

Executive Director's Report – March 09, 2021

FROM – Ted Lewis

RE: Monthly Report – February / March 2021

- 1. By law update** – Per the discussion at our last meeting it is my understanding that in the future the positions on the board will rotate among members. My suggestion would be that the Chairman would be succeeded by the vice Chairman who would be followed by the Secretary then the Assistant Secretary then the fifth member of the Board. John indicated that we could institute this policy by amending the Authority's by laws; the problem is we cannot find any by laws. Michelle has searched the files and I even contacted Anita – all we can find is the municipal ordinance that created the Authority in 1958.
- 2. Board Positions** - Given the plan to rotate positions on the Board I think it would be appropriate to have Jeanna serve as assistant secretary since Ken is the newest member. I spoke to Ken on the phone and he agrees with this change.
- 3. Connection Fee Credits** – I spoke with the engineer and attorney to resolve the issue of the two projects that are claiming credits due to renovations (old Toys us and Pathmark). Michelle is doing additional research on the history of the facilities and we will have more information for the meeting.
- 4. GIS Submissions** – It appears that our mandate that developers submit “as built” drawings in GIS format is creating problems; it seems that no one knows how to accomplish this. As a result, numerous project files remain open long after the development is completed. In discussing the matter with the engineer and our office staff we have concluded that GIS may be a bridge too far at this time.
- 5. Fort Monmouth Easement** – We signed and returned the easement document to the Corps of Engineers but have not yet heard from them. The easement survey plans prepared by T&M have been provided to FMERA and are in our office if anyone would like to see them.
- 6. Old Orchard Pump Station** – I have nothing new to report – Mr. Bonello will update us during our meeting.
- 7. Computer System Upgrade** – The system will have to be shut down to do the upgrade – Gloria is planning to do the work over a weekend when her schedule permits.
- 8. Connection Fee** – I have not had an opportunity to set up a meeting with the auditor to review a possible rate increase.
- 9. Vac Con Truck** – I spoke with Herb last week and he indicated that we could proceed with the sale of the old Vac Con truck as well as additional surplus equipment. I will contact Gov Deal firm to list the items.