

Executive Director's Report–February 13, 2018

FROM: Ted Lewis

RE: Monthly Report January / February 2018

1. **Reorganization** – We will have our annual reorganization meeting before our regular meeting to elect officers, appoint committees and professionals for 2018, (as of this writing all the current professionals are interested in continuing and we have one proposal from a new bond attorney).
2. **Budget / Connection Fee** – We sent the budget to the state for their approval. The Auditor will be at our next meeting for the annual public hearing on the connection fee (his calculations indicate the new connection fee will be \$1,811 up \$100 from last year).
3. **Additional Space** –The Borough has removed the original architect for the project and hired a replacement. Since the original architect refuses to share any of his work product, the project (now going on three years) will have to start again from scratch. Since the area we were to occupy is now vacant, I would like to propose that we approach the Borough about upgrading the space with our own funds.
4. **Long Range Infrastructure Plans** – We have been funding improvements out of cash recently (200k per year except for an increase last year and this year using the settlement from Two Rivers). If the board wishes to accelerate the improvement program bonding may be needed. I checked with our Bond Counsel regarding our bonding limit and he advised that authorities do not have the same limits as municipalities.
5. **System Maintenance / G.I.S.** – On January 17 Ben Rich and I met with the engineer to discuss our ongoing system service as well as the development of a G.I.S program.
6. **New State Law re Sewer Rate Increases** – On his last day in office Christie signed a new state law limiting rate increases to 2% - it appears that this only applies to “regional” authorities (like Two Rivers). If the law is extended to all authorities it would be a nuisance for us since a 2% increase would be \$7.60 a year (or \$1.90 per quarter). I’ll review the matter with the attorney and check to see if the law allows for “banking” the 2% increase (for example we have not raised rates for 5 years – does that mean we could increase 10% - our last increase was 5.5%).
7. **Emergency Contracts** – Bids were received Jan 30 – Municipal Maintenance, Fiore and North American Pipeline Services were the apparent low bidders – the engineer will have a recommendation for the meeting
8. **Brookwood P.S. Replacement** – The contractor is waiting for the delivery of the generator to finish the project
7. **Maintenance Building Repairs** – Rich reported that the tree work was underway.

CARRIED ITEMS:

9. **Howard Commons** – Nothing new this month
10. **Fieldstone Court** – No new information.
11. **Two Rivers / Borough Issue** – No new information.