

Executive Director's Report– January 8, 2019

FROM: Ted Lewis

RE: Monthly Report December 2018 / January 2019

1. **Utility JIF Rebate** – We were notified of our 2018 rebate from the NJ Utilities Authority. The amount was to be \$3,417 but they sent a check for \$6,971 which we cashed before the JIF advised of the error; we will cut them a check for the difference.
2. **Lining Project** - The project is scheduled to be advertised for bids on 01/04/19 and bids are due on Thursday Jan. 24 at 10 am.
3. **Old Orchard Pump Station** – Soil exploration work done the soil boring for the Gentech study is scheduled for 01/08 weather permitting. The plans we have for the project do not match the actual conditions, so I have contacted Maser (our engineer in 2006 when the work was done) to try and find “as built” drawings.
4. **Fort Monmouth / Army Engineers** – I have not heard anything regarding the schedule for the work.
5. **County RIM Program** – Following the approval of the fee to join at our last meeting I sent the shared services contract to the attorney for his review. Peter continues to coordinate with the county representatives.
6. **2019 Budget** – On December 24 we received our copy of the budget signed by the state.
7. **Office Network Upgrade** – We are still waiting for an opportunity to switch over the system at a time that will not interfere with the operations
8. **Additional Space** – Nothing new to report.
9. **Water Co. Premise Number Issue** – (1) Gloria prepared a package of payment stubs for Soul Focus to reflect our agreement that they would pay their balance due over the next 30 months. (2) I visited the site of C&H Industries (the former Berwiller welding at 36 Eaton) and spoke with the owner regarding the very limited landscaping area they claim accounts for the large usage of water in the summer months. The owner says the facility is a warehouse and its operations are the same summer and winter and he will submit a letter attesting to that. (3) We have not yet heard from Circle BMW – the largest of the underpayments owed.