

EXECUTIVE DIRECTOR'S REPORT

August 2024

- **Revenue Report: July 31st, 2024**
 - Checks \$1,010,371.91 (**Average**)
 - YTD Collected: \$1,489,908.01
 - Open Balance Due: [non-metered]: \$6,336,018.92
 - Penalties: \$11,678.33 (Below Average)
- **Expense Report: June 30th, 2024**
 - Expenditures MTD \$350,952.44, YTD \$350,952.44 (budget 0%, Calendar 0%)
- **Cash Position: June 30th, 2024**
 - Unrestricted \$1,106,688.15, Restricted \$15,668,775.76, Designated \$4,474,691.88
 - Total: \$21,254,104.30
- **Discussion Items**
 - **Budget Address:** Introduction July 2nd, 2024. NOTES:
 - **Revenue: flat as expected**
 - **Appropriations: flat** (1.4% decrease)
 - **Net Cash accumulation / debt reduction period begins.**
 - **Introduction and Adoption: Approved by DCA.**
 - **User Rate Increase Proposal:** None.
 - **Audit: 2024.** All the field work completed. Will present in the Fall of 2024.
 - **Bonding:** 01 project bond survey completed.
 - **Banks:** Nothing to report.
 - **Projects:** Several projects completed and removed from Summary Report.
 - **Land Acquisition:** PSE&G: access license, Shirley Avenue: awaiting appraisal.
 - **PSE&G:** Nothing new to report.
 - **Railroad Easement:** No Update: Lease costs raised 10%; sent to attorney for option review. Discuss!
 - **Franklin Municipality:** Nothing to report.
 - **Shared Services:** Nothing new to report.
 - **Rules-Rates-Regulations:** Updating Developer's Agreement regarding labor rates and vehicle rates.
 - **Traffic Safety:** Nothing new to report.
 - **Connection Fee:** Memorialize Resolution August 2024.
 - **Escrow / Maintenance Account:** Nothing to report.
 - **Document Archiving:** Nothing to report.
 - **Internal Engineering:** Zero (0) connections for June 2024 (/ to date). TRC reviews five (5), zero TWA executed.
 - **GIS:** Updated with current Connection Permits and Final inspections.
 - **Staffing Strength / discussion:** Nothing new to report.
 - **Personality Mentoring:** Bookkeeper has begun the program.
 - **MCUA:** Report submitted.
 - **SBB:** Nothing to report.
 - **New Brunswick Water/Sewer Bill:** CME responded to New Brunswick submittal.

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- **Commercial Opportunities:** Nothing new to report.
- **Somerset County Grants:** Administered by invoice and PO. Submitted Award Resolutions.
- **Municipal Grants:** Administered by invoice and PO. Submitted Award Resolutions.
- **Late Fees - Bankruptcy Audit of accounts:** Attorney will maintain a spreadsheet of cases monitored.
- **NJ JIF:** Experienced an issue of Worker's Comp. check taking three months. Will investigate.
- **Municipal Amnesty Program:** Nothing to report.
- **Asset Management Program project:** Nothing to report.
- **Municipal Shared Services:**
- **Infrastructure Program:** Nothing new to report.
- **Private Development (HOA) Inspections / Reporting.** Included in new RRR's. We will schedule a summary presentation and invite all stakeholders, then Request for Comment period before adoption.
 - Inspection standards.
 - Report forms vs. GIS asset #'s. Penalties (RRR).
 - Developer's Agreements. Begin Audit of systems 25 years and older.
- **All Projects:** All moving forward as expected.
- **Votes:** None

Additional Topics:

Resolutions

Standard Summary of all Resolutions

- Payroll Account: Yes
- Operating Expense Account: Yes
- General Fund: No
- Renewal and Replacement: Yes
- North Tract: No
- Escrow: Yes
- **Additional Resolutions: Yes**
 - Adoption of the 2024/2025 Budget.
 - Authorize removal of account # 20236.
 - Authorizing the Board to execute contract with Sovereign Consulting; Commerce Drive PS project.
 - Modifying the sewer Connection Fee for FY 6/1/2024 – 5/31/2025.
 - Authorizing the execution of a Municipal Utility Engineering Agreement with NJDOT.
 - Declaring an emergency and authorizing the ED to execute a contract with Municipal Maintenance Company Inc. to repair pump #2 at the Weston Canal pumpstation.
- **Other Items:** None
- **Closed session:** No