

EXECUTIVE DIRECTOR'S REPORT

December 2025

- **Revenue Report: November 30th, 2025**
 - Checks \$2,261,356.68 (Average)
 - YTD Collected: \$7,773,176.60 (Average)
 - Open Balance Due: [non-metered]: \$1,085,677.93
 - Penalties: \$16,397.96 (Average)
- **Expense Report: October 31st, 2025**
 - Expenditures MTD \$398,216.43, YTD \$3,768,987.94 (budget spent %, Calendar %)
- **Cash Position: October 31st, 2025**
 - Unrestricted \$2,056,607.55, Restricted \$13,847,599.96, Designated \$7,929,569.35
 - Total: \$23,833,776.86
- **Discussion Items**
 - **Annual Staff Meeting: January 9th 12:00 PM.**
 - **Budget Address:** Nothing to Report.
 - **User Rate Increase Proposal:** Nothing to Report.
 - **Audit: Began 2025 process.** Presentation to the Board January 6th, 2025.
 - **Bonding:** Nothing to Report.
 - **Banks:** Nothing to Report.
 - **Projects:** Solar assessment Business Plan presentation scheduled.
 - **Land Acquisition:** PSE&G received draft easement proposal; which needs Executive Director's final approval.
 - **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:** Nothing to Report.
 - **Franklin Municipality:** Nothing to Report.
 - **Shared Services:** Nothing new to report.
 - **Solar Initiative:** Presentation; business plan scheduled Dec 10th.
 - **Rules-Rates-Regulations:** Licensed Operators meeting scheduled Dec 11th.
 - **Traffic Safety:** Nothing new to report.
 - **Connection Fee:** Nothing to Report.
 - **Escrow / Maintenance Account:** Nothing to report.
 - **Document Archiving:** Nothing to report.
 - **Internal Engineering:** Zero (0) new connections for November 2025; 93.8 expected. TRC applications: In review (3), Completed (3), total of (6).
 - **GIS:** Updated with current Connection Permits and Final inspections.
 - **Staffing Strength / discussion:** Nothing to report.

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- **Personality Mentoring:** Nothing to report.
- **MCUA:** Nothing to report.
- **SBB:** Nothing to report.
- **New Brunswick Water/Sewer Bill:** Agreement for final 2025 estimated payment.
- **Commercial Opportunities:** Nothing new to report.
- **Somerset County Grants:** Final payment received (\$3 million).
- **Municipal Grants:** \$2,000,000.00: Received \$629,857.35, Remaining \$1,256,138.85
- **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 in **GREEN**.
- **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**
 - **2026 Board meeting schedule.**
 - **Energy supply services agreement with AEP for electric commodity.**
 - **101 Mettlars Road Capacity Allocation and Developer's On-Tract and Off-Track Agreement.**
- **Other Items: Closed session: YES.** IT Security discussion.