

Report of Audit

on the

Financial Statements

of the

Borough of Manville

in the

County of Somerset
New Jersey

for the

Year Ended
December 31, 2009

BOROUGH OF MANVILLE

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BOROUGH OF MANVILLE

PART I

INDEPENDENT AUDITOR'S REPORT ON
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YEAR ENDED DECEMBER 31, 2009 AND 2008



SUPLEE, CLOONEY & COMPANY

CERTIFIED PUBLIC ACCOUNTANTS

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INDEPENDENT AUDITOR'S REPORT

The Honorable Mayor and Members
of the Borough Council
Borough of Manville
County of Somerset
Manville, New Jersey 08835

We have audited the accompanying financial statements - statutory basis of the various individual funds and the account group of the Borough of Manville, County of Somerset, New Jersey as of and for the years ended December 31, 2009 and 2008, and for the year ended December 31, 2009 as listed as financial statements - statutory basis in the foregoing table of contents. These financial statements - statutory basis are the responsibility of the management of the Borough of Manville, County of Somerset. Our responsibility is to express an opinion on these financial statements based on our audits.

We conducted our audit in accordance with U.S. generally accepted auditing standards and the standards applicable to financial statements contained in Government Auditing Standards issued by the Comptroller General of the United States, the audit requirements prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey and the provisions of U.S. Office of Management and Budget (OMB) Circular A-133, "Audits of States, Local Governments and Non-Profit Organizations" and State of New Jersey OMB Circular 04-04' "Single Audit Policy for Recipients of Federal Grants, State Grants and State Audit." Those standards and provisions require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As described in Note 1, the Borough of Manville, County of Somerset, prepares its financial statements on a prescribed basis of accounting prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, that demonstrates compliance with the modified accrual basis, with certain exceptions, and the budget laws of New Jersey, which is a comprehensive basis of accounting other than U.S. generally accepted accounting principles.

SUPLEE, CLOONEY & COMPANY

In our opinion, because the Borough of Manville prepares its financial statements on the basis of accounting discussed in the preceding paragraph, the financial statements referred to above do not present fairly, in conformity with generally accepted accounting principles, the financial position of the various individual funds of the Borough of Manville as of December 31, 2009 and 2008 or the results of its operations and changes in fund balance for the years then ended or the revenues or expenditures for the year ended December 31, 2009.

However, in our opinion, the financial statements - statutory basis present fairly, in all material respects, the financial position - statutory basis of the various individual funds and account groups of the Borough of Manville, County of Somerset, as of December 31, 2009 and 2008, and the results of its operations and changes in fund balance - statutory basis for the years then ended and the revenues, expenditures and changes in fund balance - statutory basis for the year ended December 31, 2009, on the basis of accounting described in Note 1.

In accordance with Government Auditing Standards, we have also issued our report dated March 19, 2010 on our consideration of the Borough of Manville's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, grants 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 the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be considered in assessing the results of our audit.

Our audit was made for the purpose of forming an opinion on the financial statements - statutory basis taken as a whole. The information included in the schedules of expenditures of federal awards and state financial assistance and the other supplementary schedules and data listed in the table of contents is presented for purposes of additional analysis as required by the U.S. Office of Management and Budget Circular A-133, "Audits of States, Local Governments and Non-Profit Organizations," and the Division of Local Government Services, Department of Community Affairs, State of New Jersey, and is not a required part of the financial statements. This information has been subjected to the auditing procedures applied in the audit of the financial statements mentioned above and, in our opinion, is fairly stated in all material respects in relation to the financial statements taken as a whole.

This report is intended for the information of the Borough of Manville, County of Somerset, New Jersey, the Division of Local Government Services and federal and state audit agencies and is not intended to be and should not be used by anyone other than these specified parties.


CERTIFIED PUBLIC ACCOUNTANTS


REGISTERED MUNICIPAL ACCOUNTANT NO. 50

March 19, 2010

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CURRENT FUND

BOROUGH OF MANVILLE

CURRENT FUND

BALANCE SHEETS - STATUTORY BASIS

<u>ASSETS</u>	<u>REF.</u>	<u>BALANCE DECEMBER 31, 2009</u>	<u>BALANCE DECEMBER 31, 2008</u>
Cash - Treasurer	A-4	\$ 3,234,155.48	\$ 6,352,748.25
Cash - Change Funds	A-6	800.00	800.00
Grants Receivable	A-15	93,784.00	244,002.00
Due From State of New Jersey Ch. 20, P.L.1971	A-9	85,098.22	66,579.83
		<u>\$ 3,413,837.70</u>	<u>\$ 6,664,130.08</u>
Receivables and Other Assets with Full Reserves:			
Delinquent Property Taxes Receivable	A-8	\$ 569,484.90	\$ 568,168.15
Tax Title Liens Receivable	A-7	221,343.09	209,194.56
Maintenance Liens Receivable	A-25	270.00	810.00
Property Acquired for Taxes - Assessed Valuation	A-10	163,000.00	163,000.00
Revenue Accounts Receivable	A-13	19,724.73	26,873.90
Interfunds Receivable	A-12	4,737.95	8,606.19
	A	<u>\$ 978,560.67</u>	<u>\$ 976,652.80</u>
Deferred Charges:			
Emergency Appropriation - N.J.S.A. 40A:4-53	A-27	\$ 60,000.00	120,000.00
		<u>\$ 4,452,398.37</u>	<u>\$ 7,760,782.88</u>
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Liabilities:			
Appropriation Reserves	A-3:A-16	\$ 295,718.47	\$ 612,677.69
Accounts Payable	A-24	198,263.80	263,272.37
Prepaid Taxes	A-22	355,145.24	412,429.04
Tax Overpayments	A-23	9,787.22	30,629.90
Reserve for Grants - Appropriated	A-19	161,073.01	143,060.65
Reserve for Grants - Unappropriated	A-14	31,349.44	19,230.91
Tax Anticipation Notes Payable	A-26		3,000,000.00
Reserve for Insurance Damage	A-20	269,348.53	304,712.78
Reserve for Police Outside Overtime	A-21		4,002.68
Reserve for Sale of Municipal Assets	A-11	343.33	343.33
		<u>\$ 1,321,029.04</u>	<u>\$ 4,790,359.35</u>
Reserve for Receivables and Other Assets	A	978,560.67	976,652.80
Fund Balance	A-1	<u>2,152,808.66</u>	<u>1,993,770.73</u>
		<u>\$ 4,452,398.37</u>	<u>\$ 7,760,782.88</u>

The accompanying Notes to Financial Statements are an integral part of this statement.

BOROUGH OF MANVILLE

CURRENT FUND

STATEMENTS OF OPERATIONS AND
CHANGE IN FUND BALANCE-STATUTORY BASIS

	REF.	YEAR ENDED DECEMBER 31, 2009	YEAR ENDED DECEMBER 31, 2008
<u>REVENUE AND OTHER INCOME REALIZED</u>			
Fund Balance Utilized	A-1:A-2	\$ 1,725,000.00	\$ 1,625,000.00
Miscellaneous Revenue Anticipated	A-2	3,114,371.60	3,747,797.11
Receipts from Delinquent Taxes	A-2	570,770.70	493,100.42
Receipts from Current Taxes	A-2	23,417,245.82	23,392,447.07
Non-Budget Revenue	A-2	163,101.45	128,203.83
Other Credits to Income:			
Unexpended Balance of Appropriation Reserves	A-16	424,284.22	279,834.76
Interfunds Returned		3,868.24	
Accounts Payable Canceled	A-24	14,013.45	11,029.06
Reserves Canceled		1,727.44	2,786.78
<u>Total Income</u>		\$ <u>29,434,382.92</u>	\$ <u>29,680,199.03</u>
<u>EXPENDITURES</u>			
Budget and Emergency Authorizations:			
Operations Within Caps	A-3	\$ 8,455,300.00	\$ 8,719,550.00
Deferred Charges and Statutory Expenditures	A-3	347,000.00	357,000.00
<u>Total Within "CAPS"</u>		\$ <u>8,802,300.00</u>	\$ <u>9,076,550.00</u>
Operation Excluded from Caps	A-3	\$ 1,052,488.57	\$ 1,551,055.65
Capital Improvements	A-3	20,000.00	20,000.00
Municipal Debt Service	A-3	1,549,782.82	1,492,046.78
Deferred Charges - Municipal	A-3	60,000.00	60,000.00
<u>Total Excluded From "CAPS"</u>		\$ <u>2,682,271.39</u>	\$ <u>3,123,102.43</u>
County Taxes	A-17	\$ 3,532,382.86	\$ 3,542,815.79
Local District School Tax	A-18	12,514,514.00	12,184,507.00
Refund Prior Years Revenue	A-1	18,876.74	
Interfunds Advanced			3,215.39
Accounts Receivable Canceled			50.06
<u>Total Expenditures</u>		\$ <u>27,550,344.99</u>	\$ <u>27,930,240.67</u>
Excess in Revenues		\$ 1,884,037.93	\$ 1,749,958.36
Fund Balance, January 1	A	<u>1,993,770.73</u>	<u>1,868,812.37</u>
		\$ 3,877,808.66	\$ 3,618,770.73
Decreased by:			
Utilization as Anticipated Revenue	A-1	<u>1,725,000.00</u>	<u>1,625,000.00</u>
Fund Balance, December 31	A	\$ <u><u>2,152,808.66</u></u>	\$ <u><u>1,993,770.73</u></u>

The accompanying Notes to Financial Statements are an integral part of this statement.

BOROUGH OF MANVILLE

CURRENT FUND

STATEMENT OF REVENUES - STATUTORY BASIS

FOR THE YEAR ENDED DECEMBER 31, 2009

	REF.	ANTICIPATED		REALIZED	EXCESS OR (DEFICIT)
		BUDGET	SPECIAL N.J.S. 40A:4-87		
Fund Balance	A-1	\$ 1,725,000.00	\$	\$ 1,725,000.00	\$
Miscellaneous Revenues:					
Licenses:					
Alcoholic Beverages	A-13	14,000.00		15,520.00	1,520.00
Other	A-2	10,000.00		24,267.00	14,267.00
Fees and Permits	A-2	40,000.00		80,968.45	40,968.45
Fines and Costs:					
Municipal Court	A-13	150,000.00		144,968.15	(5,031.85)
Interest and Costs on Taxes	A-13	50,000.00		91,759.05	41,759.05
Interest on Investments and Deposits	A-13	80,000.00		70,677.59	(9,322.41)
Consolidated Municipal Property Tax Relief Aid	A-13	1,210,784.00		1,210,784.00	
Energy Receipts Tax	A-13	811,811.00		811,811.00	
Garden State Trust Fund	A-14	14.06		14.06	
Uniform Construction Code Fees	A-2	75,000.00		80,296.00	5,296.00
Assessment of Taxes	A-13	40,000.00		45,180.12	5,180.12
Recycling Tonnage Grant	A-15	7,624.93		7,624.93	
Clean Communities Program	A-15		18,104.72	18,104.72	
Drunk Driving Enforcement	A-15	5,874.05		5,874.05	
Office of Emergency Management	A-15	5,000.00		5,000.00	
Municipal Alliance an Alcohol and Drug Abuse	A-15	9,696.00		9,696.00	
Body Armor Replacement Fund	A-15	2,141.87		2,141.87	
Somerset County Youth Services Grant	A-15		5,000.00	5,000.00	
Click it or Ticket	A-15		4,000.00	4,000.00	
Pedestrian Safety Grant	A-15	12,000.00		12,000.00	
Child Passenger Safety	A-15		6,480.00	6,480.00	
Youth Services - Summer Camp	A-15	3,576.00		3,576.00	
Manville Summer Adventure Challenge	A-15		6,500.00	6,500.00	
Traffic Records Diagramming Software	A-15		2,500.00	2,500.00	
Federal Bulletproof Vest Partnership	A-15		2,250.00	2,250.00	
Utility Operating Surplus	A-13	121,802.00		121,802.00	
Uniform Fire Safety Act	A-13	13,500.00		9,620.97	(3,879.03)
Cable TV Franchise Fee	A-13	67,686.00		67,686.00	
Verizon Franchise Fee	A-13	23,269.64		23,269.64	
Capital Surplus	A-13	225,000.00		225,000.00	
	A-1	\$ 2,978,779.55	\$ 44,834.72	\$ 3,114,371.60	\$ 90,757.33
Receipts from Delinquent Taxes	A-1	\$ 325,000.00		\$ 570,770.70	\$ 245,770.70
Amount to be Raised by Taxes for Support of Municipal Budget:					
Local Tax for Municipal Purposes	A-8:A-2	\$ 7,947,174.30		\$ 8,795,348.96	\$ 848,174.66
Budget Totals		\$ 12,975,953.85	\$ 44,834.72	\$ 14,205,491.26	\$ 1,184,702.69
Non-Budget Revenue	A-1:A-2			163,101.45	163,101.45
		\$ 12,975,953.85	\$ 44,834.72	\$ 14,368,592.71	\$ 1,347,804.14
	REF.	A-3	A-3		

The accompanying Notes to Financial Statements are an integral part of this Statement.

BOROUGH OF MANVILLE

CURRENT FUND

STATEMENT OF REVENUES - STATUTORY BASIS

FOR THE YEAR ENDED DECEMBER 31, 2009

<u>ANALYSIS OF REALIZED REVENUES</u>	<u>REF.</u>		
Allocation of Current Tax Collections:			
Revenue from Collections	A-1:A-8		\$ 23,417,245.82
Allocated To:			
School Taxes	A-18	\$ 12,514,514.00	
County Taxes	A-17	<u>3,532,382.86</u>	
			\$ <u>16,046,896.86</u>
Balance for Support of Municipal Budget Appropriations			\$ 7,370,348.96
Add: Appropriation "Reserve for Uncollected Taxes"	A-3		<u>1,425,000.00</u>
Amount for Support of Municipal Budget Appropriations	A-2		\$ <u><u>8,795,348.96</u></u>
Licenses - Other:			
Clerk	A-13		\$ 9,385.00
Health Officer	A-13		14,613.00
Registrar	A-13		<u>269.00</u>
	A-2		\$ <u><u>24,267.00</u></u>
Fees and Permits - Other:			
Clerk	A-13	\$ 35,344.85	
Engineering	A-13	1,000.00	
Police Department	A-13	2,047.80	
Planning Board/Board of Adjustment	A-13	2,700.00	
Fire	A-13	2,660.00	
Zoning Inspections	A-13	4,430.00	
Building and Fire Inspections	A-13	10,090.00	
Board of Health	A-13	1,457.80	
Registrar	A-13	<u>21,280.00</u>	
			\$ 81,010.45
Less: Refunds	A-4		<u>42.00</u>
	A-2		\$ <u><u>80,968.45</u></u>

The accompanying Notes to Financial Statements are an integral part of this Statement.

BOROUGH OF MANVILLE

CURRENT FUND

STATEMENT OF REVENUES - STATUTORY BASIS

FOR THE YEAR ENDED DECEMBER 31, 2009

REF.

ANALYSIS OF NON-BUDGET REVENUE

Section 8 Administration Fee - Rent		\$	8,020.00	
Senior Citizens and Veterans - Administrative Fee			3,869.35	
Recycling			1,823.44	
DMV Inspection Fees			3,803.50	
Police Outside Overtime Administrative Fees			14,386.46	
Insurance Reimbursement			7,554.77	
COAH Administrative Costs			26,447.43	
Miscellaneous			6,190.86	
Reimbursement of Prior Year Costs			69,808.20	
Gas Station Lease			10,500.00	
Cable			3,000.00	
Junk Sale			1,220.00	
Tax Collector			3,329.64	
			<hr/>	
Excess in Reserve for Animal Control Expenditures	A-4	\$	159,953.65	
	A-12		3,182.80	
		\$	<hr/> 163,136.45	
Less: Refunds	A-4		35.00	
	A-2	\$	<hr/> <hr/> 163,101.45	

The accompanying Notes to Financial Statements are an integral part of this Statement.

BOROUGH OF MANVILLE

CURRENT FUND

STATEMENT OF EXPENDITURES -STATUTORY BASIS

FOR THE YEAR ENDED DECEMBER 31, 2009

	<u>APPROPRIATIONS</u>		<u>EXPENDED</u>		<u>CANCELED</u>
	<u>BUDGET</u>	<u>BUDGET AFTER MODIFICATION</u>	<u>PAID OR CHARGED</u>	<u>RESERVED</u>	
<u>OPERATIONS - WITHIN "CAPS"</u>					
<u>GENERAL GOVERNMENT</u>					
<u>Administrative and Executive:</u>					
Salaries and Wages	\$ 171,000.00	\$ 176,000.00	\$ 172,664.52	\$ 3,335.48	
Other Expenses	35,000.00	37,000.00	36,377.76	622.24	
<u>Mayor & Council:</u>					
Salaries & Wages	54,000.00	54,000.00	45,319.84	8,680.16	
Other Expenses	5,000.00	5,000.00	3,450.60	1,549.40	
<u>Elections:</u>					
Other Expenses	2,000.00	2,000.00	2,000.00		
<u>Financial Administration:</u>					
Salaries and Wages	133,000.00	133,000.00	130,706.56	2,293.44	
Other Expenses	10,000.00	10,500.00	9,874.47	625.53	
Audit	62,000.00	62,000.00	62,000.00		
<u>Assessment of Taxes:</u>					
Salaries and Wages	35,000.00	24,500.00	24,097.95	402.05	
Other Expenses	20,000.00	20,000.00	17,892.86	2,107.14	
<u>Collection of Taxes:</u>					
Salaries and Wages	68,000.00	63,000.00	62,111.17	888.83	
Other Expenses	16,000.00	16,000.00	14,221.54	1,778.46	
<u>Legal Services and Costs:</u>					
Salaries and Wages	50,000.00	50,000.00	50,000.00		
Other Expenses	80,000.00	40,000.00	37,615.89	2,384.11	
<u>Municipal Prosecutor:</u>					
Salaries and Wages	15,000.00	15,000.00	15,000.00		
<u>Engineering Services and Costs:</u>					
Other Expenses	5,000.00	5,000.00	3,289.50	1,710.50	
<u>Public Buildings and Grounds:</u>					
Other Expenses	58,000.00	65,800.00	64,042.09	1,757.91	
<u>Planning Board:</u>					
Salaries and Wages	100.00	100.00		100.00	
Other Expenses	12,000.00	12,000.00	8,942.37	3,057.63	
<u>Zoning Commission:</u>					
Salaries and Wages	100.00	100.00		100.00	
Other Expenses	10,000.00	10,000.00	8,893.27	1,106.73	
<u>PUBLIC SAFETY</u>					
<u>Fire:</u>					
Other Expenses	90,000.00	90,000.00	87,460.52	2,539.48	
<u>Police:</u>					
Salaries and Wages	2,825,000.00	2,895,000.00	2,892,251.83	2,748.17	
Other Expenses	195,000.00	182,500.00	180,951.18	1,548.82	
<u>Municipal Court:</u>					
Salaries and Wages	180,000.00	177,500.00	177,029.30	470.70	
Other Expenses	32,000.00	26,000.00	26,000.00		
<u>Emergency Management:</u>					
Other Expenses	20,000.00	20,600.00	20,083.75	516.25	
First Aid Organization Contribution	15,000.00	15,000.00	15,000.00		
First Aid Insurance Payment	10,000.00	10,000.00	10,000.00		
<u>Ambulance Service Contract</u>					
<u>Public Defender:</u>					
Other Expenses	5,000.00	5,000.00	5,000.00		
<u>Public Works Department:</u>					
Salaries and Wages	1,070,000.00	1,150,000.00	1,144,326.64	5,673.36	
Other Expenses	680,000.00	644,500.00	632,913.48	11,586.52	
<u>Board of Health:</u>					
Salaries and Wages	45,000.00	42,000.00	41,784.20	215.80	
Other Expenses	6,500.00	6,500.00	5,822.85	677.15	
Visiting Nurse Contract	3,100.00	3,100.00		3,100.00	
<u>Bloodborne Pathogens</u>					
Other Expenses	1,000.00	1,000.00		1,000.00	

The accompanying Notes to Financial Statements are an integral part of this Statement.

BOROUGH OF MANVILLE
CURRENT FUND
STATEMENT OF EXPENDITURES -STATUTORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2009

	APPROPRIATIONS		EXPENDED		CANCELED
	BUDGET	BUDGET AFTER MODIFICATION	PAID OR CHARGED	RESERVED	
<u>RECREATION AND EDUCATION</u>					
Recreation:					
Salaries and Wages	\$ 140,000.00	\$ 144,000.00	\$ 143,631.39	\$ 368.61	
Other Expenses	50,000.00	40,000.00	36,806.44	3,193.56	
Celebration of Events, Anniversary or Holiday:					
Other Expenses	7,500.00	7,500.00	5,214.05	2,285.95	
Contribution to Senior Citizen Center	14,000.00	14,000.00	14,000.00		
Contribution to Youth Services Commission	3,000.00	3,000.00		3,000.00	
Rental Agreements	27,000.00	27,000.00	27,000.00		
Insurance:					
Group Insurance Plan for Employees	850,000.00	840,000.00	790,223.01	49,776.99	
Other Insurance Premiums	250,000.00	245,000.00	233,823.10	11,176.90	
Workmen Comp. Insurance	185,000.00	185,000.00	184,177.44	822.56	
STATE UNIFORM CONSTRUCTION CODE (N.J.S.A. 52:27D-120 et. seq.)					
Construction Office:					
Salaries and Wages	90,000.00	99,500.00	98,939.78	560.22	
Other Expenses	4,000.00	5,200.00	3,660.36	1,539.64	
Property Maintenance					
Salaries and Wages	60,000.00	64,000.00	63,184.22	815.78	
Other Expenses	2,000.00	2,000.00	304.19	1,695.81	
Uniform Fire Safety Act:					
Salaries and Wages	20,000.00	26,000.00	23,251.38	2,748.62	
Other Expenses	4,000.00	4,000.00	3,869.37	130.63	
<u>UNCLASSIFIED</u>					
Utilities:					
Gasoline & Fuel	140,000.00	87,400.00	75,485.44	11,914.56	
Electricity	105,000.00	125,000.00	117,620.83	7,379.17	
Natural Gas	53,000.00	58,000.00	54,889.52	3,110.48	
Telephone	125,000.00	80,000.00	72,260.71	7,739.29	
Street Lighting	160,000.00	155,000.00	120,358.58	34,641.42	
Fire Hydrant Service	169,000.00	169,000.00	147,063.84	21,936.16	
Water	6,000.00	8,000.00	6,226.95	1,773.05	
<u>Total Operations Within "CAPS"</u>	<u>\$ 8,483,300.00</u>	<u>\$ 8,458,300.00</u>	<u>\$ 8,229,114.74</u>	<u>\$ 229,185.26</u>	
<u>CONTINGENT</u>	<u>\$ 1,000.00</u>	<u>\$ 1,000.00</u>	<u>\$</u>	<u>\$ 1,000.00</u>	
<u>TOTAL OPERATIONS INCLUDING CONTINGENT WITHIN "CAPS"</u>	<u>\$ 8,484,300.00</u>	<u>\$ 8,459,300.00</u>	<u>\$ 8,229,114.74</u>	<u>\$ 230,185.26</u>	
<u>DEFERRED CHARGES AND STATUTORY EXPENDITURES - MUNICIPAL WITHIN "CAPS"</u>					
Deferred Charges:					
Contribution To:					
Social Security System (O.A.S.I.)	\$ 245,000.00	\$ 270,000.00	\$ 245,182.31	\$ 24,817.69	
Consolidated Police and Firemen's Pension Fund	6,000.00	6,000.00	5,332.85	667.15	
State Unemployment Insurance	71,000.00	71,000.00	71,000.00		
<u>TOTAL DEFERRED CHARGES AND STATUTORY EXPENDITURES - MUNICIPAL WITHIN "CAPS"</u>	<u>\$ 322,000.00</u>	<u>\$ 347,000.00</u>	<u>\$ 321,515.16</u>	<u>\$ 25,484.84</u>	
<u>TOTAL GENERAL APPROPRIATIONS FOR MUNICIPAL PURPOSES WITHIN "CAPS"</u>	<u>\$ 8,806,300.00</u>	<u>\$ 8,806,300.00</u>	<u>\$ 8,550,629.90</u>	<u>\$ 255,670.10</u>	

The accompanying Notes to Financial Statements are an integral part of this Statement.

BOROUGH OF MANVILLE

CURRENT FUND

STATEMENT OF EXPENDITURES - STATUTORY BASIS

FOR THE YEAR ENDED DECEMBER 31, 2009

	APPROPRIATIONS		EXPENDED		CANCELED
	BUDGET	BUDGET AFTER MODIFICATION	PAID OR CHARGED	RESERVED	
<u>OPERATIONS - EXCLUDED FROM "CAPS"</u>					
Maintenance of Free Public Library	\$ 387,428.00	\$ 387,428.00	\$ 385,327.13	\$ 2,100.87	
Length of Service Awards Program	36,000.00	36,000.00		36,000.00	
Contribution to:					
Police & Firemen's Retirement System of New Jersey	254,604.00	254,604.00	254,604.00		
Public Employees Retirement System	109,209.00	109,209.00	109,208.50	0.50	
DCRP	1,500.00	1,500.00	530.00	970.00	
Interlocal Municipal Service Agreements:					
Health Services Contract -					
Boroughs of Somerville and Raritan	84,000.00	84,000.00	83,023.00	977.00	
Animal Control Contract - Twp. of Bridgewater and					
Borough of Raritan	45,000.00	45,000.00	45,000.00		
Assessment of Taxes - Borough of Raritan	40,000.00	40,000.00	40,000.00		
<u>STATE AND FEDERAL PROGRAMS</u>					
<u>OFF-SET BY REVENUES</u>					
Drunk Driving Enforcement Fund	5,874.05	5,874.05	5,874.05		
Clean Communities Program (NJSA- 40A:4-87+ \$18,104.72)		18,104.72	18,104.72		
Click it or Ticket Program (NJSA- 40A:4-87+ \$4,000.00)		4,000.00	4,000.00		
Manville Summer Adventure (NJSA- 40A:4-87+ \$6,500.00)		6,500.00	6,500.00		
Emergency Management Assistance	5,000.00	5,000.00	5,000.00		
Traffic Rec. Diagramm. Software (NJSA- 40A:4-87 + \$2,500.00)		2,500.00	2,500.00		
Body Armor Replacement Fund	2,141.87	2,141.87	2,141.87		
Somerset County Youth Services (NJSA- 40A:4-87+ \$5,000.00)		5,000.00	5,000.00		
Somerset County Youth Grant	3,576.00	3,576.00	3,576.00		
Recycling Tonnage Grant	7,624.93	7,624.93	7,624.93		
Child Passenger Safety Grant (NJSA- 40A:4-87+ \$6,480.00)	12,000.00	18,480.00	18,480.00		
Bulletproof Vest Program (NJSA- 40A:4-87 + \$2,250.00)		2,250.00	2,250.00		
Municipal Alliance on Alcoholism & Drug Abuse	7,272.00	7,272.00	7,272.00		
Local Match	2,424.00	2,424.00	2,424.00		
<u>TOTAL OPERATIONS EXCLUDED FROM "CAPS"</u>	<u>\$ 1,003,653.85</u>	<u>\$ 1,048,488.57</u>	<u>\$ 1,008,440.20</u>	<u>\$ 40,048.37</u>	
<u>CAPITAL IMPROVEMENTS</u>					
<u>EXCLUDED FROM "CAPS"</u>					
Capital Improvement Fund	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00		
<u>TOTAL CAPITAL IMPROVEMENTS</u>	<u>\$ 20,000.00</u>	<u>\$ 20,000.00</u>	<u>\$ 20,000.00</u>		
<u>MUNICIPAL DEBT SERVICE</u>					
<u>EXCLUDED FROM "CAPS"</u>					
Payment of Bond Principal	\$ 811,000.00	\$ 811,000.00	\$ 781,000.00	\$ 30,000.00	
Interest on Bonds	325,000.00	325,000.00	247,254.88	77,745.12	
Interest on Notes	115,000.00	115,000.00	111,527.94	3,472.06	
Green Trust Loan Program					
Loan Repayments for Principal & Interest	410,000.00	410,000.00	410,000.00		
<u>TOTAL MUNICIPAL DEBT SERVICE EXCLUDED</u>	<u>\$ 1,661,000.00</u>	<u>\$ 1,661,000.00</u>	<u>\$ 1,549,782.82</u>	<u>\$ 111,217.18</u>	

BOROUGH OF MANVILLE

CURRENT FUND

STATEMENT OF EXPENDITURES - STATUTORY BASIS

FOR THE YEAR ENDED DECEMBER 31, 2009

	<u>APPROPRIATIONS</u>		<u>EXPENDED</u>		<u>CANCELED</u>
	<u>BUDGET</u>	<u>BUDGET AFTER MODIFICATION</u>	<u>PAID OR CHARGED</u>	<u>RESERVED</u>	
DEFERRED CHARGES - MUNICIPAL - EXCLUDED FROM "CAPS"					
Special Emergency Authorizations: 5 Years (N.J.S.A. 40A: 4-55)	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$	\$
TOTAL DEFERRED CHARGES - MUNICIPAL - EXCLUDED FROM CAPS	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$	\$
TOTAL GENERAL APPROPRIATIONS FOR MUNICIPAL PURPOSES EXCLUDED FROM "CAPS"	\$ 2,744,653.85	\$ 2,789,488.57	\$ 2,638,223.02	\$ 40,048.37	\$ 111,217.18
SUB-TOTAL GENERAL APPROPRIATIONS	\$ 11,550,953.85	\$ 11,595,788.57	\$ 11,188,852.92	\$ 295,718.47	\$ 111,217.18
RESERVE FOR UNCOLLECTED TAXES	1,425,000.00	1,425,000.00	1,425,000.00		
<u>TOTAL GENERAL APPROPRIATIONS</u>	<u>\$ 12,975,953.85</u>	<u>\$ 13,020,788.57</u>	<u>\$ 12,613,852.92</u>	<u>\$ 295,718.47</u>	<u>\$ 111,217.18</u>
	<u>REF.</u>	A-2	A-1	A:A-1	
Budget	A-3	\$ 12,975,953.85			
Budget Amendment 40A: 4-87	A-2	44,834.72			
		<u>\$ 13,020,788.57</u>			
Reserve for Uncollected Taxes	A-2		\$ 1,425,000.00		
Disbursements	A-4		11,127,912.74		
Deferred Charges	A-27		60,000.00		
Reserve for Grants - Appropriated	A-19		90,747.57		
Accounts Payable	A-24		169,495.35		
			<u>\$ 12,873,155.66</u>		
Less: Refunds	A-4		259,302.74		
			<u>\$ 12,613,852.92</u>		

The accompanying Notes to Financial Statements are an integral part of this Statement.

TRUST FUND

BOROUGH OF MANVILLETRUST FUNDBALANCE SHEETS - STATUTORY BASIS

	<u>REF.</u>	<u>BALANCE DECEMBER 31, 2009</u>	<u>BALANCE DECEMBER 31, 2008</u>
<u>ASSETS</u>			
Animal Control Fund:			
Cash	B-1	\$ <u>11,751.20</u>	\$ <u>14,258.20</u>
		\$ <u>11,751.20</u>	\$ <u>14,258.20</u>
Other Funds:			
Cash	B-1	\$ 726,800.67	\$ 610,376.09
Community Development Block Grants Receivable	B-7	<u>182,990.00</u>	<u>95,399.00</u>
		\$ <u>909,790.67</u>	\$ <u>705,775.09</u>
		\$ <u><u>921,541.87</u></u>	\$ <u><u>720,033.29</u></u>
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Animal Control Fund:			
Due Current Fund	B-5	\$ 3,201.00	\$ 5,304.60
Reserve for Animal Control Fund Expenditures	B-8	<u>8,550.20</u>	<u>8,953.60</u>
		\$ <u>11,751.20</u>	\$ <u>14,258.20</u>
Other Funds:			
Reserve for Federal Housing and Urban Development	B-2	\$ 315,096.86	\$ 195,120.73
Due Current Fund	B-3	1,536.95	3,301.59
Reserve for:			
Community Development Block Grants	B-15	124,562.83	95,399.00
Unemployment Compensation	B-16	105,462.96	67,815.12
Payroll Deductions	B-17	68,419.76	65,981.17
Miscellaneous Trust Deposits	B-4	124,967.21	133,980.09
Law Enforcement Trust Fund	B-12	8,109.03	2,128.20
Developer's Escrow Deposits	B-13	21,635.96	21,142.27
Recreation Deposits	B-14	56,367.82	54,643.37
Accounts Payable	B-6	3,019.24	
Federal Asset Forfeitures	B-11	26,412.05	22,363.55
Premiums on Tax Sale	B-9	<u>54,200.00</u>	<u>43,900.00</u>
		\$ <u>909,790.67</u>	\$ <u>705,775.09</u>
		\$ <u><u>921,541.87</u></u>	\$ <u><u>720,033.29</u></u>

The accompanying Notes to Financial Statements are an integral part of this Statement.

GENERAL CAPITAL FUND

BOROUGH OF MANVILLEGENERAL CAPITAL FUNDBALANCE SHEETS - STATUTORY BASIS

	<u>REF.</u>	<u>BALANCE</u> <u>DECEMBER</u> <u>31, 2009</u>	<u>BALANCE</u> <u>DECEMBER</u> <u>31, 2008</u>
<u>ASSETS</u>			
Cash	C-2	\$ 323,513.42	\$ 639,025.98
Due from State of New Jersey	C-6	5,309.70	5,309.70
Deferred Charges to Future Taxation - Funded	C-5	7,200,530.29	8,390,041.14
Deferred Charges to Future Taxation - Unfunded	C-4	3,575,798.82	2,552,198.82
		<u>\$ 11,105,152.23</u>	<u>\$ 11,586,575.64</u>
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
General Serial Bonds	C-11	\$ 6,727,000.00	\$ 7,538,000.00
Wastewater Treatment - Fund Unit Bonds	C-12	133,530.29	222,041.14
Wastewater Treatment - Trust Unit Bonds	C-13	340,000.00	630,000.00
Bond Anticipation Note	C-14	2,000,000.00	2,000,000.00
Reserve for COAH Deposits			24,581.50
Improvement Authorizations - Funded	C-8	142,182.31	240,281.03
Improvement Authorizations - Unfunded	C-8	1,221,248.14	191,551.98
Capital Improvement Fund	C-9	68,173.78	99,573.78
Contracts Payable	C-8	95,655.76	211,626.59
Fund Balance	C-1	377,361.95	428,919.62
		<u>\$ 11,105,152.23</u>	<u>\$ 11,586,575.64</u>

The accompanying Notes to Financial Statements are an integral part of this Statement.

BOROUGH OF MANVILLE

GENERAL CAPITAL FUND

STATEMENT OF FUND BALANCE - STATUTORY BASIS

	<u>REF.</u>		
Balance, December 31, 2008	C		\$ 428,919.62
Increased by:			
Receipts - Note Premium	C-2	\$ 3,080.00	
Fully Funded Ordinances Canceled	C-8	<u>170,362.33</u>	
			\$ <u>173,442.33</u>
			\$ 602,361.95
Decreased by:			
Disbursements			
Anticipated Revenue in Current Fund	C-2		<u>225,000.00</u>
Balance, December 31, 2009	C		\$ <u><u>377,361.95</u></u>

The accompanying Notes to Financial Statements are an integral part of this Statement.

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SEWER UTILITY FUND

"D"

BOROUGH OF MANVILLESEWER UTILITY FUNDBALANCE SHEETS - STATUTORY BASIS

<u>ASSETS</u>	<u>REF.</u>	<u>BALANCE DECEMBER 31, 2009</u>	<u>BALANCE DECEMBER 31, 2008</u>
Operating Fund:			
Cash	D-5	\$ 862,642.19	\$ 756,914.33
Cash - Change Fund	D-6	200.00	200.00
		<u>\$ 862,842.19</u>	<u>\$ 757,114.33</u>
Receivable with Full Reserves:			
Consumer Accounts Receivable	D-8	\$ 188,582.39	\$ 242,698.78
Sewer and Water Utility Liens	D-9	11,722.81	11,509.37
	D	<u>\$ 200,305.20</u>	<u>\$ 254,208.15</u>
Interfunds:			
Due Sewer Capital Fund	D-10	\$ 86.19	\$ 190.47
		<u>\$ 86.19</u>	<u>\$ 190.47</u>
<u>Total of Operating Fund</u>		<u>\$ 1,063,233.58</u>	<u>\$ 1,011,512.95</u>
Capital Fund:			
Cash	D-5:D-11	\$ 100,932.46	\$ 101,036.74
Fixed Capital	D-16	24,988.17	24,988.17
Fixed Capital Authorized and Uncompleted	D-17	<u>190,000.00</u>	<u>190,000.00</u>
<u>Total of Capital Fund</u>		<u>\$ 315,920.63</u>	<u>\$ 316,024.91</u>
		<u>\$ 1,379,154.21</u>	<u>\$ 1,327,537.86</u>
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Operating Fund:			
Liabilities:			
Appropriation Reserves	D-4:D-12	\$ 229,271.52	\$ 255,320.36
Accounts Payable	D-14	35,626.47	150,867.91
Overpayments	D-7	5,398.69	6,743.43
		<u>\$ 270,296.68</u>	<u>\$ 412,931.70</u>
Reserve for Receivable	D	200,305.20	254,208.15
Fund Balance	D-1	<u>592,631.70</u>	<u>344,373.10</u>
<u>Total of Operating Fund</u>		<u>\$ 1,063,233.58</u>	<u>\$ 1,011,512.95</u>
Capital Fund:			
Due Sewer Operating Fund	D-10	\$ 86.19	\$ 190.47
Reserve for Capital Improvement Fund	D-13	77,955.00	77,955.00
Reserve for Amortization	D-15	214,988.17	214,988.17
Fund Balance	D-2	<u>22,891.27</u>	<u>22,891.27</u>
<u>Total of Capital Fund</u>		<u>\$ 315,920.63</u>	<u>\$ 316,024.91</u>
		<u>\$ 1,379,154.21</u>	<u>\$ 1,327,537.86</u>

The accompanying Notes to Financial Statements are an integral part of this Statement.

BOROUGH OF MANVILLESEWER UTILITY FUNDSTATEMENTS OF OPERATIONS AND CHANGE
IN OPERATING FUND BALANCE - STATUTORY BASIS

	<u>REF.</u>	<u>YEAR ENDED DECEMBER 31, 2009</u>	<u>YEAR ENDED DECEMBER 31, 2008</u>
<u>REVENUE AND OTHER INCOME REALIZED</u>			
Fund Balance Utilized	D-1:D-3	\$ 100,000.00	\$ 240,000.00
Sewer Use Charges	D-3	2,076,317.49	2,022,159.03
Miscellaneous	D-3	41,552.75	44,241.97
Accounts Payable Canceled			7,675.00
Unexpended Balance of Appropriation Reserves	D-12	250,190.36	25,673.58
		<u>\$ 2,468,060.60</u>	<u>\$ 2,339,749.58</u>
<u>EXPENDITURES</u>			
Operating	D-4	\$ 1,968,000.00	\$ 2,090,000.00
Deferred Charges and Statutory Expenditures	D-4	30,000.00	30,000.00
Surplus - General Budget	D-5	121,802.00	25,000.00
		<u>\$ 2,119,802.00</u>	<u>\$ 2,145,000.00</u>
Excess to Fund Balance		\$ 348,258.60	\$ 194,749.58
Fund Balance, January 1	D	344,373.10	389,623.52
		<u>\$ 692,631.70</u>	<u>\$ 584,373.10</u>
Decreased by:			
Utilization by Sewer Operating Budget	D-1	100,000.00	240,000.00
Fund Balance, December 31	D	<u>\$ 592,631.70</u>	<u>\$ 344,373.10</u>

The accompanying Notes to Financial Statements are an integral part of this statement.

BOROUGH OF MANVILLE

SEWER UTILITY FUND

STATEMENT OF FUND BALANCE - STATUTORY BASIS

	<u>REF.</u>	
Balance, December 31, 2008 and December 31, 2009	D	\$ <u>22,891.27</u>

The accompanying Notes to Financial Statements are an integral part of this Statement.

BOROUGH OF MANVILLE

SEWER UTILITY FUND

STATEMENT OF REVENUES - STATUTORY BASIS

FOR THE YEAR ENDED DECEMBER 31, 2009

	<u>REF.</u>	<u>ANTICIPATED</u>	<u>REALIZED</u>	<u>EXCESS OR (DEFICIT)</u>
Fund Balance	D-1	\$ 100,000.00	\$ 100,000.00	\$
Sewer Use Charges	D-1:D-8	1,898,000.00	2,076,317.49	178,317.49
		\$ 1,998,000.00	2,176,317.49	\$ 178,317.49
Non-Budget Revenue	D-1:D-3:D-5		41,552.75	41,552.75
		\$ 1,998,000.00	2,217,870.24	\$ 219,870.24

REF.

D-4

Non-Budget Revenue:
 Interest on Investments and Deposits
 Interest on Delinquent Sewer Payments
 Connection Fees
 Miscellaneous

	\$	13,582.83
		9,574.92
		18,000.00
		395.00
	\$	41,552.75

BOROUGH OF MANVILLE
SEWER UTILITY FUND

STATEMENT OF EXPENDITURES - STATUTORY BASIS

FOR THE YEAR ENDED DECEMBER 31, 2009

	<u>BUDGET</u>	<u>BUDGET AFTER MODIFICATION</u>	<u>PAID OR CHARGED</u>	<u>EXPENDED</u>	<u>RESERVED</u>
Operating:					
Salaries and Wages	\$ 198,000.00	\$ 198,000.00	\$ 195,973.01	\$ 195,973.01	\$ 2,026.99
Other Expenses	120,000.00	245,000.00	153,091.35	153,091.35	91,908.65
Group Insurance	100,000.00	100,000.00	100,000.00	100,000.00	
Other Insurance	50,000.00	50,000.00	50,000.00	50,000.00	
Somerset Raritan Valley Sewerage Authority:					
Treatment Costs	1,500,000.00	1,375,000.00	1,239,664.12	1,239,664.12	135,335.88
Total Operating	<u>1,968,000.00</u>	<u>1,968,000.00</u>	<u>1,738,728.48</u>	<u>1,738,728.48</u>	<u>229,271.52</u>
Statutory Expenditures:					
Social Security System (O.A.S.I.)	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	
	<u>\$ 1,998,000.00</u>	<u>\$ 1,998,000.00</u>	<u>\$ 1,768,728.48</u>	<u>\$ 1,768,728.48</u>	<u>\$ 229,271.52</u>
Disbursements			\$ 1,733,389.97		
Accounts Payable			<u>35,338.51</u>		
			<u>\$ 1,768,728.48</u>		

REF.
D-3
D-5
D-14
D-1

D:D-1

The accompanying Notes to Financial Statements are an integral part of this Statement.

GENERAL FIXED ASSETS ACCOUNT GROUP

BOROUGH OF MANVILLE
GENERAL FIXED ASSETS ACCOUNT GROUP
BALANCE SHEET - STATUTORY BASIS

	BALANCE DECEMBER <u>31, 2009</u>	BALANCE DECEMBER <u>31, 2008</u>
General Fixed Assets:		
Land	\$ 13,186,350.00	\$ 13,186,350.00
Buildings	7,634,906.00	6,928,380.00
Machinery and Equipment	<u>4,768,497.00</u>	<u>4,731,191.00</u>
<u>TOTAL FIXED ASSETS</u>	<u>\$ 25,589,753.00</u>	<u>\$ 24,845,921.00</u>
Investments in General Fixed Assets	<u>\$ 25,589,753.00</u>	<u>\$ 24,845,921.00</u>

The accompanying Notes to Financial Statements are an integral part of this Statement.

NOTES TO FINANCIAL STATEMENTS

BOROUGH OF MANVILLE

NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2009 AND 2008

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The Borough of Manville is an instrumentality of the State of New Jersey established to function as a municipality. The Borough Council consists of elected officials and is responsible for the fiscal control of the Borough.

Except as noted below, the financial statements of the Borough of Manville include every board, body, officer or commission supported and maintained wholly or in part by funds appropriated by the Borough of Manville, as required by N.J.S.A. 40A:5-5. Accordingly, the financial statements of the Borough of Manville do not include the operations of the municipal library or the local school district, inasmuch as their activities are administered by separate boards.

B. Description of Funds

The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. GASB codification establishes three fund types and two account groups to be used by general purpose governmental units when reporting financial position and results of operations in accordance with U.S. Generally Accepted Accounting Principles (GAAP).

The accounting policies of the Borough of Manville conform to the accounting principles applicable to municipalities which have been prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey. 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 financial transactions and accounts of the Borough of Manville are organized on the basis of funds and an account group which is different from the fund structure required by GAAP. A fund or account group is an accounting entity with a separate set of self-balancing accounts established to record the financial position and results of operation of a specific governmental activity. As required by the Division of Local Government Services, the Borough accounts for its financial transactions through the following individual funds and account group:

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. Description of Funds (Continued)

Current Fund - resources and expenditures for governmental operations of a general nature, including federal and state grant funds.

Trust Fund - receipts, custodianship and disbursements of funds in accordance with the purpose of which each reserve was created.

General Capital Fund - receipt and disbursement of funds for the acquisition of general capital facilities, other than those acquired in the Current Fund.

Sewer Operating and Capital Funds - account for the operations and acquisition of capital facilities of the municipally-owned sewer utility.

General Fixed Assets Account Group - utilized to account for property, land, buildings and equipment that have been acquired by other governmental funds.

C. Basis of Accounting

The accounting principles and practices prescribed for municipalities by the State of New Jersey differ in certain respects from generally accepted accounting principles applicable to local governmental units. The more significant accounting policies and differences in the State of New Jersey are as follows:

A modified accrual basis of accounting is followed with minor exceptions.

Revenues - are recorded when received in cash except for certain amounts which are due from other governmental units. Federal and state grants are realized as revenue when anticipated in the Borough's budget. Receivables for property taxes are recorded with offsetting reserves on the balance sheet of the Borough's Current Fund; accordingly, such amounts are not recorded as revenue until collected. Other amounts that are due the Borough which are susceptible to accrual are also recorded as receivables with offsetting reserves and recorded as revenue when received. GAAP requires revenues to be recognized in the accounting period when they become susceptible to accrual, reduced by an allowance for doubtful accounts.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

C. Basis of Accounting (Continued)

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 the Encumbrance Accounting System.

Outstanding encumbrances at December 31 are reported as a cash liability in the financial statements and constitute part of the Borough's statutory Appropriation Reserve balance. Appropriation reserves covering unexpended appropriation balances are automatically created at December 31st of each year and recorded as liabilities except for amounts which may be canceled by the governing body. Appropriation reserves are available, until lapsed at the close of the succeeding year, to meet specific claims, commitments or contracts incurred during the preceding fiscal year. Lapsed appropriation reserves are recorded as income. Appropriations for principal payments on outstanding general capital and utility bonds and notes are provided on the cash basis; interest on general capital indebtedness is on the cash basis, whereas interest on utility indebtedness is on the accrual basis.

Encumbrances - contractual orders at December 31 are reported as expenditures through the establishment of encumbrances payable. Under GAAP, encumbrances outstanding at year end are reported as reservations of fund balance because they do not constitute expenditures or liabilities.

Foreclosed Property - foreclosed property is recorded in the Current Fund at the assessed valuation when such property was acquired and is fully reserved. GAAP requires such property to be recorded in the General Fixed Assets Account Group at its market value.

Sale of Municipal Assets - the proceeds from the sale of municipal assets can be held in a reserve until anticipated as a revenue in a future budget. GAAP requires such proceeds to be recorded as a revenue in the year of sale.

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.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

C. Basis of Accounting (Continued)

General Fixed Assets – N.J.A.C. 5:30-5.6, Accounting for Governmental Fixed Assets, as promulgated by the Division of Local Government Services, which differs in certain respects from generally accepted accounting principles, requires the inclusion of a statement of general fixed assets of the Borough as part of its basic financial statements. General fixed assets are defined as nonexpendable personal property having a physical existence, a useful life of more than one year and an acquisition cost of \$5,000.00 or more per unit.

Public domain ("infrastructure") general fixed assets consisting of certain improvements other than buildings, such as roads, bridges, curbs and gutters, streets and sidewalks and drainage systems are not capitalized. No depreciation has been provided on general fixed assets or reported in the financial statements.

The Borough has developed a fixed assets accounting and reporting system based on an inspection and valuation prepared by an independent appraisal firm. Fixed assets are valued at historical cost or estimated historical cost if actual historical cost is not available. Land is stated at the assessed value contained in the Borough's most recent property revaluation. Buildings are stated at the most recent insurance replacement value. General Fixed Assets that have been acquired and are utilized in a governmental fund operation are accounted for in the General Fixed Assets Account Group rather than in a governmental fund.

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.

Inventories of Supplies - the cost of inventories of supplies for all funds are recorded as expenditures at the time individual items are purchased. The cost of inventories are not included on the various balance sheets. GAAP requires the cost of inventories to be reported as a current asset and equally offset by a fund balance reserve.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

C. Basis of Accounting (Continued)

Fixed Capital - Sewer Utility

Accounting for utility fund "fixed capital" remains unchanged under the requirements of N.J.A.C. 5:30-5.6.

Property and equipment purchased by the Sewer Utility Fund are recorded in the capital account at cost and are adjusted for disposition and abandonment. The amounts shown do not purport to represent reproduction costs or current value. The fixed capital reported is as taken from the municipal records and does not necessarily reflect the true condition of such fixed capital. Contributions in aid of construction are not capitalized. The balance in the Reserve for Amortization account in the utility capital fund represent charges to operations for the cost of acquisitions of property, equipment and improvements. The utility does not record depreciation on fixed assets.

D. 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 Borough presents the financial statements listed in the table of contents of the "Requirements of Audit and Accounting Revision of 1987" as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey and which differ from the financial statements required by GAAP.

NOTE 2: CASH AND CASH EQUIVALENTS

The Borough considers petty cash, change funds, cash in banks and certificates of deposit as cash and cash equivalents.

A. Deposits

New Jersey statutes permit the deposit of public funds in institutions which are located in New Jersey and which meet the requirements of the Governmental Unit Deposit Protection Act (GUDPA) or the State of New Jersey Cash Management Fund. GUDPA requires a bank that accepts public funds to be a public depository. A public depository is defined as a state bank, a national bank, or a savings bank, which is located in the State of New Jersey, the deposits of which are insured by the Federal Deposit Insurance Corporation. The statutes also require public depositories to maintain collateral for deposits of public funds that exceed certain insurance limits. All collateral must be deposited with the Federal Reserve Bank or a banking institution that is a member of the Federal Reserve System and has capital funds of not less than \$25,000,000.00.

NOTE 2: CASH AND CASH EQUIVALENTS (CONTINUED)

A. Deposits (Continued)

The Borough of Manville had the following cash and cash equivalents at December 31, 2009:

<u>FUND</u>	<u>CHANGE FUND</u>	<u>CASH IN BANK</u>	<u>TOTAL</u>
Current Fund	\$800.00	\$3,234,155.48	\$3,234,955.48
Animal Control Trust Fund		11,751.20	11,751.20
Other Trust Fund		726,800.67	726,800.67
General Capital Fund		323,513.42	323,513.42
Sewer Operating Fund	200.00	862,642.19	862,842.19
Sewer Utility Capital Fund		100,932.46	100,932.46
<u>TOTAL DECEMBER 31, 2009</u>	<u>\$1,000.00</u>	<u>\$5,259,795.42</u>	<u>\$5,260,795.42</u>

Custodial Credit Risk – Deposits – Custodial credit risk is the risk that in the event of a bank failure, the deposits may not be returned. The Borough does not have a specific deposit policy for custodial credit risk other than those policies that adhere to the requirements of statute. As of December 31, 2009, based upon the coverage provided by FDIC and NJ GUDPA, no amount of the bank balance was exposed to custodial credit risk. Of the cash on balance in the bank \$500,000.00 was covered by Federal Depository Insurance and \$4,759,585.77 was covered by NJ GUDPA.

B. Investments

The purchase of investments by the Borough are strictly limited by the express authority of the New Jersey Local Fiscal Affairs Law, N.J.S.A. 40A:5-15.1. Permitted investments include any of the following type of securities:

1. Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;

NOTE 2: CASH AND CASH EQUIVALENTS (CONTINUED)

B. Investments (Continued)

2. Government money market mutual funds which are purchased from an investment company or investment trust which is registered with the Securities and Exchange Commission under the "Investment Company Act of 1940," 15 U.S.C. 80a-1 et seq., and operated in accordance with 17 C.F.R. § 270.2a-7 and which portfolio is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. § 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities in which direct investment may be made pursuant to paragraphs (1) and (3) of N.J.S.A. 5-15.1. These funds are also required to be rated by a nationally recognized statistical rating organization.
3. Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
4. Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within which the school district is located.
5. Bonds or other obligations, having a maturity date not more than 397 days from date of purchase, approved by the Division of Investment of the Department of Treasury for investment by Local Units;
6. Local government investment pools that are fully invested in U.S. Government securities that meet the definition of eligible security pursuant to 17 C.F.R. § 270a-7 and repurchase agreements that are collateralized by such U.S. Government securities in which direct investment may be made pursuant to paragraphs (1) and (3) of N.J.S.A. 5-15.1. This type of investment is also required to be rated in the highest category by a nationally recognized statistical rating organization.
7. Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281 (C. 52:18A-90.4); or

NOTE 2: CASH AND CASH EQUIVALENTS (CONTINUED)

B. Investments (Continued)

8. Agreements for the repurchase of fully collateralized securities if:
 - a. the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection;
 - b. the custody of collateral is transferred to a third party;
 - c. the maturity of the agreement is not more than 30 days;
 - d. the underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c.236 (C. 17:19-41); and
 - e. a master repurchase agreement providing for the custody and security of collateral is executed.

The Borough of Manville's investment activities during the year were in accordance with the above New Jersey Statute.

NOTE 3: LONG-TERM DEBT

The Local Bond Law, Chapter 40A:2, governs the issuance of bonds to finance general municipal capital expenditures. All bonds are retired in annual installments within the statutory period of usefulness. All bonds issued by the Borough are general obligation bonds, backed by the full faith and credit of the Borough. Bond Anticipation Notes, which are issued to temporarily finance capital projects, shall mature and be paid off within ten years or financed by the issuance of bonds.

NOTE 3: LONG-TERM DEBT (CONTINUED)

SUMMARY OF MUNICIPAL DEBT

	<u>YEAR 2009</u>	<u>YEAR 2008</u>	<u>YEAR 2007</u>
Issued:			
General:			
Bonds and Notes	<u>\$9,200,452.03</u>	<u>\$10,390,041.14</u>	<u>\$11,524,845.79</u>
Net Debt Issued	<u>\$9,200,452.03</u>	<u>\$10,390,041.14</u>	<u>\$11,524,845.79</u>
Authorized But Not Issued:			
General:			
Bonds and Notes	<u>\$1,575,798.82</u>	<u>\$552,198.82</u>	<u>\$627,198.82</u>
 TOTAL BONDS AND NOTES ISSUED AND AUTHORIZED BUT NOT ISSUED	 <u>\$10,776,250.85</u>	 <u>\$10,942,239.96</u>	 <u>\$12,152,044.61</u>

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 statutory net debt of 0.93%.

	<u>GROSS DEBT</u>	<u>DEDUCTIONS</u>	<u>NET DEBT</u>
Local School District Debt	\$1,249,000.00	\$1,249,000.00	
General Debt	<u>10,776,250.85</u>		<u>\$10,776,250.85</u>
	<u>\$12,025,250.85</u>	<u>\$1,249,000.00</u>	<u>\$10,776,250.85</u>

NET DEBT \$10,776,250.85 DIVIDED BY EQUALIZED VALUATION BASIS PER N.J.S.A. 40A:2-2, AS AMENDED, \$1,154,021,570.00 EQUALS 0.93%.

NOTE 3: LONG-TERM DEBT (CONTINUED)

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

Equalized Valuation Basis* - December 31, 2009	<u>\$1,154,021,570.00</u>
3-1/2% of Equalized Valuation Basis	\$40,390,754.95
Net Debt	<u>10,776,250.85</u>
Remaining Borrowing Power	<u>\$29,614,504.10</u>

*Equalized Valuation Basis is the average of the equalized valuation of real estate, including improvements, and the assessed valuation of Class II Rail Road Property of the Borough of Manville for the last three (3) preceding years.

CALCULATION OF "SELF-LIQUIDATING PURPOSE"
SEWER UTILITY PER N.J.S.40A:2-45

Cash Receipts from Surplus, Fees, Rents, or Other Charges for Year	\$2,176,317.49
Deductions:	
Operating and Maintenance Costs	<u>1,998,000.00</u>
Excess in Revenues	<u>\$ 178,317.49</u>

NOTE 3: LONG-TERM DEBT (CONTINUED)

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

Equalized Valuation Basis* - December 31, 2009	<u>\$1,154,021,570.00</u>
3-1/2% of Equalized Valuation Basis	\$40,390,754.95
Net Debt	<u>10,776,250.85</u>
Remaining Borrowing Power	<u>\$29,614,504.10</u>

*Equalized Valuation Basis is the average of the equalized valuation of real estate, including improvements, and the assessed valuation of Class II Rail Road Property of the Borough of Manville for the last three (3) preceding years.

CALCULATION OF "SELF-LIQUIDATING PURPOSE"
SEWER UTILITY PER N.J.S.40A:2-45

Cash Receipts from Surplus, Fees, Rents, or Other Charges for Year	\$2,176,317.49
Deductions: Operating and Maintenance Costs	<u>1,998,000.00</u>
Excess in Revenues	<u>\$178,317.49</u>

NOTE 3: LONG-TERM DEBT (CONTINUED)

SCHEDULE OF ANNUAL DEBT SERVICE FOR PRINCIPAL AND INTEREST
FOR BONDED DEBT ISSUED AND OUTSTANDING DECEMBER 31, 2008

CALENDAR YEAR	GENERAL		TOTAL
	PRINCIPAL	INTEREST	
2010	\$775,000.00	\$276,091.25	\$1,051,091.25
2011	784,000.00	244,528.75	1,028,528.75
2012	775,000.00	203,692.50	978,692.50
2013	710,000.00	172,792.50	882,792.50
2014	740,000.00	142,480.00	882,480.00
2015	755,000.00	110,580.00	865,580.00
2016	765,000.00	77,442.50	842,442.50
2017	775,000.00	43,730.00	818,730.00
2018	648,000.00	13,365.00	661,365.00
	<u>\$6,727,000.00</u>	<u>\$1,284,702.50</u>	<u>\$8,011,702.50</u>

BOND ANTICIPATION NOTES

Outstanding Bond Anticipation Notes are summarized as follows:

	Interest Rate	Maturity Date	Amount
General Capital Fund	2.25%	07/01/10	<u>\$2,000,000.00</u>
			<u>\$2,000,000.00</u>

NOTE 3: LONG-TERM DEBT (CONTINUED)

STATEMENT OF ANNUAL DEBT FOR WASTEWATER TREATMENT

<u>CALENDAR YEAR</u>	<u>STATE PRINCIPAL</u>	<u>TRUST PRINCIPAL</u>	<u>TRUST INTEREST</u>	<u>TOTAL</u>
2010	\$33,932.77	\$195,000.00	\$13,290.00	\$242,222.77
2011	32,550.89	45,000.00	5,880.00	83,430.89
2012	34,291.03	50,000.00	3,600.00	87,891.03
2013	<u>32,755.60</u>	<u>50,000.00</u>	<u>1,200.00</u>	<u>83,955.60</u>
	<u>\$133,530.29</u>	<u>\$340,000.00</u>	<u>\$23,970.00</u>	<u>\$497,500.29</u>

The Borough entered into various agreements with the State of New Jersey and the New Jersey Wastewater Treatment Trust in order to secure loans for the purpose of funding allowable costs of various Wastewater Improvement Projects. Under the terms of the agreements any unexpended funds from the Trust Loan Fund would be held and invested by the State of New Jersey and be applied to the payment of debt on an annual basis.

NOTE 4: FUND BALANCES APPROPRIATED

Fund balances at December 31, 2009, which were appropriated and included as anticipated revenue in their own respective funds for the year ending December 31, 2010, as introduced were as follows:

Current Fund	\$1,875,000.00
Sewer Utility Fund	\$ 175,000.00

NOTE 5: PROPERTY TAXES

Property taxes attach as an enforceable lien on property as of January 1. Taxes are levied based on the final adoption of the current year municipal budget, and are payable in four installments on February 1, May 1, August 1 and November 1. The Borough bills and collects its own property taxes and also the taxes for the County and the Local School District. The collections and remittance of county and school taxes are accounted for in the Current Fund. Borough property tax revenues are recognized when collected in cash and any receivables are recorded with offsetting reserves on the balance sheet of the Borough's Current Fund:

	BALANCE DECEMBER 31, 2009	BALANCE DECEMBER 31, 2008
Prepaid Taxes	<u>\$355,145.24</u>	<u>\$412,429.04</u>

NOTE 6: PENSION PLANS

Borough employees, who are eligible for a pension plan, are enrolled in one of three pension systems administered by the Division of Pensions, Treasury Department of the State of New Jersey. The plans are: the Public Employees' Retirement System, the Police and Firemen's Retirement System, Consolidated Police and Firemen's Pension Fund of New Jersey AND Defined Contribution Retirement Program (DCRP). The Division annually charges participating government units for their respective contributions to the plans based upon actuarial methods. Certain portions of the cost are contributed by the employees. The Borough's share of pension costs, which is based upon the annual billings received from the State, amounted to \$369,145.35 for 2009, \$640,916.50 for 2008 and \$408,617.34 for 2007. The Borough's share for DCRP amounted to \$530.00 in 2009.

Certain Borough employees are also covered by the Federal Insurance Contribution Act.

Information as to the comparison of the actuarially computed value of vested benefit with the system's assets is not available from the State Retirement System and, therefore, is not presented.

NOTE 7: COMPENSATED ABSENCES

Under the existing policy of the Borough, employees are allowed to accumulate unused sick pay over the life of their working careers which may be taken as time off at a later date. The accumulated cost of such unpaid compensation is not required to be reported in the financial statements as presented and has not been determined, but is probably material. The Borough annually appropriates the amounts that are required to be paid in that year's budget and no liability is accrued at December 31, 2009.

NOTE 8: LITIGATION

The Borough is involved in several pending legal proceedings, the impact on the financial statements of which, either individually or in the aggregate, in the opinion of the Borough's legal counsel would not be material.

NOTE 9: CONTINGENT LIABILITIES

The Borough participates in several federal and state financial assistance grant programs. Entitlement to the funds is generally conditional upon compliance with terms and conditions of the grant agreements and applicable regulations, including the expenditures of funds for eligible purposes. These programs are subject to compliance and financial audits by the grantors or their representatives. As of December 31, 2009, the Borough does not believe that any material liabilities will result from such audits.

NOTE 10: TAX APPEALS

There are several tax appeals filed requesting a reduction of assessments for 2009 and prior years. Any reduction in assessed valuation will result in a refund of prior year's taxes in the year of settlement, which may be funded from tax revenues through the establishment of a reserve or by the issuance of refunding bonds per N.J.S.A. 40A:2-51.

NOTE 11: RISK MANAGEMENT

The Borough is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Borough maintains commercial insurance coverage covering each of those risks of loss. Management believes such coverage is sufficient to preclude any significant uninsured losses to the Borough. Settled claims have not exceeded this commercial coverage in any of the past three fiscal years.

New Jersey Unemployment Compensation Insurance - The Borough has elected to fund its New Jersey Unemployment Compensation Insurance under the "Benefit Reimbursement Method". Under this plan, the Borough is required to reimburse the New Jersey Unemployment Trust Fund for benefits paid to its former employees and charged to its account with the State. The Borough is billed quarterly for amounts due to the State. Below is a summary of Borough contributions, employee contributions, reimbursements to the State for benefits paid, and the ending balance of the Borough's expendable trust fund for the current and previous two years:

<u>Year</u>	<u>Borough Contributions / Interest Earned</u>	<u>Employee Contributions</u>	<u>Amount Reimbursed</u>	<u>Ending Balance</u>
2009	\$ 72,274.53	\$ 5,539.41	\$ 40,166.10	\$ 105,192.96
2008	71,253.35	9,021.40	23,357.32	67,545.12
2007	55,391.08	869.55	54,243.85	10,627.69

NOTE 12: INTERFUND RECEIVABLES AND PAYABLES

The following interfund balances remained on the balance sheet at December 31, 2009:

<u>Fund</u>	<u>Interfund Receivable</u>	<u>Interfund Payable</u>
Current Fund	\$ 4,737.95	\$
Animal Control Fund		3,201.00
Trust Other Fund		1,536.95
Sewer Utility Operating Fund	86.19	
Sewer Utility Capital Fund		86.19
	<u>\$ 4,824.14</u>	<u>\$ 4,824.14</u>

All Interfund balances resulted from the time lag between the dates that payments between funds are made.

NOTE 13: DEFERRED COMPENSATION PLAN

The Borough offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The plan, available to all Borough employees, permits them to defer a portion of their salaries until future years. The Borough does not make any contribution to the plan. The deferred compensation is not available to employees until retirement, death, disability, termination or financial hardships.

In accordance with the requirements of the Small Business Job Protection Act of 1996 and the funding requirements of Internal Revenue Code Section 457(g), the Borough's Plan was amended to require that all amounts of compensation deferred under the Plan are held for the exclusive benefits of plan participants and beneficiaries. All assets and income under the Plan are held in trust, in annuity contracts or custodial accounts.

The Plan is administered by the AIG Retirement (AIG) and AXA-Equitable.

The accompanying financial statements do not include the Borough's Deferred Compensation Plan activities. The Borough's Deferred Compensation Plan financial statements are contained in a separate review report.

NOTE 14: LENGTH OF SERVICE AWARDS PROGRAM

During 2003, the Borough of Manville adopted an ordinance establishing a Length of Service Awards Program for the members of the Manville Fire Department and the Manville First Aid/Rescue Squad pursuant to N.J.S.A. 40A:14-183 *et seq.*

Under this program, each volunteer of the Manville Fire Department that performs the minimum amount of service will have an annual amount up to \$1,150.00 deposited into a tax deferred income account that will earn interest for the volunteer. Each volunteer of the Manville First Aid/Rescue Squad that performs the minimum amount of service will have an amount up to \$1,150.00 deposited into a tax deferred income account for the volunteer. The Borough's costs amounted to \$14,100.00 in 2009 and \$6,750.00 in 2008.

The accompanying financial statements do not include the Borough's Length of Service Awards Program's activities. The Borough's Length of Service Awards Program's financial statements are contained in a separate review report, as required by state regulations.

NOTE 15: GASB 45: OTHER POST-EMPLOYMENT BENEFITS (UNAUDITED)

The Borough provides Post Retirement Benefits to certain employees, per the terms of their various labor agreements, who have retired from the Borough after twenty-five (25) years of service.

During the year ended December 31, 2009 there was one Borough employee who received benefits under this plan with total benefits expended for the year of \$14,787.00.

Commencing with the year ending December 31, 2008 the above noted post employment benefits require the Borough to implement the note disclosure provision of GASB Statement 45, "Accounting and Financial Reporting by Employers for Post Employment Benefits Other Than Pension." This statement which was adopted during 2004 by the Government Accounting Standard Board (GASB) requires the Borough to disclose in the notes of the financial statements the future cost of the other post employment benefits (OPEB) on a present value basis instead of the present pay as you go method. OPEB obligations are non-pension benefits that the Borough has contractually agreed to provide employees once they have retired.

NOTE 16: DEFERRED CHARGES TO BE RAISED IN SUCCEEDING YEAR'S BUDGET

	Balance December 31, <u>2009</u>	Raised in 2010 <u>Budget</u>
Current Fund:		
Emergency Appropriation N.J.S.A. 40A-53	<u>\$60,000.00</u>	<u>\$60,000.00</u>

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BOROUGH OF MANVILLE
SUPPLEMENTARY SCHEDULES – ALL FUNDS
YEAR ENDED DECEMBER 31, 2009

BOROUGH OF MANVILLECURRENT FUNDSCHEDULE OF CASH-TREASURER

	<u>REF.</u>		
Balance, December 31, 2008	A		\$ 6,352,748.25
Increased by Receipts:			
Taxes Receivable	A-8	\$ 23,338,828.95	
Tax Overpayments	A-23	56,459.70	
Prepaid Taxes	A-22	355,145.24	
Maintenance Liens	A-25	540.00	
2009 Appropriation Refunds	A-3	259,302.74	
Senior Citizens and Veterans Deductions	A-9	193,467.74	
Miscellaneous Revenue Not Anticipated	A-2	159,953.65	
Petty Cash	A-5	950.00	
Revenue Accounts Receivable	A-13	3,023,651.97	
Reserve for Police Outside Overtime	A-21	144,308.07	
Reserve for Grants-Unappropriated	A-14	31,349.44	
Interfunds	A-12	8,587.99	
Grants Receivable	A-15	221,748.72	
Reserve for Grants-Appropriated	A-19	25,059.00	
			<u>27,819,353.21</u>
			\$ 34,172,101.46
Decreased by Disbursements:			
2009 Appropriations	A-3	\$ 11,127,912.74	
2008 Appropriation Reserves	A-16	403,653.91	
Refund of Fees and Permits	A-2	42.00	
Refund of Miscellaneous Revenue not Anticipated	A-2	35.00	
Refund of Tax Overpayments	A-23	52,529.98	
Tax Anticipation Notes Payable	A-26	3,000,000.00	
Interfunds	A-12	1,536.95	
County Taxes	A-17	3,532,382.86	
Local District School Tax	A-18	12,514,514.00	
Reserve for Police Outside Overtime	A-21	148,310.75	
Reserve for Grants-Appropriated	A-19	95,876.80	
Reserve for Accounts Payable	A-24	5,960.00	
Petty Cash	A-5	950.00	
Refund of Prior Year Revenues	A-1	18,876.74	
Reserve for Insurance Damage	A-20	35,364.25	
			<u>30,937,945.98</u>
Balance, December 31, 2009	A		\$ <u><u>3,234,155.48</u></u>

"A-5"

BOROUGH OF MANVILLE
CURRENT FUND
SCHEDULE OF PETTY CASH

	<u>RECEIPTS</u>	<u>DISBURSEMENTS</u>
Borough Clerk	\$ 350.00	\$ 350.00
Police	200.00	200.00
Public Works	200.00	200.00
Police - Narcotics Enforcement	200.00	200.00
	<u>950.00</u>	<u>950.00</u>
	\$ <u>950.00</u>	\$ <u>950.00</u>
<u>REF.</u>	A-4	A-4

"A-6"

SCHEDULE OF CHANGE FUNDS

	<u>BALANCE</u> <u>DECEMBER 31,</u> <u>2008 AND 2009</u>
Tax Collector	\$ 200.00
Board of Health	100.00
Recreation	50.00
Clerk	50.00
Municipal Court	400.00
	<u>800.00</u>
	\$ <u>800.00</u>
<u>REF.</u>	A

BOROUGH OF MANVILLE

CURRENT FUND

SCHEDULE OF TAX TITLE LIENS

	<u>REF.</u>		
Balance, December 31, 2008	A		\$ 209,194.56
Increased by:			
Transferred from Prior Taxes	A-8	\$ 399.79	
Transferred from 2009 Taxes	A-8	11,706.80	
Interest and Costs on Tax Sale		<u>41.94</u>	
			<u>12,148.53</u>
Balance, December 31, 2009	A		\$ <u><u>221,343.09</u></u>

BOROUGH OF MANVILLECURRENT FUNDSCHEDULE OF DUE FROM STATE OF NEW JERSEY
PER CHAPTER 20, P.L. 1971

	<u>REF.</u>		
Balance, December 31, 2008 (Due From)	A	\$	66,579.83
Increased by:			
Senior Citizens and Veterans Deductions Per Tax Billings		\$	196,750.00
Senior Citizens and Veterans Deductions Allowed by Tax Collector			<u>17,669.07</u>
			214,419.07
		\$	<u>280,998.90</u>
Decreased by:			
Senior Citizens Deductions Disallowed by Tax Collector		\$	2,432.94
Received in Cash From State	A-4		<u>193,467.74</u>
			<u>195,900.68</u>
Balance, December 31, 2009 (Due From)	A	\$	<u><u>85,098.22</u></u>

CALCULATION OF STATE'S SHARE OF
2009 SENIOR CITIZENS DEDUCTIONS
ALLOWED BY COLLECTOR (CHAPTER 20, P.L. 1971)

Senior Citizens Deductions Per Tax Billings		\$	55,750.00
Veterans Deductions Per Tax Billings			141,000.00
Senior Citizens and Veterans Deductions Allowed by Tax Collector			<u>17,669.07</u>
		\$	214,419.07
Less: Senior Citizens Deductions Disallowed by Collector			<u>2,432.94</u>
	A-8	\$	<u><u>211,986.13</u></u>

"A-10"

BOROUGH OF MANVILLE

CURRENT FUND

SCHEDULE OF RESERVE FOR PROPERTY ACQUIRED FOR TAXES

	<u>REF.</u>	
Balance, December 31, 2008 and December 31, 2009	A	\$ <u>163,000.00</u>

"A-11"

SCHEDULE OF RESERVE FOR SALE
OF MUNICIPAL ASSETS

Balance, December 31, 2008 and December 31, 2009	A	\$ <u>343.33</u>
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BOROUGH OF MANVILLE

CURRENT FUND

SCHEDULE OF INTERFUNDS

	<u>REF.</u>	<u>TOTAL</u>	<u>ANIMAL CONTROL TRUST FUND</u>	<u>OTHER TRUST FUND</u>
Balance, December 31, 2008:				
Interfunds Receivable	A	\$ 8,606.19	\$ 5,304.60	\$ 3,301.59
Receipts	A-4	8,587.99	5,286.40	3,301.59
Disbursements	A-4	1,536.95		1,536.95
Transfer	A-2	3,182.80	3,182.80	
Balance, December 31, 2009:				
Interfunds Receivable	A	\$ 4,737.95	\$ 3,201.00	\$ 1,536.95

BOROUGH OF MANVILLE

CURRENT FUND

SCHEDULE OF REVENUE ACCOUNTS RECEIVABLE

REF.	BALANCE DECEMBER 31, 2008	ACCRUED IN 2009	COLLECTED	BALANCE DECEMBER 31, 2009
	\$	\$	\$	\$
Clerk:				
Licenses:				
Alcohol Beverages		15,628.00	15,520.00	108.00
Other Licenses	875.00	8,645.00	9,385.00	135.00
Fees and Permits	2,851.00	34,414.60	35,344.85	1,920.75
Police Department:				
Fees and Permits	300.15	1,800.83	2,047.80	53.18
Planning Board/Board of Adjustment:				
Fees and Permits		2,700.00	2,700.00	
Zoning:				
Fees and Permits	390.00	4,095.00	4,430.00	55.00
Health Officer:				
Other Licenses		15,069.00	14,613.00	456.00
Fees and Permits	198.60	1,334.20	1,457.80	75.00
Construction Code Official:				
Fees and Permits	6,014.00	80,723.00	80,296.00	6,441.00
Fire:				
Fees and Permits	580.00	2,080.00	2,660.00	
Engineering:				
Fees and Permits		1,000.00	1,000.00	
Building/ Fire Inspection Fees:				
Fees and Permits	25.00	10,915.00	10,090.00	850.00
Registrar:				
Other Licenses	6.00	284.00	269.00	21.00
Fees and Permits	3,164.00	19,301.00	21,280.00	1,185.00
Municipal Court:				
Fines and Costs	12,271.03	140,946.63	144,968.15	8,249.51
Interest and Costs on Taxes		91,759.05	91,759.05	
Interest on Investments and Deposits	199.18	70,653.70	70,677.59	175.29
Utility Operating Surplus Prior Year		121,802.00	121,802.00	
Consolidated Municipal Property Tax Relief Aid		1,210,784.00	1,210,784.00	
Energy Receipts Tax		811,811.00	811,811.00	
Assessment of Taxes - Boro of Raritan		45,180.12	45,180.12	
Cable TV Franchise Fee		67,686.00	67,686.00	
Verizon Franchise Fee		23,269.64	23,269.64	
Capital Surplus		225,000.00	225,000.00	
Uniform Fire Safety Act		9,620.97	9,620.97	
	\$ 26,873.96	\$ 3,016,502.74	\$ 3,023,651.97	\$ 19,724.73
REF.	A		A-4	A

BOROUGH OF MANVILLE

CURRENT FUND

SCHEDULE OF GRANTS AND STATE AID UNAPPROPRIATED

	BALANCE DECEMBER 31, 2008	RECEIPTS	APPLIED TO RECEIVABLE	APPLIED TO REVENUE	BALANCE DECEMBER 31, 2009
Recycling Tonnage Grant	\$ 7,624.93	\$ 12,671.11	\$ 7,624.93	\$	12,671.11
Youth Services Program - Summer Camp	3,576.00	11,500.00	3,576.00		11,500.00
Alcohol Education Rehabilitation Fund		928.19			928.19
DDEF	5,874.05	6,236.08	5,874.05		6,236.08
Body Armor Replacement Program	2,141.87		2,141.87		
In Lieu of... "Garden State Trust Pilot"	14.06	14.06		14.06	14.06
	<u>\$ 19,230.91</u>	<u>\$ 31,349.44</u>	<u>\$ 19,216.85</u>	<u>\$ 14.06</u>	<u>\$ 31,349.44</u>
<u>REF.</u>	A	A-4	A-15	A-2	A

BOROUGH OF MANVILLE

CURRENT FUND

SCHEDULE OF GRANTS RECEIVABLE

	BALANCE DECEMBER 31, 2008	2009 BUDGET ANTICIPATED REVENUE	RECEIPTS	UNAPPROPRIATED RESERVE APPLIED	BALANCE DECEMBER 31, 2009
Office of Emergency Management	\$	\$ 5,000.00	\$	\$	5,000.00
Click It or Ticket Program		4,000.00			4,000.00
Clean Communities Program		18,104.72	18,104.72		
Recycling Tonnage Grant		7,624.93		7,624.93	
Drunk Driving Enforcement Fund		5,874.05		5,874.05	
D.O.T. - Washington Avenue - Section III	150,000.00		150,000.00		
Municipal Alliance Alcohol & Drug Abuse	6,892.00		15,524.00		
Over the Limit, Under Arrest	5,000.00		5,000.00		1,064.00
Body Armor Replacement Fund		2,141.87		2,141.87	
Federal Bulletproof Vest Partnership		2,250.00			2,250.00
SC Youth Services Grant	5,000.00				5,000.00
SC Girls On The Run Grant	33,260.00				5,000.00
Façade Improvements	30,000.00		14,640.00		33,260.00
SC Youth & Recreation Grant					15,360.00
Youth Services Summer Camp		3,576.00		3,576.00	
Manville Summer Adventure Challenge		6,500.00			6,500.00
Domestic Violence Grant	6,860.00				6,860.00
Child Passenger Safety Grant		6,480.00	6,480.00		
Pedestrian Safety Grant		12,000.00	12,000.00		
Traffic Challenge Diagramming Software		2,500.00			2,500.00
Traffic Engineering Grant	6,990.00				6,990.00
	\$ 244,002.00	\$ 90,747.57	\$ 221,748.72	\$ 19,216.85	\$ 93,784.00

REF.

A

A-2

A-4

A-14

A

BOROUGH OF MANVILLE

CURRENT FUND

SCHEDULE OF 2008 APPROPRIATION RESERVES

	BALANCE DECEMBER 31, 2008	BALANCE AFTER TRANSFERS	PAID OR CHARGED	BALANCE LAPSED
<u>SALARIES AND WAGES:</u>				
Administrative & Executive	\$ 5,312.25	\$ 6,312.25	\$ 6,005.67	\$ 306.58
Mayor & Council	2,701.50	2,701.50		2,701.50
Financial Administration	4,848.98	5,748.98	5,625.35	123.63
Assessment of Taxes	4,014.18	4,014.18	1,924.96	2,089.22
Collection of Taxes	1,760.51	3,660.51	2,289.10	1,371.41
Legal Services & Costs	0.18	0.18		0.18
Zoning Commission	500.00	500.00		500.00
Police	4,108.62	9,008.62	8,679.96	328.66
Municipal Court	9,487.43	9,487.43	6,232.48	3,254.95
Public Works	90,375.32	85,475.32	38,978.23	46,497.09
Board of Health	2,986.74	2,986.74	1,398.77	1,587.97
Recreation	3,123.70	5,123.70	4,289.75	833.95
Construction Office	757.29	9,757.29	2,382.85	7,374.44
Property Maintenance	1,397.61	2,297.61	2,188.89	108.72
Uniform Fire Safety Act	335.36	2,335.36		2,335.36
<u>OTHER EXPENSES:</u>				
Administrative and Executive	7,921.98	12,316.37	10,839.50	1,476.87
Mayor & Council	4,599.37	4,722.82	123.45	4,599.37
Elections	939.21	939.21		939.21
Financial Administration	1,358.52	750.55	750.00	0.55
Audit	4,575.00	4,575.00	4,575.00	
Assessment of Taxes	9,315.15	10,940.36	2,084.13	8,856.23
Collection of Taxes	2,250.74	520.74	170.00	350.74
Legal Services and Costs	8,332.56	19,273.06	12,251.00	7,022.06
Engineering Services & Costs	6,716.00	15,226.00	8,858.25	6,367.75
Public Buildings and Grounds	1,487.42	19,538.28	19,538.28	
Beautification Expense	1,000.00	1,000.00		1,000.00
Planning Board	4,489.30	4,633.32	944.02	3,689.30
Zoning Commission	517.56	1,212.26	743.65	468.61
Fire	4,057.64	12,143.26	8,444.25	3,699.01
Police	515.59	14,766.26	14,743.42	22.84
Municipal Court	2,399.96	5,354.36	3,093.10	2,261.26
Emergency Management	214.21	15,464.68	14,766.47	698.21
First Aid Insurance Payment	4,574.00	4,574.00		4,574.00
Ambulance Services	12,870.00	12,870.00		12,870.00
Public Works Department	8,969.27	127,624.20	117,023.17	10,601.03
Board of Health	3,264.71	3,417.99	153.28	3,264.71
Visiting Nurse Contract	3,100.00	3,100.00		3,100.00
Bloodborne Pathogens	643.00	643.00	186.00	457.00
Recreation	9,585.42	9,463.10	2,136.08	7,327.02
Celebration of Events, Anniversary, or Holiday	1,000.00	1,000.00		1,000.00
Contributions to Youth Services Commission	3,000.00	3,000.00		3,000.00
Construction Office	2,400.71	2,531.82	131.40	2,400.42
Property Maintenance	4,243.14	3,633.14	290.00	3,343.14
Uniform Fire Safety Act	188.41	2,950.59	2,950.59	
Gasoline & Fuel	18,773.10	19,414.89	5,436.80	13,978.09
Electricity	16,068.20	21,075.10	21,052.54	22.56

BOROUGH OF MANVILLE

CURRENT FUND

SCHEDULE OF 2008 APPROPRIATION RESERVES

	BALANCE DECEMBER 31, 2008	BALANCE AFTER TRANSFERS	PAID OR CHARGED	BALANCE LAPSED
<u>OTHER EXPENSES (CONTINUED):</u>				
Natural Gas	\$ 40,500.57	\$ 41,585.45	\$ 18,779.53	\$ 22,805.92
Street Lighting	11,411.47	26,083.99	26,083.99	
Telephone	33,356.00	37,992.55	18,547.96	19,444.59
Fire Hydrant Service	24,900.00	24,900.00	13,891.45	11,008.55
Water	13,405.41	13,405.41	26.05	13,379.36
Contingent	2,500.00	2,500.00		2,500.00
Maintenance of Free Public Library		2,301.79	2,301.79	
Social Security System	21,563.24	21,563.24		21,563.24
Consolidated Police & Firemen's Pension Fund	516.30	516.30		516.30
State Unemployment Insurance	10,000.00	10,000.00		10,000.00
Length of Service Awards Program	36,000.00	36,000.00	14,100.00	21,900.00
Group Insurance Plan for Employees	114,105.81	103,105.81	2,082.24	101,023.57
Other Insurance Premiums	18,209.32	18,209.32		18,209.32
Workmen Comp Insurance	229.34	229.34		229.34
Health Services Contract - Somerville & Raritan	1,009.00	1,009.00		1,009.00
Ambulance Services: Borough of Raritan				
Borough of SBB, Twp. Of Bridgewater	1,447.75	1,447.75		1,447.75
Police and Firemen's Retirement System of NJ	648.00	648.00		648.00
Public Employees Retirement System	919.20	919.20		919.20
Animal Control Contact - Twp. Of Bridgewater and Borough of Raritan	792.00	792.00		792.00
Building Inspector - Raritan	84.44	84.44		84.44
	<u>\$ 612,677.69</u>	<u>\$ 851,377.62</u>	<u>\$ 427,093.40</u>	<u>\$ 424,284.22</u>

REF.

A

A-1

Balance, December 31, 2008

A-16

\$ 612,677.69

Accounts Payable

A-24

238,699.93

\$ 851,377.62

Disbursements

A-4

\$ 403,653.91

Accounts Payable

A-24

23,439.49

\$ 427,093.40

"A-17"

BOROUGH OF MANVILLE

CURRENT FUND

SCHEDULE OF COUNTY TAXES PAYABLE

	<u>REF.</u>		
Increased by:			
2009 Tax Levy	A-8	\$ 3,525,655.31	
Added Taxes	A-8	<u>6,727.55</u>	
	A-1:A-2		\$ 3,532,382.86
Decreased by:			
Payments	A-4		\$ <u>3,532,382.86</u>

"A-18"

SCHEDULE OF LOCAL DISTRICT SCHOOL TAX PAYABLE

Increased by:			
Levy Year 2009 - (Calendar Year)	A-1:A-2:A-8		\$ 12,514,514.00
Decreased by:			
Disbursements	A-4		\$ <u>12,514,514.00</u>

BOROUGH OF MANVILLE

CURRENT FUND

SCHEDULE OF GRANTS-APPROPRIATED

	BALANCE DECEMBER 31, 2008	TRANSFERRED FROM 2009 BUDGET APPROPRIATIONS	PAID OR CHARGED	ACCOUNTS PAYABLE	CANCELED	BALANCE DECEMBER 31, 2009
	\$	\$	\$	\$	\$	\$
Traffic Engineering Grant	6,990.00					6,990.00
Emergency Management Assistance Program	5,884.86		5,884.86			1,529.82
Emergency Management Assistance Program	5,000.00		3,470.18			5,000.00
Emergency Management Assistance Program	5,000.00					4,680.00
Emergency Management Assistance Program	4,680.00	5,000.00		(320.00)	320.00	5,000.00
Click It or Ticket Program		4,000.00	4,000.00			
Over the Limit, Under Arrest		5,000.00	5,000.00			
Alcohol Education Rehabilitation - 2007	831.56		300.00			531.56
Alcohol Education Rehabilitation - 2008	1,181.00					1,181.00
Drunk Driving Enforcement Fund - 2008	8,797.30		5,902.68	(200.00)		3,094.62
Drunk Driving Enforcement Fund - 2009		5,874.05				5,874.05
Clean Communities Program - 2007				(614.83)	614.83	
Clean Communities Program - 2008	10,786.01		12,437.26	(1,651.25)		11,013.02
Clean Communities Program - 2009		18,104.72	6,158.65	933.05		2,216.60
Body Armor Replacement Fund	2,218.60					2,004.41
Body Armor Replacement Fund - 2005	2,004.41					2,065.39
Body Armor Replacement Fund - 2006	2,065.39					2,061.27
Body Armor Replacement Fund - 2007	2,081.27					2,349.72
Body Armor Replacement Fund - 2008	2,349.72					2,141.87
Body Armor Replacement Fund - 2009		2,141.87				2,250.00
Federal Bulletproof Vest Partnership - 2009		2,250.00				100.00
Youth Services - Summer Camp		3,576.00	3,476.00			1,579.40
Youth Services Grant - 2008	6,719.37		5,139.97			3,500.00
Youth Services Grant - 2009		5,000.00		1,500.00		15,000.00
SC Youth & Recreation Program - 2007	15,000.00					15,000.00
SC Youth & Recreation Program - 2008	15,000.00					15,000.00
SC Manville Summer Adventure Challenge						6,500.00
Child Passenger Safety Grant		6,500.00	6,480.00			10,000.00
Pedestrian Safety Grant		6,480.00	12,000.00			2,900.00
Municipal Planning Partnership	10,000.00					1,000.00
Domestic Violence Grant - 2007	2,900.00					1,000.00
Walmart - Summer Nights Grant	1,000.00					1,882.91
Recycling Tonnage Grant - 2006	1,882.91		1,882.91			3,714.65
Recycling Tonnage Grant - 2007	3,714.65		3,714.65			3,103.33
Recycling Tonnage Grant - 2008	3,103.33		3,103.33			3,904.31
Recycling Tonnage Grant - 2009		7,624.93				3,720.62
Municipal Alliance Alcohol & Drug Abuse - 2007	252.61					423.94
Municipal Alliance Alcohol & Drug Abuse - 2008	423.94		1,787.91	(1,787.91)		68.00
Municipal Alliance Alcohol & Drug Abuse - 2009		7,272.00	6,333.09	870.91		10,260.00
Match		2,424.00	2,424.00			23,000.00
E.D.I.P. - Façade Grant Program	10,260.00					82.00
E.D.I.P. - Façade Grant Program						2,933.72
Traffic Records Diagramming Software - Electronic Upload		2,500.00	418.00	2,000.00		5,000.00
N.J. SPARKS	2,933.72					2,933.72
SC Girls On The Run Grant	5,000.00					5,000.00
	<u>143,060.65</u>	<u>90,747.57</u>	<u>70,817.80</u>	<u>729.97</u>	<u>1,187.44</u>	<u>161,073.01</u>
	A	A-3			A-1	A

REF.

Disbursements
Less: Refunds

\$ 95,876.80
25,059.00

A-4
A-4

Accounts Payable
Less: Prior Year Accounts Payable

\$ 5,328.96
4,598.99

A-24
A-24

\$ 729.97

"A-20"

BOROUGH OF MANVILLE

CURRENT FUND

SCHEDULE OF RESERVE FOR INSURANCE DAMAGE

	<u>REF.</u>	
Balance, December 31, 2008	A	\$ 304,712.78
Decreased by:		
Disbursements	A-4	<u>35,364.25</u>
Balance, December 31, 2009	A	<u>\$ 269,348.53</u>

"A-21"

SCHEDULE OF RESERVE FOR POLICE OUTSIDE OVERTIME

Balance, December 31, 2008	A	\$ 4,002.68
Increased by:		
Receipts	A-4	<u>144,308.07</u>
		\$ <u>148,310.75</u>
Decreased by:		
Disbursements	A-4	<u>\$ 148,310.75</u>

"A-22"

BOROUGH OF MANVILLE
CURRENT FUND
SCHEDULE OF PREPAID TAXES

	<u>REF.</u>		
Balance, December 31, 2008	A	\$	412,429.04
Increased by:			
Collection-2010 Taxes	A-4		355,145.24
		\$	<u>767,574.28</u>
Decreased by:			
Applied to 2009 Taxes Receivable	A-8		<u>412,429.04</u>
Balance, December 31, 2009	A	\$	<u><u>355,145.24</u></u>

"A-23"

SCHEDULE OF TAX OVERPAYMENTS

Balance, December 31, 2008	A	\$	30,629.90
Increased by:			
Overpayments in 2009	A-4		56,459.70
		\$	<u>87,089.60</u>
Decreased by:			
Refunds	A-4	\$	52,529.98
Applied to Taxes Receivable	A-8		<u>24,772.40</u>
			<u>77,302.38</u>
Balance, December 31, 2009	A	\$	<u><u>9,787.22</u></u>

BOROUGH OF MANVILLE

CURRENT FUND

SCHEDULE OF ACCOUNTS PAYABLE

	<u>REF.</u>		
Balance, December 31, 2008	A		\$ 263,272.37
Increased by:			
2009 Appropriations	A-3	\$ 169,495.35	
2008 Appropriation Reserves	A-16	23,439.49	
Grants Appropriated	A-19	<u>5,328.96</u>	
			\$ <u>198,263.80</u>
			\$ <u>461,536.17</u>
Decreased by:			
Disbursements	A-4	\$ 5,960.00	
Canceled	A-1	14,013.45	
Transferred to Appropriation Reserves	A-16	238,699.93	
Transferred to Grants Appropriated	A-19	<u>4,598.99</u>	
			<u>263,272.37</u>
Balance, December 31, 2009	A		\$ <u><u>198,263.80</u></u>

SCHEDULE OF MAINTENANCE LIENS

Balance, December 31, 2008	A		\$ 810.00
Increased by:			
Maintenance Liens Assessed			<u>540.00</u>
Balance, December 31, 2009	A		\$ <u><u>270.00</u></u>

"A-26"

BOROUGH OF MANVILLE

CURRENT FUND

SCHEDULE OF RESERVE FOR TAX ANTICIPATION NOTES

	<u>REF.</u>	
Balance, December 31, 2008	A	\$ 3,000,000.00
Increased by:		
Disbursements	A-4	\$ <u>3,000,000.00</u>

"A-27"

SCHEDULE OF DEFERRED CHARGES

Balance, December 31, 2008	A	\$ 120,000.00
Decreased by:		
2009 Appropriation	A-3	<u>60,000.00</u>
Balance, December 31, 2009	A	\$ <u>60,000.00</u>

BOROUGH OF MANVILLETRUST FUNDSCHEDULE OF CASH-TREASURER

	<u>REF.</u>	<u>ANIMAL CONTROL</u>	<u>OTHER</u>
Balance, December 31, 2008	B	\$ <u>14,258.20</u>	\$ <u>610,376.09</u>
Increased by Receipts:			
Due Current Fund	B-3	\$	\$ 1,536.95
Reserve for Recreation Deposits	B-14		35,037.00
Community Development Block Grants Receivable	B-7		83,381.00
Animal Control License Fees	B-8	4,304.40	
Reserve for Premiums on Taxes	B-9		120,400.00
Reserve for Redemption of Outside Liens	B-10		213,715.43
Unemployment Compensation	B-16		77,813.94
Federal Housing Urban Development-Section 8	B-2		903,413.38
Reserve for Developer's Escrow Deposits	B-13		518.22
Reserve for Law Enforcement Trust Fund	B-12		5,980.83
Reserve for Federal Asset Forfeitures	B-11		11,715.77
Reserve for Payroll Deductions	B-17		2,226,871.64
Miscellaneous Trust Deposits	B-4		52,943.85
		\$ <u>4,304.40</u>	\$ <u>3,733,328.01</u>
		\$ <u>18,562.60</u>	\$ <u>4,343,704.10</u>
Decreased by Disbursements:			
Due Current Fund	B-5:B-3	\$ 5,286.40	\$ 3,301.59
Expenditures Under (R.S.4:19-15.11)	B-8	1,525.00	
Reserve for Developer's Escrow Deposits	B-13		24.53
Reserve for Community Development Block Grants	B-15		141,808.17
Miscellaneous Trust Deposits	B-4		58,937.49
State of New Jersey - Unemployment Compensation	B-16		40,166.10
Reserve for Federal Asset Forfeitures	B-11		7,667.27
Reserve for Premiums on Taxes	B-9		110,100.00
Reserve for Redemption of Outside Liens	B-10		213,715.43
Reserve for Recreation Deposits	B-14		33,312.55
Reserve for Payroll Deductions	B-17		2,224,433.05
Federal Housing Urban Development-Section 8	B-2		783,437.25
		\$ <u>6,811.40</u>	\$ <u>3,616,903.43</u>
Balance, December 31, 2009	B	\$ <u>11,751.20</u>	\$ <u>726,800.67</u>

BOROUGH OF MANVILLE

TRUST FUND

SCHEDULE OF RESERVE FOR FEDERAL HOUSING AND
URBAN DEVELOPMENT PROGRAM

	<u>REF.</u>	
Balance, December 31, 2008	B	\$ 195,120.73
Increased by:		
Receipts	B-1	<u>903,413.38</u>
		\$ <u>1,098,534.11</u>
Decreased by:		
Disbursements	B-1	<u>783,437.25</u>
Balance, December 31, 2009	B	\$ <u><u>315,096.86</u></u>

BOROUGH OF MANVILLE

TRUST FUND

SCHEDULE OF DUE CURRENT FUND-OTHER TRUST FUND

	<u>REF.</u>	
Balance, December 31, 2008 (Due To)	B	\$ 3,301.59
Increased by:		
Receipts	B-1	1,536.95
		<u>\$ 4,838.54</u>
Decreased by:		
Disbursements	B-1	<u>3,301.59</u>
Balance, December 31, 2009 (Due To)	B	<u><u>\$ 1,536.95</u></u>

BOROUGH OF MANVILLE

TRUST FUND

SCHEDULE OF RESERVE FOR MISCELLANEOUS TRUST DEPOSITS

	BALANCE DECEMBER 31, 2008	RECEIPTS	DISBURSEMENTS	ACCOUNTS PAYABLE	BALANCE DECEMBER 31, 2009
Parking Offense Adjudication Act	\$ 1,033.36	\$ 262.00	\$	\$	1,295.36
Weston Garage	39,152.42		39,152.42		
Developers/Engineering Escrow	27,888.38	17,640.00	7,958.00		37,570.38
Donation - Beautification	1,934.80		1,934.80		
Donation	550.00				550.00
Public Defender	30,675.50	2,348.50	2,150.00		30,874.00
Fire Penalties - Fire Department	2,750.00	2,750.00	1,050.00		4,450.00
Fire Penalties - Fire Marshall	4,880.31	6,000.00	5,472.27	3,019.24	2,388.80
Estate Settlement		1,220.00	1,220.00		
Police D.A.R.E.	50.00				50.00
Housing Assistance	25,065.32	22,723.35			47,788.67
	<u>\$ 133,980.09</u>	<u>\$ 52,943.85</u>	<u>\$ 58,937.49</u>	<u>\$ 3,019.24</u>	<u>\$ 124,967.21</u>

REF.

B

B-1

B-1

B-6

B

"B-5"

BOROUGH OF MANVILLE

TRUST FUND

SCHEDULE OF DUE CURRENT FUND
ANIMAL CONTROL FUND

	<u>REF.</u>	
Balance, December 31, 2008 (Due To)	B	\$ 5,304.60
Increased by:		
Excess Reserve for Animal Control Expenditures	B-8	3,182.80
		<u>\$ 8,487.40</u>
Decreased by:		
Disbursements	B-1	<u>5,286.40</u>
Balance, December 31, 2009 (Due To)	B	<u><u>\$ 3,201.00</u></u>

"B-6"

SCHEDULE OF RESERVE FOR ACCOUNTS PAYABLE

Increased by:		
Miscellaneous Trust Deposits	B-4	\$ <u>3,019.24</u>
Balance, December 31, 2009	B	<u><u>\$ 3,019.24</u></u>

BOROUGH OF MANVILLE

TRUST FUND

SCHEDULE OF COMMUNITY DEVELOPMENT BLOCK GRANTS RECEIVABLE

<u>PURPOSE</u>	<u>BALANCE DECEMBER 31, 2008</u>	<u>2009 GRANTS</u>	<u>RECEIPTS</u>	<u>BALANCE DECEMBER 31, 2009</u>
Handicap Accessible Improv. at Lib & Rec -2005	\$ 20,000.00	\$	\$	20,000.00
Sanitary Sewer Improvements - 2007	50,000.00		50,000.00	18,000.00
Handicap Accessible Improv. at Lib & Rec - 2008	18,000.00			66,619.00
Sanitary Sewer Improvements - 2008	7,399.00	92,601.00	33,381.00	50,000.00
Catch Basin - 2009		50,000.00		28,371.00
Park Improvements - 2009		28,371.00		
	<u>\$ 95,399.00</u>	<u>\$ 170,972.00</u>	<u>\$ 83,381.00</u>	<u>\$ 182,990.00</u>

REF.

B

B-15

B-1

B

BOROUGH OF MANVILLE

TRUST FUND

SCHEDULE OF RESERVE FOR ANIMAL CONTROL FUND EXPENDITURES

	<u>REF.</u>		
Balance, December 31, 2008	B	\$	8,953.60
Increased by:			
Dog License Fees Collected		\$	3,363.40
Late Fees - Dog and Cat			369.00
Cat License Fees Collected			<u>572.00</u>
	B-1		<u>4,304.40</u>
		\$	<u>13,258.00</u>
Decreased by:			
Excess Reserve for Expenditures Due Current Fund	B-5	\$	3,182.80
Expenditures Under R.S.4:19-15.11 - Cash	B-1		<u>1,525.00</u>
			<u>4,707.80</u>
Balance, December 31, 2009	B	\$	<u><u>8,550.20</u></u>

LICENSE FEES COLLECTED

<u>YEAR</u>	<u>AMOUNT</u>
2008	\$ 4,128.00
2007	<u>4,422.20</u>
	<u><u>\$ 8,550.20</u></u>

"B-9"

BOROUGH OF MANVILLE

TRUST FUND

SCHEDULE OF RESERVE FOR TAX SALE PREMIUMS

	<u>REF.</u>	
Balance, December 31, 2008	B	\$ 43,900.00
Increased by:		
Receipts	B-1	120,400.00
		<u>\$ 164,300.00</u>
Decreased by:		
Disbursements	B-1	<u>110,100.00</u>
Balance, December 31, 2009	B	<u><u>\$ 54,200.00</u></u>

"B-10"

SCHEDULE OF RESERVE FOR REDEMPTION OF OUTSIDE LIENS

Increased by:		
Receipts	B-1	\$ 213,715.43
Decreased by:		
Disbursements	B-1	<u><u>\$ 213,715.43</u></u>

"B-11"

BOROUGH OF MANVILLE

TRUST FUND

SCHEDULE OF RESERVE FOR FEDERAL ASSET FORFEITURES

	<u>REF.</u>	
Balance, December 31, 2008	B	\$ 22,363.55
Increased by:		
Receipts	B-1	<u>11,715.77</u>
		\$ <u>34,079.32</u>
Decreased by:		
Disbursements	B-1	<u>7,667.27</u>
Balance, December 31, 2009	B	\$ <u><u>26,412.05</u></u>

"B-12"

SCHEDULE OF RESERVE FOR LAW ENFORCEMENT TRUST FUND

Balance, December 31, 2008	B	\$ 2,128.20
Increased by:		
Receipts	B-1	<u>5,980.83</u>
Balance, December 31, 2009	B	\$ <u><u>8,109.03</u></u>

BOROUGH OF MANVILLE

TRUST FUND

SCHEDULE OF RESERVE FOR DEVELOPER'S ESCROW DEPOSITS

	<u>REF.</u>	
Balance, December 31, 2008	B	\$ 21,142.27
Increased by:		
Receipts	B-1	518.22
		<u>\$ 21,660.49</u>
Decreased by:		
Disbursements	B-1	24.53
Balance, December 31, 2009	B	<u>\$ 21,635.96</u>

Detail of Balance on File in Treasurer's Office

SCHEDULE OF RESERVE FOR RECREATION DEPOSITS

Balance, December 31, 2008	B	\$ 54,643.37
Increased by:		
Receipts	B-1	35,037.00
		<u>\$ 89,680.37</u>
Decreased by:		
Disbursements	B-1	33,312.55
Balance, December 31, 2009	B	<u>\$ 56,367.82</u>

BOROUGH OF MANVILLE

TRUST FUND

SCHEDULE OF RESERVE FOR COMMUNITY DEVELOPMENT BLOCK GRANTS

<u>PURPOSE</u>	<u>BALANCE DECEMBER 31, 2008</u>	<u>2009 GRANTS</u>	<u>DISBURSEMENTS</u>	<u>BALANCE DECEMBER 31, 2009</u>	
Handicap Accessible Improv. at Lib & Rec	\$ 20,000.00	\$	\$	20,000.00	
Sanitary Sewer Improvements - 2007	50,000.00		50,000.00		
Handicap Accessible Improv. at Lib & Rec	18,000.00		862.00	17,138.00	
Sanitary Sewer Improvements - 2008	7,399.00	92,601.00	90,946.17	9,053.83	
Catch Basin - 2009		50,000.00		50,000.00	
Park Improvements - 2009		28,371.00		28,371.00	
	<u>\$ 95,399.00</u>	<u>\$ 170,972.00</u>	<u>\$ 141,808.17</u>	<u>\$ 124,562.83</u>	
<u>REF.</u>	B	B-7	B-1	B	

BOROUGH OF MANVILLE

TRUST FUND

SCHEDULE OF RESERVE FOR UNEMPLOYMENT COMPENSATION

	<u>REF.</u>	
Balance, December 31, 2008	B	\$ 67,815.12
Increased by:		
Receipts	B-1	<u>77,813.94</u>
		\$ <u>145,629.06</u>
Decreased by:		
Disbursements	B-1	<u>40,166.10</u>
Balance, December 31, 2009	B	\$ <u><u>105,462.96</u></u>

BOROUGH OF MANVILLE

TRUST FUND

SCHEDULE OF RESERVE - PAYROLL DEDUCTIONS

	<u>REF.</u>	
Balance, December 31, 2008	B	\$ 65,981.17
Increased by:		
Receipts	B-1	<u>2,226,871.64</u>
		\$ 2,292,852.81
Decreased by:		
Disbursements	B-1	<u>2,224,433.05</u>
Balance, December 31, 2009	B	<u><u>\$ 68,419.76</u></u>

BOROUGH OF MANVILLE
GENERAL CAPITAL FUND
SCHEDULE OF CASH-TREASURER

	<u>REF.</u>		
Balance, December 31, 2008	C		\$ 639,025.98
Increased by Receipts:			
2009 Budget Appropriation:			
Capital Improvement Fund	C-9	\$ 20,000.00	
Reserve for COAH Deposits	C-10	1,865.93	
Bond Anticipation Notes Payable	C-14	2,000,000.00	
Improvement Authorization Refunded	C-8	13,377.44	
Fund Balance	C-1	<u>3,080.00</u>	
			<u>2,038,323.37</u>
			\$ 2,677,349.35
Decreased by Disbursements:			
Contracts Payable	C-8	\$ 102,388.50	
Bond Anticipation Notes Payable	C-14	2,000,000.00	
Fund Balance	C-1	225,000.00	
Reserve for COAH Deposits	C-10	<u>26,447.43</u>	
			<u>2,353,835.93</u>
Balance, December 31, 2009	C:C-3		<u>\$ 323,513.42</u>

"C-3"

BOROUGH OF MANVILLE

GENERAL CAPITAL FUND

ANALYSIS OF GENERAL CAPITAL CASH

	BALANCE DECEMBER <u>31, 2009</u>
Fund Balance	\$ 377,361.95
Capital Improvement Fund	68,173.78
Improvement Authorizations Funded as Set Forth on "C-8"	142,182.31
Improvement Authorizations-Expended as Set Forth on "C-4"	(1,489,398.82)
Unexpended Proceeds of Bond Anticipation Notes as Set Forth on "C-4"	1,134,848.14
Due From State of New Jersey	(5,309.70)
Reserve for COAH Deposits	
Contracts Payable	<u>95,655.76</u>
	<u>\$ 323,513.42</u>
<u>REF.</u>	C-2

BOROUGH OF MANVILLE
GENERAL CAPITAL FUND

SCHEDULE OF DEFERRED CHARGES TO FUTURE TAXATION-UNFUNDED

ORDINANCE NUMBER	IMPROVEMENT DESCRIPTION	BALANCE DECEMBER 31, 2008	2009 AUTHORIZATIONS	BALANCE DECEMBER 31, 2009	ANALYSIS OF BALANCE			UNEXPENDED IMPROVEMENT AUTHORIZATIONS
					BOND ANTICIPATION NOTES	EXPENDITURES		
830	General Improvement:	\$ 141,000.00	\$	141,000.00	\$	141,000.00	\$	
896	1996 Road and Drainage Improvements Program	164,537.82		164,537.82		164,537.82		
943	Improvement to North Street and Gladys Avenue	160,261.00		160,261.00		160,261.00		
1052	Various Public Improvements	2,086,400.00	1,023,600.00	2,086,400.00	2,000,000.00	1,023,600.00	86,400.00	
1090	Various Public Improvements			1,023,600.00		1,023,600.00		
		\$ 2,552,198.82	\$ 1,023,600.00	\$ 3,575,798.82	\$ 2,000,000.00	\$ 1,489,398.82	\$ 86,400.00	
		C	C-8	C	C-14	C-3		
	REF.							
	Improvement Authorization Unfunded						\$ 1,221,248.14	
	Less: Unexpended Proceeds of Bond Anticipation Notes						1,134,848.14	
							\$ 86,400.00	

BOROUGH OF MANVILLE

GENERAL CAPITAL FUND

SCHEDULE OF DEFERRED CHARGES TO FUTURE TAXATION-FUNDED

	<u>REF.</u>		
Balance, December 31, 2008	C		\$ 8,390,041.14
Decreased by:			
Current Fund Budget Appropriation:			
Payment of Serial Bonds	C-11	\$ 811,000.00	
Payment of Fund Local Unit Bonds	C-12	88,510.85	
Payment of Trust Local Unit Bonds	C-13	<u>290,000.00</u>	
			<u>1,189,510.85</u>
Balance, December 31, 2009	C		\$ <u><u>7,200,530.29</u></u>

BOROUGH OF MANVILLE

GENERAL CAPITAL FUND

SCHEDULE OF GRANTS RECEIVABLE

	<u>REF.</u>	
Balance, December 31, 2008 and December 31, 2009	C	\$ <u>5,309.70</u>

ANALYSIS OF BALANCE

Various Public Improvements (C.D.B.G.)		\$ <u>5,309.70</u>
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BOROUGH OF MANVILLE

GENERAL CAPITAL FUND

SCHEDULE OF CONTRACTS PAYABLE

	<u>REF.</u>		
Balance, December 31, 2008	C		\$ 211,626.59
Increased by:			
Improvement Authorizations-Expended	C-8		<u>40,483.17</u>
			\$ 252,109.76
Decreased by:			
Disbursements	C-2	\$ 102,388.50	
Contracts Payable Canceled	C-8	<u>54,065.50</u>	
			<u>156,454.00</u>
Balance, December 31, 2009	C		<u>\$ 95,655.76</u>

BOROUGH OF MANVILLE
GENERAL CAPITAL FUND

SCHEDULE OF IMPROVEMENT AUTHORIZATIONS

ORDINANCE NUMBER	IMPROVEMENT DESCRIPTION	DATE	ORDINANCE AMOUNT	BALANCE DECEMBER 31, 2008		2009 AUTHORIZATIONS	CONTRACTS PAYABLE	CONTRACTS PAYABLE CANCELED	ORDINANCES CANCELED	BALANCE DECEMBER 31, 2009	
				FUNDED	UNFUNDED					FUNDED	UNFUNDED
General Improvements											
974	Various Public Improvements	09/09/02	\$ 1,340,000.00	\$ 29,449.19	\$	\$	\$	\$	\$	\$ 29,449.19	\$
993/1025	Various Public Improvements	6/14/2004, 02/27/06	1,322,640.00	23,926.00		23,926.00	34,095.75	34,095.75		28,222.74	28,222.74
995	Rehabilitation of Housing Units	09/27/04	350,000.00	28,222.74							
997	Acquisition of Real Property	11/22/04	1,955,000.00	122,392.99							
1024	Rehabilitation of Housing Units	02/27/06	350,000.00	36,290.11		1,959.10	13,873.59	136,266.58		34,331.01	197,648.14
1052	Various Public Improvements	04/23/07	2,453,500.00				6,096.16			50,179.37	1,023,600.00
1090	Various Public Improvements	11/09/09	1,075,000.00			1,220.63					
				\$ 240,281.03	\$ 191,551.98	\$ 1,075,000.00	\$ 27,105.73	\$ 54,065.50	\$ 170,362.33	\$ 142,182.31	\$ 1,221,248.14
				C	C		C-7	C-1		C-C-3	C-C-4
	Deferred Charges to Future Taxation-Unfunded Capital Improvement Fund					\$ 1,023,600.00					
						51,400.00					
						\$ 1,075,000.00					
	Contracts Payable					\$ 40,483.17					
	Less: Refunds					13,377.44					
						\$ 27,105.73					

BOROUGH OF MANVILLE

GENERAL CAPITAL FUND

SCHEDULE OF CAPITAL IMPROVEMENT FUND

	<u>REF.</u>	
Balance, December 31, 2008	C	\$ 99,573.78
Increased by:		
Current Budget Appropriation	C-2	<u>20,000.00</u>
		\$ <u>119,573.78</u>
Decreased by:		
Appropriated to Finance Improvements	C-8	<u>51,400.00</u>
Balance, December 31, 2009	C	<u><u>\$ 68,173.78</u></u>

BOROUGH OF MANVILLE

GENERAL CAPITAL FUND

SCHEDULE OF RESERVE FOR COAH DEPOSITS

	<u>REF.</u>	
Balance, December 31, 2008	C	\$ 24,581.50
Increased by:		
Interest Earned on Deposits	C-2	<u>1,865.93</u>
		\$ 26,447.43
Decreased by:		
Disbursements	C-2	<u><u>26,447.43</u></u>

BOROUGH OF MANVILLE
GENERAL CAPITAL FUND
SCHEDULE OF GENERAL SERIAL BONDS

PURPOSE	DATE OF ISSUE	ORIGINAL ISSUE	MATURETIES OF BONDS OUTSTANDING DECEMBER 31, 2009	INTEREST RATE	BALANCE DECEMBER 31, 2008	BALANCE DECEMBER 31, 2009	
							DATE
General Improvement	06/15/96	\$ 4,451,000.00	\$		\$ 376,000.00	\$	
General Improvement	09/15/01	3,159,000.00	460,000.00	3.875%	1,269,000.00	919,000.00	
Pension Refunding Bonds, Series 2004	05/05/04	915,000.00	09/15/10	459,000.00	3.875%		
			04/01/10	60,000.00	5.500%		
			04/01/11	65,000.00	5.500%		
			04/01/12	75,000.00	5.500%		
			04/01/13	85,000.00	5.500%		
			04/01/14	90,000.00	5.500%		
			04/01/15	105,000.00	5.750%		
General Improvement Bonds	06/15/06	5,173,000.00	04/01/16	115,000.00	5.750%		
			04/01/17	125,000.00	5.750%	775,000.00	55,000.00
			06/15/10	255,000.00	4.000%		
			06/15/11	260,000.00	4.000%		
			06/15/12	700,000.00	4.000%		
			06/15/13	625,000.00	4.000%		
			06/15/14	650,000.00	4.000%		
			6/15/15-17	650,000.00	4.125%		
			04/01/18	648,000.00	4.125%		
					\$ 5,118,000.00	30,000.00	5,088,000.00
					\$ 7,538,000.00	\$ 811,000.00	\$ 6,727,000.00

REF.

C-5

C

BOROUGH OF MANVILLE
GENERAL CAPITAL FUND

SCHEDULE OF FUND LOCAL UNIT BONDS

PURPOSE	DATE OF ISSUE	ORIGINAL ISSUE	MATURETIES OF BONDS OUTSTANDING DECEMBER 31, 2009	DATE	AMOUNT	BALANCE DECEMBER 31, 2008	DECREASED	BALANCE DECEMBER 31, 2009	REF.
Wastewater Treatment	11/16/89	\$ 992,597.00				\$ 56,478.16	\$ 56,478.16		
Wastewater Treatment	10/15/93	645,692.00	02/01/10		\$ 31,706.41				
			08/01/10		2,226.36				
			02/01/11		31,015.47				
			08/01/11		1,535.42				
			02/01/12		33,523.32				
			08/01/12		767.71				
			02/01/13		32,755.60				
						165,562.98	\$ 32,032.69	\$ 133,530.29	
						\$ 222,041.14	\$ 88,510.85	\$ 133,530.29	
						C	C-5	C	

BOROUGH OF MANVILLE
GENERAL CAPITAL FUND

SCHEDULE OF TRUST LOCAL UNIT BONDS

<u>PURPOSE</u>	<u>DATE OF ISSUE</u>	<u>ORIGINAL ISSUE</u>	<u>MATURITIES OF BONDS OUTSTANDING</u>	<u>INTEREST RATE</u>	<u>DECEMBER 31, 2009</u>	<u>DECEMBER 31, 2008</u>	<u>DECREASED</u>	<u>BALANCE DECEMBER 31, 2009</u>
Wastewater Treatment	11/01/89	\$ 1,135,000.00	\$		\$ 110,000.00	\$ 110,000.00		
Wastewater Treatment	10/15/90	1,705,000.00	150,000.00	7.00%	290,000.00	140,000.00		150,000.00
Wastewater Treatment	10/15/92	655,000.00	45,000.00	4.80%	230,000.00	40,000.00		190,000.00
			45,000.00	4.80%				
			50,000.00	4.80%				
			50,000.00	4.80%				
					\$ 630,000.00	\$ 290,000.00		\$ 340,000.00

REF.

C

C-5

C

BOROUGH OF MANVILLE

GENERAL CAPITAL FUND

SCHEDULE OF BONDS AND NOTES AUTHORIZED
BUT NOT ISSUED

<u>ORDINANCE NUMBER</u>	<u>IMPROVEMENT DESCRIPTION</u>	<u>BALANCE DECEMBER 31, 2009</u>
	<u>General Improvements</u>	
830	1996 Road and Drainage Improvement Program	\$ 141,000.00
896	1997 Road Improvements	164,537.82
943	Improvements of North Street and Gladys Avenue	160,261.00
1052	Various Public Improvements	86,400.00
1090	Various Public Improvements	<u>1,023,600.00</u>
		<u>\$ 1,575,798.82</u>

BOROUGH OF MANVILLE

SEWER UTILITY FUND

SCHEDULE OF CASH-TREASURER

REF.	OPERATING	CAPITAL
D	\$ 756,914.33	\$ 101,036.74
Increased by Receipts:		
D-8	2,076,317.49	\$
D-3	41,552.75	
D-10	190.47	
D-10		86.19
D-7	1,272.03	
	<u>2,119,332.74</u>	<u>86.19</u>
	\$ 2,876,247.07	\$ 101,122.93
Decreased by Disbursements:		
D-4	1,733,389.97	\$
D-12	155,709.95	
D-7	2,616.77	
D-10	86.19	
D-10		190.47
D-1	121,802.00	
	<u>2,013,604.88</u>	<u>190.47</u>
D	\$ 862,642.19	\$ 100,932.46

"D-6"

BOROUGH OF MANVILLE
SEWER UTILITY FUND
SCHEDULE OF CHANGE FUND

	<u>REF.</u>	
Balance, December 31, 2008 and December 31, 2009	D	\$ <u>200.00</u>

"D-7"

SCHEDULE OF OVERPAYMENTS

Balance, December 31, 2008	D	\$ 6,743.43
Increased by:		
Receipts	D-5	<u>1,272.03</u>
		\$ <u>8,015.46</u>
Decreased by:		
Disbursements	D-5	<u>2,616.77</u>
Balance, December 31, 2009	D	\$ <u>5,398.69</u>

"D-8"

BOROUGH OF MANVILLE

SEWER UTILITY FUND

SCHEDULE OF CONSUMERS ACCOUNTS RECEIVABLE

	<u>REF.</u>		
Balance, December 31, 2008	D		\$ 242,698.78
Increased by:			
Levied in 2009			<u>2,022,441.10</u>
			\$ 2,265,139.88
Decreased by:			
Collections	D-3:D-5	\$ 2,076,317.49	
Canceled		40.00	
Transferred to Liens	D-9	<u>200.00</u>	
			<u>2,076,557.49</u>
Balance, December 31, 2009	D		\$ <u><u>188,582.39</u></u>

"D-9"

SCHEDULE OF SEWER AND WATER UTILITY LIENS

		<u>TOTAL</u>	<u>SEWER</u>	<u>WATER</u>
Balance, December 31, 2008	D	\$ 11,509.37	\$ 6,854.87	\$ 4,654.50
Increased by:				
Interest & Costs on Tax Sale		13.44	13.44	
Transferred From Consumer Accounts Receivable	D-8	<u>200.00</u>	<u>200.00</u>	
Balance, December 31, 2009	D	\$ <u><u>11,722.81</u></u>	\$ <u><u>7,068.31</u></u>	\$ <u><u>4,654.50</u></u>

BOROUGH OF MANVILLE

SEWER UTILITY FUND

SCHEDULE OF DUE SEWER CAPITAL FUND

	<u>REF.</u>	
Balance, December 31, 2008 (Due From)	D	\$ 190.47
Increased by:		
Disbursements	D-5	86.19
		<u>\$ 276.66</u>
Decreased by:		
Receipts	D-5	<u>190.47</u>
Balance, December 31, 2009 (Due From)	D	<u><u>\$ 86.19</u></u>

BOROUGH OF MANVILLE

SEWER UTILITY FUND

ANALYSIS OF SEWER UTILITY CAPITAL CASH

	BALANCE DECEMBER <u>31, 2009</u>
Capital Improvement Fund	\$ 77,955.00
Due Sewer Operating Fund	86.19
Fund Balance	<u>22,891.27</u>
	<u>\$ 100,932.46</u>
<u>REF.</u>	D

BOROUGH OF MANVILLE

SEWER UTILITY FUND

SCHEDULE OF 2008 APPROPRIATION RESERVES

	BALANCE DECEMBER 31, 2008	BALANCE AFTER TRANSFERS	PAID OR CHARGED	BALANCE LAPSED
Operating:				
Salaries and Wages	\$ 16,759.80	\$ 16,759.80	\$ 6,583.12	\$ 10,176.68
Other Expenses	17,088.84	43,954.90	25,412.94	18,541.96
Somerset Raritan Valley Sewerage Authority: Treatment Costs	221,471.72	345,185.61	123,713.89	221,471.72
	<u>\$ 255,320.36</u>	<u>\$ 405,900.31</u>	<u>\$ 155,709.95</u>	<u>\$ 250,190.36</u>

REF.

D

D-5

D-1

2008 Appropriation Reserves
Transferred from Accounts Payable

\$ 255,320.36
150,579.95
<u>\$ 405,900.31</u>

BOROUGH OF MANVILLE

SEWER UTILITY FUND

SCHEDULE OF CAPITAL IMPROVEMENT FUND

	<u>REF.</u>	
Balance, December 31, 2008 and December 31, 2009	D	\$ <u>77,955.00</u>

SCHEDULE OF ACCOUNTS PAYABLE

Balance, December 31, 2008	D	\$ 150,867.91
Increased by: 2009 Appropriations	D-4	<u>35,338.51</u>
		\$ <u>186,206.42</u>
Decreased by: Transferred to Appropriation Reserves	D-12	<u>150,579.95</u>
Balance, December 31, 2009	D	\$ <u>35,626.47</u>

"D-15"

BOROUGH OF MANVILLE

SEWER UTILITY FUND

SCHEDULE OF RESERVE FOR AMORTIZATION

REF.

Balance, December 31, 2008
and December 31, 2009

D

\$ 214,988.17

"D-16"

SCHEDULE OF FIXED CAPITAL

ACCOUNT

Pumping Station and Structures
Electric Power Pumping Equipment
Land and Right of Way

BALANCE
DECEMBER
31, 2009

\$ 10,098.42
8,669.75
6,220.00
\$ 24,988.17

REF.

D

BOROUGH OF MANVILLE

SEWER UTILITY FUND

SCHEDULE OF FIXED CAPITAL
AUTHORIZED AND UNCOMPLETED

<u>ORDINANCE NUMBER</u>	<u>IMPROVEMENT DESCRIPTION</u>	<u>BALANCE DECEMBER 31, 2009</u>
	General Improvements:	
713	Improvement to the Water Distribution System	\$ 45,000.00
734/739	Purchase of Equipment	50,000.00
897	Acquisition of Tractor/Mower	30,000.00
899	Construction of Ductile Iron Pipe	<u>65,000.00</u>
		<u>\$ 190,000.00</u>
	<u>REF.</u>	D

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BOROUGH OF MANVILLE

PART II

SINGLE AUDIT SECTION

REPORTS 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

REPORTS ON COMPLIANCE WITH REQUIREMENTS
APPLICABLE TO MAJOR FEDERAL FINANCIAL
PROGRAMS AND INTERNAL CONTROL OVER COMPLIANCE
IN ACCORDANCE WITH U.S. OMB CIRCULAR NO. A-133

SCHEDULES OF EXPENDITURES OF FEDERAL AWARDS AND
STATE FINANCIAL ASSISTANCE

NOTES TO THE SCHEDULES OF EXPENDITURES OF FEDERAL AWARDS
AND STATE FINANCIAL ASSISTANCE

SCHEDULE OF FINDINGS AND QUESTIONED COSTS



SUPLEE, CLOONEY & COMPANY

CERTIFIED PUBLIC ACCOUNTANTS

308 East Broad Street, Westfield, New Jersey 07090-2122

Westfield 908-789-9300

Somerville 908-725-6688

Fax 908-789-8535

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

The Honorable Mayor and Members
of the Borough Council
Borough of Manville
County of Somerset
Manville, New Jersey 08835

We have audited the accompanying financial statements - statutory basis of the Borough of Manville, County of Somerset, New Jersey as of and for the year ended December 31, 2009, and have issued our report thereon dated March 19, 2010. Our report disclosed that, as described in Note 1 to the financial statements, the Borough of Manville prepares its financial statements on a basis of accounting prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, that demonstrates compliance with a modified accrual basis and the budget laws of the State of New Jersey, which is a comprehensive basis of accounting other than U.S. generally accepted accounting principles. We conducted our audit in accordance with U.S. generally accepted auditing standards, 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.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Borough of Manville's internal control over financial reporting as a basis for designing our audit procedures for the purpose of expressing our opinion on the financial statements but not for the purpose of expressing an opinion on the effectiveness of the Borough of Manville's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Borough of Manville's internal control over financial reporting.

SUPLEE, CLOONEY & COMPANY

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 Borough of Manville's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses as defined above. However, we noted a certain immaterial matter involving the internal control that we have reported to the Borough of Manville in the General Comments and Recommendations Section of this report.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Borough of Manville's financial statements – statutory 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 matters that we have reported to the Borough of Manville in the General Comments and Recommendations Section of this report.

This report is intended solely for the information of the Borough of Manville, County of Somerset, New Jersey, the Division of Local Government Services and federal and state audit agencies, and is not intended to be and should not be used by anyone other than these specified parties.


CERTIFIED PUBLIC ACCOUNTANTS


REGISTERED MUNICIPAL ACCOUNTANT NO. 50

March 19, 2010



SUPLEE, CLOONEY & COMPANY

CERTIFIED PUBLIC ACCOUNTANTS

308 East Broad Street, Westfield, New Jersey 07090-2122

Westfield 908-789-9300

Somerville 908-725-6688

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INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE
WITH REQUIREMENTS APPLICABLE TO MAJOR FEDERAL
FINANCIAL ASSISTANCE PROGRAMS AND
INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE
WITH U.S. OMB CIRCULAR A -133

The Honorable Mayor and Members
of the Borough Council
Borough of Manville
County of Somerset
Manville, New Jersey 08835

Compliance

We have audited the compliance of the Borough of Manville, County of Somerset, with the types of compliance requirements described in the U. S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement that is applicable to each of its major federal programs for the year ended December 31, 2009. The Borough of Manville's major federal programs are identified in the summary of auditor's results section of the accompanying Schedule of Findings and Questioned Costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of the Borough of Manville's management. Our responsibility is to express an opinion on the Borough of Manville's compliance based on our audit.

We conducted our audit of compliance in accordance with U.S. generally accepted auditing standards; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, audit requirements prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey and the provisions of U.S. Office of Management and Budget (OMB) Circular A-133 "Audits of States, Local Governments and Non-Profit Organizations." Those standards and provisions require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Borough of Manville's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the Borough of Manville's compliance with those requirements.

SUPLEE, CLOONEY & COMPANY

In our opinion, the Borough of Manville complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended December 31, 2009.


Internal Control Over Compliance

The management of the Borough of Manville is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered the Borough of Manville's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal or state program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal or state program will not be prevented, or detected and corrected, on a timely basis.

Our consideration of the internal control over compliance was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above.

This report is intended for the information of the Borough of Manville, County of Somerset, New Jersey, the Division of Local Government Services and federal and state audit agencies and is not intended to be and should not be used by anyone other than these specified parties.


CERTIFIED PUBLIC ACCOUNTANTS


REGISTERED MUNICIPAL ACCOUNTANT NO. 50

March 19, 2010

BOROUGH OF MANVILLE

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
YEAR ENDED DECEMBER 31, 2009

FEDERAL CFDA NUMBER	FEDERAL GRANTOR/PASS THROUGH GRANTOR/PROGRAM TITLE	PASS THROUGH GRANTORS NUMBER	GRANT PERIOD FROM TO	GRANT AWARD AMOUNT	2009		CUMULATIVE EXPENDITURES DECEMBER 31, 2009
					FUNDS RECEIVED	FUNDS EXPENDED	
	<u>U. S. Department of Housing and Urban Development</u>						
	<u>Direct Programs</u>						
14.871	Section 8 Housing Assistance Program - 2009	N.J.112VO	01/01/09 12/31/09	\$ 824,157.00	\$ 824,157.00	\$ 707,539.25	\$ 707,539.25
14.871	Section 8 Housing Assistance Program - Administrative	N.J.112AF	01/01/09 12/31/09	79,129.00	79,129.00	79,129.00	79,129.00
				\$	\$ 903,286.00	\$ 786,668.25	\$ 786,668.25
	<u>U. S. Department of Justice</u>						
16.607	Federal Bulletproof Vest Partnership		Continuous	2,250.00	\$	\$	\$
	<u>Pass Through From County of Somerset</u>						
	<u>Community Development Block Grant:</u>						
14.218	Handicapped Accessible Imps. at Library and Recreation	05-U1152-11	09/01/05 08/31/06	40,000.00	\$	\$	20,000.00
14.218	Sanitary Sewer Improvements	07-U1171-11	09/01/07 08/31/08	50,000.00	50,000.00	50,000.00	50,000.00
14.218	Handicapped Accessible Imps. at Library and Recreation	08-U1181-11	09/01/08 08/31/09	18,000.00	862.00	862.00	862.00
14.218	Sanitary Sewer Improvements	08-U1182-11	09/01/08 08/31/09	100,000.00	33,381.00	90,946.17	90,946.17
14.218	Catch Basin	09-U1191-11	09/01/09 08/31/10	50,000.00			
14.218	Park Improvements	09-U1192-11	09/01/09 08/31/10	28,371.00	\$	\$ 141,808.17	\$ 141,808.17
				\$	\$ 83,381.00	\$ 141,808.17	\$ 141,808.17
	<u>Pass Through From State of New Jersey</u>						
83.503	Emergency Management Assistance - 2004	1200-100-066-1200-264-YEMR-6120	Continuous	9,000.00	\$	\$ 5,884.86	\$ 9,000.00
83.503	Emergency Management Assistance - 2005	1200-100-066-1200-264-YEMR-6120	Continuous	5,000.00		3,470.18	3,470.18
83.503	Emergency Management Assistance - 2006	1200-100-066-1200-264-YEMR-6120	Continuous	5,000.00			
83.503	Emergency Management Assistance - 2007	1200-100-066-1200-264-YEMR-6120	Continuous	5,000.00			320.00
83.503	Emergency Management Assistance - 2009	1200-100-066-1200-264-YEMR-6120	Continuous	5,000.00		\$ 9,355.04	\$ 12,790.18
				\$	\$ 966,667.00	\$ 937,831.46	\$ 961,266.60

BOROUGH OF MANVILLE

SCHEDULE OF EXPENDITURES OF STATE FINANCIAL ASSISTANCE
YEAR ENDED DECEMBER 31, 2009

STATE GRANTOR/PASS THROUGH GRANTOR/PROGRAM TITLE	STATE ACCOUNT NUMBER	GRANT PERIOD		GRANT AWARD AMOUNT	2009		CUMULATIVE EXPENDITURES DECEMBER 31, 2009
		FROM	TO		FUNDS RECEIVED	FUNDS EXPENDED	
Department of Law and Public Safety							
Drunk Driving Enforcement Fund - 2008	6400-100-078-6400-YYYY	Continuous		\$ 11,046.06	\$	\$ 5,702.68	\$ 7,951.44
Drunk Driving Enforcement Fund - 2009	6400-100-078-6400-YYYY	Continuous		5,874.05			
Drunk Driving Enforcement Fund - Unappropriated	6400-100-078-6400-YYYY	Continuous		6,236.08	6,236.08		
Alcohol Education Rehabilitation Fund - 2007	9735-760-098-Y900-001-X100-6020	Continuous		1,847.47		300.00	1,315.91
Alcohol Education Rehabilitation Fund - 2008	9735-760-098-Y900-001-X100-6020	Continuous		1,181.00			
Alcohol Education Rehabilitation Fund - Unappropriated	9735-760-098-Y900-001-X100-6020	Continuous		928.19	928.19		
Click It or Ticket Program	1160-100-066-1160-116-YHTS-6120	Continuous		4,000.00		4,000.00	4,000.00
Over The Limit, Under Arrest	1160-100-066-1160-057-YHTS-6020	Continuous		10,000.00	5,000.00	5,000.00	10,000.00
Child Passenger Safety Grant	1160-100-066-1160-113-YHTS-6020	Continuous		6,480.00	6,480.00	6,480.00	6,480.00
Pedestrian Safety Grant	1160-100-066-1160-148-YHTS-6010	Continuous		12,000.00	12,000.00	12,000.00	12,000.00
Traffic Engineering Grant		Continuous		6,990.00			
Traffic Records Diagramming Software Package - NJTR-1		Continuous		2,500.00		2,418.00	2,418.00
Body Armor Replacement Fund - Prior	1020-718-066-1020-001-YCJS-0120	Continuous		8,796.62			
Body Armor Replacement Fund - 2005	1020-718-066-1020-001-YCJS-0120	Continuous		2,004.41			
Body Armor Replacement Fund - 2006	1020-718-066-1020-001-YCJS-0120	Continuous		2,065.39			
Body Armor Replacement Fund - 2007	1020-718-066-1020-001-YCJS-0120	Continuous		2,081.27			
Body Armor Replacement Fund - 2008	1020-718-066-1020-001-YCJS-0120	Continuous		2,349.72			
Body Armor Replacement Fund - 2009	1020-718-066-1020-001-YCJS-0120	Continuous		2,141.87			
				\$	\$ 30,644.27	\$ 35,900.68	\$ 50,743.37
Department of Environmental Protection							
Clean Communities Program - 2008	4900-765-042-4900-004-VCMB-6020	01/01/08	12/31/08	14,117.25	\$	10,786.01	14,117.25
Clean Communities Program - 2009	4900-765-042-4900-004-VCMB-6020	01/01/09	12/31/09	18,104.72	18,104.72	7,091.70	7,091.70
Recycling Tonnage Grant - 2006	4900-752-042-4900-001-V42Y-6020	Continuous		1,942.91		1,882.91	1,942.91
Recycling Tonnage Grant - 2007	4900-752-042-4900-001-V42Y-6020	Continuous		3,714.65		3,714.65	3,714.65
Recycling Tonnage Grant - 2008	4900-752-042-4900-001-V42Y-6020	Continuous		3,103.33		3,103.33	3,103.33
Recycling Tonnage Grant - 2009	4900-752-042-4900-001-V42Y-6020	Continuous		7,624.93		3,904.31	3,904.31
Recycling Tonnage Grant - Unappropriated	4900-752-042-4900-001-V42Y-6020	Continuous		12,671.11	12,671.11		
				\$	\$ 30,775.83	\$ 30,482.91	\$ 33,874.15
Department of Community Affairs							
Domestic Violence Grant - 2007	2505-100-074-CYPP-048-S001-6130	Continuous		3,430.00	\$	\$	\$ 530.00
							\$ 530.00
Department of Transportation							
Washington Avenue - Section III	6320-480-078-6320-AJ3-TCAP-6010	Continuous		150,000.00	\$	\$	\$ 150,000.00
Brooks Boulevard	6320-480-078-6320-AKE-TCAP-6010	Continuous		200,000.00	\$	\$	\$ 150,000.00
Pass Through County of Somerset							
Municipal Alliance on Alcoholism and Drug Abuse - 2008	08-433-420	7/1/07	6/30/08	7,664.00	\$	6,892.00	\$ 7,240.06
Municipal Alliance on Alcoholism and Drug Abuse - 2009	09-433-420	7/1/08	6/30/09	9,696.00	\$	8,632.00	\$ 9,628.00
				\$	\$ 15,524.00	\$ 7,204.00	\$ 16,868.06
				\$	\$ 226,944.10	\$ 73,587.59	\$ 252,015.58

BOROUGH OF MANVILLE

NOTES TO THE SCHEDULES OF EXPENDITURES OF
FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE

YEAR ENDED DECEMBER 31, 2009

NOTE 1. GENERAL

The accompanying schedules of expenditures of Federal Awards and State Financial Assistance present the activity of all federal and state financial assistance programs of the Borough of Manville, County of Somerset, New Jersey. All federal awards and state financial assistance received directly from federal or state agencies, as well as federal financial assistance passed through other government agencies is included on the Schedules of Expenditures of Federal Awards and State Financial Assistance.

NOTE 2. BASIS OF ACCOUNTING

The accompanying schedules of expenditures of financial assistance are presented on the prescribed basis of accounting, modified accrual basis with certain exceptions, prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, that demonstrates compliance with the budget laws of New Jersey, which is a comprehensive basis of accounting, other than U.S. generally accepted accounting principles. The basis of accounting, with exception, is described in Note 1 to the Borough's financial statements - statutory basis.

NOTE 3. RELATIONSHIP TO FEDERAL AND STATE FINANCIAL REPORTS

Amounts reported in the accompanying schedules of expenditures agree with the amounts reported in the related federal and state financial reports.

NOTE 4. RELATIONSHIP TO FINANCIAL STATEMENTS - STATUTORY BASIS

Amounts reported in the accompanying schedules of expenditures agree with amounts reported in the Borough's statutory basis financial statements. These amounts are reported in either the Current Fund, Trust Other Fund or General Capital Fund.

Current Fund	\$		\$	226,944.10	\$	26,154.06	\$	253,098.16
Trust Other Fund		<u>986,667.00</u>						<u>986,667.00</u>
	\$	<u>986,667.00</u>	\$	<u>226,944.10</u>	\$	<u>26,154.06</u>	\$	<u>1,239,765.16</u>
Expenditures:								
		<u>Federal</u>		<u>State</u>		<u>Other</u>		<u>Total</u>
Current Fund	\$	9,355.04	\$	73,587.59	\$	11,605.14	\$	94,547.77
Trust Other Fund		<u>928,476.42</u>						<u>928,476.42</u>
	\$	<u>937,831.46</u>	\$	<u>73,587.59</u>	\$	<u>11,605.14</u>	\$	<u>1,023,024.19</u>

NOTE 5. OTHER

Matching contributions expended by the Borough in accordance with terms of the various grants are not reported in the accompanying schedules.

BOROUGH OF MANVILLE
SOMERSET COUNTY, NEW JERSEY

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED DECEMBER 31, 2009

Section I - Summary of Auditor's Results

Financial Statements

- | | |
|---|---------------|
| (1) Type of Auditor Report Issued: | Unqualified |
| (2) Internal Control Over Financial Reporting: | |
| (a) Significant deficiencies identified during the audit of the financial statements? | None Reported |
| (b) Significant deficiencies identified as material weaknesses? | N/A |
| (3) Noncompliance material to the financial statements noted during the audit? | None Reported |

Federal Program(s)

- | | |
|---|---------------|
| (1) Internal Control Over Major Federal Programs: | |
| (a) Significant deficiencies identified during the audit of major federal programs? | None Reported |
| (b) Significant deficiencies identified as material weaknesses? | N/A |
| (2) Type of Auditor's Report issued on compliance for major federal program(s)? | Unqualified |
| (3) Any audit findings disclosed that are required to be reported in accordance with Circular OMB A-133 and listed in Section III of this schedule? | None Reported |

(4) Identification of Major Federal Program(s):

<u>Program</u>	<u>Grant Number</u>	<u>Grant Period</u>	<u>Type</u>	<u>Award Amount</u>	<u>Amounts Expended in 2009</u>
US Department of Housing and Urban Development: Section 8 Housing Assistance Program	NJ 112VO/ NJ 112AF	2009	A	\$ 903,286.00	\$ 786,668.25

BOROUGH OF MANVILLE
SOMERSET COUNTY, NEW JERSEY

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED DECEMBER 31, 2009

Section I - Summary of Auditor's Results (Continued)

Federal Program(s) (Continued)

(5) Program Threshold Determination:

Type A Federal Program Threshold > \$300,000.00

Type B Federal Program Threshold <= \$300,000.00

(6) Auditee qualified as a low-risk auditee under OMB Circular A-133? Yes

State Programs(s) - Not Applicable

**Section II - Financial Statement Audit - Reported Findings Under
Government Auditing Standards**

Internal Control Findings

None Reported.

Compliance Findings

None Reported

Section III - Findings and Questioned Costs Relative to Major Federal Programs

Federal Programs - None Reported

Status of Prior Year Audit Findings - Not Applicable

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PART III
BOROUGH OF MANVILLE
STATISTICAL DATA
LIST OF OFFICIALS
COMMENTS AND RECOMMENDATIONS
YEAR ENDED DECEMBER 31, 2009

COMPARATIVE STATEMENTS OF OPERATIONS AND
CHANGE IN FUND BALANCE - CURRENT FUND

	<u>YEAR 2009</u>		<u>YEAR 2008</u>	
	<u>AMOUNT</u>	<u>%</u>	<u>AMOUNT</u>	<u>%</u>
<u>REVENUE AND OTHER INCOME REALIZED</u>				
Fund Balance Utilized	\$ 1,725,000.00	5.86%	\$ 1,625,000.00	5.52%
Miscellaneous-From Other Than Local				
Property Tax Levies	3,721,366.40	12.64%	4,169,651.54	14.17%
Collection of Delinquent Taxes and Tax Title Liens	570,770.70	1.94%	493,100.42	1.68%
Collection of Current Tax Levy	<u>23,417,245.82</u>	<u>79.56%</u>	<u>23,392,447.07</u>	<u>79.47%</u>
<u>Total Income</u>	<u>\$ 29,434,382.92</u>	<u>100.00%</u>	<u>\$ 29,680,199.03</u>	<u>100.84%</u>
<u>EXPENDITURES</u>				
Budget Expenditures:				
Municipal Purposes	\$ 11,484,571.39	41.69%	\$ 12,199,652.43	44.28%
County Taxes	3,532,382.86	12.82%	3,542,815.79	12.86%
Local District School Tax	12,514,514.00	45.42%	12,184,507.00	44.24%
Other	<u>18,876.74</u>	<u>0.07%</u>	<u>3,265.45</u>	<u>0.01%</u>
<u>Total Expenditures</u>	<u>\$ 27,550,344.99</u>	<u>100.00%</u>	<u>\$ 27,930,240.67</u>	<u>101.39%</u>
Excess in Revenue	\$ 1,884,037.93		\$ 1,749,958.36	
Fund Balance, January 1	<u>1,993,770.73</u>		<u>1,868,812.37</u>	
	\$ 3,877,808.66		\$ 3,618,770.73	
Less: Utilization as Anticipated Revenue	<u>1,725,000.00</u>		<u>1,625,000.00</u>	
Fund Balance, December 31	<u>\$ 2,152,808.66</u>		<u>\$ 1,993,770.73</u>	

COMPARATIVE STATEMENTS OF OPERATIONS AND CHANGE
IN FUND BALANCE - SEWER UTILITY OPERATING FUND

	<u>YEAR 2009</u>		<u>YEAR 2008</u>	
	<u>AMOUNT</u>	<u>%</u>	<u>AMOUNT</u>	<u>%</u>
<u>REVENUE AND OTHER</u>				
<u>INCOME REALIZED</u>				
Fund Balance Utilized	\$ 100,000.00	4.05%	\$ 240,000.00	9.72%
Sewer Use Charges	2,076,317.49	84.13%	2,022,159.03	81.93%
Miscellaneous	<u>291,743.11</u>	<u>11.82%</u>	<u>77,590.55</u>	<u>3.13%</u>
<u>Total Income</u>	<u>\$ 2,468,060.60</u>	<u>100.00%</u>	<u>\$ 2,339,749.58</u>	<u>94.78%</u>
<u>EXPENDITURES</u>				
Budget Expenditures:				
Operations	\$ 1,968,000.00	92.84%	\$ 2,090,000.00	98.59%
Statutory Expenditures	30,000.00	1.42%	30,000.00	1.42%
Surplus - General Budget	<u>121,802.00</u>	<u>5.74%</u>	<u>25,000.00</u>	<u>1.17%</u>
<u>Total Expenditures</u>	<u>\$ 2,119,802.00</u>	<u>100.00%</u>	<u>\$ 2,145,000.00</u>	<u>101.18%</u>
Excess in Revenue	\$ 348,258.60		\$ 194,749.58	
Fund Balance, January 1	<u>344,373.10</u>		<u>389,623.52</u>	
	\$ 692,631.70		\$ 584,373.10	
Less:				
Utilization as Anticipated Revenue	<u>100,000.00</u>		<u>240,000.00</u>	
Fund Balance, December 31	<u>\$ 592,631.70</u>		<u>\$ 344,373.10</u>	

COMPARATIVE SCHEDULE OF TAX RATE INFORMATION

	<u>2009</u>	<u>2008</u>	<u>2007</u>
Tax Rate	<u>\$2.072</u>	<u>\$2.074</u>	<u>\$1.900</u>
Appointment of Tax Rate:			
Municipal	\$0.686	\$0.712	\$0.594
County	0.274	0.276	0.263
County Open Space	0.031	0.031	0.029
Local School	<u>1.081</u>	<u>1.055</u>	<u>1.014</u>

Assessed Valuation:

Year 2009	<u>\$1,157,697,495.00</u>		
Year 2008		<u>\$1,155,084,576.00</u>	
Year 2007			<u>\$1,156,211,776.00</u>

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>CASH COLLECTIONS</u>	<u>CURRENTLY</u> <u>PERCENTAGE OF COLLECTION</u>
2009	\$24,033,177.64	\$23,417,245.82	97.43%
2008	\$24,011,116.88	\$23,392,447.07	97.42%
2007	\$22,008,968.22	\$21,412,859.72	97.29%

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>DECEMBER 31, YEAR</u>	<u>AMOUNT OF TAX TITLE LIENS</u>	<u>AMOUNT OF DELINQUENT TAXES</u>	<u>TOTAL DELINQUENT</u>	<u>PERCENTAGE OF TAX LEVY</u>
2009	\$221,343.09	\$569,484.90	\$790,827.99	3.29%
2008	\$209,194.56	\$568,168.15	\$777,362.71	3.24%
2007	\$174,577.10	\$505,578.71	\$680,155.81	3.09%

PROPERTY ACQUIRED BY TAX TITLE
LIEN LIQUIDATION

The value of property acquired by liquidation of tax title liens on December 31st on the basis of the last assessed valuations of such properties was as follows:

2009	\$163,000.00
2008	\$163,000.00
2007	\$163,000.00

COMPARISON OF UTILITY LEVIES

<u>YEAR</u>	<u>SEWER LEVY</u>
2009	\$2,022,441.10
2008	\$2,069,871.00
2007	\$1,924,616.69

COMPARATIVE SCHEDULE OF FUND BALANCES

	<u>YEAR</u>	<u>BALANCE DECEMBER 31</u>	<u>UTILIZED IN BUDGET OF SUCCEEDING YEAR</u>
Current Fund	2009	\$2,152,808.66	\$1,875,000.00 *
	2008	\$1,993,770.73	\$1,725,000.00
	2007	\$1,868,812.37	\$1,500,000.00
	2006	\$2,114,533.49	\$1,800,000.00
	2005	\$2,134,785.99	\$1,800,000.00
Sewer Utility Operating Fund	2009	\$592,631.70	\$175,000.00 *
	2008	\$344,373.10	\$100,000.00
	2007	\$389,623.52	\$240,000.00
	2006	\$363,266.67	\$237,000.00
	2005	\$764,546.25	\$300,000.00

* Per introduced budget

OFFICIALS IN OFFICE AND SURETY BONDS

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

<u>NAME</u>	<u>TITLE</u>	<u>AMOUNT OF BOND</u>	<u>NAME OF SURETY</u>
Lillian Zuza	Mayor		
Susan Asher	President of Council		
Lou Fischer	Councilman		
Edward Komoroski	Councilman		
Kenneth Otrimski	Councilman		
Theodore Petrock, III	Councilman		
Steven H. Szabo	Councilman		
Gary P. Garwacke	Administrator, Borough Engineer	*	
Lori Majeski	Chief Financial Officer	*	
Lisa Gerickont	Tax Collector, Search Officer and Sewer Collector	\$500,000.00	Selective Risks Insurance Company
Philip E. Petrone	Borough Clerk, Public Works Superintendent	*	
Robert J. Foley	Municipal Magistrate	**	
Joy A. Lenner	Court Administrator	**	
Jennifer Jeremiah	Deputy Court Administrator	**	
Francis Linnus	Borough Attorney		

OFFICIALS IN OFFICE AND SURETY BONDS (CONTINUED)

<u>NAME</u>	<u>TITLE</u>	<u>AMOUNT OF BOND</u>	<u>NAME OF SURETY</u>
John Tamburini	Construction Code Official Building Sub-Code Official	*	
Michael Resetar	Plumbing Sub-Code Official	*	
Walter Wilczek	Zoning Officer	*	
Patrick Renaldi	Fire Official	*	
Richard Armstrong	Recreation Director	*	
Kathleen Suydam	Registrar of Vital Statistics	*	
Mark Peltack	Police Chief	*	
Tom Collins	Fire Chief	*	
Ken Otrimski	Director of OEM	*	
Glen Stiles	Tax Assessor	*	
Steven Krajewski	Health Officer	*	

All of the bonds were examined and were properly executed.

*Covered by Honesty Blanket Position Bond National Union Fire Insurance Company - \$250,000.00.

**Covered by Municipal Court Blanket Position Bond – National Union Fire Insurance Company - \$250,000.00.

COMMENTS AND RECOMMENDATIONS

GENERAL COMMENTS

CONTRACTS AND AGREEMENTS REQUIRED TO BE ADVERTISED FOR N.J.S.A. 40A:11-4

"Every contract or agreement, for the performance of any work or the furnishing or hiring of any materials or supplies, the cost or the contract price whereof is to be paid with or out of public funds not included within the terms of Section 3 of this act, shall be made or awarded only by the governing body of the contracting unit after public advertising for bids and bidding therefore, except as is provided otherwise in this act or specifically by any other law. No work, materials or supplies shall be undertaken, acquired or furnished for a sum exceeding in the aggregate the amount set forth in, or the amount calculated by the Governor pursuant to Section 3 P.L. 1971 C. 198 (C. 40A:11-3), except by contract or agreement."

Effective July 1, 2005, the bid threshold in accordance with N.J.S.A. 40A:11-4 is \$21,000.00.

The governing body of the Municipality has the responsibility of determining whether the expenditures in any category will exceed \$21,000.00 within the fiscal year. Where question arises as to whether any contract or agreement might result in violation of the statute, the Borough Counsel's opinion should be sought before a commitment is made.

The minutes indicate that bids were requested by public advertising for the following items:

Sanitary Sewer Inspection and Grouting - Phases II and III

The minutes indicate that resolutions were adopted and advertised authorizing the awarding of contracts or agreements for "Professional Services" per N.J.S.A. 40A:11-5.

Inasmuch as the system of records did not provide for an accumulation of payments for categories for the performance of any work or the furnishing or hiring of any materials or supplies, the results of such an accumulation could not reasonably be ascertained. Disbursements were reviewed, however, to determine whether any clear cut violations existed.

Our examination of expenditures did not reveal any individual payments, contracts or agreements in excess of \$21,000.00 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, UTILITY AND ASSESSMENTS

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

The governing body on January 3, 2009 adopted the following resolution authorizing interest to be charged on delinquent taxes and assessments:

WHEREAS, N.J.S.A. 54:4-67 governs the interest rates charged on delinquent tax and utility payments.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Manville, County of Somerset that the interest rates charged on delinquent tax and utility payments shall be 8% on the first \$1,500.00 of delinquency and 18% on any excess over \$1,500.00 thereafter, for the year 2009; and

WHEREAS, N.J.S.A. 54:5-61 WHEREAS, relating to the amount of penalty to be charged on a tax sale certificate has been amended to read as follows:

When taxes, interest and costs shall in excess of \$200.00 but less than \$5,000.00, a 2% penalty on any amount due shall be charged. When taxes, interest and costs shall exceed the sum of \$5,000.00, such additional sum shall be equal to 4% of such amount paid and when the sum exceeds \$10,000.00 such additional sum paid shall be equal to 6% of such amount paid. This section shall also apply to all existing tax sale certificates held by municipalities on the effective date of this act.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Manville, County of Somerset that under N.J.S.A. 54:4-61, the Tax Collector of the Borough of Manville is authorized to charge, on a tax sale certificate, a 2% penalty on any amount due in excess of \$200.00 but less than \$5,000.00; a 4% penalty on any amount due in excess of \$5,000.00 but less than \$10,000.00; and a 6% penalty on any amount due in excess of \$10,000.00. These penalties are to be applied to all municipal held tax sale certificates as well as those which may be acquired by the municipality as a result of future tax sales.

DELINQUENT TAXES AND TAX TITLE LIENS

The last tax sale was held on June 11, 2009 and was complete.

Inspection of Tax Sale Certificates on file revealed that all Tax Sale Certificates were available for audit.

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

<u>YEAR</u>	<u>NUMBER OF LIENS</u>
2009	7
2008	6
2007	1

It is essential to good management that all means provided by statute be utilized to liquidate tax title liens in order to get such properties back on a taxpaying basis.

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, consisting of the mailing of verification notices as follows:

<u>TYPE</u>	
Payments of 2010 Taxes	50
Payments of 2009 Taxes	50
Delinquent Taxes	25
Payment of Sewer Utility Charges	50
Delinquent Sewer Utility Charges	25

OTHER COMMENTS

Interfunds

Transactions invariably occur in one fund which require a corresponding entry to be made in another fund, thus creating interfund balances. References to the various balance sheets show the interfund balances remaining at year end. As a general rule all interfund balances should be closed out as of the end of the year.

It is the Borough's policy to review and liquidate all interfund balances on a periodic basis.

Purchasing

Our test of paid vouchers disclosed the following instances of noncompliance. We noted that numerous purchase orders are processed as confirming orders. This is where goods have been received or services have been rendered prior to the issuance of a purchase order. In effect, the controls that minimize the possibility of over expenditures and unauthorized purchases are not in operation.

Other Departments

The audit of the condition of records maintained by the various departments of the Borough were designed to determine whether minimum levels of internal controls and accountability were maintained, that cash receipts were deposited or turned over to the Treasurer within 48 hours per N.J.S.A. 40A:5-15 and that the amounts collected were in accordance with various ordinances, statutes, contracts or agreements. Our audit revealed the following exceptions.

Funds collected by the following Borough Departments were not always deposited within 48 hours:

Police

Municipal Court

The Bail and Fine Bank Accounts were not reconciled to the books of original entry for the month of December, as of the time of audit.

RECOMMENDATIONS

That the practice of issuing confirming orders be discontinued.

*That all funds collected by the Police Department be deposited within 48 hours of collection in accordance with N.J.S.A. 40A:5-15.

That the Municipal Court reconcile the Bail and Fine Bank Accounts to the books of original entry on a timely basis.

*Prior Year Recommendation

