

Executive Director's Report – February 14, 2024

FROM – Ted Lewis

RE: Monthly Report – January / February 2024

- 1. Employee Issues** – The Personnel committee met with Chris on 1/26/24 to discuss his feelings about being the acting superintendent; subsequent to that meeting I met with Kevin. Peter located a contact at DEP who agreed to work on Kevin's testing issue. Chrystle advised she will be leaving due to family issues, but she will be able to stay until March 15 – we are looking for a replacement; it is an outstanding opportunity for a parent who can work while their children are in school.
- 2. Reorganization / Professional Appointments** – At the Borough reorganization meeting Jeanna was appointed to a new 5-year term. According to our rotation schedule Ken East will assume the chairmanship for 2024 and Lori will be vice chair, Peter will be secretary and Jeanna will be assistant secretary. The mayor and council have one resident interested in the unexpired term - Stacey Fox of 453 Grant Avenue - I believe she will be appointed at their February 14 meeting.
Our solicitation for professional services drew only 6 resumes (one each for attorney, auditor and engineer and three for bond attorney); the submission from T&M contained rate increases (generally about 5%) the others offered the same rates as last year. I recommend that our current professionals be reappointed.
- 3. Confined Space Rescue** – After reviewing our files, Chris expressed concern that we do not have a formal agreement with a certified confined space rescue team. On 1/31 we met with members of the Asbury Park Fire Department to work on such an agreement. APFD provides this service for numerous authorities (Two River, Ocean, Long Branch) and they will send us a proposed shared services agreement – the base cost (covering salary equipment and administration) will be about \$18,000 per year.
- 4. Transducers** – Chris needed to get a transducer on an emergency basis he also ordered spares to avoid such a problem in the future.
- 5. Liberty Point (Howard Commons)** – We have not heard anything about the Treatment Works Application – also I don't have any information of the costs of the "dips" in the existing line.
- 6. Office Space** – Following the personnel meeting of 1/26 Jamey Pavlis gave us a tour of office space available in the building directly across Broad Street for Borough Hall.