

Executive Director's Report – November 14, 2017

FROM: Ted Lewis

RE: Monthly Report October / November 2017

1. **GIS System** – On October 12 we (Brian, Herman, Rich & I) met with the county and their GIS provider in Freehold; as of this writing we are waiting for a proposal.
2. **Emergency Repair Rt. 35 & Kremer** – Our crew responded to a sink hole issue and while “TVing” our line discovered a problem. The engineer recommended a spot patch to prevent additional damage. We have been in contact with the Oswald firm on an emergency basis and the engineer is working with the state DOT. We will update at the meeting.
3. **Monmouth Mall** – We met with engineers from Langan Engineering to discuss how their proposed changes at the Mall would affect sewerage services. They are interested in relocating the large main that currently passes between Boscov's and the parking deck. As it currently exists, the line (which serves most of Woodmere and Route 35) is a gravity line all the way to our line to Two Rivers. We advised them to work with our engineer to see if it' would be possible to relocate the line around the deck.
4. **Additional Space** – The Borough Council seems to be moving along with the funding (bond ordinance) but there has not been any discussion as to the amount we will be expected to contribute.
5. **Brookwood P.S. Replacement** – As of this writing (11/8) the contractor has begun work at the site. We had some issues with the Borough's Planning and Construction offices regarding permits and fees. The Construction Official waived the fees but we still had to pay \$50 fee for a zoning application.
6. **Maintenance Building Repairs** – Ben and Rich met with a tree service provider following up on the emergency we had with a fallen tree to discuss a pro active program to prevent future problems. The re-paving of the driveway / parking area is awaiting contract review.
7. **Updated Software** – Per our discussion last month we have purchased a laptop computer for use at the payment window and it has made things easier and quicker for the office staff.
8. **Voyager School** – Rich and the engineer inspected the work and confirmed that it meets our requirements and we can close out this matter.
9. **JIF Dividend** – The NJ Utilities Authorities Joint Insurance Fund has again announced a dividend – our share is \$2,481.

10. **Tinton Falls Overbill** – Due to a quirk in our old software, and a change in the rate Tinton Falls charges its residents, we inadvertently overbilled Tinton Falls since 2013. In the interim we have overbilled them \$7,228 which we propose to make up in the first quarter 2018 bill.
11. **New Office Refrigerator** – I authorized the purchase (\$80) of a new small refrigerator for the office (the old one died after 20 years).

CARRIED ITEMS:

12. **Howard Commons** – Nothing new this month
13. **Fieldstone Court** – No new information.
14. **Two Rivers / Borough Issue** – No new information.