

REPORT OF AUDIT
TOWNSHIP OF GREEN
COUNTY OF SUSSEX
DECEMBER 31, 2018

TOWNSHIP OF GREEN, N.J.
TABLE OF CONTENTS
YEAR ENDED DECEMBER 31, 2018

Exhibit

Page

PART I

Independent Auditors' Report	1 - 4
------------------------------------	-------

CURRENT FUND

A	Comparative Balance Sheet	5 - 6
A-1	Comparative Statement of Operations and Change in Fund Balance	7
A-2	Statement of Revenues	8 - 9
A-3	Statement of Expenditures	10 - 17

TRUST FUND

B	Comparative Balance Sheet	18 - 19
---	---------------------------------	---------

GENERAL CAPITAL FUND

C	Comparative Balance Sheet	20
C-1	Comparative Schedule of Fund Balance	21

GENERAL FIXED ASSETS

D	Comparative Statement of General Fixed Assets	22
---	---	----

NOTES TO FINANCIAL STATEMENTS	23 - 49
-------------------------------------	---------

SUPPLEMENTARY DATA

OFFICIALS IN OFFICE AND SURETY BONDS	50
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS	51
SCHEDULE OF EXPENDITURES OF STATE FINANCIAL ASSISTANCE	52
COMPARATIVE STATEMENTS	53 - 55

TOWNSHIP OF GREEN, N.J.
TABLE OF CONTENTS
YEAR ENDED DECEMBER 31, 2018

<u>Exhibit</u>	<u>Page</u>
 CURRENT FUND	
A-4	Schedule of Cash 56
A-5	Schedule of Cash - Change Fund. 57
A-6	Schedule of Taxes Receivable & Analysis of Property Tax Levy 58
A-7	Schedule of Tax Title Liens Receivable 59
A-8	Schedule of Property Acquired for Taxes Assessed Valuation 59
A-9	Schedule of Revenue Accounts Receivable 60
A-10	Schedule of Amount Due To State of New Jersey for Senior Citizens and Veterans Deductions - CH. 73 P.L. 1976 61
A-11	Schedule of Interfunds Receivables/Payables 62
A-12	Schedule of Deferred Charges - Special Emergency 63
A-13	Schedule of Appropriation Reserves 64 - 67
A-14	Schedule of Various Cash Liabilities and Reserves. 68
A-15	Schedule of Accounts Payable. 69
A-16	Schedule of Prepaid Taxes. 69
A-17	Schedule of County Taxes Payable 70
A-18	Schedule of Local School District Taxes Payable 71
A-19	Schedule of Municipal Open Space Taxes Payable. 71
A-20	Schedule of Interfunds Receivable/Payable - Federal and State Grant Fund. 72
A-21	Schedule of Encumbrances Payable. 72
A-22	Schedule of Grants Receivable - Federal and State Grant Fund. 73
A-23	Schedule of Appropriated Reserves for Grants - Federal and State Grant Fund. 74
A-24	Schedule of Unappropriated Reserves for Grants - Federal and State Grant Fund. 75
 TRUST FUND	
B-1	Schedule of Cash - Treasurer 76
B-2	Reserve for Animal Control Trust Fund Expenditures 77
B-3	Reserve for Animal Control Trust Encumbrances. 78
B-4	Schedule of Due to State Department of Health 78
B-5	Schedule of Reserve for Encumbrances. 79
B-6	Schedule of Other Trust Funds 80
B-7	Schedule of Contributions Receivable - Emergency Services Volunteer Length of Services Award Program 81
B-8	Schedule of Net Assets Available for Benefits - Emergency Services Volunteer Length of Services Award Program 82

TOWNSHIP OF GREEN, N.J.
TABLE OF CONTENTS
YEAR ENDED DECEMBER 31, 2018

<u>Exhibit</u>	<u>Page</u>
----------------	-------------

GENERAL CAPITAL FUND

C-2	Schedule of Cash	83
C-3	Analysis of Cash	84
C-4	Schedule of Deferred Charges to Future Taxation - Funded	85
C-5	Schedule of Deferred Charges to Future Taxation - Unfunded	86
C-6	Schedule of Capital Improvement Fund	87
C-7	Schedule of Improvement Authorizations	88
C-8	Schedule of Various Reserves	89
C-9	Schedule of Department of Environmental Protection Loan Payable	90
C-10	Schedule of General Serial Bonds Payable	91
C-11	Schedule of Grants Receivable	92
C-12	Schedule of Bonds and Notes Authorized But Not Issued	93

PART II

Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With Government Auditing Standards.....	94 - 95
Summary of Findings and Responses	96 - 97
Summary Schedule of Prior Audit Findings	98

GENERAL COMMENTS

Cash Balances	99
Contracts and Agreements Required to be Advertised for N.J.S.A. 40A:11-4	99
Collection of Interest on Delinquent Taxes and Utility Charges	100
Delinquent Taxes and Tax Title Liens	101
Verification of Delinquent Taxes and Other Charges	101
Segregation of Duties	101

OTHER COMMENTS:

Municipal Court	102
-----------------------	-----

RECOMMENDATIONS

Recommendations	103
Status of Prior Year's Audit Finding/Recommendations	103

TOWNSHIP OF GREEN

PART I

REPORT OF AUDIT OF FINANCIAL STATEMENTS

AND SUPPLEMENTARY DATA

YEAR ENDED DECEMBER 31, 2018

Ferraioli, Wielkotz, Cerullo & Cuva, P.A.

Charles J. Ferraioli, Jr., MBA, CPA, RMA
Steven D. Wielkotz, CPA, RMA
James J. Cerullo, CPA, RMA
Paul J. Cuva, CPA, RMA
Thomas M. Ferry, CPA, RMA

Certified Public Accountants
401 Wanaque Avenue
Pompton Lakes, New Jersey 07442
973-835-7900
Fax 973-835-6631

Newton Office
100B Main Street
Newton, N.J. 07860
973-579-3212
Fax 973-579-7128

INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and
Members of the Township Committee
Township of Green
Tranquility, New Jersey 07879

Report on the Financial Statements

We have audited the accompanying balance sheets - regulatory basis of the various funds and account group of the Township of Green in the County of Sussex, as of December 31, 2018 and 2017, the related statement of operations and changes in fund balance - regulatory basis for the years then ended, and the related statement of revenues - regulatory basis and statement of expenditures - regulatory basis of the various funds for the year ended December 31, 2018, and the related notes to the financial statements, which collectively comprise the Township's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the basis of accounting prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatements, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the audit requirements prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey (the "Division"), and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are



appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles

As described in Note 1 of the financial statements, the financial statements are prepared by the Township of Green on the basis of the financial reporting provisions prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, which is a basis of accounting other than accounting principles generally accepted in the United States of America, to meet the requirements of New Jersey.

The effects on the financial statements of the variances between the regulatory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matter discussed in the "Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles" paragraph, the financial statements referred to above do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of each fund of the Township of Green as of December 31, 2018 and 2017, or changes in financial position for the years then ended.

Basis for Qualified Opinion on Regulatory Basis Accounting Principles

As described in Note 17 of the financial statements, the Township participates in a Length of Service Award Program (LOSAP) volunteer fire and rescue personnel. The amount reflected in the trust fund statements of \$285,352.50 and \$296,984.38 for 2018 and 2017, respectively, were not audited and, therefore, we express no opinion on the LOSAP program.

Qualified Opinion on Regulatory Basis of Accounting

In our opinion, except for the effects of the matter described in “Basis for Qualified Opinion on Regulatory Basis Accounting Principles” paragraph, the financial statements referred to above present fairly, in all material respects, the regulatory basis balances sheets as of December 31, 2018 and 2017, the regulatory basis statements of operations for the years then ended and the regulatory basis statements of revenues and expenditures for the year ended December 31, 2018 in accordance with the basis of financial reporting prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey as described in Note 1.

Emphasis of Matter

Adoption of New Accounting Principle

As discussed in Note 1 to the basic financial statements, during the year ended December 31, 2018, the Township adopted Governmental Accounting Standards Board Statement No. 75, Accounting and Financial Reporting for Post Employment Benefits Other Than Pensions (an Amendment of GASB Statement No. 45). As a result of the regulatory basis of accounting, described in the previous paragraph, the implementation of this statement only required financial statement disclosure. Our opinions are not modified with respect to this matter.

Other Matters

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Township of Green’s basic financial statements. The supplementary information listed in the table of contents and the letter of comments and recommendations section are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The supplemental information listed in the table of contents are the responsibility of management and were derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplemental information listed in the table of contents are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The letter of comments and recommendations section has not been subject to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Honorable Mayor and
Members of the Township Committee
Page 4

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards* we have also issued our report, dated July 12, 2019, on our consideration of the Township of Green's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Township of Green's internal control over financial reporting and compliance.



Thomas M. Ferry, C.P.A.
Registered Municipal Accountant
No. 497

Ferraioli, Wielkottz, Cerullo & Cuva, PA
FERRAIOLI, WIELKOTZ, CERULLO & CUVA, P.A.
Certified Public Accountants

Newton, New Jersey

July 12, 2019

Township of Green, N.J.

Comparative Balance Sheet - Regulatory Basis

Current Fund

December 31,

<u>Asset</u>	<u>Ref.</u>	<u>2018</u>	<u>2017</u>
Current Fund:			
Cash	A-4	2,092,652.71	2,959,738.02
Change Fund	A-5	300.00	300.00
		<u>2,092,952.71</u>	<u>2,960,038.02</u>
Due From State of New Jersey:			
Senior Citizen and Veteran Deductions	A-10	6,866.97	8,046.78
		<u>2,099,819.68</u>	<u>2,968,084.80</u>
Receivables and Other Assets with Full Reserves:			
Delinquent Taxes Receivable	A-6	184,952.92	160,930.09
Tax Title Liens Receivable	A-7	1,333.64	998.12
Property Acquired for Taxes - Assessed Valuation	A-8	265,600.00	265,600.00
		<u>451,886.56</u>	<u>427,528.21</u>
Deferred Charges:			
Special Emergency	A-12		14,980.75
		<u>2,551,706.24</u>	<u>3,410,593.76</u>
Federal and State Grant Fund:			
Interfund Receivable			
Current Fund	A-20	33,143.75	53,975.93
		<u>2,584,849.99</u>	<u>3,464,569.69</u>

The accompanying "Notes to Financial Statements" are an integral part of these financial statements.

Township of Green, N.J.

Comparative Balance Sheet - Regulatory Basis

Current Fund

December 31,

	<u>Ref.</u>	<u>2018</u>	<u>2017</u>
<u>Liabilities, Reserves and Fund Balance</u>			
Current Fund:			
Appropriation Reserves			
Unencumbered	A-3;A-13	233,277.77	261,983.72
Encumbered	A-3;A-13	206,589.83	210,409.14
Interfunds Payable:			
Federal and State Grant Fund	A-11	33,143.75	53,975.93
Due to State of New Jersey:			
Marriage Surcharge	A-14		50.00
Tax Overpayments	A-14		1,367.69
Reserve for:			
Tax Appeals	A-14	75,000.00	75,000.00
Sale of Municipal Assets	A-14	33,588.71	33,588.71
Accounts Payable	A-15	14,700.00	
Prepaid Taxes	A-16	109,862.70	914,034.96
		<u>706,162.76</u>	<u>1,550,410.15</u>
Reserve for Receivables	Contra	451,886.56	427,528.21
Fund Balance	A-1	1,393,656.92	1,432,655.40
		<u>2,551,706.24</u>	<u>3,410,593.76</u>
Federal and State Grant Fund:			
Encumbrances Payable	A-21		21,812.20
Appropriated Reserve for Grants	A-23	12,693.59	12,648.63
Unappropriated Reserve for Grants	A-24	20,450.16	19,515.10
		<u>33,143.75</u>	<u>53,975.93</u>
		<u>2,584,849.99</u>	<u>3,464,569.69</u>

The accompanying "Notes to Financial Statements" are an integral part of these financial statements.

Township of Green, N.J.

Comparative Statement of Operations and Changes in Fund Balance - Regulatory Basis

Current Fund

Years Ended December 31,

	<u>Ref.</u>	<u>2018</u>	<u>2017</u>
Revenues and Other Income:			
Fund Balance Utilized	A-2	549,000.00	590,000.00
Miscellaneous Revenue Anticipated	A-2	413,139.82	365,567.92
Receipts from Delinquent Taxes	A-2	160,930.09	126,474.62
Receipts from Current Taxes	A-2	15,258,404.00	14,918,673.05
Non-Budget Revenue	A-2	39,135.67	37,060.66
Other Credits to Income:			
Escrow Balance Forfeited	A-4	50.00	
Unexpended Balance of Appropriation Reserves	A-13	306,130.40	441,782.64
Accounts Payable Cancelled			343.00
Total Revenues and Other Income		<u>16,726,789.98</u>	<u>16,479,901.89</u>
Expenditures:			
Budget and Emergency Appropriations:			
Operations - Within "CAPS"			
Salaries and Wages	A-3	782,787.00	741,484.00
Other Expenses	A-3	1,673,605.00	1,672,711.00
Deferred Charges and Statutory Expenditures -			
Municipal - Within "CAPS"	A-3	151,505.00	151,049.00
Operations - Excluded From CAPS:			
Other Expenses	A-3	97,084.10	98,995.56
Capital Improvements - Excluded from Caps	A-3	300,000.00	347,000.00
Municipal Debt Service - Excluded from Caps	A-3	286,698.18	294,135.67
Deferred Charges and Statutory Expenditures -			
Municipal - Excluded from Caps	A-3	19,140.88	63,492.24
Prior Year Taxes Cancelled	A-4	1,624.55	
Prior Year Refund of Revenue	A-4	2,750.00	
Prior Year Expenditure			2,530.00
County Taxes including Added Taxes	A-17	2,701,404.77	2,658,910.00
Local District School Tax	A-18	10,136,474.00	9,805,748.00
Municipal Open Space Tax	A-19	63,714.98	63,357.61
Total Expenditures		<u>16,216,788.46</u>	<u>15,899,413.08</u>
Statutory Excess to Fund Balance		510,001.52	580,488.81
Fund Balance, January 1,	A-1	<u>1,432,655.40</u>	<u>1,442,166.59</u>
		1,942,656.92	2,022,655.40
Decreased by:			
Fund Balance Utilized as Budget Revenue		<u>549,000.00</u>	<u>590,000.00</u>
Fund Balance, December 31,	A	<u><u>1,393,656.92</u></u>	<u><u>1,432,655.40</u></u>

The accompanying "Notes to Financial Statements" are an integral part of these financial statements.

Township of Green, N.J.

Statement of Revenues - Regulatory Basis

Current Fund

Year Ended December 31, 2018

	<u>Ref.</u>	<u>Budget</u>	<u>Realized</u>	<u>Excess or (Deficit)</u>
Fund Balance Anticipated	A-1	549,000.00	549,000.00	
Miscellaneous Revenues:				
Licenses:				
Alcoholic Beverages	A-9	800.00	999.00	199.00
Fees and Permits	A-9	10,600.00	17,270.00	6,670.00
Fines and Costs				
Municipal Court	A-9	2,000.00	3,319.39	1,319.39
Interest and Costs on Taxes	A-9	25,000.00	42,095.64	17,095.64
Interest on Investments and Deposits	A-9	10,900.00	40,655.52	29,755.52
Consolidated Municipal Property Tax Relief Aid	A-9	6,913.00	6,913.00	
Energy Receipts Tax	A-9	196,874.00	196,874.00	
Garden State Trust	A-9	4,084.00	4,084.00	
Special Items of General Revenue Anticipated				
With Prior Written Consent of Director of				
Local Government Services:				
Public and Private Revenues:				
Clean Communities	A-22	12,127.25	12,127.25	
Recycling Tonnage Grant	A-22	7,387.85	7,387.85	
Other Special Items:				
Rental Receipts	A-9	55,000.00	61,119.78	6,119.78
Airport Rentals Receipts	A-9	3,000.00	3,795.00	795.00
General Capital Reserve for Debt Service	A-9	16,499.39	16,499.39	
Total Miscellaneous Revenues	A-1	351,185.49	413,139.82	61,954.33
Receipts from Delinquent Taxes	A-1;A-2	103,700.00	160,930.09	57,230.09
Subtotal General Revenues		1,003,885.49	1,123,069.91	119,184.42
Amount to be Raised by Taxes for Support of				
Municipal Budget-Local Tax for Municipal Purposes				
Including Reserve for Uncollected Taxes	A-2	2,511,805.49	2,561,673.25	49,867.76
Budget Totals		3,515,690.98	3,684,743.16	169,052.18
Non-Budget Revenue	A-1;A-2		39,135.67	39,135.67
		<u>3,515,690.98</u>	<u>3,723,878.83</u>	<u>208,187.85</u>
	A-3			

The accompanying "Notes to Financial Statements" are an integral part of these financial statements.

Township of Green, N.J.

Statement of Revenues - Regulatory Basis

Current Fund

Year Ended December 31, 2018

<u>Analysis of Realized Revenues</u>	Ref.	
Revenue from Collections	A-1;A-6	15,258,404.00
Allocated to School, County, and Open Space Taxes	A-6	<u>12,901,593.75</u>
Balance for Support of Municipal Budget Appropriations		2,356,810.25
Add : Appropriation - Reserve for Uncollected Taxes	A-3	<u>204,863.00</u>
Amount for Support of Municipal Budget Appropriations	A-2	<u><u>2,561,673.25</u></u>
Receipts from Delinquent Taxes:		
Delinquent Taxes		
Taxes Receivable	A-6	<u>160,930.09</u>
		A-2
<u>Analysis of Non-budget Revenues</u>		
Miscellaneous Revenues Not Anticipated:		
Revenues Accounts Receivable:		
Clerk	A-9	1,990.00
Cable T.V. Franchise Fee		10,930.00
Miscellaneous		<u>26,215.67</u>
	A-4	<u>37,145.67</u>
	A-2	<u><u>39,135.67</u></u>

The accompanying "Notes to Financial Statements" are an integral part of these financial statements.

Township of Green, N.J.

A-3

Page 1 of 8

Statement of Expenditures - Regulatory Basis

Current Fund

Year Ended December 31, 2018

	<u>Ref.</u>	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	<u>Unexpended Balance Cancelled</u>
<u>General Appropriations</u>						
General Government Functions						
Administrative and Executive						
Salaries and Wages		62,500.00	62,500.00	44,589.12	17,910.88	
Other Expenses		24,500.00	24,500.00	13,968.26	10,531.74	
Mayor & Committee						
Salaries & Wages		7,750.00	7,750.00	6,000.00	1,750.00	
Other Expenses		3,300.00	3,300.00	743.00	2,557.00	
Municipal Clerk						
Salaries & Wages		133,600.00	133,600.00	133,600.00		
Other Expenses		11,200.00	11,200.00	6,273.73	4,926.27	
Codification of Ordinances		5,000.00	5,000.00		5,000.00	
Financial Administration:						
Salaries and Wages		93,003.00	93,003.00	93,003.00		
Other Expenses		7,150.00	7,150.00	5,926.03	1,223.97	
Audit Services		25,900.00	25,900.00	12,200.00	13,700.00	
Computer Maintenance and Education		29,400.00	35,400.00	31,335.96	4,064.04	
Collection of Taxes						
Salaries and Wages		43,227.00	43,227.00	43,227.00		
Other Expenses		5,420.00	5,420.00	3,085.67	2,334.33	
Assessment of Taxes						
Salaries and Wages		50,463.00	50,463.00	50,463.00		
Other Expenses		9,250.00	9,250.00	1,874.64	7,375.36	
Legal Services and Costs						
Other Expenses		62,500.00	56,400.00	42,066.13	14,333.87	
Litigation						
Other Expenses		20,000.00	20,000.00	8,339.45	11,660.55	

The accompanying "Notes to Financial Statements" are an integral part of these financial statements.

Township of Green, N.J.

A-3

Page 2 of 8

Statement of Expenditures - Regulatory Basis

Current Fund

Year Ended December 31, 2018

	<u>Ref.</u>	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	<u>Unexpended Balance Cancelled</u>
<u>General Appropriations</u>						
Engineering Services and Costs						
Other Expenses		28,500.00	28,500.00	23,578.03	4,921.97	
Environmental Committee (R.S. 40:56 A-2)						
Salaries and Wages		600.00	600.00	450.00	150.00	
Other Expenses		1,200.00	1,200.00	21.30	1,178.70	
Municipal Land Use Law : (N.J.S. 40:55D-11)						
Planning Board						
Salaries and Wages		21,668.00	21,668.00	21,442.53	225.47	
Other Expenses		22,500.00	22,500.00	21,198.48	1,301.52	
Planner						
Other Expenses		10,500.00	10,500.00	2,815.00	7,685.00	
Zoning Officer						
Salaries and Wages		15,062.00	15,062.00	15,062.00		
Other Expenses		1,250.00	1,250.00		1,250.00	
Emergency Management Services:						
Salaries and Wages		2,000.00	2,000.00	1,900.00	100.00	
Other Expenses		5,550.00	5,550.00	1,016.39	4,533.61	
Aid to Volunteer Fire Companies (N.J.S.A. 40A:14-34)						
Green Township Volunteer Fire Department		71,500.00	71,500.00	71,500.00		
Fire Aid Organization - Contribution (N.J.S.A.40:5-2)						
Other Expenses		22,500.00	22,500.00	22,500.00		
Uniform Fire Prevention Official						
Salaries and Wages		1.00	1.00		1.00	

The accompanying "Notes to Financial Statements" are an integral part of these financial statements.

Township of Green, N.J.

A-3
Page 3 of 8

Statement of Expenditures - Regulatory Basis

Current Fund

Year Ended December 31, 2018

<u>General Appropriations</u>	<u>Ref.</u>	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	<u>Unexpended Balance Cancelled</u>
Streets and Roads:						
Road Repair and Maintenance:						
Salaries and Wages		285,500.00	285,500.00	266,457.00	19,043.00	
Other Expenses		194,700.00	194,700.00	88,304.28	106,395.72	
Storm Recovery						
Salaries & Wages		30,000.00	30,000.00	30,000.00		
Other Expenses		90,000.00	90,000.00	87,243.03	2,756.97	
Recycling and Separation Program						
Salaries and Wages		1.00	1.00		1.00	
Garbage and Trash Removal						
Other Expenses		310,000.00	310,000.00	272,029.19	37,970.81	
Public Buildings and Grounds						
Salaries and Wages		18,346.00	18,346.00	17,444.24	901.76	
Other Expenses		111,550.00	111,550.00	70,209.89	41,340.11	
Dog Regulation:						
Salaries and Wages		2,000.00	2,000.00	2,000.00		
Contribution to Senior Citizens Center (N.J.S. 40:48-9)		2,000.00	2,000.00	2,000.00		
Recreation and Education						
Recreation						
Salaries and Wages		10,979.00	10,979.00	10,778.97	200.03	
Other Expenses		12,000.00	12,000.00	9,241.45	2,758.55	
Insurance						
General Liability		67,900.00	67,900.00	64,073.83	3,826.17	
Workers Compensation Insurance		69,100.00	69,100.00	65,794.00	3,306.00	
Employees Group Health		275,000.00	275,000.00	269,638.44	5,361.56	
Health Benefit Waiver		12,000.00	12,000.00	12,000.00		
Municipal Court						
Salaries and Wages		2,086.00	2,086.00	2,086.00		
Other Expenses		500.00	500.00		500.00	

The accompanying "Notes to Financial Statements" are an integral part of these financial statements.

Township of Green, N.J.

A-3
Page 4 of 8

Statement of Expenditures - Regulatory Basis

Current Fund

Year Ended December 31, 2018

	<u>General Appropriations</u>	<u>Ref.</u>	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	<u>Unexpended Balance Cancelled</u>
Public Defender							
Other Expense			200.00	200.00		200.00	
Parks and Playgrounds:							
Salaries and Wages			1.00	1.00		1.00	
Other Expenses			32,300.00	32,300.00	5,452.55	26,847.45	
Celebration of Public Events, Anniversary or Holiday:							
Other Expenses			4,975.00	4,975.00	292.64	4,682.36	
H.B.V. Vaccination							
Other Expenses			660.00	660.00		660.00	
Utility and Bulk Purchases							
Fire Hydrant			18,000.00	18,000.00	8,994.28	9,005.72	
Electricity			25,000.00	25,000.00	12,541.36	12,458.64	
Street Lighting			900.00	900.00	460.79	439.21	
Telephone			12,200.00	12,200.00	9,668.44	2,531.56	
Propane Gas			27,000.00	27,000.00	18,686.70	8,313.30	
Fuel Oil-Gas			40,000.00	40,000.00	26,349.52	13,650.48	
Uniform Construction Code -							
Appropriations Offset by Dedicated							
Revenues (N.J.A.C. 5:23-4.17)							
Code Enforcement & Administration							
Other Expenses			500.00	600.00	566.04	33.96	

The accompanying "Notes to Financial Statements" are an integral part of these financial statements.

Township of Green, N.J.

A-3
Page 5 of 8

Statement of Expenditures - Regulatory Basis

Current Fund

Year Ended December 31, 2018

	<u>General Appropriations</u>	<u>Ref.</u>	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	<u>Unexpended Balance Cancelled</u>
Accumulated Absences							
Salaries and Wages			4,000.00	4,000.00	4,000.00		
Total Operations {Item 8 (A)} Within "CAPS"			2,456,392.00	2,456,392.00	2,034,491.36	421,900.64	
Total Operations Including Contingent- Within "CAPS"			2,456,392.00	2,456,392.00	2,034,491.36	421,900.64	
Detail:							
Salaries and Wages		A-1	782,787.00	782,787.00	742,502.86	40,284.14	
Other Expenses (Including Contingent)		A-1	1,673,605.00	1,673,605.00	1,291,988.50	381,616.50	
Deferred Charges and Statutory Expenditures- Municipal Within "CAPS"							
Statutory Expenditures:							
Contribution to:							
Public Employees' Retirement System			80,505.00	80,505.00	80,504.49	0.51	
Public Employees' Retirement System Back Deductions			1,500.00	1,500.00	381.00	1,119.00	
Social Security System (O.A.S.I.)			61,000.00	61,000.00	56,652.91	4,347.09	
Unemployment Compensation Insurance			6,000.00	6,000.00	3,890.32	2,109.68	
Defined Contribution Retirement Program			2,500.00	2,500.00	110.32	2,389.68	
Total Deferred Charged and Statutory Expenditures - Municipal within "CAPS"		A-1	151,505.00	151,505.00	141,539.04	9,965.96	
Total General Appropriations for Municipal Purposes within "CAPS"			2,607,897.00	2,607,897.00	2,176,030.40	431,866.60	
(A) Operations - Excluded From "CAPS"							
Operations - Excluded From "CAPS"							
Length of Service Award Program			20,000.00	20,000.00	16,500.00	3,500.00	
Total Other Operations - Excluded From CAPS			20,000.00	20,000.00	16,500.00	3,500.00	
Interlocal Municipal Service Agreements							
Dispatch Services - "911"			10,952.00	10,952.00	10,952.00		

The accompanying "Notes to Financial Statements" are an integral part of these financial statements.

Township of Green, N.J.

A-3

Page 6 of 8

Statement of Expenditures - Regulatory Basis

Current Fund

Year Ended December 31, 2018

	<u>General Appropriations</u>	<u>Ref.</u>	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	<u>Unexpended Balance Cancelled</u>
Municipal Court							
Other Expenses			45,616.00	45,616.00	41,616.00	4,000.00	
Total Interlocal Municipal Service Agreements			56,568.00	56,568.00	52,568.00	4,000.00	
Public and Private Programs Offset By Revenues							
Clean Communities Grant							
Other Expenses			12,127.25	12,127.25	12,127.25		
Recycling Tonnage Grant							
Other Expenses			7,387.85	7,387.85	7,387.85		
Municipal Matching Funds - Action Alliance Grant			1,000.00	1,000.00	500.00	500.00	
Municipal Matching Funds			1.00	1.00		1.00	
Total Public and Private Programs Offset By Revenues			20,516.10	20,516.10	20,015.10	501.00	
Total Operations - Excluded from "CAPS"			97,084.10	97,084.10	89,083.10	8,001.00	
Detail:							
Other Expenses		A-1	97,084.10	97,084.10	89,083.10	8,001.00	
Capital Improvements - Excluded From "CAPS"							
Capital Improvement Fund			120,000.00	120,000.00	120,000.00		
Improvements to Roads			150,000.00	150,000.00	150,000.00		
Improvement to Municipal Properties			30,000.00	30,000.00	30,000.00		

The accompanying "Notes to Financial Statements" are an integral part of these financial statements.

Township of Green, N.J.

A-3
Page 7 of 8

Statement of Expenditures - Regulatory Basis

Current Fund

Year Ended December 31, 2018

	<u>Ref.</u>	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	<u>Unexpended Balance Cancelled</u>
<u>General Appropriations</u>						
Total Capital Improvements Excluded from "CAPS"	A-1	300,000.00	300,000.00	300,000.00		
Municipal Debt Service -Excluded From "CAPS"						
Payment of Bond Principal		175,000.00	175,000.00	175,000.00		
Interest on Bonds		45,656.00	45,656.00	45,655.02		0.98
Green Loan Trust Program:						
Payment of Dam Restoration Loan Principal		50,950.00	50,950.00	50,947.21		2.79
Interest on Dam Restoration Loan		15,100.00	15,100.00	15,095.95		4.05
Total Municipal Debt Service-Excluded from "CAPS"	A-1	286,706.00	286,706.00	286,698.18		7.82
Deferred Charges - Municipal - Excluded From "CAPS"						
Deferred Charges:						
Special Emergency Authorizations						
5 Years (N.J.S. 40A:4-55)		14,980.75	14,980.75	14,980.75		
Ord. 13-01 Multipurpose Bond		4,160.13	4,160.13	4,160.13		
Total Deferred Charges - Municipal - Excluded From "CAPS"	A-1	19,140.88	19,140.88	19,140.88		
Total General Appropriations for Municipal Purposes Excluded from "CAPS"		702,930.98	702,930.98	694,922.16	8,001.00	7.82
Total General Appropriations - Excluded From "CAPS"		702,930.98	702,930.98	694,922.16	8,001.00	7.82
Subtotal General Appropriations		3,310,827.98	3,310,827.98	2,870,952.56	439,867.60	7.82
Reserve for Uncollected Taxes		204,863.00	204,863.00	204,863.00		
Total General Appropriations		3,515,690.98	3,515,690.98	3,075,815.56	439,867.60	7.82
			A-2			

The accompanying "Notes to Financial Statements" are an integral part of these financial statements.

Township of Green, N.J.

A-3

Page 8 of 8

Statement of Expenditures - Regulatory Basis

Current Fund

Year Ended December 31, 2018

			Budget After Modification	Paid or Charged	Reserved	Unexpended Balance Cancelled
	<u>General Appropriations</u>	<u>Ref.</u>	<u>Budget</u>			
Analysis of Paid or Charged						
Reserve for Uncollected Taxes	A-2			204,863.00		
Cash Disbursed	A-4			2,836,456.71		
Deferred Charges - Special Emergency	A-12			14,980.75		
Schedule of Appropriated Reserves for Grants	A-23			19,515.10		
				<u>3,075,815.56</u>		
Analysis of Appropriation Reserve						
Unencumbered	A				233,277.77	
Encumbered	A				206,589.83	
					<u>439,867.60</u>	

The accompanying "Notes to Financial Statements" are an integral part of these financial statements.

Township of Green, N.J.

Comparative Balance Sheet - Regulatory Basis

Trust Funds

December 31,

	<u>Ref.</u>	<u>2018</u>	<u>2017</u>
<u>Assets</u>			
Animal Control Trust Fund:			
Cash	B-1	<u>10,260.72</u>	<u>11,509.31</u>
Other Trust Funds:			
Cash	B-1	<u>4,336,443.56</u>	<u>4,284,669.90</u>
Emergency Services Volunteer Length of Service Award Program (Unaudited)			
Cash	B-1	267,352.50	280,484.38
Contributions Receivable	B-7	<u>18,000.00</u>	<u>16,500.00</u>
		<u>285,352.50</u>	<u>296,984.38</u>
Total Assets		<u><u>4,632,056.78</u></u>	<u><u>4,593,163.59</u></u>

The accompanying "Notes for Financial Statements" are an integral part of these Financial Statements.

Township of Green, N.J.

Comparative Balance Sheet - Regulatory Basis

Trust Funds

December 31,

	<u>Ref.</u>	<u>2018</u>	<u>2017</u>
<u>Liabilities, Reserves & Fund Balance</u>			
Animal Control Trust Fund:			
Reserve for Dog Expenditures	B-2	10,011.72	11,509.31
Reserve for Encumbrances	B-3	249.00	
		<u>10,260.72</u>	<u>11,509.31</u>
Other Trust Fund:			
Reserve for:			
Encumbrances	B-5	26,262.71	2,904.15
Various Reserves	B-6	4,310,180.85	4,281,765.75
		<u>4,336,443.56</u>	<u>4,284,669.90</u>
Emergency Services Volunteer Length of Service Award Program (Unaudited)			
Net Assets Available for Benefits	B-8	<u>285,352.50</u>	<u>296,984.38</u>
Total Liabilities, Reserves and Fund Balances		<u><u>4,632,056.78</u></u>	<u><u>4,593,163.59</u></u>

The accompanying "Notes for Financial Statements" are an integral part of these Financial Statements.

Township of Green, N.J.
Comparative Balance Sheet - Regulatory Basis

General Capital Fund

December 31,

	<u>Ref.</u>	<u>2018</u>	<u>2017</u>
<u>Assets</u>			
Cash	C-2;C-3	628,085.60	790,103.87
Deferred Charges to Future Taxation			
Funded	C-4	1,539,523.45	1,765,470.66
Unfunded	C-5		4,160.13
Grants Receivable	C-11	49,409.61	
		<u>2,217,018.66</u>	<u>2,559,734.66</u>
<u>Liabilities, Reserves and Fund Balance</u>			
DEP Loans Payable	C-9	716,523.45	767,470.66
General Serial Bonds	C-10	823,000.00	998,000.00
Improvement Authorizations:			
Funded	C-7	89,177.13	64,286.50
Capital Improvement Fund	C-6	264,478.61	234,478.61
Various Reserves	C-8	217,061.39	378,720.81
Fund Balance	C-1	106,778.08	116,778.08
		<u>2,217,018.66</u>	<u>2,559,734.66</u>

Footnote C: There were \$0.00 and \$4,160.13 Bonds and Notes Authorized But Not Issued
Per Exhibit C-12 on December 31, 2018 and 2017.

The accompanying "Notes to Financial Statements" are an integral part of these financial statements.

Township of Green, N.J.

Comparative Schedule of Fund Balance - Regulatory Basis

General Capital Fund

Year Ended December 31,

	<u>Ref.</u>	<u>2018</u>	<u>2017</u>
Balance - January 1,	C	116,778.08	<u>116,778.08</u>
Decreased by:			
Appropriated to Finance			
Improvement Authorizations	C-7	<u>10,000.00</u>	
Balance - December 31,	C	<u>106,778.08</u>	<u>116,778.08</u>

The accompanying "Notes to Financial Statements" are an integral part of these financial statements.

Township of Green, N. J.

Comparative Statement of General Fixed Assets - Regulatory Basis

December 31,

	<u>2018</u>	<u>2017</u>
<u>General Fixed Assets:</u>		
Land	2,436,300.00	2,436,300.00
Buildings	1,639,000.00	1,639,000.00
Equipment (Including Vehicles)	<u>1,371,066.00</u>	<u>1,343,781.00</u>
Total	<u><u>5,446,366.00</u></u>	<u><u>5,419,081.00</u></u>
 Investment in Fixed Assets	 <u><u>5,446,366.00</u></u>	 <u><u>5,419,081.00</u></u>

The accompanying "Notes to Financial Statements" are an integral part of these Financial Statements.

TOWNSHIP OF GREEN, N.J.

NOTES TO FINANCIAL STATEMENTS YEARS ENDED DECEMBER 31, 2018 AND 2017

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The GASB Codification establishes seven fund types and two account groups to be used by governmental units when reporting financial position and results of operations in accordance with accounting principles generally accepted in the United States of America (GAAP).

The financial statements of the Township of Green have been prepared in conformity with accounting principles and practices prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey (the "Division") which is an other comprehensive basis of accounting other than generally accepted accounting principles. Such principles and practices are designed primarily for determining compliance with legal provisions and budgetary restrictions and as a means of reporting on the stewardship of public officials with respect to public funds. Under this method of accounting, the Township accounts for its financial transactions through the following separate funds which differ from the fund structure required by GAAP.

A. Reporting Entity

The Township of Green (the "Township") operates under a Township Committee form of government. The Township's major operations include public safety, road repair and maintenance, sanitation, fire protection, recreation and parks, health services, and general administrative services.

GASB has issued Statement No. 14 which requires the financial reporting entity to include both the primary government and those component units for which the primary government is financially accountable. Financial accountability is defined as appointment of a voting majority of the component unit's board, and either a) the ability to impose will be by the primary government, or b) the possibility that the component unit will provide a financial benefit to or impose a financial burden on the primary government.

However, the municipalities in the State of New Jersey do not prepare financial statements in accordance with GAAP and thus do not comply with all of the GASB pronouncements. The financial statements contained herein include only those boards, bodies, officers or commissions as required by NJS 40A:5-5. Accordingly, the financial statements of the Township do not include the volunteer fire department which is considered a component unit under GAAP. Complete financial statements of the above components can be obtained by contacting the Treasurer of the respective entity.

B. Measurement Focus, Basis of Accounting and Basis of Presentation

The Township uses funds, as required by the Division, to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial administration by segregating transactions related to certain Township functions or activities. An account group, on the other hand, is designed to provide accountability for certain assets and liabilities that are not recorded in those Funds.

TOWNSHIP OF GREEN, N.J.

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2018 AND 2017
(CONTINUED)**

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

B. Measurement Focus, Basis of Accounting and Basis of Presentation (Continued)

The Township has the following funds and account groups

Current Fund - This fund accounts for resources and expenditures for governmental operations of a general nature, including Federal and State grants.

Trust Funds - Trust Funds are used to account for assets held by the government in a trustee capacity. Funds held by the Township as an agent for individual, private organizations, or other governments are recorded in the Trust Funds.

Other Trust Fund - This fund is established to account for the assets and resources which are also held by the Township as a trustee or agent for individuals, private organizations, other governments and/or other funds.

Animal Control Trust Fund - This fund is used to account for fees collected from dog licenses and expenditures which are regulated by NJS 4:19-15.11.

General Capital Fund - This fund is used to account for the receipt and disbursement of funds used for acquisition or improvement of general capital facilities, other than those acquired in the Current Fund.

General Fixed Assets Account Group - To account for all fixed assets of the Township. The Township's infrastructure is not reported in the group.

A modified accrual basis of accounting is followed by the Township of Green. Under this method of accounting revenues, except State/Federal Aid, are recognized when received and expenditures are recorded, when incurred. The accounting principles and practices prescribed for municipalities by the Division differ in certain respects from accounting principles generally accepted in the United States of America (GAAP) applicable to local governmental units. The more significant differences are as follows:

Property Tax Revenues - Real property taxes are assessed locally, based upon the assessed value of the property. The tax bill includes a levy for Municipal, County and School purposes. The bills are mailed annually in June for that calendar year's levy. Taxes are payable in four quarterly installments on February 1, May 1, August 1, and November 1. The amounts of the first and second installments are determined as one quarter of the total tax levied against the property for the preceding year. The installment due the third and fourth quarters is determined by taking the current year levy less the amount previously charged for the first and second installments, with the remainder being divided equally. If unpaid on these dates, the amount due becomes delinquent and subject to interest at 8% per annum, or 18% on any delinquency amount in excess of \$1,500. The school levy is turned over to the

TOWNSHIP OF GREEN, N.J.

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2018 AND 2017
(CONTINUED)**

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

B. Measurement Focus, Basis of Accounting and Basis of Presentation (Continued)

Board of Education as expenditures are incurred, and the balance, if any, must be transferred as of June 30, of each fiscal year. County taxes are paid quarterly on February 15, May 15, August 15 and November 15, to the County by the Township. When unpaid taxes or any municipal lien, or part thereof, on real property, remain in arrears on the 11th day of the 11th month of the fiscal year levied, the collector in the municipality shall subject to the provisions of the New Jersey statutes enforce the lien by placing the property on a tax sale. Annual in rem tax foreclosure proceedings are instituted to enforce the tax collection or acquisition of title to the property by the Township. In accordance with the accounting principles prescribed by the State of New Jersey, current and delinquent taxes are realized as revenue when collected. Since delinquent taxes and liens are fully reserved, no provision has been made to estimate that portion of the taxes receivable and tax title liens that are uncollectible. GAAP requires tax revenues to be recognized in the accounting period when they become susceptible to accrual, reduced by an allowance for doubtful accounts.

Miscellaneous Revenues - Miscellaneous revenues are recognized on a cash basis. Receivables for the miscellaneous items that are susceptible to accrual are recorded with offsetting reserves on the balance sheet of the Township's Current Fund. GAAP requires such revenues to be recognized in the accounting period when they become susceptible to accrual.

Grant Revenues - Federal and State grants, entitlements or shared revenues received for purposes normally financed through the Current Fund are recognized when anticipated in the Township's budget. GAAP requires such revenues to be recognized in the accounting period when they become susceptible to accrual.

Budgets and Budgetary Accounting - An annual budget is required to be adopted and integrated into the accounting system to provide budgetary control over revenues and expenditures for the Current Fund. Budget amounts presented in the accompanying financial statements represent amounts adopted by the Township and approved by the State Division of Local Government Services per N.J.S.A. 40-A:4 et seq.

The Township is not required to adopt budgets for the following funds:

General Capital Fund	Trust Fund
Animal Control Trust Fund	

The governing body shall introduce and approve the annual budget not later than February 10, of the fiscal year. The budget shall be adopted not later than March 20, and prior to adoption must be certified by the Division of Local Government Services, Department of Community Affairs, State of New Jersey. The Director of the Division of Local Government Services, with the approval of the Local Finance Board may extend the introduction and approval and adoption dates of the municipal budget. The

TOWNSHIP OF GREEN, N.J.

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2018 AND 2017
(CONTINUED)**

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

B. Measurement Focus, Basis of Accounting and Basis of Presentation (Continued)

budget is prepared by fund, function, activity and line item (salary or other expense) and includes information on the previous year. The legal level of control for appropriations is exercised at the individual line item level for all operating budgets adopted. Emergency appropriations, those made after the adoption of the budget and determination of the tax rate, may be authorized by the governing body of the municipality. During the last two months of the fiscal year, the governing body may, by a 2/3 vote, amend the budget through line item transfers. Management has no authority to amend the budget without the approval of the Governing Body. Expenditures may not legally exceed budgeted appropriations at the line item level. During 2018, the Governing Body did not increase the original Current Fund budget, and several budget transfers were approved by the Governing Body.

Expenditures - Are recorded on the "budgetary" basis of accounting. Generally, expenditures are recorded when an amount is encumbered for goods or services through the issuance of a purchase order in conjunction with an encumbrance accounting system. Outstanding encumbrances at December 31, are reported as a cash liability in the financial statements. Unexpended or uncommitted appropriations, at December 31, are reported as expenditures through the establishment of appropriations reserves unless canceled by the governing body. GAAP requires expenditures to be recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt, which should be recognized when due.

Encumbrances - Contractual orders outstanding at December 31, are reported as expenditures through the establishment of an encumbrance payable. Encumbrances do not constitute expenditures under GAAP.

Appropriation Reserves - Are available, until lapsed at the close of the succeeding year, to meet specific claims, commitments or contracts incurred during the preceding year. Lapsed appropriation reserves are recorded as additions to income. Appropriation reserves do not exist under GAAP

Compensated Absences - Expenditures relating to obligations for unused vested accumulated vacation and sick pay are not recorded until paid. GAAP requires that the amount that would normally be liquidated with expendable available financial resources be recorded as an expenditure in the operating funds and the remaining obligations be recorded as a long-term obligation.

Property Acquired for Taxes - Is recorded in the Current Fund at the assessed valuation when such property was acquired and fully reserved. GAAP requires such property to be recorded in the General Fixed Assets Account Group at market value on the date of acquisition.

Interfunds - Interfund receivables in the Current Fund are recorded with offsetting reserves which are created by charges to operations. Income is recognized in the year the receivables are liquidated. Interfund receivables in the other funds are not offset by reserves. GAAP does not require the establishment of an offsetting reserve.

TOWNSHIP OF GREEN, N.J.

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2018 AND 2017
(CONTINUED)**

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

B. Measurement Focus, Basis of Accounting and Basis of Presentation (Continued)

Inventories - The costs of inventories of supplies for all funds are recorded as expenditures at the time individual items are purchased. The costs of inventories are not included on the various balance sheets.

Cash and Investments - Cash includes amounts in demand deposits as well as short-term investments with a maturity date within one year of the date acquired by the government. Investments are stated at cost and are limited by NJSA 40A:5-15.1(a).

Deferred Charges to Future Taxation Funded and Unfunded - Upon the authorization of capital projects, the Township establishes deferred charges for the costs of the capital projects to be raised by future taxation. Funded deferred charges relate to permanent debt issued, whereas unfunded deferred charges relate to temporary or non-funding of the authorized cost of capital projects. According to N.J.S.A. 40A:2-4, the Township may levy taxes on all taxable property within the local unit to repay the debt. Annually, the Township raises the debt requirements for that particular year in the current budget. As the funds are raised by taxation, the deferred charges are reduced.

Comparative Data - Comparative data for the prior year has been presented in the accompanying balance sheets and statements of operations in order to provide an understanding of changes in the Township's financial position and operations. However, comparative data have not been presented in all statements and notes to financial statements because their inclusion would make certain statements and notes to financial statements unduly complex and difficult to understand.

Use of Estimates - The preparation of financial statements requires management of the Township to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

General Fixed Assets - The Township of Green has developed a fixed asset accounting and reporting system, as promulgated by the Division of Local Government Services, which differs from generally accepted accounting principles.

Fixed Assets used in Governmental operations (general fixed assets) are accounted for in the General Fixed Assets Account Group. Public domain (infrastructure) general fixed assets consisting of certain improvements other than buildings, such as roads, bridges, curbs and gutters, streets sidewalks and drainage systems are not capitalized.

All fixed assets are valued at historical cost or estimate historical cost if actual historical cost is not available.

No depreciation has been provided for in the financial statements.

TOWNSHIP OF GREEN, N.J.

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2018 AND 2017
(CONTINUED)**

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

B. Measurement Focus, Basis of Accounting and Basis of Presentation (Continued)

Expenditures for construction in progress are recorded in the Capital Funds until such time as the construction is completed and put into operation.

Fixed assets acquired through grants in aid or contributed capital have not been accounted for separately.

GAAP requires that all fixed assets be capitalized at historical cost or estimated historical cost if actual historical cost is not available.

Impact of Recently Issued Accounting Principles

Recently Issued and Adopted Accounting Pronouncements

For the year ended December 31, 2018, the Township adopted Government Accounting Standards Board GASB Statement No. 75, *Accounting and Financial Reporting for Post-Employment Benefits Other Than Pensions*. This Statement applies to government employers who provided OPEB plans to their employees and basically parallels GASB Statement 68 and replaces GASB Statement 45. The Statement is effective for periods beginning after June 15, 2017. As a result of adopting this Statement, the Township was required to measure and disclose liabilities, deferred outflows of resources, deferred inflows of resources, and expense/expenditures related to their post-employment benefits other than pensions. As a result of the regulatory basis of accounting previously described in note 1, the implementation of this Statement only required financial statement disclosure. There exists no impact on the financial statements of the Township.

C. Basic Financial Statements

The GASB Codification also defines the financial statements of a governmental unit to be presented in the general purpose financial statements to be in accordance with GAAP. The Township presents the financial statements listed in the table of contents which are required by the Division and which differ from the financial statements required by GAAP. In addition, the Division requires the financial statements listed in the table of contents to be referenced to the supplementary schedules. This practice differs from GAAP.

Under New Jersey State Statutes, the annual budget is required to be a balanced cash basis document. To accomplish this, the municipality is required to establish a reserve for uncollected taxes. The 2018 statutory budget included a reserve for uncollected taxes in the amount of \$204,863.00 to balance the budget, the municipality is required to show a budgeted fund balance. The amount of fund balance budgeted to balance the 2018 statutory budget was \$549,000.00.

TOWNSHIP OF GREEN, N.J.

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2018 AND 2017
(CONTINUED)**

NOTE 2: BUDGETARY INFORMATION

Interdepartment budget transfers are not permitted prior to November 1. After November 1, budget transfers can be made in the form of a resolution and approved by the Township Committee.

NJSA 40A:4-87 permits special items of revenue and appropriations to be inserted into the annual budget when the item has been made available by any public or private funding source and the item was not determined at the time of budget adoption. During 2018, the Township did not insert any items of revenue or appropriation into its annual budget.

The municipality may make emergency appropriations, after the adoption of the budget, for a purpose which was not foreseen at the time the budget was adopted or for which adequate provision was not made therein. This type of appropriation shall be made to meet a pressing need for public expenditure to protect or promote the public health, safety, morals or welfare or to provide temporary housing or public assistance prior to the next succeeding fiscal year. Emergency appropriations, except those classified as a special emergency, must be raised in the budgets of the succeeding year. Special emergency appropriations are permitted to be raised in the budgets of the succeeding three or five years. During 2018, there were no emergency authorizations inserted into the budget.

NOTE 3: GENERAL FIXED ASSETS

The following schedule is a summarization of changes in the general fixed assets account group for the year 2018:

	Balance as of <u>12-31-17</u>	<u>Additions</u>	<u>Deletions</u>	Balance as of <u>12-31-18</u>
Land	\$2,436,300.00	\$ -	\$ -	\$2,436,300.00
Buildings	1,639,000.00	-	-	1,639,000.00
Machinery and Equipment	<u>1,343,781.00</u>	<u>89,785.00</u>	<u>62,500.00</u>	<u>1,371,066.00</u>
	<u>\$5,419,081.00</u>	<u>\$89,785.00</u>	<u>\$62,500.00</u>	<u>\$5,446,366.00</u>

TOWNSHIP OF GREEN, N.J.

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2018 AND 2017
(CONTINUED)**

NOTE 4: MUNICIPAL DEBT

Long-term debt as of December 31, 2018 consisted of the following:

	Balance <u>Dec. 31, 2017</u>	<u>Reductions</u>	Balance <u>Dec. 31, 2018</u>	Amounts Due Within <u>One Year</u>
Bonds Payable - General Obligation	\$998,000.00	\$175,000.00	\$823,000.00	\$175,000.00
DEP - Loans Payable	767,470.66	50,947.21	716,523.45	51,971.25
Compensated Absences Payable	<u>54,957.75</u>	<u>6,406.85 (1)</u>	<u>48,550.90</u>	<u>-</u>
	<u>\$1,820,428.41</u>	<u>\$232,354.06</u>	<u>\$1,588,074.35</u>	<u>\$226,971.25</u>

(1) Net decrease

The Local Bond law governs the issuance of bonds and notes to finance capital expenditures. General obligation bonds have been issued for the general capital fund. All bonds are retired in serial installments within the statutory period of usefulness. Bonds issued by the Township are general obligation bonds, backed by the full faith and credit of the Township. Bond anticipation notes, which are issued to temporarily finance capital projects, must be paid off within ten years and five months or retired by the issuance of bonds.

The Township's debt is summarized as follows:

<u>Issued</u>	<u>Year 2018</u>	<u>Year 2017</u>	<u>Year 2016</u>
General:			
Bonds, Notes and Loans	<u>1,539,523.45</u>	<u>1,765,470.66</u>	<u>1,990,414.01</u>
Net Debt Issued	<u>1,539,523.45</u>	<u>1,765,470.66</u>	<u>1,990,414.01</u>
<u>Authorized But Not Issued</u>			
General:			
Bonds and Notes	<u>-</u>	<u>4,160.13</u>	<u>166,358.23</u>
Total Authorized But Not Issued	<u>-</u>	<u>4,160.13</u>	<u>166,358.23</u>
Net Bonds and Notes Issued and Authorized But Not Issued	<u>1,539,523.45</u>	<u>1,769,630.79</u>	<u>2,156,772.24</u>

TOWNSHIP OF GREEN, N.J.

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2018 AND 2017
(CONTINUED)**

NOTE 4: MUNICIPAL DEBT (Continued)

SUMMARY OF STATUTORY DEBT CONDITION - ANNUAL DEBT STATEMENT

The summarized statement of debt condition which follows is prepared in accordance with the required method of setting up the Annual Debt Statement and indicates a statement net debt of 0.329%.

	<u>Gross Debt</u>	<u>Deductions</u>	<u>Net Debt</u>
Local and Regional			
School District Debt	1,775,800.00	1,775,800.00	-
General Debt	<u>1,539,523.45</u>	<u>16,499.39</u>	<u>1,523,024.06</u>
	<u>3,315,323.45</u>	<u>1,792,299.39</u>	<u>1,523,024.06</u>

Net Debt \$1,523,024.06 divided by equalized valuation basis per N.J.S. 40A:2-2 as amended, 463,053,656.33 = 0.329%.

ANALYSIS OF AVERAGE EQUALIZED VALUATION

2018	463,053,656.33	
2017		458,157,622.00
2016		459,821,936.33

The foregoing debt information is in agreement with the Annual Debt Statement filed by Chief Financial Officer.

BORROWING POWER UNDER N.J.S. 40A:2-6 AS AMENDED

3 ½% of Equalized Valuation Basis (Municipal)	16,206,877.97
Net Debt	<u>1,523,024.06</u>
Remaining Borrowing Power	<u>14,683,853.91</u>

Analysis of Long-term Debt as of December 31, 2018 consisted of the following:

\$3,448,000.00 General Obligation Bonds - General Improvements - Dated 9/15/03. This bond is payable in annual installments through 9/15/23. Interest is paid semi-annually at various rates per annum. The balance remaining as of December 31, 2018 was \$823,000.00.

TOWNSHIP OF GREEN, N.J.

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2018 AND 2017
(CONTINUED)**

NOTE 4: MUNICIPAL DEBT (Continued)

Dam Restoration at Lake Tranquility Dam - Dated 12/9/2011 with the New Jersey Department of Environmental Protection. This loan is payable in semi-annual installments of \$13,742.35 through 9/8/30. Interest is calculated at 2.00% and is included in the semi-annual installments. This method of calculating interest is not in confirmation with New Jersey Statutes. The Township has received approval from the Local Finance Board to use this method of interest calculation for this issue. The remaining balance at December 31, 2018 was \$291,934.02.

Dam Restoration at Lake Tranquility Dam - Dated 12/12/2011 with the New Jersey Department of Environmental Protection. This loan is payable in semi-annual installments of \$19,279.23 through 3/08/31. Interest is calculated at 2.00% and is included in the semi-annual installments. This method of calculating interest is not in confirmation with New Jersey Statutes. The Township has received approval from the Local Finance Board to use this method of interest calculation for this issue. The remaining balance at December 31, 2018 was \$424,589.43.

Outstanding Bond principal and interest are paid from the Current Fund of the Township.

Debt Outstanding

Total General Capital Bonds and Loans - Listed in above \$1,539,523.45

SCHEDULE OF ANNUAL DEBT SERVICES FOR PRINCIPAL AND INTEREST FOR LONG TERM DEBT ISSUED AND OUTSTANDING

<u>Calendar Year</u>	<u>General Capital Bonds & Loans Interest</u>	<u>Principal</u>	<u>Total Debt Service</u>
2019	52,070.66	226,971.25	279,041.91
2020	43,151.04	228,015.87	271,166.91
2021	34,210.42	229,081.49	263,291.91
2022	25,029.63	230,168.53	255,198.16
2023	15,608.07	179,277.42	194,885.49
2024-2028	31,399.38	298,816.34	330,215.72
2029-2031	<u>4,172.99</u>	<u>147,192.55</u>	<u>151,365.54</u>
	<u>205,642.19</u>	<u>1,539,523.45</u>	<u>1,745,165.64</u>

TOWNSHIP OF GREEN, N.J.

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2018 AND 2017
(CONTINUED)**

NOTE 5: BOND ANTICIPATION NOTES

The Township issues bond anticipation notes to temporarily fund various capital projects prior to the issuance of serial bonds. The term of the notes cannot exceed one year but the notes may be renewed from time to time for a period not exceeding one year. Generally, such notes must be paid no later than the first day of the fifth month following the close of the tenth fiscal year following the date of the original notes. The State of New Jersey also prescribes that on or before the third anniversary date of the original note, a payment of an amount at least equal to the first legally payable installment of the bonds in anticipation of such notes were issued be paid or retired. A second and third legal installment must be paid if the notes are to be renewed beyond the fourth and fifth anniversary date of the original issuance.

General Capital had no Outstanding Bond Anticipation Notes as of December 31, 2018.

NOTE 6: DUE TO/FROM OTHER FUNDS

Balances due to/from other funds at December 31, 2018 consist of the following:

<u>\$33,143.75</u>	Due to Federal and State Grant Fund from Current Fund for cash receipts and disbursements.
--------------------	--

It is anticipated that all interfunds will be liquidated during the calendar year.

NOTE 7: FUND BALANCES APPROPRIATED

Fund balances at December 31, 2018 and 2016 which were appropriated and included as anticipated revenue in their own respective funds for the years ending December 31, 2019 and 2018 were as follows:

	<u>2019</u>	<u>2018</u>
Current Fund	<u>\$493,000.00</u>	<u>\$549,000.00</u>

TOWNSHIP OF GREEN, N.J.

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2018 AND 2017
(CONTINUED)**

NOTE 8: PENSION PLAN

Description of Plans:

Township employees participate in one of the two contributory, defined benefit public employee retirement systems: the State of New Jersey Public Employees' Retirement System (PERS) or the Defined Contribution Retirement Program (DCRP), a tax-qualified defined contribution money purchase pension plan under Internal Revenue Code (IRC) 401(a).

Public Employees' Retirement System (PERS)

Plan Description

The State of New Jersey Public Employees' Retirement System (PERS) is a cost-sharing multiple-employer defined benefit pension plan administered by the State of New Jersey, Division of Pensions and Benefits (the "Division"). For additional information about the PERS, please refer to the Division's Comprehensive Annual Financial Report (CAFR) which can be found at www.state.nj.us/treasury/pensions/annrpts.shtml.

Benefits Provided

The vesting and benefit provisions are set by N.J.S.A. 43:15A. PERS provides retirement, death and disability benefits. All benefits vest after ten years of service, except for medical benefits, which vest after 25 years of service or under the disability provisions of PERS. The following represents the membership tiers for PERS:

<u>Tier</u>	<u>Definition</u>
1	Members who were enrolled prior to July 1, 2007
2	Members who were eligible to enroll on or after July 1, 2007 and prior to November 2, 2008
3	Members who were eligible to enroll on or after November 2, 2008 and prior to May 22, 2010
4	Members who were eligible to enroll on or after May 22, 2010 and prior to June 28, 2011
5	Members who were eligible to enroll on or after June 28, 2011

Service retirement benefits of 1/55th of final average salary for each year of service credit is available to Tiers 1 and 2 members upon reaching age 60 and to Tier 3 members upon reaching age 62. Service retirement benefits of 1/60th of final average salary for each year of service credit is available to Tier 4 members upon reaching age 62 and to Tier 5 members upon reaching age 65. Early retirement benefits

TOWNSHIP OF GREEN, N.J.

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2018 AND 2017
(CONTINUED)**

NOTE 8: PENSION PLAN (continued)

Public Employees' Retirement System (PERS) (continued):

are available to Tiers 1 and 2 members before reaching age 60, to Tiers 3 and 4 before age 62 with 25 or more years of service credit and Tier 5 with 30 or more years of service credit before age 65. Benefits are reduced by a fraction of a percent for each month that a member retires prior to the age at which a member can receive full early retirement benefits in accordance with their respective tier. Tier 1 members can receive an unreduced benefit from age 55 to age 60 if they have at least 25 years of service. Deferred retirement is available to members who have at least 10 years of service credit and have not reached the service retirement age for the respective tier.

Defined Contribution Retirement Program

Prudential Financial jointly administers the DCRP investments with the NJ Division of Pensions and Benefits. If an employee is ineligible to enroll in the PERS, the employee may be eligible to enroll in the DCRP. DCRP provides eligible members with a tax-sheltered, defined contribution retirement benefit, along with life insurance and disability coverage. Vesting is immediate upon enrollment for members of the DCRP.

The State of New Jersey, Department of the Treasury, Division of Pensions and Benefits, issues publicly available financial reports that include the financial statements and required supplementary information of the DCRP. The financial reports may be obtained by writing to the State of New Jersey, Department of the Treasury, Division of Pensions and Benefits, PO Box 295, Trenton, New Jersey, 08625-0295.

Employers are required to contribute at an actuarially determined rate. Employee contributions are based on percentages of 5.50% for DCRP of employees' annual compensation, as defined. The DCRP was established July 1, 2007, under the provisions of Chapter 92, P.L. 2007 and expanded under the provisions of Chapter 89, P.L. 2008. Employee contributions for DCRP are matched by a 3% employer contribution.

Contribution Requirements

The contribution policy is set by laws of the State of New Jersey and, in most retirement systems, contributions are required by active members and contributing employers. Plan member and employer contributions may be amended by State of New Jersey legislation. The pension funds provide for employee contributions based on 5.5% for PERS. This amount will increase to 6.5% plus an additional 1% phased in over 7 years beginning 2012, as defined by law. Employers are required to contribute at an actuarially determined rate in all Funds. The actuarially determined employer contribution includes funding for cost-of-living adjustments and noncontributory death benefits in the PERS. In the PERS, the employer contribution includes funding for post-retirement medical premiums.

TOWNSHIP OF GREEN, N.J.

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2018 AND 2017
(CONTINUED)**

NOTE 8: PENSION PLAN (continued)

Public Employees' Retirement System (PERS) (continued)

Contribution Requirements (continued)

The Township's contribution to the various plans, equal to the required contributions for each year, were as follows:

<u>Year</u>	<u>PERS</u>	<u>DCRP</u>
2018	\$80,504.00	\$110.32
2017	82,357.00	51.69
2016	98,516.00	161.24

Statement No's 68 and 71 require a state or local government employer to recognize a net pension liability measured as of a date (the measurement date) no earlier than the end of its prior fiscal year. However, since the financial statements are prepared on another comprehensive basis of accounting, the net pension liability of the various pension systems is not recorded in the financial statements and is only required to be disclosed in the notes to the financial statements.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

Public Employees Retirement System (PERS)

At December 31, 2018, the Township had a liability of \$1,639,114.00 for its proportionate share of the PERS net pension liability. The net pension liability was measured as of June 30, 2018, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The Township's proportion of the net pension liability was based on a projection of the Township's long-term share of contributions to the pension plan relative to the projected contributions of all participating governmental entities, actuarially determined. At June 30, 2018, the Township's proportion was 0.0083248121 percent, which was an increase of 0.0004620601 percent from its proportion measured as of June 30, 2017.

For the year ended December 31, 2018, the Township recognized pension expense of \$80,504.00. At December 31, 2018, deferred outflows of resources and deferred inflows of resources related to PERS from the following sources:

TOWNSHIP OF GREEN, N.J.

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2018 AND 2017
(CONTINUED)**

NOTE 8: PENSION PLAN (continued)

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (continued)

Public Employees Retirement System (PERS) (continued)

	Deferred Outflows of <u>Resources</u>	Deferred Inflows of <u>Resources</u>
Difference between expected and actual experience	\$31,258.00	\$8,452.00
Changes of assumptions	270,099.00	524,102.00
Net difference between projected and actual earnings on pension plan investments	-	15,375.00
Changes in proportion and differences between the Township's contributions and proportionate share of contributions	<u>140,692.00</u>	<u>293,165.00</u>
Total	<u>\$442,049.00</u>	<u>\$841,094.00</u>

Amounts reported as deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date (June 30, 2018) will be recognized as a reduction of the net pension liability in the subsequent year. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions (excluding changes in proportion) will be recognized in pension expense as follows:

Year ended June 30:	
2019	11,376.00
2020	(15,751.00)
2021	(112,945.00)
2022	(97,902.00)
2023	(31,350.00)

Changes in Proportion

The previous amounts do not include employer specific deferred outflows of resources and deferred inflows of resources related to changes in proportion. These amounts should be recognized (amortized) by each employer over the average of the expected remaining service lives of all plan members, which is 5.63, 5.48, 5.57, 5.72 and 6.44 years for 2018, 2017, 2016, 2015 and 2014 amounts respectively.

TOWNSHIP OF GREEN, N.J.

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2018 AND 2017
(CONTINUED)**

NOTE 8: PENSION PLAN (continued)

Public Employees Retirement System (PERS), (continued)

Additional Information

Local Group Collective balances at June 30, 2018 and June 30, 2017 are as follows:

	<u>June 30, 2018</u>	<u>June 30, 2017</u>
Collective deferred outflows of resources	\$4,684,852,302	\$6,424,455,842
Collective deferred inflows of resources	7,646,736,226	5,700,625,981
Collective net pension liability	19,689,501,539	23,278,401,588
Township's Proportion	0.0083248121%	0.0078627520%

Actuarial Assumptions

The total pension liability for the June 30, 2018 measurement date was determined by an actuarial valuation as of July 1, 2017, which rolled forward to June 30, 2018. This actuarial valuation used the following assumptions, applied to all periods in the measurement.

Inflation	2.25 Percent
Salary Increases:	
Through 2026	1.65-4.15 Percent (based on age)
Thereafter	2.65-5.15 Percent (based on age)
Investment Rate of Return	7.00 Percent

The actuarial assumptions used in the June 30, 2016 valuation were based on the results of an actuarial experience study for the period July 1, 2011 to June 30, 2014. It is likely that future experience will not exactly conform to these assumptions. To the extent that actual experience deviates from these assumptions, the emerging liabilities may be higher or lower than anticipated. The more the experience deviates, the larger the impact on future financial statements.

TOWNSHIP OF GREEN, N.J.

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2018 AND 2017
(CONTINUED)**

NOTE 8: PENSION PLAN (Continued)

Public Employees Retirement System (PERS), (continued)

Mortality Rates

Pre-retirement mortality rates were based on the RP-2000 Employee Pre-retirement Mortality Table for male and female active participants. For State employees, mortality tables are set back 4 years for males and females. For local employees, mortality tables are set back 2 years for males and 7 years for females. In addition, the tables provide for future improvements in mortality from the base year of 2013 using a generational approach based on the Conduent modified 2014 projection scale. Post-retirement mortality rates were based on the RP-2000 Combined Healthy Male and Female Mortality Tables (setback 1 year for males and females) for service retirements and beneficiaries of former members. In addition, the tables for service retirements and beneficiaries of former members provide for future improvements in mortality from 2012 to 2013 using projection scale AA and using a generational approach based on Conduent 2014 projection scale thereafter. Disability retirement rates used to value disabled retirees were based on the RP-2000 Disabled Mortality Table (set back 3 years for males and set forward 1 year for females).

Long-Term Rate of Return

In accordance with State statute, the long-term expected rate of return on plan investments (7.00% at June 30, 2018) is determined by the State Treasurer, after consultation with the Directors of the Division of Investments and Division of Pensions and Benefits, the board of trustees and the actuaries. The long-term expected rate of return was determined using a building block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in PERS's target asset allocation as of June 30, 2018 are summarized in the following table:

TOWNSHIP OF GREEN, N.J.

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2018 AND 2017
(CONTINUED)**

NOTE 8: PENSION PLAN (continued)

Public Employees Retirement System (PERS), (continued)

Long-Term Rate of Return (continued)

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Absolute Mitigation Strategies	5.00%	5.51%
Cash equivalents	5.50%	1.00%
U. S. Treasuries	3.00%	1.87%
Investment grade credit	10.00%	3.78%
High yield	2.50%	6.82%
Global diversified credit	5.00%	7.10%
Credit oriented hedge funds	1.00%	6.60%
Debt related private equity	2.00%	10.63%
Debt related real estate	1.00%	6.61%
Private real estate	2.50%	11.83%
Equity related real estate	6.25%	9.23%
U. S. Equity	30.00%	8.19%
Non-U. S. Developed markets equity	11.50%	9.00%
Emerging markets equity	6.50%	11.64%
Buyouts/venture capital	8.25%	13.08%

Discount Rate

The discount rate used to measure the total pension liability was 5.66% as of June 30, 2018. This single blended discount rate was based on the long-term expected rate of return on pension plan investments of 7.00%, and a municipal bond rate of 3.87% as of June 30, 2018 based on the Bond Buyer GO 20-Bond Municipal Bond Index, which includes tax-exempt general obligation municipal bonds with an average rating of AA/Aa or higher. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made based on the contribution rate in the most recent fiscal year. The State employer contributed 50% of the actuarially determined contributions and the local employers contributed 100% of their actuarially determined contributions. Based on those assumptions, the plan's fiduciary net position was projected to be available to make projected future benefit payments of current plan members through 2046. Therefore, the long-term expected rate of return on plan investments was applied to projected benefit payments through 2046 and the municipal bond rate was applied to projected benefit payments after that date in determining the total pension liability.

TOWNSHIP OF GREEN, N.J.

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2018 AND 2017
(CONTINUED)**

NOTE 8: PENSION PLAN (continued)

Public Employees Retirement System (PERS), (continued)

Sensitivity of the Collective Net Pension Liability to Changes in the Discount Rate

The following presents the collective net pension liability of the participating employers as of June 30, 2018 respectively, calculated using the discount rate as disclosed above as well as what the collective net pension liability would be if it was calculated using a discount rate that is 1 - percentage point lower or 1- percentage-point higher than the current rate:

	<u>June 30, 2018</u>		
	1% Decrease <u>4.66%</u>	At Current Discount Rate <u>5.66%</u>	1% Increase <u>6.66%</u>
Township's proportionate share of the pension liability	\$2,060,997	\$1,639,114	\$1,285,181

Pension Plan Fiduciary Net Position

Detailed information about the pension plan's fiduciary net position is available in the separately issued Financial Report for the State of New Jersey Public Employees Retirement System (PERS). The financial report may be accessed at www.state.nj.us/treasury/pensions.

NOTE 9: ACCRUED SICK AND VACATION BENEFITS

The Township of Green has permitted employees to accrue unused vacation and sick pay, which may be taken as time off or paid upon retirement or separation at the employees current rate at such termination. This amount is not reported either as an expenditure or a liability. It is estimated that current cost of such unpaid compensation would approximate \$48,550.90.

The Township has reserved \$27,854.94 from previous budgets to be used to offset this liability and is reflected on the Trust Fund balance sheet. It is expected that the cost of such unpaid compensation would be included in the Township's budget operating expenditures in the year in which it is used.

TOWNSHIP OF GREEN, N.J.

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2018 AND 2017
(CONTINUED)**

NOTE 10: CASH, CASH EQUIVALENTS AND INVESTMENTS

Cash - Custodial Credit Risk - Deposits

Custodial credit risk is the risk that in the event of a bank failure, the government's deposits may not be returned to it. The Township's policy is based on New Jersey Statutes requiring cash be deposited only in New Jersey based banking institutions that participate in New Jersey Governmental Depository Protection Act (GUDPA) or in qualified investments established in New Jersey Statutes 40A:5-15.1(a) that are treated as cash equivalents. As of December 31, 2018, \$267,352.50 of the Township's bank balance of \$7,319,349.32 was exposed to custodial credit risk. In comparison, as of December 31, 2017, \$280,484.38 of the Township's bank balance of \$8,294,035.40 was exposed to custodial credit risk.

Investments - Investment Rate Risk

The Township does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. However, New Jersey Statutes 40A:5-15.1(a) limits the length of time for most investments to 397 days.

Credit Risk

New Jersey Statutes 40A:5-15.1(a) limits municipal investments to those specified in the Statutes. The type of allowance investments are Bonds of the United States of America, bonds or other obligations of the towns or bonds or other obligations of the local unit or units within which the Township is located: obligations of federal agencies not exceeding 397 days; government money market mutual funds; the State of New Jersey Cash Management Plan; local government investment pools; or repurchase of fully collateralized securities.

Concentration of Credit Risk

The Township places no limit on the amount the Township may invest in any one issuer.

Unaudited Investments

As more fully described in NOTE 16, the Township has created a Length of Service Award Program (LOSAP) for emergency service volunteers. The LOSAP investments are similar to those allowed in a deferred compensation program as specified in NJSA 43:15B-1 et seq. except that all investments are retained in the name of the Township. All investments are valued at fair value. In accordance with NJAC 5:30-14.37, the investments are maintained by Variable Annuity Life Insurance Co., which is an authorized provider approved by the Division of Local Government Services. The balance in the account on December 31, 2018 and 2017 amounted to \$267,352.50, and \$280,484.38, respectively.

The following investments represent 5% or more of the total invested with Variable Annuity Life Insurance Co. on December 31, 2018 and 2017:

TOWNSHIP OF GREEN, N.J.

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2018 AND 2017
(CONTINUED)**

NOTE 10: CASH, CASH EQUIVALENTS AND INVESTMENTS (Continued)

	<u>2018</u>	<u>2017</u>
Investment Under 5%	\$96,537.14	\$82,685.76
Mid Cap Index Fund	28,793.53	34,611.11
Stock Index Fund	50,291.50	53,719.46
International Equities Fund	14,772.60	18,306.51
Health Sciences Fund	17,988.00	28,174.39
Aggressive Growth Lifestyle	28,287.07	29,710.57
Short Term Fixed Account	15,717.87	14,438.84
Small Capital Index Fund	<u>14,964.79</u>	<u>18,837.74</u>
Total	<u>\$267,352.50</u>	<u>\$280,484.38</u>

NOTE 11: RISK MANAGEMENT

The Township is exposed to various risks of loss related to general liability, automobile coverage, damage and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Township has obtained insurance coverage to guard against these events which will provide minimum exposure to the Township should they occur. During the 2018 calendar year, the Township did not incur claims in excess of their coverage and the amount of coverage did not significantly decrease.

NOTE 12: PUBLIC ASSISTANCE

The Township of Green has elected to have the County of Sussex process all public assistance granted to the residents. Therefore, the Township no longer has a public assistance director.

NOTE 13: HEALTH INSPECTIONS

The Township of Green has elected to have the County of Sussex, Department of Health, perform all inspections. Therefore, the Township does not have a health inspector.

TOWNSHIP OF GREEN, N.J.

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2018 AND 2017
(CONTINUED)**

NOTE 14. TAXES COLLECTED IN ADVANCE

Taxes collected in advance are recorded as cash liabilities in the financial statements. Following is a comparison of the liability for the previous two years:

	<u>Balance Dec 31, 2018</u>	<u>Balance Dec 31, 2017</u>
Prepaid Taxes	<u>\$109,862.70</u>	<u>\$914,034.96</u>
Cash Liability for Taxes Collected in Advance	<u>\$109,862.70</u>	<u>\$914,034.96</u>

NOTE 15: LOCAL AND REGIONAL DISTRICT SCHOOL TAXES

Regulations provide for the deferral of not more than 50% of the annual levy when school taxes are raised for a school year and have not been requisitioned by the School District. The Township of Green has not elected to defer school taxes.

**NOTE 16: EMERGENCY SERVICES VOLUNTEER LENGTH OF SERVICE AWARD PLAN
(LOSAP)**

On February 25, 2003, the Division of Local Government Services approved the Township's LOSAP plan, provided by Variable Annuity Life Insurance Co. The purpose of this plan is to enhance the Township's ability to retain and recruit volunteer firefighters and volunteer members of emergency service squads.

Variable Annuity Life Insurance Co. will provide for the benefit of participants, a multi-fund variable annuity contract as its funding vehicle. The plans contribution requirements are as follows: the contribution for each participating active volunteer member shall be between the minimum contribution of \$100.00 and the maximum contribution of \$1,150.00. The Township's contribution shall be included in the current year's budget.

All amounts awarded under a length of service award plan shall remain the asset of the sponsoring agency; the obligation of the sponsoring agency to participating volunteers shall be contractual only; and no preferred or special interest in the awards made shall accrue to American Institute of Certified Public Accountants (AICPA) Statement on Standards for Accounting and Review Services.

TOWNSHIP OF GREEN, N.J.

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2018 AND 2017
(CONTINUED)**

NOTE 17: OTHER POST EMPLOYMENT BENEFITS (OPEB)

In addition to the pension described in Note 8, the Township provides post employment health care benefits as part of the State Health Benefits Local Government Retired Employments Plan.

General Information about the OPEB Plan

The State Health Benefit Local Government Retired Employees Plan (the Plan) is a cost-sharing multiple-employer defined benefit other postemployment benefit (OPEB) plan with a special funding situation. It covers employees of local government employers that have adopted a resolution to participate in the Plan. For additional information about the Plan, please refer to the State of New Jersey (the State), Division of Pensions and Benefits' (the Division) Comprehensive Annual Financial Report (CAFR), which can be found at <https://www.state.nj.us/treasury/pensions/financial-reports.shtml>.

The Plan provides medical and prescription drug to retirees and their covered dependents of the participating employers. Under the provisions of Chapter 88, P.L. 1974 and Chapter 48, P.L. 1999, local government employers electing to provide postretirement medical coverage to their employees must file a resolution with the Division. Under Chapter 88, local employers elect to provide benefit coverage based on the eligibility rules and regulations promulgated by the State Health Benefits Commission. Chapter 48 allows local employers to establish their own age and service eligibility for employer paid health benefits coverage for retired employees. Under Chapter 48, the employer may assume the cost of postretirement medical coverage for employees and their dependents who: 1) retired on a disability pension; or 2) retired with 25 or more years of service credit in a State or locally administered retirement system and a period of service of up to 25 years with the employer at the time of retirement as established by the employer; or 3) retired and reached the age of 65 with 25 or more years of service credit in a State or locally administered retirement system and a period of service of up to 25 years with the employer at the time of retirement as established by the employer; or 4) retired and reached age 62 with at least 15 years of service with the employer. Further, the law provides that the employer paid obligations for retiree coverage may be determined by means of a collective negotiations agreement.

In accordance with Chapter 330, P.L. 1997, which is codified in N.J.S.A. 52:14-17.32i, the State provides medical and prescription coverage to local police officers and firefighters, who retire with 25 years of service or on a disability from an employer who does not provide postretirement medical coverage. Local employers were required to file a resolution with the Division in order for their employees to qualify for State-paid retiree health benefits coverage under Chapter 330. The State also provides funding for retiree health benefits to survivors of local police officers and firefighters who die in the line of duty under Chapter 271, P.L. 1989.

Pursuant to Chapter 78, P.L. 2011, future retirees eligible for postretirement medical coverage who have less than 20 years of creditable service on June 28, 2011 will be required to pay a percentage of the cost of their health care coverage in retirement provided they retire with 25 or more years of pension service credit. The percentage of the premium for which the retiree will be responsible will be determined based on the retiree's annual retirement benefit and level of coverage.

TOWNSHIP OF GREEN, N.J.

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2018 AND 2017
(CONTINUED)**

NOTE 17: OTHER POST EMPLOYMENT BENEFITS (OPEB) (Continued)

Total OPEB Liability

At December 31, 2018, the Township had a liability of \$2,874,198 for its proportionate share of the non-special funding net OPEB liability. The net OPEB liability was measured as of June 30, 2018 and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as of that date. The Township's proportion of the net OPEB liability was based on a projection of the Township's long-term share of contributions to the OPEB plan relative to the projected contributions of all participating employers in the plan. At June 30, 2018 the Township's proportion was 0.018346 percent.

For the year ended December 31, 2018, the Township recognized OPEB expense of \$114,002.28. At December 31, 2018, deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of <u>Resources</u>	Deferred Inflows of <u>Resources</u>
Difference between expected and actual experience	\$ -	\$583,565
Changes of assumptions	-	729,078
Net difference between projected and actual earnings on OPEB plan investments	1,519	-
Changes in proportion	<u>188,765</u>	<u>142,627</u>
Total	<u>\$190,284</u>	<u>\$1,455,270</u>

Amounts reported as deferred outflows of resources related to OPEB resulting from contributions subsequent to the measurement date will be recognized as a reduction of the OPEB liability in the subsequent year. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB (excluding changes in proportion) will be recognized in OPEB expense as follows:

Year ended June 30:	
2019	\$(192,521)
2020	(192,521)
2021	(192,521)
2022	(192,682)
2023	(192,941)
Thereafter	(347,938)

TOWNSHIP OF GREEN, N.J.

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2018 AND 2017
(CONTINUED)**

NOTE 17: OTHER POST EMPLOYMENT BENEFITS (OPEB) (Continued)

Changes in Proportion

The previous amounts do not include employer specific deferred outflows of resources and deferred inflows of resources related to changes in proportion. These amounts should be recognized (amortized) by each employer over the average of the expected remaining service lives of all plan members, which is 8.14 and 8.04 years for 2018 and 2017 amounts, respectively.

Actual Assumptions and Other Inputs

The total OPEB liability for the June 30, 2018 measurement date was determined by an actuarial valuation as of July 1, 2017, which rolled forward to June 30, 2018. The total OPEB liability as of June 30, 2017 was determined by an actuarial valuation as of June 30, 2016, which was rolled forward to June 30, 2017. The actuarial assumptions vary for each plan member depending on the pension plan the member is enrolled in. This actuarial valuation used the following actuarial assumptions, applied to all periods in the measurement.

Inflation rate	2.50%
Salary increases*:	
Through 2026	1.65 - 8.98%
Thereafter	2.65 - 9.98%

* Salary increases are based on the defined benefit plan that the member is enrolled in and his or her age.

Preretirement mortality rates were based on the RP-2006 Headcount-Weighted Healthy Employee Male/Female mortality table with fully generational mortality improvement projections from the central year using the MP-2017 scale. Postretirement mortality rates were based on the RP-2006 Headcount-Weighted Health Annuitant Male/Female mortality table with fully generational improvement projections from the central year using the MP-2017 scale. Disability mortality was based on the RP-2006 Headcount-Weighted Disabled Male/Female mortality table with fully generational improvement projections from the central year using the MP-2017 scale.

100% of active members are considered to participate in the Plan upon retirement.

Health Care Trend Assumptions

For pre-Medicare preferred provider organization (PPO) medical benefits, this amount initially is 5.8% and decreases to a 5.0% long-term trend rate after eight years. For self-insured post-65 PPO and HMO medical benefits, the trend rate is 4.5%. For prescription drug benefits, the initial trend rate is 8.0% decreasing to a 5.0% long-term trend rate after eight years. The Medicare Advantage trend rate is 4.5% and will continue in all future years.

TOWNSHIP OF GREEN, N.J.

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2018 AND 2017
(CONTINUED)**

NOTE 17: OTHER POST EMPLOYMENT BENEFITS (OPEB) (Continued)

Discount Rate

The discount rate for June 30, 2018 and 2017 was 3.87% and 3.58%, respectively. This represents the municipal bond return rate as chosen by the Division. The source is the Bond Buyer Go 20-Bond Municipal Bond Index, which includes tax-exempt general obligation municipal bonds with an average rating of AA/Aa or higher. As the long-term rate of return is less than the municipal bond rate, it is not considered in the calculation of the discount rate, rather the discount rate is set at the municipal bond rate.

Sensitivity of Net OPEB Liability to Changes in the Discount Rate

The following presents the Township's proportionate share of the net OPEB liability as of June 30, as well as what the Township's proportionate share of the net OPEB liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1 percentage point higher than the current rate:

	<u>June 30, 2018</u>		
	<u>1% Decrease 2.87%</u>	<u>At Current Discount Rate 3.87%</u>	<u>1% Increase 4.87%</u>
Township's proportionate share of Net OPEB liability	\$3,372,194	\$2,874,198	\$2,476,412

Sensitivity of Net OPEB Liability to Changes in the Healthcare Trend Rates:

The following presents the Township's proportionate share of the net OPEB liability as of June 30, as well as what the Township's proportionate share of the net OPEB liability would be if it were calculated using a healthcare trend rate that is 1-percentage point lower or 1 percentage point higher than the current rate:

	<u>June 30, 2018</u>		
	<u>1% Decrease</u>	<u>Healthcare Cost Trend Rate</u>	<u>1% Increase</u>
Township's proportionate share of Net OPEB liability	\$2,397,542	\$2,874,198	\$3,491,061

TOWNSHIP OF GREEN, N.J.

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2018 AND 2017
(CONTINUED)**

NOTE 18: CONTINGENT LIABILITIES

Township Counsel advise us there are various claims filed against the Township for personal injuries and property damage suffered by various parties, which claims are being defended by the insurance carriers for the Township.

NOTE 19: SUBSEQUENT EVENT

The Township has evaluated subsequent events through July 12, 2019, the date which the financial statements were available to be issued and no other items were noted for disclosure.

SUPPLEMENTARY DATA

TOWNSHIP OF GREEN, N.J.

OFFICIALS IN OFFICE AND SURETY BONDS

Year Ended December 31, 2018

The following officials were in office during the period under audit:

<u>NAME</u>	<u>TITLE</u>	<u>AMOUNT OF BOND</u>
Daniel Conkling	Mayor	*
James Chirip	Deputy Mayor	*
Margaret ("Peg") Phillips	Committee	*
Bader Qarmout	Committee	*
Virginia Raffay	Committee	*
Mark Zschack	Township Clerk; Assess. Search Officer;	*
	Registrar of Vital Statistics	*
Patricia DeClesis	Deputy Clerk; Deputy Registrar	*
Karen Ferrone	Tax Collector;	*
	Tax Search Officer	*
Linda Padula	CFO/Treasurer	*
Kimberlee Mantz	Planning Board/Board of Adjustment Secretary	*
Ursula Leo	Attorney	*
Penny Holenstein	Assessor	*
Richard O'Connor	Construction Official	*
David Diehl	Zoning Official	*
Richard O'Connor	Fire Prevention Official	*
Alan DeCarolis	Animal Control Officer	*
Cory Stoner	Engineer	*
Patricia DeClesis	Board of Health Secretary	*
Jessica Caldwell	Township Planner	*
Thomas M. Ferry, C.P.A., R.M.A.	Municipal Auditor	

- * Blanket bond coverage is provided for all officials and employees in the amount of \$1,000,000.00. The type of coverage provided by blanket bond is for faithful performance blanket position bond coverage.

All the bonds were examined and were properly executed.

Township of Green
Schedule of Expenditures of Federal Awards
For the Year Ended December 31, 2018

Federal Grantor/Pass-Through Grantor/ Program Title	Federal C.F.D.A Number	Grantor Number	Program or Award Amount	Grant Period To/From	12/31/2017		Receipts	Expended	Canceled	12/31/2018		MEMO Cumulative Total Expenditures	
					(Receivable)	Reserve Balance				(Receivable)	Reserve Balance		
NOT APPLICABLE													
TOTAL FEDERAL AID						-	-	-	-		-	-	

Note: This schedule was not subject to an audit in accordance with U.S Uniform Guidance.

Township of Green, N.J.

Schedule of Expenditures of State Financial Assistance

For the Year Ended December 31, 2018

State Grantor/Program Title	Grant or State Project Number	Program or Award Amount	Grant Period From/To	12/31/2017	Receipts	Expended	Cancelled	12/31/2018	Reserve Balance	MEMO
				Reserve Balance				(Receivable)		Cumulative Total Expenditures
<u>FEDERAL AND STATE GRANT FUND</u>										
NJ Department of Solid Waste Administration:										
Recycling Tonnage	4910-100-042-4910-224-V42Y-6020	8,044.80	1/1/15-12/31/15	2,365.21		(2,365.21)				8,044.80
Recycling Tonnage	4910-100-042-4910-224-V42Y-6020	6,983.56	1/1/16-12/31/16	6,983.56		(2,234.94)			4,748.62	2,234.94
Recycling Tonnage	4910-100-042-4910-224-V42Y-6020	7,387.85	1/1/17-12/31/17	7,387.85					7,387.85	
Recycling Tonnage	4910-100-042-4910-224-V42Y-6020	8,845.01	1/1/18-12/31/18		8,845.01				8,845.01	
				16,736.62	8,845.01	(4,600.15)		-	20,981.48	10,279.74
Clean Communities	4900-765-042-4900-004-V42Y-6020	14,274.70	1/1/16-12/31/16	3,299.86		(3,299.86)			-	14,274.70
Clean Communities	4900-765-042-4900-004-V42Y-6020	12,127.25	1/1/17-12/31/17	12,127.25		(11,570.13)			557.12	11,570.13
Clean Communities	4900-765-042-4900-004-V42Y-6020	11,605.15	1/1/18-12/31/18		11,605.15				11,605.15	
				15,427.11	11,605.15	(14,869.99)		-	12,162.27	25,844.83
Total NJ Department of Solid Waste Administration:				32,163.73	20,450.16	(19,470.14)	-	-	33,143.75	36,124.57
TOTAL FEDERAL AND STATE GRANT FUND				32,163.73	20,450.16	(19,470.14)			33,143.75	36,124.57
<u>GENERAL CAPITAL FUND</u>										
NJ Department of Transportation:										
Mackerley Road	18-480-078-6320-AM2-6010	240,000.00	1/1/18-12/31/18		157,274.06	(157,274.06)	(36,084.86)	46,641.08		
Total NJ Department of Transportation:				-	157,274.06	(157,274.06)	(36,084.86)	46,641.08	-	-
TOTAL GENERAL CAPITAL FUND					157,274.06	(157,274.06)	(36,084.86)	46,641.08		
TOTAL STATE AID				32,163.73	177,724.22	(176,744.20)	(36,084.86)	46,641.08	33,143.75	36,124.57

Note: This schedule was subject to an audit in accordance with N.J.OMB Circular 15-08.

COMPARATIVE STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCE

CURRENT FUND

	<u>Year 2018</u>		<u>Year 2017</u>	
	<u>Amount</u>	<u>%</u>	<u>Amount</u>	<u>%</u>
<u>Revenue and Other Income Realized</u>				
Fund Balance Utilized	549,000.00	3.282%	590,000.00	3.580%
Miscellaneous - From Other Than				
Local Property Tax Levies	413,139.82	2.470%	365,567.92	2.218%
Collection of Delinquent Taxes				
and Tax Title Liens	160,930.09	0.962%	126,474.62	0.767%
Collection of Current				
Tax Levy	15,258,404.00	91.221%	14,918,673.05	90.526%
Other Credits to Income	345,316.07	2.064%	479,186.30	2.908%
<u>Total Revenue and Other Income Realized</u>	<u>16,726,789.98</u>	<u>100.00%</u>	<u>16,479,901.89</u>	<u>100.00%</u>
 <u>Expenditures</u>				
Budget Expenditures:				
Municipal Purposes	3,310,820.16	20.416%	3,368,867.47	21.189%
Local School Taxes	10,136,474.00	62.506%	9,805,748.00	61.674%
County Taxes	2,701,404.77	16.658%	2,658,910.00	16.723%
Municipal Open Space	63,714.98	0.393%	63,357.61	0.398%
Other Expenditures	4,374.55	0.027%	2,530.00	0.016%
<u>Total Expenditures</u>	<u>16,216,788.46</u>	<u>100.00%</u>	<u>15,899,413.08</u>	<u>100.00%</u>
 Statutory Excess to Fund Balance	510,001.52		580,488.81	
 Fund Balance, January 1,	<u>1,432,655.40</u>		<u>1,442,166.59</u>	
	1,942,656.92		2,022,655.40	
Less:				
Utilized as Anticipated Revenue	<u>549,000.00</u>		<u>590,000.00</u>	
 Fund Balance, December 31,	<u><u>1,393,656.92</u></u>		<u><u>1,432,655.40</u></u>	

COMPARATIVE SCHEDULE OF TAX RATE INFORMATION

	<u>2018</u>	<u>2017</u>	<u>2016</u>
Tax Rate	<u>3.647</u>	<u>3.574</u>	<u>3.469</u>

Apportionment of Tax Rate:

Municipal	.594	.596	.596
Open Space - Municipal	.015	.015	.015
County	.637	.631	.600
Local School	2.401	2.332	2.258

Assessment Valuation

2018	461,967,426.00		
2017		464,335,551.00	
2016			454,977,399.00

COMPARISON OF TAX LEVIES AND COLLECTION CURRENTLY

A study of this tabulation could indicate a possible trend in future tax levies. A decrease in the percentage of current collection could be an indication of a probable increase in future tax levies.

<u>Year</u>	<u>Tax Levy</u>	<u>Collections</u>	<u>Current Percentage of Collections</u>
2018	15,488,024.29	15,258,404.00	98.52%
2017	15,096,014.02	14,918,673.05	98.83%
2016	14,597,684.06	14,431,108.94	98.85%

DELINQUENT TAXES AND TAX TITLE LIENS

This tabulation includes a comparison, expressed in percentage of the total of delinquent taxes and tax title liens, in relation to the tax levies of the last three years.

<u>Dec. 31, Year</u>	<u>Tax Title Liens</u>	<u>Amount of Delinquent Taxes</u>	<u>Amount of Total Delinquent</u>	<u>Percentage of Tax Levy</u>
2018	1,333.64	184,952.92	186,286.56	1.203%
2017	998.12	160,930.09	161,928.21	1.073%
2016	669.31	126,224.62	126,893.93	.869%

PROPERTY ACQUIRED BY TAX TITLE LIEN LIQUIDATION

The value of property acquired by liquidation of tax title liens on December 31 on the basis of the last assessed valuation of such properties, is as follows:

<u>Year</u>	<u>Amount</u>
2018	265,600.00
2017	265,600.00
2016	331,600.00

COMPARATIVE SCHEDULE OF FUND BALANCE

<u>Year</u>	<u>Balance December 31,</u>	<u>Utilized in Budget of Succeeding Year</u>
2018	1,393,656.92	493,000.00
2017	1,432,655.40	549,000.00
2016	1,442,166.59	590,000.00
2015	1,364,955.74	515,000.00
2014	1,444,076.56	610,000.00

Township of Green, N.J.

Schedule of Cash

Current Fund

Year Ended December 31, 2018

	<u>Ref.</u>		<u>Total</u>
Balance - December 31, 2017	A		2,959,738.02
Increased by Receipts:			
Escrow Balance Forfeited	A-1	50.00	
Miscellaneous Revenue Not Anticipated	A-2	37,145.67	
Taxes Receivable	A-6	14,497,233.74	
Revenue Accounts Receivable	A-9	379,115.33	
Due From State - Senior Citizen and Veteran Deductions	A-10	25,245.20	
Interfunds	A-11	316,731.55	
Various Cash Liabilities and Reserves	A-14	2,424.55	
Prepaid Taxes	A-16	93,862.70	
			<u>15,351,808.74</u>
			18,311,546.76
Decreased by Disbursements:			
Refund of Prior Year Revenue	A-1	2,750.00	
Refund of Prior Year Taxes	A-1	1,624.55	
Current Year Budget Appropriations	A-3	2,836,456.71	
Interfunds	A-11	384,779.32	
Appropriation Reserves	A-13	151,562.46	
Various Cash Liabilities and Reserves	A-14	3,842.24	
County Taxes Payable	A-17	2,701,404.77	
Local School District Taxes Payable	A-18	10,136,474.00	
			<u>16,218,894.05</u>
Balance - December 31, 2018	A		<u><u>2,092,652.71</u></u>

Township of Green, N.J.

Schedule of Cash - Change Fund

Current Fund

Year Ended December 31, 2018

	<u>Ref.</u>	
Balance - December 31, 2017	A	<u>300.00</u>
Balance - December 31, 2018	A	<u>300.00</u>
<u>Analysis of Balance:</u>		
Cashier		100.00
Tax Collector		<u>200.00</u>
		<u>300.00</u>

Township of Green, N.J.

Schedule of Taxes Receivable and Analysis of Property Tax Levy

Current Fund

Year Ended December 31, 2018

Year	Balance, Dec. 31, 2017	Levy	Added Taxes	Collected		Senior Citizen and Veteran Deductions	Transferred to Tax Title Liens	Canceled	Balance, Dec. 31, 2018
				2017	2018				
2017	160,930.09				161,614.70	(684.61)			
2018		15,400,009.95	88,014.34	898,034.96	14,335,619.04	24,750.00	335.52	44,331.85	184,952.92
	160,930.09	15,400,009.95	88,014.34	898,034.96	14,497,233.74	24,065.39	335.52	44,331.85	184,952.92
	A			A-2;A-16	A-2;A-4	A-2;A-10	A-7		A

Analysis of Tax Levy

Tax yield:	Ref.	
General Purpose Tax		15,400,009.95
Added Tax (R.S. 54:4-63.1 et seq.)		88,014.34
		15,488,024.29
Tax Levy:		
County Tax		2,685,478.11
Added County Taxes		15,926.66
	A-17	2,701,404.77
Local District School Tax	A-18	10,136,474.00
Municipal Open Space Tax	A-19	63,714.98
	A-2	12,901,593.75
Local Tax for Municipal Purposes		2,511,805.49
Additional Taxes		74,625.05
		2,586,430.54
		15,488,024.29

Township of Green, N.J.
Schedule of Tax Title Liens Receivable

Current Fund

Year Ended December 31, 2018

	<u>Ref.</u>	
Balance - December 31, 2017	A	998.12
Increased by:		
Transferred from 2018 Taxes		
Receivable	A-6	<u>335.52</u>
Balance - December 31, 2018	A	<u><u>1,333.64</u></u>

Schedule of Property Acquired for
Taxes Assessed Valuation

Current Fund

Year Ended December 31, 2018

	<u>Ref.</u>	
Balance - December 31, 2017	A	<u><u>265,600.00</u></u>
Balance - December 31, 2018	A	<u><u>265,600.00</u></u>

Township of Green, N.J.
Schedule of Revenue Accounts Receivable
Current Fund
Year Ended December 31, 2018

	<u>Ref.</u>	<u>Accrued</u>	<u>Collected</u>
Clerk:			
Licenses:			
Alcoholic Beverages	A-2	999.00	999.00
Fees and Permits	A-2	17,270.00	17,270.00
Miscellaneous Revenue not Anticipated	A-2	1,990.00	1,990.00
Municipal Court			
Fines and Costs	A-2	3,319.39	3,319.39
Interest and Costs on Taxes	A-2	42,095.64	42,095.64
Interest on Investments and Deposits	A-2	40,655.52	40,655.52
Energy Receipts Tax	A-2	196,874.00	196,874.00
Garden State Trust	A-2	4,084.00	4,084.00
Consolidated Municipal Property Tax			
Relief Aid	A-2	6,913.00	6,913.00
Airport Rentals Receipts	A-2	3,795.00	3,795.00
Capital Reserve for Debt Service	A-2	16,499.39	16,499.39
Rental Receipts	A-2	61,119.78	61,119.78
		<u>395,614.72</u>	<u>395,614.72</u>
Cash Receipts	A-4		379,115.33
Schedule of Interfunds	A-11		16,499.39
			<u>395,614.72</u>

Township of Green, N.J.

**Schedule of Amount Due From State of New Jersey
for Senior Citizens' and Veterans' Deductions - CH. 73 P.L. 1976**

Current Fund

Year Ended December 31, 2018

	<u>Ref.</u>	
Balance - December 31, 2017	A	8,046.78
Increased by:		
Senior Citizens' Deductions Per Tax Billing		3,750.00
Veterans' Deductions Per Tax Billing		20,750.00
Current Year Senior Citizens' and Veterans' Allowed		<u>250.00</u>
		24,750.00
Less:		
Deductions Disallowed - Prior Year		<u>684.61</u>
	A-6	<u>24,065.39</u>
		32,112.17
Decreased by:		
State Share of Senior Citizens and Veteran Deductions Received in Cash	A-4	<u>25,245.20</u>
Balance - December 31, 2018	A	<u><u>6,866.97</u></u>

Township of Green, N.J.

Schedule of Interfunds Receivables/(Payables)

Current Fund

Year Ended December 31, 2018

<u>Fund</u>	<u>Ref.</u>	Due From/(To) Balance		Due From/(To) Balance	
		<u>Dec. 31, 2017</u>	<u>Increased</u>	<u>Decreased</u>	<u>Dec. 31, 2018</u>
Federal and State Grants	A	(53,975.93)	40,112.60	60,944.78	(33,143.75)
Other Trust- Developers Escrow			5,171.87	5,171.87	
Animal Control Trust Fund			1,686.37	1,686.37	
Other Trust Fund			21,076.54	21,076.54	
Other Trust - Payroll			40.00	40.00	
Other Trust - Open Space			300.00	300.00	
General Capital Fund			312,059.15	312,059.15	
		<u>(53,975.93)</u>	<u>380,446.53</u>	<u>401,278.71</u>	<u>(33,143.75)</u>
<u>Analysis</u>					
Due From - Current Fund		<u>(53,975.93)</u>			<u>(33,143.75)</u>
Received	A-4		316,731.55		
Disbursed	A-4			384,779.32	
Revenue Accounts					
Receivable	A-9			16,499.39	
Municipal Open Space	A-19		63,714.98		
			<u>380,446.53</u>	<u>401,278.71</u>	

Township of Green, N.J.

Schedule of Deferred Charges - Special Emergency

Current Fund

Year Ended December 31, 2018

<u>Purpose</u>	<u>Date</u>	<u>Amount Authorized</u>	<u>1/5 of Amount Authorized</u>	<u>Balance, Dec. 31, 2017</u>	<u>Raised in 2017</u>
<u>Special Emergency</u> Tax Map Project	02/28/14	50,000.00	10,000.00	<u>14,980.75</u> A	<u>14,980.75</u> A-3

Township of Green, N.J.

Schedule of Appropriation Reserves

Current Fund

Year Ended December 31, 2018

	Balance, Dec. 31, <u>2017</u>	Balance after <u>Transfers</u>	Paid or <u>Charged</u>	Balance <u>Lapsed</u>
Administrative and Executive				
Salaries and Wages	10,599.91	10,599.91		10,599.91
Other Expenses	11,079.13	11,079.13	2,724.86	8,354.27
Mayor & Committee				
Salaries and Wages	1,500.00	1,500.00		1,500.00
Other Expenses	1,965.00	1,965.00		1,965.00
Municipal Clerk				
Salaries and Wages	800.27	800.27		800.27
Other Expenses	5,514.13	5,514.13	310.98	5,203.15
Codification of Ordinances	5,000.00	5,000.00	5,000.00	
Financial Administration				
Salaries and Wages	566.77	566.77		566.77
Other Expenses	1,970.72	1,970.72	275.00	1,695.72
Audit Services	13,450.00	13,450.00	13,450.00	
Computer Maintenance and Education	5,534.19	5,534.19	1,018.99	4,515.20
Collection of Taxes				
Other Expenses	2,619.76	2,619.76		2,619.76
Assessment of Taxes				
Other Expenses	7,871.84	7,871.84	4,146.24	3,725.60
Legal Services and Costs				
Other Expenses	11,490.50	11,490.50	6,813.08	4,677.42
Engineering Services and Costs				
Other Expenses	19,667.25	19,667.25	15,673.30	3,993.95
Environmental Committee				
Salaries and Wages	200.00	200.00		200.00
Other Expenses	1,200.00	1,200.00		1,200.00
Municipal Land Use Law :				
Planning Board				
Salaries and Wages	225.00	225.00		225.00
Other Expenses	6,902.33	6,902.33	3,776.15	3,126.18
Planner				
Other Expenses	8,845.00	8,845.00		8,845.00
Litigation				
Other Expenses	8,171.65	8,171.65	172.40	7,999.25

Township of Green, N.J.
Schedule of Appropriation Reserves

Current Fund

Year Ended December 31, 2018

	Balance, Dec. 31, <u>2017</u>	Balance after <u>Transfers</u>	<u>Paid or Charged</u>	Balance <u>Lapsed</u>
Zoning Officer				
Other Expenses	1,750.00	1,750.00		1,750.00
Emergency Management Services				
Other Expenses	2,143.10	2,143.10	96.74	2,046.36
Well Monitoring	5,000.00	5,000.00		5,000.00
Uniform Fire Prevention Official				
Salaries and Wages	1.00	1.00		1.00
Streets and Roads:				
Road Repairs and Maintenance				
Salaries and Wages	27,668.53	27,668.53		27,668.53
Other Expenses	68,733.38	68,733.38	7,375.48	61,357.90
Storm Recovery				
Salaries and Wages	13,291.76	13,291.76	13,291.76	
Other Expenses	23,612.31	23,612.31	23,612.31	
Recycling and Separation Program				
Salaries and Wages	1.00	1.00		1.00
Garbage and Trash Removal				
Other Expenses	40,706.67	40,706.67	23,261.92	17,444.75
Public Buildings and Grounds				
Salaries and Wages	589.75	589.75		589.75
Other Expenses	33,535.84	33,535.84	8,667.42	24,868.42
Administration of Public Assistance				
Salaries and Wages	1.00	1.00		1.00
Other Expenses	1.00	1.00		1.00
Recreation				
Salaries and Wages	350.05	350.05		350.05
Other Expenses	2,777.00	2,777.00	208.88	2,568.12
Insurance:				
General Liability	3,000.91	3,000.91		3,000.91
Workers Compensation	2,456.00	2,456.00		2,456.00
Employee Group Health	3,649.60	3,649.60	50.00	3,599.60
Health Benefit Waiver	66.00	66.00		66.00

Township of Green, N.J.

Schedule of Appropriation Reserves

Current Fund

Year Ended December 31, 2018

	Balance, Dec. 31, <u>2017</u>	Balance after <u>Transfers</u>	Paid or <u>Charged</u>	Balance <u>Lapsed</u>
Municipal Court				
Other Expenses	500.00	500.00		500.00
Public Defender				
Other Expenses	200.00	200.00		200.00
Parks and Playgrounds:				
Salaries and Wages	1.00	1.00		1.00
Other Expenses	11,665.62	11,665.62	1,350.00	10,315.62
Celebration of Public Events				
Anniversary or Holiday				
Other Expenses	4,548.77	4,548.77	2,769.00	1,779.77
H.B.V. Vaccination				
Other Expenses	660.00	660.00		660.00
Utility and Bulk Purchases				
Fire Hydrant	8,360.01	8,360.01	3,213.33	5,146.68
Electricity	12,241.67	12,241.67	1,501.33	10,740.34
Street Lighting	416.97	416.97	43.27	373.70
Telephone	3,528.34	3,528.34	819.49	2,708.85
Propane Gas	13,717.71	13,717.71	1,300.87	12,416.84
Fuel Oil - Gas	18,848.58	18,848.58	2,513.20	16,335.38
Code Enforcement & Administration	34.25	34.25		34.25
	<u>429,231.27</u>	<u>429,231.27</u>	<u>143,436.00</u>	<u>285,795.27</u>
Detail:				
Salaries and Wages	55,796.04	55,796.04	13,291.76	42,504.28
Other Expenses	<u>373,435.23</u>	<u>373,435.23</u>	<u>130,144.24</u>	<u>243,290.99</u>
Deferred Charges and Statutory Expenditures Within "CAPS"				
Contribution to:				
Public Employees Retirement System				
Back Deductions	1,192.00	1,192.00	819.08	372.92
Social Security System (O.A.S.I.)	7,688.28	7,688.28		7,688.28
Unemployment Compensation Insurance	1,069.82	1,069.82		1,069.82
Defined Contribution Retirement Program	2,448.31	2,448.31	7.38	2,440.93
Total Deferred Charges and Statutory Expenditures Within "CAPS"	<u>12,398.41</u>	<u>12,398.41</u>	<u>826.46</u>	<u>11,571.95</u>

Township of Green, N.J.
Schedule of Appropriation Reserves

Current Fund

Year Ended December 31, 2018

	Balance, Dec. 31, <u>2017</u>	Balance after <u>Transfers</u>	Paid or <u>Charged</u>	Balance <u>Lapsed</u>
Operations Excluded from "CAPS"				
Other Operations Excluded from "CAPS"				
Length of Service Award Program	2,500.00	2,500.00		2,500.00
Total Other Operations Excluded from "CAPS"	2,500.00	2,500.00		2,500.00
Shared Service Agreements				
Municipal Court	4,000.00	4,000.00		4,000.00
Total Shared Service Agreements	4,000.00	4,000.00		4,000.00
Public and Private Programs Offset by Revenues				
Municipal Matching Funds - Action Alliance	500.00	500.00		500.00
Municipal Matching Funds	1.00	1.00		1.00
Total Public and Private Programs Offset by Revenues	501.00	501.00		501.00
Capital Improvements				
Purchase of DPW Truck(s)	1,762.18	1,762.18		1,762.18
Purchase of DPW Equipment	22,000.00	22,000.00	22,000.00	
Total Capital Improvements	23,762.18	23,762.18	22,000.00	1,762.18
Total Operations Excluded from "CAPS"	30,763.18	30,763.18	22,000.00	8,763.18
Total General Appropriations	472,392.86	472,392.86	166,262.46	306,130.40
				A-1
<u>Analysis of Appropriation Reserve</u>	<u>Ref.</u>			
Unencumbered	A	261,983.72		
Encumbered	A	210,409.14		
		472,392.86		
Cash Disbursements	A-4		151,562.46	
Accounts Payable	A-15		14,700.00	
			166,262.46	

Township of Green, N.J.

Schedule of Various Cash Liabilities and Reserves

Current Fund

Year Ended December 31, 2018

<u>Liabilities and Reserves</u>	<u>Balance Dec. 31, 2017</u>	<u>Increased</u>	<u>Decreased</u>	<u>Balance Dec. 31, 2018</u>
<u>Liabilities:</u>				
Due State of NJ Marriage License Fees	50.00	800.00	850.00	
Tax Overpayments	1,367.69	1,624.55	2,992.24	
<u>Reserve for:</u>				
Tax Appeals	75,000.00			75,000.00
Sale of Municipal Assets	33,588.71			33,588.71
	<u>110,006.40</u>	<u>2,424.55</u>	<u>3,842.24</u>	<u>108,588.71</u>
	A	A-4	A-4	A

Township of Green, N.J.

Schedule of Accounts Payable

Current Fund

Year Ended December 31, 2018

	<u>Ref.</u>	
Increased by:		
Charges to 2017 Appropriation Reserves	A-13	<u>14,700.00</u>
Balance - December 31, 2018	A	<u><u>14,700.00</u></u>

Schedule of Prepaid Taxes

Current Fund

Year Ended December 31, 2018

	<u>Ref.</u>	
Balance - December 31, 2017	A	914,034.96
Increased by:		
Receipts - Prepaid Taxes	A-4	<u>93,862.70</u>
		1,007,897.66
Decreased by:		
Applied to 2018 Taxes	A-6	<u>898,034.96</u>
Balance - December 31, 2018	A	<u><u>109,862.70</u></u>

Township of Green, N.J.
Schedule of County Taxes Payable
Current Fund
Year Ended December 31, 2018

	<u>Ref.</u>		
Increased by:			
Levy		2,685,478.11	
Added and Omitted Taxes		<u>15,926.66</u>	
	A-1;A-6		<u><u>2,701,404.77</u></u>
Decreased by:			
Payments	A-4		<u><u>2,701,404.77</u></u>

Township of Green, N.J.

Schedule of Local School District Taxes Payable

Current Fund

Year Ended December 31, 2018

	<u>Ref.</u>	
Balance - December 31, 2017		
Increased by:		
Levy- 2018	A-1;A-6	<u>10,136,474.00</u>
Decreased by:		
Payments	A-4	<u>10,136,474.00</u>

Schedule of Municipal Open Space Taxes Payable

Current Fund

Year Ended December 31, 2018

	<u>Ref.</u>	
Increased by:		
Levy- 2018		63,339.75
Added and Omitted Taxes		<u>375.23</u>
	A-1;A-6	<u>63,714.98</u>
Decreased by:		
Interfund - Other Trust	A-11	<u>63,714.98</u>

Township of Green, N.J.

Schedule of Interfunds Receivable/(Payable)

Federal and State Grant Fund

Year Ended December 31, 2018

<u>Fund</u>	<u>Ref.</u>	Due From/(To) Balance <u>Dec. 31, 2017</u>	<u>Increased</u>	<u>Decreased</u>	Due From/(To) Balance <u>Dec. 31, 2018</u>
Current Fund		<u>53,975.93</u>	<u>20,450.16</u>	<u>41,282.34</u>	<u>33,143.75</u>
		A			A
Federal & State Grants Expenditures	A-23			3,581.00	
Encumbrances Paid	A-21			37,701.34	
Unappropriated Grants	A-24		<u>20,450.16</u>		
			<u>20,450.16</u>	<u>41,282.34</u>	

A-21

Schedule of Encumbrances Payable

Federal and State Grant Fund

Year Ended December 31, 2018

Balance - December 31, 2017	<u>Ref.</u> A	21,812.20
Increased by:		
Charges	A-23	<u>15,889.14</u>
		<u>37,701.34</u>
Decreased by:		
Paid or Charged	A-20	<u>37,701.34</u>

Township of Green, N.J.

Schedule of Grants Receivable

Federal and State Grant Fund

Year Ended December 31, 2018

	Budget <u>Revenue</u>	Transfer from Unappropriated <u>Reserves</u>
Recycling Tonnage Grant	7,387.85	7,387.85
Clean Communities	12,127.25	12,127.25
	<u>19,515.10</u>	<u>19,515.10</u>
	A-2	A-24

Township of Green, N.J.

Schedule of Appropriated Reserves for Grants

Federal and State Grant Fund

Year Ended December 31, 2018

<u>Grant</u>	<u>Balance</u> <u>Dec. 31, 2017</u>	<u>Transfer</u> <u>From 2018</u> <u>Budget</u>	<u>Expended</u>	<u>Balance</u> <u>Dec. 31, 2018</u>
Clean Communities	3,299.86	12,127.25	14,869.99	557.12
Recycling Tonnage	9,348.77	7,387.85	4,600.15	12,136.47
	<u>12,648.63</u>	<u>19,515.10</u>	<u>19,470.14</u>	<u>12,693.59</u>
	A			A
	<u>Ref.</u>			
State and Federal Grants	A-3	19,515.10		
Interfund - Current Fund	A-20		3,581.00	
Encumbrance Payable	A-21		15,889.14	
		<u>19,515.10</u>	<u>19,470.14</u>	

Township of Green, N.J.

Schedule of Unappropriated Reserves for Grants

Federal and State Grant Fund

Year Ended December 31, 2018

<u>Grant</u>	<u>Balance</u> <u>Dec. 31, 2017</u>	<u>Received</u>	<u>Transfer to</u> <u>2018 Budget</u>	<u>Balance</u> <u>Dec. 31, 2018</u>
Recycling Tonnage Grant	7,387.85	8,845.01	7,387.85	8,845.01
Clean Communities	12,127.25	11,605.15	12,127.25	11,605.15
	<u>19,515.10</u>	<u>20,450.16</u>	<u>19,515.10</u>	<u>20,450.16</u>
	A	A-20	A-22	A

Township of Green, N.J.

Schedule of Cash

Trust Funds

Year Ended December 31, 2018

	<u>Ref.</u>	<u>Animal Control Trust Fund</u>	<u>Other Trust Funds</u>	<u>Emergency Services Volunteer Length of Service Award Program</u>
Balance - December 31, 2017	B	<u>11,509.31</u>	<u>4,284,669.90</u>	<u>280,484.38</u>
Increase by Receipts:				
Dog License Fees - Township Share	B-2	8,478.00		
Late Fees	B-2	925.00		
Dog License Fees - State Share	B-4	1,221.00		
Other Trust Funds	B-6		1,023,640.09	
Township Contributions	B-7			16,500.00
Total Receipts		<u>10,624.00</u>	<u>1,023,640.09</u>	<u>16,500.00</u>
		<u>22,133.31</u>	<u>5,308,309.99</u>	<u>296,984.38</u>
Decreased by Disbursements:				
Reserve for Animal Control Trust				
Trust Expenditures	B-2	10,651.59		
Dog License Fees - State Share	B-4	1,221.00		
Reserve for Encumbrances	B-5		2,904.15	
Other Trust Funds	B-6		968,962.28	
Decrease in Investment Value	B-8			17,131.88
Distribution	B-8			12,500.00
Total Disbursements		<u>11,872.59</u>	<u>971,866.43</u>	<u>29,631.88</u>
Balance - December 31, 2018	B	<u><u>10,260.72</u></u>	<u><u>4,336,443.56</u></u>	<u><u>267,352.50</u></u>

Township of Green, N.J.

Reserve for Animal Control Trust Fund Expenditures

Trust Funds

Year Ended December 31, 2018

	<u>Ref.</u>		
Balance - December 31, 2017	B		11,509.31
Increased by:			
Dog License Fees - Township Share	B-1	8,478.00	
Late Fees	B-1	<u>925.00</u>	
			<u>9,403.00</u>
			20,912.31
Decreased by:			
Expenditures R.S.4:19-1511	B-1	10,651.59	
Reserve for Encumbrances	B-3	<u>249.00</u>	
			<u>10,900.59</u>
Balance - December 31, 2018	B		<u><u>10,011.72</u></u>

License Fees Collected

<u>Year</u>	
2017	8,758.80
2016	<u>8,812.80</u>
	<u><u>17,571.60</u></u>

Township of Green, N.J.

Reserve for Animal Control Trust Encumbrances

Trust Funds

Year Ended December 31, 2018

	<u>Ref.</u>	
Increased by:		
Reserve for Animal Control	B-2	<u>249.00</u>
Balance - December 31, 2018	B	<u><u>249.00</u></u>

Schedule of Due to State Department of Health

Trust Funds

Year Ended December 31, 2018

	<u>Ref.</u>	
Increased by:		
State Fees Collected	B-1	<u><u>1,221.00</u></u>
Decreased by:		
Paid to State	B-1	<u><u>1,221.00</u></u>

Township of Green, N.J.

Schedule of Reserve for Encumbrances

Trust Funds

Year Ended December 31, 2018

	<u>Ref.</u>	
Balance - December 31, 2017	B	2,904.15
Increased by:		
Other Trust Funds	B-6	<u>26,262.71</u>
		29,166.86
Decreased by:		
Cash Disbursements	B-1	<u>2,904.15</u>
Balance - December 31, 2018	B	<u><u>26,262.71</u></u>

Township of Green, N.J.

Schedule of Other Trust Funds

Trust Funds

Year Ended December 31, 2018

	<u>Balance</u> <u>Dec. 31, 2017</u>	<u>Increased</u>	<u>Decreased</u>	<u>Balance</u> <u>Dec. 31, 2018</u>
Developers Escrow	2,137,903.17	54,529.13	62,256.52	2,130,175.78
Recreation Donations	13,188.35	2,125.00	4,069.93	11,243.42
Housing Rehabilitation	86,480.49	550.00		87,030.49
Affordable Housing	249,089.28	36,932.05	1,505.50	284,515.83
Unemployment	30,985.12	184.64		31,169.76
P.O.A.A	2.00		2.00	
Payroll	456.84	830,529.95	830,906.13	80.66
LEA Fire Safety	21,664.35	3,770.00	2,274.00	23,160.35
Snow Removal/Storm Recovery	97,502.87	14,439.00	28,860.35	83,081.52
Accumulated Sick and Vacation	23,854.94	4,000.00		27,854.94
Tax Sale Premiums		100.00		100.00
Open Space Trust	<u>1,620,638.34</u>	<u>76,480.32</u>	<u>65,350.56</u>	<u>1,631,768.10</u>
	<u>4,281,765.75</u>	<u>1,023,640.09</u>	<u>995,224.99</u>	<u>4,310,180.85</u>
	B			B

	<u>Ref.</u>		
Cash Receipts	B-1	1,023,640.09	
Cash Disbursements	B-1		968,962.28
Reserve for Encumbrances	B-5		<u>26,262.71</u>
		<u>1,023,640.09</u>	<u>995,224.99</u>

Township of Green, N.J.

Statement of Contributions Receivable

Emergency Services Volunteer Length of Services Award Program

Year Ended December 31, 2018

	<u>Ref.</u>	
Balance - December 31, 2017	B	16,500.00
Increased by:		
Township Contributions	B-8	<u>18,000.00</u>
		34,500.00
Decreased by:		
Receipts	B-1	<u>16,500.00</u>
Balance - December 31, 2018	B	<u><u>18,000.00</u></u>

Township of Green, N.J.

Schedule of Net Assets Available for Benefits

Emergency Services Volunteer Length of Services Award Program

Year Ended December 31, 2018

	<u>Ref.</u>	
Balance - December 31, 2017	B	296,984.38
Increased by:		
Township Contributions	B-7	<u>18,000.00</u>
		314,984.38
Decreased by:		
Distribution	B-1	12,500.00
Decrease in Investment Value	B-1	<u>17,131.88</u>
		<u>29,631.88</u>
Balance - December 31, 2018	B	<u><u>285,352.50</u></u>

Township of Green, N.J.

Schedule of Cash

General Capital Fund

Year Ended December 31, 2018

	<u>Ref.</u>		
Balance - December 31, 2017	C;C-3		790,103.87
Increased by Receipts:			
Deferred Charges to Future Taxation	C-5	4,160.13	
Capital Improvement Fund	C-6	120,000.00	
Various Reserves	C-8	61,233.39	
Grants Receivable	C-11	<u>157,274.06</u>	
			<u>342,667.58</u>
			1,132,771.45
Decreased by Disbursements:			
Improvement Authorizations	C-7	381,822.96	
Various Reserves	C-8	<u>122,862.89</u>	
			<u>504,685.85</u>
Balance - December 31, 2018	C;C-3		<u><u>628,085.60</u></u>

Township of Green, N.J.

Analysis of Cash

General Capital Fund

Year Ended December 31, 2018

	Balance	Budget	Receipts	Disbursements		Transfers	Balance
	<u>Dec. 31, 2017</u>	<u>Appropriations</u>	<u>Receipts</u>	<u>Improvement</u> <u>Authorizations</u>	<u>Miscellaneous</u>	<u>To</u> <u>From</u>	<u>Dec. 31, 2018</u>
Fund Balance	116,778.08						106,778.08
Capital Improvement Fund	234,478.61		120,000.00				264,478.61
Grant Receivable			157,274.06			33,316.33	(49,409.61)
Reserve for Encumbrances	106,363.50			106,363.50		9,970.08	9,970.08
Reserve for Fire Equipment / Fire Truck	88,506.00		14,734.00				103,240.00
Reserve for DPW Gate	5,000.00						5,000.00
Reserve for Debt Service - Fire Truck	16,499.39		16,499.39		16,499.39		16,499.39
Reserve for Improvements to Municipal Properties	105,000.00		30,000.00				75,000.00
Reserve for Road Improvements	57,351.92						50,000.00
							7,351.92
<u>Improvement Authorizations</u>							
<u>Ordinance</u>							
13-01 Multipurpose	(4,160.13)	4,160.13					
14-07 Improvements to Municipal Property	11,750.00						11,750.00
16-14 Purchase of Alarm & Security System	38,900.00			38,698.27			201.73
17-07 Purchase of Over-the-Rail Mower	13,636.50						13,636.50
18-05 Improvements to Mackerley Rd				208,260.39		290,000.00	39,928.75
18-06 Improvements to Municipal Property				55,546.51		70,000.00	1,079.06
18-08 Purchase of Backhoe				79,317.79		90,000.00	2,278.60
	<u>790,103.87</u>	<u>4,160.13</u>	<u>338,507.45</u>	<u>488,186.46</u>	<u>16,499.39</u>	<u>493,286.41</u>	<u>493,286.41</u>
	C						C

Township of Green, N.J.

**Schedule of Deferred Charges to Future
Taxation - Funded**

General Capital Fund

Year Ended December 31, 2018

	<u>Ref.</u>		
Balance - December 31, 2017	C		1,765,470.66
Decreased by:			
Funded by Budget Appropriation			
DEP Loan Payable	C-9	50,947.21	
Serial Bonds	C-10	<u>175,000.00</u>	
			<u>225,947.21</u>
Balance - December 31, 2018	C		<u><u>1,539,523.45</u></u>

Township of Green, N.J.

Schedule of Deferred Charges to Future Taxation - Unfunded

General Capital Fund

Year Ended December 31, 2018

86	Ord. No.	<u>Improvement Description</u>	Balance <u>Dec. 31, 2017</u>	By Budget <u>Appropriation</u>
	13-01	Multipurpose	<u>4,160.13</u> C	<u>4,160.13</u> C-2;C-12

Township of Green, N.J.

Schedule of Capital Improvement Fund

General Capital Fund

Year Ended December 31, 2018

	<u>Ref.</u>	
Balance - December 31, 2017	C	234,478.61
Increased by:		
Budget Appropriation	C-2	<u>120,000.00</u>
		354,478.61
Decreased by:		
Appropriated to Finance		
Improvement Authorizations	C-7	<u>90,000.00</u>
Balance - December 31, 2018	C	<u><u>264,478.61</u></u>

Township of Green, N.J.

Schedule of Improvement Authorizations

General Capital Fund

Year Ended December 31, 2018

88

Ord. No.	Improvement Description	Ordinance		Balance	2018	Expended	Cancelled	Balance
		Date	Amount	Dec. 31, 2017				Dec. 31, 2018
				Funded	Authorizations			Funded
	General Improvements:							
14-07	Improvements to Municipal Property	7/14/2014	11,750.00	11,750.00				11,750.00
16-14	Purchase of Alarm & Security System	11/28/2016	40,000.00	38,900.00		38,698.27		201.73
17-07	Purchase of Over-the-Rail Mower	11/6/2017	120,000.00	13,636.50				13,636.50
18-05	Improvements to Mackerley Rd	5/21/2018	290,000.00		290,000.00	214,872.81	33,316.33	41,810.86
18-06	Improvements to Municipal Property	7/16/2018	70,000.00		70,000.00	56,625.57		13,374.43
18-08	Purchase of Backhoe	9/17/2018	90,000.00		90,000.00	81,596.39		8,403.61
				64,286.50	450,000.00	391,793.04	33,316.33	89,177.13
				C			C-11	C
				Ref.				
Capital Surplus				C-1	10,000.00			
Disbursed				C-2		381,822.96		
Capital Improvement Fund				C-6	90,000.00			
Various Reserves				C-8	110,000.00	9,970.08		
Grants Receivable				C-11	240,000.00			
					450,000.00	391,793.04		

Township of Green, N.J.

Schedule of Various Reserves

General Capital Fund

Year Ended December 31, 2018

<u>Description</u>	<u>Balance</u> <u>Dec. 31, 2017</u>	<u>Increased</u>	<u>Decreased</u>	<u>Balance</u> <u>Dec. 31, 2018</u>
Encumbrances	106,363.50	9,970.08	106,363.50	9,970.08
Reserve for Fire Equipment / Fire Truck	88,506.00	14,734.00		103,240.00
Reserve for DPW Gate	5,000.00			5,000.00
Debt Service - Fire Truck	16,499.39	16,499.39	16,499.39	16,499.39
Reserve for Improvements to Municipal Properties	105,000.00	30,000.00	60,000.00	75,000.00
Reserve for Road Improvements	57,351.92		50,000.00	7,351.92
	<u>378,720.81</u>	<u>71,203.47</u>	<u>232,862.89</u>	<u>217,061.39</u>
	C			C

	<u>Ref.</u>		
Cash Receipts	C-2	61,233.39	
Cash Disbursements	C-2		122,862.89
Improvement Authorizations	C-7	9,970.08	110,000.00
		<u>71,203.47</u>	<u>232,862.89</u>

Township of Green, N.J.

Schedule of Department of Environmental Protection Loan Payable

General Capital Fund

Year Ended December 31, 2018

<u>Purpose</u>	<u>Date of Issue</u>	<u>Original Issue</u>	Maturities of Bonds Outstanding, December 31, 2018		<u>Interest Rate</u>	<u>Balance</u>	<u>Decreased</u>	<u>Balance</u>
			<u>Date</u>	<u>Amount</u>		<u>Dec. 31, 2017</u>		<u>Dec. 31, 2018</u>
06 Lake Tranquility Dam Restoration	12/09/11	423,257.58	9/08/19 - 9/08/30	See Notes	2.00%	313,259.62	21,325.60	291,934.02
Lake Tranquility Dam Restoration	12/12/11	607,000.00	9/08/19 - 3/08/31	See Notes	2.00%	454,211.04	29,621.61	424,589.43
						<u>767,470.66</u>	<u>50,947.21</u>	<u>716,523.45</u>
						C	C-4	C

Township of Green, N.J.
Schedule of General Serial Bonds Payable
General Capital Fund
Year Ended December 31, 2018

<u>Purpose</u>	<u>Date of Issue</u>	<u>Original Issue</u>	<u>Maturities of Bonds Outstanding, December 31, 2018</u>		<u>Interest Rate</u>	<u>Balance</u>	<u>Decreased</u>	<u>Balance</u>
			<u>Date</u>	<u>Amount</u>		<u>Dec. 31, 2017</u>		<u>Dec. 31, 2018</u>
General Obligation Bonds of 2003	09/15/03	3,448,000.00	9/15/19-22	175,000.00	Various	998,000.00	175,000.00	823,000.00
			09/15/23	123,000.00		<u>C</u>	<u>C-4</u>	<u>C</u>

Township of Green, N.J.
Schedule of Grants Receivable
General Capital Fund
Year Ended December 31, 2018

	<u>Ref.</u>		
Increased by:			
Grants Awarded	C-7		240,000.00
Decreased by:			
Cash Receipts	C-2	157,274.06	
Cancellations	C-7	33,316.33	
		<u>190,590.39</u>	
Balance - December 31, 2018	C		<u><u>49,409.61</u></u>

Township of Green, N.J.

Schedule of Bonds and Notes Authorized But Not Issued

General Capital Fund

Year Ended December 31, 2018

<u>Ord. No.</u>	<u>Improvement Description</u> <u>General Improvements:</u>	<u>Balance</u> <u>Dec. 31, 2017</u>	<u>Funded by</u> <u>Budget</u> <u>Appropriation</u>
13-01	Multipurpose	<u>4,160.13</u> Footnote C	<u>4,160.13</u> C-5

TOWNSHIP OF GREEN

*** * * * ***

PART II

**REPORT ON INTERNAL CONTROL AND ON COMPLIANCE
AND OTHER MATTERS**

COMMENTS AND RECOMMENDATIONS

YEAR ENDED DECEMBER 31, 2018

Ferraioli, Wielkotz, Cerullo & Cuva, P.A.

Charles J. Ferraioli, Jr., MBA, CPA, RMA
Steven D. Wielkotz, CPA, RMA
James J. Cerullo, CPA, RMA
Paul J. Cuva, CPA, RMA
Thomas M. Ferry, CPA, RMA

Certified Public Accountants
401 Wanaque Avenue
Pompton Lakes, New Jersey 07442
973-835-7900
Fax 973-835-6631

Newton Office
100B Main Street
Newton, N.J. 07860
973-579-3212
Fax 973-579-7128

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Honorable Mayor and
Members of the Township Committee
Township of Green
County of Sussex, New Jersey

We have audited, in accordance with auditing standards generally accepted in the United States of America; audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey; and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, the financial statements-regulatory basis of the Township of Green in the County of Sussex as of and for the year ended December 31, 2018 and the related notes to the financial statements, and have issued our report thereon dated July 12, 2019, which was adverse due to being presented in accordance with New Jersey regulatory basis of accounting. The regulatory basis opinion was qualified for the Length of Services Award Program not being audited.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements-regulatory basis, we considered the Township of Green's internal control over financial reporting to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements-regulatory basis, but not for the purpose of expressing an opinion on the effectiveness of the Township of Green's internal control. Accordingly, we do not express an opinion on the effectiveness of the Township of Green's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified. We did identify a certain deficiency in internal control described in the accompanying Schedule of Findings and Responses, as 17-01, that we consider to be a significant deficiency.



Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Township of Green's financial statements-regulatory basis are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

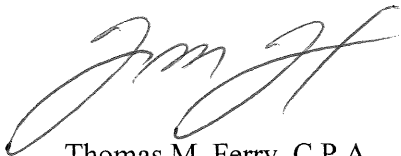
However, we noted certain immaterial instances of noncompliance that we have reported to the management of the Township of Green in the accompanying comments and recommendations section of this report.

Township of Green's Responses to Findings

The Township of Green's response to the findings identified in our audit are described in the accompanying Summary of Findings and Responses section of our audit. The Township's response was not subjected to the auditing procedures applied in the audit of financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Township of Green internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Township of Green internal controls and compliance. Accordingly, this communication is not suitable for any other purpose.



Thomas M. Ferry, C.P.A.
Registered Municipal Accountant
No. 497

Ferraioli, Wielkottz, Cerullo & Cuva, PA
FERRAIOLI, WIELKOTZ, CERULLO & CUVA, P.A.
Certified Public Accountants

Newton, New Jersey

July 12, 2019

TOWNSHIP OF GREEN

SUMMARY OF FINDINGS AND RESPONSES YEAR ENDED DECEMBER 31, 2018

Summary of Auditor's Results:

A qualified opinion was issued on the Township's financial statements prepared on an other comprehensive basis of accounting.

The audit did disclose a significant deficiency in the internal controls of the Township.

The Township was not subject to the single audit provisions of Uniform Guidance and State Circular 15-08 OMB for 2018 as grant expenditures were less than the single audit thresholds identified in the Circulars.

Findings Relating to the Financial Statements which are required to be Reported in Accordance with Generally Accepted Government Auditing Standards:

The audit did disclose findings required to be reported under Generally Accepted Government Auditing Standards, as follows:

Finding 2018-01:

Segregation of Duties

The Township does not maintain an adequate segregation of duties within the Tax Collector Department. Segregation of duties refers to separating those functions that place too much control over a transaction or class of transactions that would enable a person to misappropriate funds and prevent detection within a reasonable period of time. These situations occur because of the limited number of employees qualified to perform other accounting functions. The Township was made aware of this lack on internal control and will consider strengthening Internal Control within reason of the costs and benefits derived.

Management Response:

The Township will consider strengthening internal control within reason of costs, benefits derived and budget constraints.

TOWNSHIP OF GREEN

**SUMMARY OF FINDINGS AND RESPONSES
YEAR ENDED DECEMBER 31, 2018**

Findings and Questioned Costs for Federal Awards:

Not applicable

Findings and Questioned Costs for State Awards:

Not applicable

TOWNSHIP OF GREEN
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
FOR THE YEAR ENDED DECEMBER 31, 2018

The Township's prior year finding regarding Segregation of Duties has not been corrected for the Tax Collector Department and is included in the audit for the year ended December 31, 2018.

Finding 2017-01:

Condition:

Segregation of Duties

The Township does not maintain an adequate segregation of duties within the Tax Collector Department. Segregation of duties refers to separating those functions that place too much control over a transaction or class of transactions that would enable a person to misappropriate funds and prevent detection within a reasonable period of time. These situations occur because of the limited number of employees qualified to perform other accounting functions. The Township was made aware of this lack on internal control and will consider strengthening Internal Control within reason of the costs and benefits derived.

Current Status:

Corrective action has not been taken for the Tax Collector Department. The Township will consider strengthening internal control within reason of the costs, benefits derived and budget constraints.

GENERAL COMMENTS

Cash Balances

Cash balances in all funds were verified by independent certificates obtained from the depositories as of December 31, 2018, and at [date], in connection with the supplemental reconciliations made for all officials. Cash on hand was counted on that date.

Contracts and agreements Required to be Advertised for N.J.S.A. 40A:11-4

N.J.S. 40A:11-3 states:

a. "When the cost or price of any contract awarded by the contracting agent in the aggregate does not exceed in a contract year the total sum of \$17,500, the contract may be awarded by a purchasing agent when so authorized by ordinance or resolution, as appropriate to the contracting unit, of the governing body of the contracting unit without public advertising for bids, except that the governing body of any contracting unit may adopt an ordinance or resolution to set a lower threshold for the receipt of public bids or the solicitation of competitive quotations. If the purchasing agent is qualified pursuant to subsection b. of section 9 of P.L. 1971, c.198 (C.40A:11-9), the governing body of the contracting unit may establish that the bid threshold may be up to \$40,000. Such authorization may be granted for each contract or by a general delegation of the power to negotiate and award such contracts pursuant to this section.

b. Any contracts made pursuant to this section may be awarded for a period of 24 consecutive months, except that contracts for professional services pursuant to subparagraph (i) of paragraph (a) of subsection (1) of section 5 of P.L. 1971, c.198 (C.40A:11-5) may be awarded for a period not exceeding 12 consecutive months. The Division of Local Government Services shall adopt and promulgate rules and regulations concerning the methods of accounting for all contracts that do not coincide with the contracting unit's fiscal year.

c. The Governor, in consultation with the Department of the Treasury, shall, no later than March 1 of every fifth year beginning in the fifth year after the year in which P.L. 1999, c.440 takes effect, adjust the threshold amount and the higher threshold amount which the governing body is permitted to establish, as set forth in subsection a. of this section, or the threshold amount resulting from any adjustment under this subsection, in direct proportion to the rise or fall of the index rate as that term is defined in section 2 of P.L. 1971, c.198 (C.40A:11-2), and shall round the adjustment to the nearest \$1,000. The Governor shall, no later than June 1 of every fifth year, notify each governing body of the adjustment. That adjustment shall become effective on July 1 of the year in which it is made."

N.J.S. 40A:11-4 states: "Every contract awarded by the contracting agent for the provision or performance of any goods or services, the cost of which in the aggregate exceeds the bid threshold, shall be awarded only by resolution of the governing body of the contracting unit to the lowest responsible bidder after public advertising for bids and bidding therefore, except as is provided otherwise in this act or specifically by any other law. The governing body of a contracting unit may, by resolution approved by a majority of the governing body and subject to subsection b. and c. of this section, disqualify a bidder who would otherwise be determined to be the lowest responsible bidder, if the governing body finds that it has had prior negative experience with the bidder."

GENERAL COMMENTS (Continued)

Contracts and Agreements Required to be Advertised for N.J.S.A. 40A:11-4 (continued)

Effective July 1, 2015, the bid threshold in accordance with N.J.S.A. 40A:11-3 and 40A:11-4 (as amended) is \$17,500.00 and with a qualified purchasing agent the threshold may be up to \$40,000.00.

The Governing Body of the Township of Green have the responsibility of determining whether the expenditures in any category will exceed the bid threshold within the fiscal year and where question arises as to whether any contract or agreement might result in violation of the statute, the Township Attorney's opinion should be sought before a commitment is made.

The minutes indicated the bids were requested by public advertising per N.J.S.A. 40A:11-4. The minutes also indicated that resolutions were adopted authorizing the awarding of contracts or agreements for "Professional Services" per N.J.S.A. 40A:11-5 for Township Appraiser, Engineer, Auditor, Attorney, Municipal Prosecutor, Township Planner, Special Prosecutor, Insurance Agent and Bond Counsel.

Inasmuch as the system of records did not provide for the accumulation of payments for categories for the performance of any work or the furnishing or hiring of any material or supplies, the results of such an accumulation could not reasonably be ascertained. Disbursements were reviewed, however, to determine whether any clear cut violation existed. None were noted.

Our review of the Township's minutes indicated that resolutions were adopted authorizing the awarding of contracts or agreements for "Professional Services" per N.J.S.A. 40A:11-5.

Our examination of expenditures did not reveal any individual payments, contracts or agreements in excess of the statutory threshold "for the performance of any work or the furnishing or hiring of any materials or supplies," other than those where bids had been previously sought by public advertisement or where a resolution had been previously adopted under the provisions of N.J.S.A. 40A:11-6.

Collection of Interest on Delinquent Taxes and Assessments

The statute provides the method of authorizing interest and the maximum rates to be charged for the nonpayment of taxes or assessments on or before the date when they would become delinquent.

The Governing Body, on January 3, 2018, adopted the following resolution authorizing interest to be charged on delinquent taxes:

BE IT RESOLVED by the Township Committee of the Township of Green that after a 10 day grace period, interest will be charged at the rate of eight percent (8%) per annum for the first \$1,500.00 and at the rate of eighteen percent (18%) per annum for any and all sums exceeding \$1,500.00 of all delinquent taxes, assessments and Township charges.

BE IT FURTHER RESOLVED that the interest shall revert to the rate of eight percent (8%) per annum on the first \$1,500.00 and eighteen percent (18%) on any and all sums exceeding \$1,500.00 per annum from the first day the taxes become delinquent until they become current.

GENERAL COMMENTS (Continued)

Collection of Interest on Delinquent Taxes and Assessments (continued)

BE IT FURTHER RESOLVED that an additional penalty of six percent (6%) shall be added on delinquencies in excess of \$10,000.00 which are not paid prior to the end of the calendar year. The penalty so fixed shall not exceed six percent (6%) of the amount of delinquency.

It appears from an examination of the Collector's record, that interest was collected in accordance with the foregoing resolution

Delinquent Taxes and Tax Title Liens

The last tax sale was held on November 29, 2018 and was complete except for parties in bankruptcy court.

The following comparison is made of the number of tax title liens receivable on December 31 of the last three years:

<u>Year</u>	<u>Number of Liens</u>
2018	1
2017	1
2016	1

Verification of Delinquent Taxes and Other Charges

A test verification of delinquent charges and current payments was made in accordance with the regulations of the Division of Local Government Services.

The result of the test which was made as of December 31, 2018 is not yet known, but a separate report will be rendered if any irregularities are developed.

In addition, analytical review procedures were utilized to ascertain the validity of the receivables.

Segregation of Duties

The Township does not maintain an adequate segregation of duties within the Tax Collector Department. Segregation of duties refers to separating those functions that place too much control over a transaction or class of transactions that would enable a person to misappropriate funds and prevent detection within a reasonable period of time. These situations occur because of the limited number of employees qualified to perform other accounting functions. The Township was made aware of this lack on internal control and will consider strengthening Internal Control within reason of the costs, benefits derived and budget constraints.

Management Response:

The Township will consider strengthening internal control within reason of costs, benefits derived and budget constraints.

OTHER COMMENTS

Municipal Court

The report required by statute covering the accounts of the Municipal Court has been filed under separate cover with the Judge, Township Clerk and Division of Local Government Services. We noted however, that there are internal control problems that are throughout the State of New Jersey Municipal Court System caused by the implementation of the Automated Traffic System and the Automated Complaint System.

RECOMMENDATIONS

1. That the Township strengthen internal controls within the Tax Collector Department.

Status of Prior Year's Audit Findings/Recommendations

A review was performed on all prior year's recommendations and corrective action was taken on all, with the exception of the following:

1. That the Township strengthen internal controls within the Tax Collector Department.

The problems and weaknesses noted in our audit were not of such magnitude that they would affect our ability to express an opinion on the financial statements taken as a whole.

Should any questions arise as to our comments or recommendations, or should you desire assistance in implementing our recommendations, please do not hesitate to call us.

Very truly yours,



Thomas M. Ferry, C.P.A.
Registered Municipal Accountant
No. 497

Ferraioli, Wielkotz, Cerullo & Cuva, PA
FERRAIOLI, WIELKOTZ, CERULLO & CUVA, P.A.
Certified Public Accountants