

EXECUTIVE DIRECTOR'S REPORT

October 2024

- **Revenue Report: September 30th, 2024**
 - Checks \$553,810.66 (Average)
 - YTD Collected: \$4,141,276.27
 - Open Balance Due: [non-metered]: \$3,754,494.40
 - Penalties: \$14,985.98 (Average)
- **Expense Report: August 31st, 2024**
 - Expenditures MTD \$386,178.67, YTD \$3,129,357.38 (budget 7.65%, Calendar 25%)
- **Cash Position: August 31st, 2024**
 - Unrestricted \$2,874,896.69, Restricted \$12,959,363.28, Designated \$4,667,429.69
 - Total: \$20,501,689.66
- **Discussion Items**
 - **Budget Address:** 2024 Adopted and final submittal to NJ completed.
 - **User Rate Increase Proposal:** None.
 - **Audit:** 2024. JIF completed annual payroll audit. We are addressing the final requests relative to the **Fiscal Year Ending May 31, 2024**
 - **Bonding:** All prior projects have bond survey completed.
 - **Banks:** Nothing to report.
 - **Projects:** Several projects completed and removed from Summary Report.
 - **Land Acquisition:** PSE&G: access license progress, Shirley Ave: received appraisal.
 - **OPRA / OPMA Initiative: A) Adopt GRC form, B) Modify Website**
 - Begin uploading more document categories x1000's.
 - Contracts, PO's, Vouchers, Bid Documents, Agreements, OPRA req/resp.
 - Prepare a Public DropBox folder and link for public:
 - **Public-Docs:**
<https://www.dropbox.com/scl/fo/3irc66m70q60vpiv8v1zq/AK8Xg-HGaP3oYblgUBYgE1s?rlkey=kqlwked7tg5tdh36s6uxfxx4n&st=h1fb1r9d&dl=0>
 - **OPRA-Docs:**
<https://www.dropbox.com/scl/fo/3irc66m70q60vpiv8v1zq/AK8Xg-HGaP3oYblgUBYgE1s?rlkey=kqlwked7tg5tdh36s6uxfxx4n&st=h1fb1r9d&dl=0>
 - **Meeting Videos:**
<https://www.dropbox.com/scl/fo/87d6ss9fxda7abmlzv43w/AJdVNWdBMPC4WlocVC8gqpY?rlkey=2sijxciahrevz09vrtr7w0dun&st=wi3p4iw9&dl=0>
 - **Vouchers:**
<https://www.dropbox.com/scl/fo/ummqsah953vezt4008nvf/AJmAuevxn2Y6hGKj->

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JDiNfY?rlkey=akhdn6ib2z6b6501eqpf4rg7p&st=ltyjozni
&dl=0

- **PO's:**

<https://www.dropbox.com/scl/fo/wx94hd0iuf9tv7fr53u25/AD3Mm9-XRPmCbanKmYzmv-A?rlkey=3gmvmkajhdd8gpcwj3ezc4eq9&st=qqvd33nj&dl=0>

- **Bid-Docs:**

https://www.dropbox.com/scl/fo/49jqgg7d8jgy0tpncmfo/AC_-FLe2mogy7rMkdb9uUw4?rlkey=f92zxn7qt93y5vc193ygkm84&st=xo3zqn3j&dl=0

- Future Folders based upon OPRA requests:

- Redesign meeting Agenda
- Redesign meeting minutes:
 - Time, Date, Location
 - Attendance
 - Discussion topics
 - Action(s) taken
- **Volunteer Firefighter Policy:** Drafting amendments.
- **PSE&G:** Nothing new to report.
- **Railroad Easement:** No Update: Lease costs raised 10%; sent to attorney for option review. Discuss!
- **Franklin Municipality:** Harrison Towers Water Meter, Vornlocker wrote 30 days = Sept 20th). Sent update request to Bob Vornlocker.
- **Shared Services:** Nothing new to report.
- **Solar Initiative:**
 - Solar Panel / EV station project. See Project Summary
 - Moving leaf blowers to batter operated.
- **Rules-Rates-Regulations:** Updating Developer's Agreement regarding labor rates and vehicle rates.
- **Traffic Safety:** Asking FT Police if they can fully staff the project.
- **Connection Fee:** Nothing to report.
- **Escrow / Maintenance Account:** Nothing to report.
- **Document Archiving:** Nothing to report.
- **Internal Engineering:** Zero (0) connections for September 2024 (1 / to date). TRC reviews three (3), one (1) TWA executed.
- **GIS:** Updated with current Connection Permits and Final inspections.
- **Staffing Strength / discussion:** Nothing to report.
- **Personality Mentoring:** Nothing to report.
- **MCUA:** Nothing to report.
- **SBB:** Nothing to report.

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- **New Brunswick Water/Sewer Bill: Harrison Towers Water Meter.** New Brunswick is considering flow meters provided by FTSA.
- **Commercial Opportunities:** Nothing new to report.
- **Somerset County Grants:** Colleen Mahr verbally asked for an update.
- **Municipal Grants:** FTSA meeting last week to discuss invoicing workflow.
- **Late Fees - Bankruptcy Audit of accounts:** Nothing to report.
- **NJ JIF:** Nothing to report.
- **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.** Becoming a critical issue: 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: Yes
- Renewal and Replacement: Yes
- North Tract: No
- Escrow: Yes
- **Additional Resolutions: Yes**
 - Sup to authorize the issuance of 'Not to Exceed \$2,000,000 project notes of the FTSA' (Bond for Commerce Drive).
 - Auth change of title from receptionist to administrative support specialist.
 - Auth the hiring of Isis Colon to position of Administrative Support Specialist.
 - Auth removal of account # 00305.00 from system.
 - Regarding State Health Benefits (changes made by the State).
- **Other Items:** None
- **Closed session:** No