

Executive Director's Report – October 10, 2023

FROM – Ted Lewis

RE: Monthly Report – September / October 2023

- 1. Employment Issues** – The Personnel committee met on 10/2 to discuss a conceptual salary schedule as well as other personnel issues. I contacted applicant M. Samuels and told him about the Board's decision to hold off on the hiring for now; we also received another application.
- 2. Wilson Avenue Sewers** – The contractor is working on site – the first progress meeting was held via zoom on 10/5 (I was not available, but Michelle and Herb were on the call) – the contractor claims to have installed over 40% of the mains.
- 3. Two River Rates** – They are holding a hearing to increase rates in member towns from \$360 to \$400 per unit (anticipating their major infrastructure project) – this will not directly affect Eatontown. but I thought the Board might want to consider our rates, which were last increased 10 years ago.
- 4. JIF / MEL Seminar** – Herb and I took the MEL seminar "Risk Management for Manager and Supervisors" on 9/27.
- 5. Vision Plan** – Per the question at the last meeting; Borough employees do have a vision insurance plan through the State Health Benefits Plan. They also have access to a supplemental plan through VSP which they pay for out of payroll deductions.
- 6. Two River Credit** – Per Brian's request, I contacted Mike Gianforte for a breakdown of the annual credit we receive on our bill. Mike explained that FMERA pays for the flow that comes out of the main base area, but the flow from the Eatontown and Oceanport areas is combined and it is not possible to determine which is which, so they split the FMERA payment 50/50. They are working on the separation of the flow and will have separate meters next year, so this will be the last year of the FMERA credit – in the future we will be able to bill FMERA direct.
- 7. Office Printer** – After consulting with our computer consultant we replaced the nonfunctioning Lexmark printer with a new unit for \$575.
- 8. Liberty Point (Howard Commons)** – The engineer's office is reviewing submissions from the developer.
- 9. Cyber Security** – I contacted the Administrator's office to see how the Borough handles the issue but have not heard back as of this writing.