

EXECUTIVE DIRECTOR'S REPORT

May 2025

- **Revenue Report: April 30th, 2025**
 - Checks \$1,141,701.10 (high)
 - YTD Collected: \$16,198,498.97 (Average)
 - Open Balance Due: [non-metered]: \$9,436,081.89
 - Penalties: \$10,528.34 (Below Average)
- **Expense Report: March 31st, 2025**
 - Expenditures MTD \$358,481.56, YTD 7,892,330.54 (budget 54%, Calendar 75%)
- **Cash Position: March 31st, 2025**
 - Unrestricted \$1,442,309.06, Restricted \$18,438,716.12, Designated \$4,826,506.67
 - Total: \$24,707,531.85
- **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 moved to May 15th 2025.
 - **Banks:** Nothing to Report.
 - **Projects:** Solar re-initiated
 - **Land Acquisition:** PSE&G awaiting legal review and Shirley PS FTSA is reviewing settlement documents.
 - **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:** Nothing to report.
 - **Railroad Easement:** No Update: Lease costs raised 10%; sent to attorney for option review. Discuss!
 - **Franklin Municipality:** Damage caused to our sewer line.
 - **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.
 - **Escrow / Maintenance Account:** Nothing to report.

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- **Document Archiving:** Nothing to report.
- **Internal Engineering:** 4.8 new connections for April 2025; 98.8 expected.
- **GIS:** Updated with current Connection Permits and Final inspections.
- **Staffing Strength / discussion:** Nothing to report.
- **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. Received \$zero.
- **Municipal Grants:** Monthly reports include data progress. Received \$zero.
- **Late Fees - Bankruptcy Audit of accounts:** Nothing to report.
- **NJ JIF:** Worker's Compensation Audit.
- **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: NO**
- Renewal and Replacement: Yes
- **North Tract: NO**
- Escrow: Yes
- **Additional Resolutions: Yes**
 - Authorizing execution of a bank card merchant agreement for online utility billing.
 - Authorizing the renewal of a lease agreement with Ricoh, Inc.
 - Authorizing execution of Capacity Allocation / Developer's Agreement.
 - Authorizing the renewal of Agreement with Industrial Scientific Corp.
- **Other Items: Closed session: No**