

# EXECUTIVE DIRECTOR'S REPORT

## July 2025

- **Revenue Report: June 30<sup>th</sup>, 2025**
  - Checks \$587,945.88 (Average)
  - YTD Collected: \$587,945.88 (Average)
  - Open Balance Due: [non-metered]: \$6,664,452.37
  - Penalties: \$12,002.11 (Average)
- **Expense Report: May 31<sup>st</sup>, 2025**
  - Expenditures MTD \$2,744,124.64, YTD 13,341,626.51
  - (budget spent 92%, Calendar 100% - Savings of \$1,108,554.49)
- **Cash Position: April 30<sup>th</sup>, 2025**
  - Unrestricted \$2,867,022.90, Restricted \$13,017,012.92, Designated \$4,746,620.47
  - Total: \$20,630,656.29
- **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:** Nothing to Report.
  - **Banks:** Nothing to Report.
  - **Projects:** Solar re-initiated
  - **Land Acquisition:** PSE&G awaiting final legal review and Shirley PS FTSA awaiting documents from the owner.
  - **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:** 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 7<sup>th</sup>, 2025. Letter going out to all private collection system owners of new rules and regulations. **CME to discuss.**
  - **Traffic Safety:** Nothing to Report.

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- **Connection Fee:** May go up; see budget.
- **Escrow / Maintenance Account:** Nothing to report.
- **Document Archiving:** Nothing to report.
- **Internal Engineering:** Zero new connections for June 2025; 98.8 expected. TRC applications = 4.
- **GIS:** Updated with current Connection Permits and Final inspections.
- **Staffing Strength / discussion:** 2 staff are out with non-injury issues, 1 admin on personal issues.
- **Personality Mentoring:** Nothing to report.
- **MCUA:** Nothing to Report.
- **SBB:** Nothing to report.
- **New Brunswick Water/Sewer Bill:** Received call from Mike Licamelli.
- **Commercial Opportunities:** Nothing new to report.
- **Somerset County Grants:** Monthly reports include data progress. Check received.
- **Municipal Grants:** Monthly reports include data progress. Received \$zero.
- **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:** Nothing to Report.
- **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: NO**
- **Other Items: Closed session: No**