

# EXECUTIVE DIRECTOR'S REPORT

## October 2025

- **Revenue Report: September 30<sup>th</sup>, 2025**
  - Checks \$526,772.79 (Average)
  - YTD Collected: \$4,397,604.87(Average)
  - Open Balance Due: [non-metered]: \$3,603,409.95
  - Penalties: \$13,188.98 (Average)
- **Expense Report: August 31<sup>st</sup>, 2025**
  - Expenditures MTD \$2,415,544.95, YTD \$3,004,200.19
  - (budget spent %, Calendar %)
- **Cash Position: August 31<sup>st</sup>, 2025**
  - Unrestricted \$2,995,810.73, Restricted \$11,994,536.26, Designated \$7,593,245.66
  - Total: \$22,583,592.65
- **Discussion Items**
  - **Annual Staff Meeting:** Nothing to Report.
  - **Budget Address:** Introduction. Based upon discussions with individuals, net cash and capital needs.
  - **User Rate Increase Proposal:** 2.9%.
  - **Audit:** Began 2025 process. All onsite work completed. Attempting reconciliation of systems.
  - **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 assessment began at no cost.
  - **Land Acquisition:** PSE&G received draft easement and Shirley PS processing deed and payment.
  - **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:** Assessment in progress.
    - Assessment in progress
  - **Rules-Rates-Regulations:** Nothing to Report.
  - **Traffic Safety:** Made changes to the traffic safety schedule.

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- **Connection Fee:** New Rate presented at October 2025 meeting.
- **Escrow / Maintenance Account:** Nothing to report.
- **Document Archiving:** Nothing to report.
- **Internal Engineering:** One (1) new connection for August 2025; 98.8 expected. TRC applications processed = 10.
- **GIS:** Updated with current Connection Permits and Final inspections.
- **Staffing Strength / discussion:** Nothing to report.
- **Personality Mentoring:** Nothing to report.
- **MCUA:** Rates going up.
- **SBB:** Nothing to report.
- **New Brunswick Water/Sewer Bill:** Nothing to Report.
- **Commercial Opportunities:** Nothing new to report.
- **Somerset County Grants:** Money received responsively.
- **Municipal Grants:** Money received responsively.
- **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. See RRR section.** 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**
  - **Fence Easement – 5**
  - **License Agreement with NJDEP Weston Road PS -6**
  - Sewer Connection Fee – 7 (\$3,915)
  - Electric Supply Services online auction - 8

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- TeleCo Maintenance Agreement – 9
  - Late Budget – 10
  - Ricoh renewal Agreement – 11
  - Annual User Rate Modification – 12 (\$410) 2.9%
- **Other Items: Closed session: No**