

EXECUTIVE DIRECTOR'S REPORT

April 2025

- **Revenue Report: February 28th, 2025**
 - Checks \$715,231.13 (Average)
 - YTD Collected: \$15,056,797.87 (Average)
 - Open Balance Due: [non-metered]: \$9,668,245.94
 - Penalties: \$12,884.01 (Below Average)
- **Expense Report: January 31st, 2025**
 - Expenditures MTD \$473,255.95, YTD 7,405,529.33 (budget 53% , Calendar 67%)
- **Cash Position: February 28th, 2025**
 - Unrestricted \$3,939,014.96, Restricted \$14,525,414.96, Designated \$6,281,270.68
 - Total: \$24,745,700.60
- **Discussion Items**
 - **Annual Staff Meeting:** Nothing to Report.
 - **Budget Address:** Process has begun and moving forward.
 - **User Rate Increase Proposal:** Possible.
 - **Audit:** Completed 2024.
 - **Census Data / Postemployment Benefits Audit** by Div. of Pensions & Benefits completed Part 1, Part 2 in progress.
 - **Bonding:** Marcy Street closing June 2025. BNY/Mellon new accounts created, public hearing (remote), and all Bond Notes must go to the Local Finance Board first.
 - **Banks:** Nothing to Report.
 - **Projects:** Solar re-initiated
 - **Land Acquisition:** PSE&G: access license process moved forward with NJDEP, Shirley Ave: Title policy and documents being finalized.
 - **OPRA / OPMA Initiative: A) Adopt GRC form, B) Modify Website**
 - Redesign meeting minutes:
 - Time, Date, Location
 - Attendance
 - Discussion topics
 - Action(s) taken
 - **Volunteer Firefighter Policy:** Final Legal Review.
 - **PSE&G:** Energy going up 20% / 30% (see solar project and new budget estimates).
 - **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.
 - **Solar Initiative:**
 - **Solar Panel / EV station project.** See Project Summary
 - Moving leaf blowers to batter operated.
 - **Rules-Rates-Regulations:** Effective January 7th 2025.
 - **Traffic Safety:** Nothing to Report.
 - **Connection Fee:** May go up; see budget.

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- **Escrow / Maintenance Account:** Nothing to report.
- **Document Archiving:** Nothing to report.
- **Internal Engineering:** Two connections for March 2025.
- **GIS:** Updated with current Connection Permits and Final inspections.
- **Staffing Strength / discussion:** Retired bookkeeper returned part time. A temporary bookkeeper is working as well. Cross-trained staff participating in bookkeeping operation. Restructuring of the Bookkeeping office – personnel meeting needed.
- **Personality Mentoring:** Nothing to report.
- **MCUA:** Rates / Flows increasing.
- **SBB:** Nothing to report.
- **New Brunswick Water/Sewer Bill:** In progress.
- **Commercial Opportunities:** Nothing new to report.
- **Somerset County Grants:** Monthly reports include data progress.
- **Municipal Grants:** Monthly reports include data progress.
- **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:** Brookline project / road damage.
- **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**
 - Declaring its official intent to reimburse expenses for project with iBank money.
 - Supplemental Bond Resolution, not to exceed \$5,000,000.00, and sale to the NJIB.
 - Authorizing renewal of Service Agreement with Privatizer Technologies, LLC.
- **Other Items: Closed session: No**