b>
<b>Retirees - Health Benefits - Annual Cost</b>								
Single Coverage	2	8,400.00	16,800.00	2	8,400.00	16,800.00	-	-
Parent & Child			-			-	-	-
Employee & Spouse (or Partner)	3	8,400.00	25,200.00	3	8,400.00	25,200.00	-	-
Family	1	8,400.00	8,400.00	1	8,400.00	8,400.00	-	-
Employee Cost Sharing Contribution (enter as negative - )								
<b>Subtotal</b>	<b>6</b>		<b>50,400.00</b>	<b>6</b>		<b>50,400.00</b>	<b>-</b>	<b>-</b>
<b>GRAND TOTAL</b>	<b>38</b>		<b>925,048.40</b>	<b>31</b>		<b>637,318.00</b>	<b>287,730.40</b>	<b>45.1%</b>

Is medical coverage provided by the SHBP (Yes or No)?	Yes
Is prescription drug coverage provided by the SHBP (Yes or No)?	Yes

**Pequannock-Lincoln Park-Fairfield Sewerage Authority**  
**ACCUMULATED ABSENCE LIABILITY**

If no accumulated absences, check this box:

Bargaining Unit or Non-Union Position Eligible for Benefit (List Non-Union Employees by Individual Position Rather Than Each Named Individual)	Sick Time		Vacation Time		Compensatory Time		Personal Time		Other		Legal basis for benefit ("X" applicable items)		
	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Approved Labor Agreement	Resolution	Individual Employment Agreement
Superintendent	286.00	\$15,000.00	48.50	\$34,415.12								X	
Payroll Coordinator	1.00	\$137.87	8.00	\$2,205.84								X	
CFO	64.00	\$0.00	28.00	\$11,124.12								X	
Accounts Payable	10.50	\$0.00	23.00	\$4,858.52									X
Executive Director	34.00	\$0.00	30.50	\$21,895.34								X	
Authority Engineer	20.50	\$0.00	8.50	\$2,910.15								X	
Lab Manager	139.50	\$15,000.00	44.00	\$18,172.88								X	
Julia Skowronsky	11.50	\$0.00	10.00	\$2,307.70							X		
Maintenance Supervisor	166.00	\$15,000.00	40.50	\$19,041.48								X	
Asst Maintenance Supervisor	13.50	\$2,579.51	23.00	\$8,789.45								X	
Roger Schuch	160.00	\$4,500.00	32.50	\$11,062.35							X		
Joseph Selvaggi	2.00	\$231.06	15.00	\$3,465.90							X		
Hector Cadavid	4.00	\$0.00	8.00	\$2,113.60							X		
Michael A Nix	1.00	\$0.00	3.00	\$815.67							X		
Christopher Bolton	2.00	\$0.00	3.50	\$713.48							X		
Lead Shift Operator	103.00	\$15,000.00	10.50	\$3,727.92								X	
Chief Operator	101.00	\$15,000.00	50.50	\$21,658.95								X	
Computer Instrumentation Tech	168.00	\$15,000.00	50.50	\$20,756.01								X	
Lead Shift Operator	194.50	\$15,000.00	14.00	\$4,683.42								X	
Robert Villanova	172.00	\$4,500.00	17.50	\$5,306.00							X		
Leonardo Menna	174.00	\$4,500.00	40.50	\$13,865.99							X		
Tyler Mrocka	40.50	\$0.00	7.50	\$2,011.50							X		
Paul Fertek	21.00	\$0.00	10.50	\$2,407.02							X		
Matthew Cheringal	15.50	\$0.00	15.00	\$3,673.80							X		
Evan Napolitano	5.50	\$0.00	4.00	\$835.00							X		
Collin Hernandez	12.50	\$0.00	9.00	\$1,797.75							X		
<b>TOTALS (THIS PAGE ONLY)</b>	1,923.00	\$121,448.44	555.50	\$224,614.96	-	\$0.00	-	\$0.00	-	\$0.00			

**Pequanock-Lincoln Park-Fairfield Sewerage Authority  
ACCUMULATED ABSENCE LIABILITY**

Bargaining Unit or Non-Union Position Eligible for Benefit (List Non-Union Employees by Individual Position Rather Than Each Named Individual)	Sick Time		Vacation Time		Compensatory Time		Personal Time		Other		Legal basis for benefit ("X" applicable items)		
	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Approved Labor Agreement	Resolution	Individual Employment Agreement
<b>TOTALS (THIS PAGE ONLY)</b>	-	\$0.00	-	\$0.00	-	\$0.00	-	\$0.00	-	\$0.00			



**Pequannock-Lincoln Park-Fairfield Sewerage Authority  
ACCUMULATED ABSENCE LIABILITY**

Bargaining Unit or Non-Union Position Eligible for Benefit (List Non-Union Employees by Individual Position Rather Than Each Named Individual)	Sick Time		Vacation Time		Compensatory Time		Personal Time		Other		Legal basis for benefit ("X" applicable items)		
	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Approved Labor Agreement	Resolution	Individual Employment Agreement
<b>TOTALS (ALL PAGES)</b>	1,923.00	\$121,448.44	555.50	\$224,614.96	-	\$0.00	-	\$0.00	-	\$0.00			
Total Funds Reserved per Most Recently Completed Audit:													
Total Funds Appropriated in Current Budget:													
Total Employees subject to accumulated absence restrictions of P.L. 2007, c. 92:													
Total Employees subject to accumulated absence restrictions of P.L. 2010, c. 3:													

### Schedule of Shared Service Agreements

Pequannock-Lincoln Park-Fairfield Sewerage Authority

For the Period: December 01, 2024 to November 30, 2025

*If no shared services, check this box:*

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

Name of Entity Providing Service	Name of Entity Receiving Service	Type of Shared Service Provided	Comments (Enter more specifics if needed)	Agreement Effective Date	Agreement End Date	Amount to be Received by/ Paid from Authority

**2025 AUTHORITY BUDGET  
FINANCIAL SCHEDULES SECTION**

## SUMMARY

**Pequannock-Lincoln Park-Fairfield Sewerage Authority**  
For the Period: December 01, 2024 to November 30, 2025

	<b>FY 2025 Proposed Budget</b>						<b>FY 2024 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>	
	<b>Operation #1</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>Total All Operations</b>	<b>Total All Operations</b>	<b>All Operations</b>	<b>All Operations</b>
<b>REVENUES</b>										
Total Operating Revenues	\$ 12,894,908	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,894,908	\$ 12,069,271	\$ 825,637	6.8%
Total Non-Operating Revenues	300,000	-	-	-	-	-	300,000	280,000	20,000	7.1%
Total Anticipated Revenues	13,194,908	-	-	-	-	-	13,194,908	12,349,271	845,637	6.8%
<b>APPROPRIATIONS</b>										
Total Administration	953,472	-	-	-	-	-	953,472	943,600	9,872	1.0%
Total Cost of Providing Services	8,038,860	-	-	-	-	-	8,038,860	7,732,940	305,920	4.0%
Total Principal Payments on Debt Service in Lieu of Depreciation	2,031,077	-	-	-	-	-	2,031,077	1,955,187	75,890	3.9%
Total Operating Appropriations	11,023,409	-	-	-	-	-	11,023,409	10,631,727	391,682	3.7%
Total Interest Payments on Debt	226,610	-	-	-	-	-	226,610	256,569	(29,959)	-11.7%
Total Other Non-Operating Appropriations	1,944,889	-	-	-	-	-	1,944,889	1,902,805	42,084	2.2%
Total Non-Operating Appropriations	2,171,499	-	-	-	-	-	2,171,499	2,159,374	12,125	0.6%
Accumulated Deficit	-	-	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	13,194,908	-	-	-	-	-	13,194,908	12,791,101	403,807	3.2%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	441,830	(441,830)	-100.0%
Net Total Appropriations	13,194,908	-	-	-	-	-	13,194,908	12,349,271	845,637	6.8%
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>#DIV/0!</b>

# Revenue Schedule

Pequannock-Lincoln Park-Fairfield Sewerage Authority  
For the Period: December 01, 2024 to November 30, 2025

<b>FY 2025 Proposed Budget</b>							<b>FY 2024 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>
Operation #1	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations	All Operations
<b>OPERATING REVENUES</b>									
<i>Service Charges</i>									
Residential						\$ -	\$ -	\$ -	#DIV/0!
Business/Commercial						-	-	-	#DIV/0!
Industrial						-	-	-	#DIV/0!
Intergovernmental	12,850,408					12,850,408	12,024,771	825,637	6.9%
Other						-	-	-	#DIV/0!
<b>Total Service Charges</b>	<b>12,850,408</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>12,850,408</b>	<b>12,024,771</b>	<b>825,637</b>	<b>6.9%</b>
<i>Connection Fees</i>									
Residential						-	-	-	#DIV/0!
Business/Commercial						-	-	-	#DIV/0!
Industrial						-	-	-	#DIV/0!
Intergovernmental						-	-	-	#DIV/0!
Other						-	-	-	#DIV/0!
<b>Total Connection Fees</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<i>Parking Fees</i>									
Meters						-	-	-	#DIV/0!
Permits						-	-	-	#DIV/0!
Fines/Penalties						-	-	-	#DIV/0!
Other						-	-	-	#DIV/0!
<b>Total Parking Fees</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<i>Other Operating Revenues (List)</i>									
Miscellaneous	500					500	500	-	0.0%
Industrial Permits	44,000					44,000	44,000	-	0.0%
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
<b>Total Other Revenue</b>	<b>44,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>44,500</b>	<b>44,500</b>	<b>-</b>	<b>0.0%</b>
<b>Total Operating Revenues</b>	<b>12,894,908</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>12,894,908</b>	<b>12,069,271</b>	<b>825,637</b>	<b>6.8%</b>
<b>NON-OPERATING REVENUES</b>									
<i>Other Non-Operating Revenues (List)</i>									
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
<b>Total Other Non-Operating Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<i>Interest on Investments &amp; Deposits (List)</i>									
Interest Earned	300,000					300,000	280,000	20,000	7.1%
Penalties						-	-	-	#DIV/0!
Other						-	-	-	#DIV/0!
<b>Total Interest</b>	<b>300,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>300,000</b>	<b>280,000</b>	<b>20,000</b>	<b>7.1%</b>
<b>Total Non-Operating Revenues</b>	<b>300,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>300,000</b>	<b>280,000</b>	<b>20,000</b>	<b>7.1%</b>
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 13,194,908</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,194,908</b>	<b>\$ 12,349,271</b>	<b>\$ 845,637</b>	<b>6.8%</b>

# Prior Year Adopted Revenue Schedule

Pequanock-Lincoln Park-Fairfield Sewerage Authority

## FY 2024 Adopted Budget

	Operation #1	N/A	N/A	N/A	N/A	N/A	Total All Operations
<b>OPERATING REVENUES</b>							
<i>Service Charges</i>							
Residential							\$ -
Business/Commercial							-
Industrial							-
Intergovernmental	12,024,771						12,024,771
Other							-
Total Service Charges	12,024,771	-	-	-	-	-	12,024,771
<i>Connection Fees</i>							
Residential							-
Business/Commercial							-
Industrial							-
Intergovernmental							-
Other							-
Total Connection Fees	-	-	-	-	-	-	-
<i>Parking Fees</i>							
Meters							-
Permits							-
Fines/Penalties							-
Other							-
Total Parking Fees	-	-	-	-	-	-	-
<i>Other Operating Revenues (List)</i>							
Miscellaneous	500						500
Industrial Permits	44,000						44,000
							-
							-
							-
							-
							-
							-
							-
							-
Total Other Revenue	44,500	-	-	-	-	-	44,500
Total Operating Revenues	12,069,271	-	-	-	-	-	12,069,271
<b>NON-OPERATING REVENUES</b>							
<i>Other Non-Operating Revenues (List)</i>							
							-
							-
							-
							-
							-
Total Other Non-Operating Revenues	-	-	-	-	-	-	-
<i>Interest on Investments &amp; Deposits</i>							
Interest Earned	280,000						280,000
Penalties							-
Other							-
Total Interest	280,000	-	-	-	-	-	280,000
Total Non-Operating Revenues	280,000	-	-	-	-	-	280,000
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 12,349,271</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12,349,271</b>

# Appropriations Schedule

Pequanock-Lincoln Park-Fairfield Sewerage Authority  
For the Period: December 01, 2024 to November 30, 2025

	<b>FY 2025 Proposed Budget</b>						<b>FY 2024 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>	
	Operation #1	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	\$ 452,822						\$ 452,822	\$ 440,350	\$ 12,472	2.8%
Fringe Benefits	305,250						305,250	291,050	14,200	4.9%
Total Administration - Personnel	758,072	-	-	-	-	-	758,072	731,400	26,672	3.6%
<i>Administration - Other (List)</i>										
Financial Svc, Professional & Office Exp	195,400						195,400	212,200	(16,800)	-7.9%
Miscellaneous Administration*							-	-	-	#DIV/0!
Total Administration - Other	195,400	-	-	-	-	-	195,400	212,200	(16,800)	-7.9%
Total Administration	953,472	-	-	-	-	-	953,472	943,600	9,872	1.0%
<i>Cost of Providing Services - Personnel</i>										
Salary & Wages	2,624,560						2,624,560	2,520,340	104,220	4.1%
Fringe Benefits	1,331,300						1,331,300	1,185,000	146,300	12.3%
Total COPS - Personnel	3,955,860	-	-	-	-	-	3,955,860	3,705,340	250,520	6.8%
<i>Cost of Providing Services - Other (List)</i>										
Energy	1,333,500						1,333,500	1,352,700	(19,200)	-1.4%
Chemicals, Equip/Maintenance/Repairs, Contracted Svcs, State Requirements	2,749,500						2,749,500	2,674,900	74,600	2.8%
Miscellaneous COPS*							-	-	-	#DIV/0!
Total COPS - Other	4,083,000	-	-	-	-	-	4,083,000	4,027,600	55,400	1.4%
Total Cost of Providing Services	8,038,860	-	-	-	-	-	8,038,860	7,732,940	305,920	4.0%
Total Principal Payments on Debt Service in Lieu of Depreciation	2,031,077	-	-	-	-	-	2,031,077	1,955,187	75,890	3.9%
Total Operating Appropriations	11,023,409	-	-	-	-	-	11,023,409	10,631,727	391,682	3.7%
<b>NON-OPERATING APPROPRIATIONS</b>										
Total Interest Payments on Debt	226,610	-	-	-	-	-	226,610	256,569	(29,959)	-11.7%
Operations & Maintenance Reserve							-	-	-	#DIV/0!
Renewal & Replacement Reserve	1,444,889						1,444,889	1,402,805	42,084	3.0%
Municipality/County Appropriation							-	-	-	#DIV/0!
Other Reserves	500,000						500,000	500,000	-	0.0%
Total Non-Operating Appropriations	2,171,499	-	-	-	-	-	2,171,499	2,159,374	12,125	0.6%
<b>TOTAL APPROPRIATIONS</b>	<b>13,194,908</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>13,194,908</b>	<b>12,791,101</b>	<b>403,807</b>	<b>3.2%</b>
<b>ACCUMULATED DEFICIT</b>										
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>13,194,908</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>13,194,908</b>	<b>12,791,101</b>	<b>403,807</b>	<b>3.2%</b>
<b>UNRESTRICTED NET POSITION UTILIZED</b>										
Municipality/County Appropriation	-	-	-	-	-	-	-	-	-	#DIV/0!
Other							-	441,830	(441,830)	-100.0%
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	441,830	(441,830)	-100.0%
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 13,194,908</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,194,908</b>	<b>\$ 12,349,271</b>	<b>\$ 845,637</b>	<b>6.8%</b>

\* 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    \$ 551,170.45    \$ -    \$ -    \$ -    \$ -    \$ -    \$ -    \$ 551,170.45

# Prior Year Adopted Appropriations Schedule

## Pequanock-Lincoln Park-Fairfield Sewerage Authority

### FY 2024 Adopted Budget

	Operation #1	N/A	N/A	N/A	N/A	N/A	Total All Operations
<b>OPERATING APPROPRIATIONS</b>							
<i>Administration - Personnel</i>							
Salary & Wages	\$ 440,350						\$ 440,350
Fringe Benefits	291,050						291,050
Total Administration - Personnel	731,400	-	-	-	-	-	731,400
<i>Administration - Other (List)</i>							
Financial Svc, Professional & Office Exp	212,200						212,200
Miscellaneous Administration*							-
Total Administration - Other	212,200	-	-	-	-	-	212,200
Total Administration	943,600	-	-	-	-	-	943,600
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	2,520,340						2,520,340
Fringe Benefits	1,185,000						1,185,000
Total COPS - Personnel	3,705,340	-	-	-	-	-	3,705,340
<i>Cost of Providing Services - Other (List)</i>							
Energy	1,352,700						1,352,700
Chemicals, Equip/Maintenance/Repairs, Contracted Svcs, State Requirements	2,674,900						2,674,900
Miscellaneous COPS*							-
Total COPS - Other	4,027,600	-	-	-	-	-	4,027,600
Total Cost of Providing Services	7,732,940	-	-	-	-	-	7,732,940
Total Principal Payments on Debt Service in Lieu of Depreciation	1,955,187	-	-	-	-	-	1,955,187
Total Operating Appropriations	10,631,727	-	-	-	-	-	10,631,727
<b>NON-OPERATING APPROPRIATIONS</b>							
Total Interest Payments on Debt	256,569	-	-	-	-	-	256,569
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve	1,402,805						1,402,805
Municipality/County Appropriation							-
Other Reserves	500,000						500,000
Total Non-Operating Appropriations	2,159,374	-	-	-	-	-	2,159,374
<b>TOTAL APPROPRIATIONS</b>	12,791,101	-	-	-	-	-	12,791,101
<b>ACCUMULATED DEFICIT</b>							-
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	12,791,101	-	-	-	-	-	12,791,101
<b>UNRESTRICTED NET POSITION UTILIZED</b>							
Municipality/County Appropriation							-
Other	441,830						441,830
Total Unrestricted Net Position Utilized	441,830	-	-	-	-	-	441,830
<b>TOTAL NET APPROPRIATIONS</b>	\$ 12,349,271	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,349,271

\* 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    \$ 531,586.35    \$ -    \$ -    \$ -    \$ -    \$ -    \$ 531,586.35



## Debt Service Schedule - Principal

Pequannock-Lincoln Park-Fairfield Sewerage Authority

If Authority has no debt, check this box:

	Date of Local Finance Board Approval	<i>Fiscal Year Ending in</i>								Total Principal Outstanding
		2024 (Adopted Budget)	2025 (Proposed Budget)	2026	2027	2028	2029	2030	Thereafter	
<i>Operation #1</i>										
Series 2015 (NJ IBank)	11/12/2014	\$ 1,103,160	\$ 1,118,160	\$ 1,133,160	\$ 1,153,160	\$ 1,168,160	\$ 1,183,160	\$ 1,198,160	\$ 4,957,641	\$ 11,911,601
Series 2010 (NJ IBank)	6/30/2009	312,788	321,788	326,788	326,788	335,788	340,788	129,066		1,781,006
Series 2006 (NJ IBank)	7/12/2006	539,239	591,129	534,696						1,125,825
Total Principal		1,955,187	2,031,077	1,994,644	1,479,948	1,503,948	1,523,948	1,327,226	4,957,641	14,818,432
N/A										-
Total Principal		-	-	-	-	-	-	-	-	-
N/A										-
Total Principal		-	-	-	-	-	-	-	-	-
N/A										-
Total Principal		-	-	-	-	-	-	-	-	-
N/A										-
Total Principal		-	-	-	-	-	-	-	-	-
<b>TOTAL PRINCIPAL ALL OPERATIONS</b>		<b>\$ 1,955,187</b>	<b>\$ 2,031,077</b>	<b>\$ 1,994,644</b>	<b>\$ 1,479,948</b>	<b>\$ 1,503,948</b>	<b>\$ 1,523,948</b>	<b>\$ 1,327,226</b>	<b>\$ 4,957,641</b>	<b>\$ 14,818,432</b>

<i>Indicate the Authority's most recent bond rating and the year of the rating by ratings service.</i>			
	<b>Moody's</b>	<b>Fitch</b>	<b>Standard &amp; Poors</b>
Bond Rating	_____	_____	_____
Year of Last Rating	_____	_____	_____

## Debt Service Schedule - Interest

Pequannock-Lincoln Park-Fairfield Sewerage Authority

If Authority has no debt, check this box:

	<i>Fiscal Year Ending in</i>									<b>Total Interest Payments Outstanding</b>
	<b>2024 (Adopted Budget)</b>	<b>2025 (Proposed Budget)</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>Thereafter</b>		
<i>Operation #1</i>										
Series 2015 (NJ IBank)	\$ 181,350	\$ 165,850	\$ 149,600	\$ 132,600	\$ 118,200	\$ 103,200	\$ 87,600	\$ 182,200	\$ 939,250	
Series 2010 (NJ IBank)	38,485	32,925	26,965	20,805	14,805	8,425	1,845		105,770	
Series 2006 (NJ IBank)	36,734	27,835	14,185						42,020	
									-	
Total Interest Payments	256,569	226,610	190,750	153,405	133,005	111,625	89,445	182,200	1,087,040	
<i>N/A</i>										
									-	
									-	
									-	
Total Interest Payments	-	-	-	-	-	-	-	-	-	
<i>N/A</i>										
									-	
									-	
									-	
Total Interest Payments	-	-	-	-	-	-	-	-	-	
<i>N/A</i>										
									-	
									-	
									-	
Total Interest Payments	-	-	-	-	-	-	-	-	-	
<i>N/A</i>										
									-	
									-	
									-	
Total Interest Payments	-	-	-	-	-	-	-	-	-	
<b>TOTAL INTEREST ALL OPERATIONS</b>	\$ 256,569	\$ 226,610	\$ 190,750	\$ 153,405	\$ 133,005	\$ 111,625	\$ 89,445	\$ 182,200	\$ 1,087,040	

## Net Position Reconciliation

Pequannock-Lincoln Park-Fairfield Sewerage Authority  
For the Period: December 01, 2024 to November 30, 2025

### FY 2025 Proposed Budget

	Operation #1	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>	\$ 66,213,736						\$ 66,213,736
Less: Invested in Capital Assets, Net of Related Debt (1)	42,549,908						42,549,908
Less: Restricted for Debt Service Reserve (1)							-
Less: Other Restricted Net Position (1)	97,341						97,341
Total Unrestricted Net Position (1)	23,566,487	-	-	-	-	-	23,566,487
Less: Designated for Non-Operating Improvements & Repairs							-
Less: Designated for Rate Stabilization							-
Less: Other Designated by Resolution	15,905,806						15,905,806
Plus: Accrued Unfunded Pension Liability (1)	3,953,407						3,953,407
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	861,805						861,805
Plus: Estimated Income (Loss) on Current Year Operations (2)	1,000,000						1,000,000
Plus: Other Adjustments (attach schedule)							-
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	13,475,893	-	-	-	-	-	13,475,893
Unrestricted Net Position Utilized to Balance Proposed Budget	500,000	-	-	-	-	-	500,000
Unrestricted Net Position Utilized in Proposed Capital Budget	2,000,111	-	-	-	-	-	2,000,111
Appropriation to Municipality/County (3)	-	-	-	-	-	-	-
Total Unrestricted Net Position Utilized in Proposed Budget	2,500,111	-	-	-	-	-	2,500,111
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR</b>							
<b>Last issued Audit Report (4)</b>	\$ 10,975,782	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,975,782

(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      \$ 551,170    \$ -    \$ -    \$ -    \$ -    \$ -    \$ 551,170

(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.

# **FISCAL YEAR 2025**

**Equannock-Lincoln Park-Fairfield Sewerage Authority**  
(Authority Name)

**2025 AUTHORITY CAPITAL BUDGET/PROGRAM**

# 2025 CERTIFICATION OF AUTHORITY CAPITAL BUDGET / PROGRAM

**Pequannock-Lincoln Park-Fairfield Sewerage Authority**

(Authority Name)

**Fiscal Year: December 01, 2024 to November 30, 2025**

*Check the box for the applicable statement below:*

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, of governing body of the Pequannock-Lincoln Park-Fairfield Sewerage Authority, on September 11, 2024.

It is hereby certified that the governing body of the Pequannock-Lincoln Park-Fairfield Sewerage elected **NOT** to adopt and Capital Budget/Program for the aforesaid fiscal year, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget by the governing body of the Pequannock-Lincoln Park- for the following reason(s):

<b>Officer's Signature:</b>	tbongiovanni@tbsa.net
<b>Name:</b>	Thomas Bongiovanni
<b>Title:</b>	Executive Director
<b>Address:</b>	PO Box 188 Lincoln Park, NJ 07035
<b>Phone Number:</b>	973-696-4494
<b>Fax Number:</b>	973-305-1764
<b>E-mail Address:</b>	tbongiovanni@tbsa.net

# 2025 CAPITAL BUDGET/PROGRAM MESSAGE

Pequannock-Lincoln Park-Fairfield Sewerage Authority

**Fiscal Year: December 01, 2024 to November 30, 2025**

*Answer all questions below using the space provided.*

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?

Yes

2. Has each capital project/project financing been developed from a specific capital improvement plan or report; does it include lifecycle costs; and is it consistent with the appropriate elements of Master Plans or other plans in the jurisdiction(s) served by the authority?

Yes

Yes

Yes

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 increase).

None

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

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

# Proposed Capital Budget

## Pequannock-Lincoln Park-Fairfield Sewerage Authority

For the Period: December 01, 2024 to November 30, 2025

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Operation #1</i>						
Pumping Station Projects	\$ 1,900,000	\$ 1,400,000				\$ 500,000
Pipeline Projects	350,000	350,000				
Treatment Plant Projects	4,010,000	250,111	1,444,889			2,315,000
Total	6,260,000	2,000,111	1,444,889	-	-	2,815,000
<i>N/A</i>						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 6,260,000</b>	<b>\$ 2,000,111</b>	<b>\$ 1,444,889</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,815,000</b>

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

# 5 Year Capital Improvement Plan

**Pequannock-Lincoln Park-Fairfield Sewerage Authority**  
For the Period: December 01, 2024 to November 30, 2025

	Estimated Total Cost	Fiscal Year Ending in				
		2025 (Proposed Budget)	2026	2027	2028	2029
<i>Operation #1</i>						
Pumping Station Projects	\$ 4,310,000	\$ 1,900,000	\$ 1,490,000	\$ 620,000	\$ 300,000	
Pipeline Projects	5,410,000	350,000	2,385,000	625,000	700,000	700,000
Treatment Plant Projects	48,360,000	4,010,000	1,140,000	4,765,000	12,540,000	13,490,000
	-	-	-	-	-	12,415,000
Total	58,080,000	6,260,000	5,015,000	6,010,000	13,540,000	14,190,000
	-	-	-	-	-	13,065,000
<i>N/A</i>						
	-	-	-	-	-	-
Total	-	-	-	-	-	-
<i>N/A</i>						
	-	-	-	-	-	-
Total	-	-	-	-	-	-
<i>N/A</i>						
	-	-	-	-	-	-
Total	-	-	-	-	-	-
<i>N/A</i>						
	-	-	-	-	-	-
Total	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 58,080,000</b>	<b>\$ 6,260,000</b>	<b>\$ 5,015,000</b>	<b>\$ 6,010,000</b>	<b>\$ 13,540,000</b>	<b>\$ 14,190,000</b>
	-	-	-	-	-	\$ 13,065,000



# 5 Year Capital Improvement Plan Funding Sources

**Pequannock-Lincoln Park-Fairfield Sewerage Authority**  
 For the Period: December 01, 2024 to November 30, 2025

		<i>Funding Sources</i>				
		<b>Estimated Total Cost</b>	<b>Unrestricted Net Position Utilized</b>	<b>Renewal &amp; Replacement Reserve</b>	<b>Debt Authorization</b>	<b>Capital Grants Other Sources</b>
<i>Operation #1</i>						
Pumping Station Projects	\$	4,310,000	\$ 1,400,000	\$ 2,160,000		\$ 750,000
Pipeline Projects		5,410,000	350,000	5,060,000		
Treatment Plant Projects		48,360,000	250,111	6,379,889	37,370,000	4,360,000
Total		<u>58,080,000</u>	<u>2,000,111</u>	<u>13,599,889</u>	<u>37,370,000</u>	<u>- 5,110,000</u>
<i>N/A</i>						
		-				
Total		-	-	-	-	-
<i>N/A</i>						
		-				
Total		-	-	-	-	-
<i>N/A</i>						
		-				
Total		-	-	-	-	-
<i>N/A</i>						
		-				
Total		-	-	-	-	-
<i>N/A</i>						
		-				
Total		-	-	-	-	-
<b>TOTAL</b>	<b>\$</b>	<b><u>58,080,000</u></b>	<b>\$ 2,000,111</b>	<b>\$ 13,599,889</b>	<b>\$ 37,370,000</b>	<b>\$ - \$ 5,110,000</b>
Total 5 Year Plan per CB-4	\$	<u>58,080,000</u>				
Balance check			- <i>If amount is other than zero, verify that projects listed above match projects listed on CB-4.</i>			

**Annual List of Change Orders Approved  
Pursuant to N.J.A.C. 5:30-11**

Contracting Unit: Pequannock-Lincoln Park-Fairfield Sewerage Authority Year Ending: November 30, 2023

The following is a complete list of all change orders which caused the originally awarded contract price to be exceeded by more than 20 percent. For regulatory details please consult N.J.A.C. 5:30-11.1 et seq. Please identify each change order by name of the project.

--

For each change order listed above, submit with introduced budget a copy of the governing body resolution authorizing the change order and an Affidavit of Publication for the newspaper notice required by N.J.A.C. 5:30-11.9(d). (Affidavit must include a copy of the newspaper notice.)

If you have not had a change order exceeding the 20 percent threshold for the year indicated above, please check here  and certify below.

9/11/2024  
Date

knapolitano@tbsa.net  
Clerk/Secretary to the Governing Body

**Appendix to Budget Document**