#### BOROUGH OF LAKEHURST WORK SESSION/REGULAR MEETING MAY 18, 2023 TENTATIVE AGENDA

- 1. Approval of Minutes of May 4, 2023 Work Session/Regular Meeting
- 2. Payment of Bills
- 3. Resolution regarding municipal service fee for mobile home parks
- 4. Resolution regarding Chapter 159 for Stormwater Assistance Grant
- 5. Second reading and public hearing of Ordinance #2023-13 entitled: "AN ORDINANCE OF THE BOROUGH OF LAKEHURST, COUNTY OF OCEAN, STATE OF NEW JERSEY, FIXING AND DETERMINING THE AMOUNT OF SALARIES AND WAGES FOR CERTAIN EMPLOYEES AND OFFICIALS IN THE BOROUGH OF LAKEHURST, IN THE COUNTY OF OCEAN, AND STATE OF NEW JERSEY"
- 6. Executive/Closed Session to discuss public safety.

Maryanne Capasso, RMC Municipal Clerk

The Mayor and Council reserve the right to add or delete items from the agenda.

## RESOLUTION MAY 18, 2023

WHEREAS, the governing body of the Borough of Lakehurst, in the County of Ocean and State of New Jersey has carefully examined all vouchers presented to the Borough Clerk for payment of claims; finding all to be accurate and legitimate;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that the bills list as presented in the amount of \$273,216.06 is hereby approved.

I, Maryanne Capasso, Municipal Clerk, of the Borough of Lakehurst, County of Ocean, State of New Jersey, do hereby certify that the above resolution was approved by the Mayor and Council at the meeting of May 18, 2023.

Maryanne Capasso Municipal Clerk, RMC

P.O. Type: All
Range: First to Last
Format: Detail without Line Item Notes

Vendors: All

Include Non-Budgeted: Y

Rcvd Batch Id Range: First to Last

Open: N Paid: N Void: N Rcvd: Y Held: Y Aprv: N Bid: Y State: Y Other: Y Exempt: Y

KCVU BALCII IU Kaliye. FIISC - to Last								
PO # PO Date Vendor Item Description	Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
22-00914 12/23/22 A0061 AC HESSE 1 50.22 TONS ROAD SALT	6,478.38	T-03-00-100-010	B Storm Trust Reserve	R	12/23/22	05/17/23		16009
23-00218 03/20/23 H0520 CORE & MAIN 1 OMNI+ 2 C2 1G 17LL 8WHL SM 20'	1,450.00	3-09-00-101-212	B MAINTENANCE SUPPLIES	R	03/20/23	05/17/23		
23-00272 04/13/23 00256 OCEAN COUNTY 1 JUDGE DUES FOR 2023		C 3-01-43-490-299	B MISCELLANEOUS	R	04/13/23	05/17/23		
23-00306 04/26/23 A0118 ATLANTIC PRIN 1 ZONING PERMITS - 100 2 CO FORMS - 100 3 UTILITY BILLS - 4000	109.00 119.00	GN 3-01-20-120-216 3-01-20-120-216 3-09-00-101-216	B Clerk - Printing B Clerk - Printing B PRINTING	R R R	04/26/23	05/17/23 05/17/23 05/17/23		
23-00307 05/02/23 N0113 NJ WATER ASSO 1 2023 ANNUAL MEMBERSHIP		3-09-00-101-281	B PROFESSIONAL MEMBERSHIP & DUES	R	05/02/23	05/17/23		1878
23-00308 05/02/23 S0197 STEVENSON SUP 1 SOLENOID VALVE 1/2" BRASS NORM		C. 3-09-00-101-244	B EQUIPMENT - MAINTENANCE/REPAIR	R	05/02/23	05/17/23		661857
23-00310 05/02/23 S0197 STEVENSON SUP 1 METER COUPLING 5/8" X 3/4"		C. 3-09-00-101-244	B EQUIPMENT - MAINTENANCE/REPAIR	R	05/02/23	05/17/23		662803
23-00311 05/02/23 J0035 JERSEY PINES 1 FIRST AID GARAGE DOOR INV#1455		OR 3-01-26-310-244	B EQUIPMENT - MAINTENANCE/REPAIR	R	05/02/23	05/17/23		1455
23-00312 05/02/23 C0074 CUSTOM BANDAG 1 TRASH TRUCK TIRE REPAIR		3-01-26-305-253	B MOTOR VEHICLES - TIRES	R	05/02/23	05/17/23		
23-00315 05/02/23 p0120 POLICE AND SH 1 ID CARDS INV# 176864		S 3-01-25-240-211	B OFFICE SUPPLIES	R	05/02/23	05/17/23		176864

#### Borough of Lakehurst Bill List By P.O. Number

PO # PO Date Vendor Item Description A	mount Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
23-00315 05/02/23 P0120 POLICE AND SHERIFF 2 SHIPPING	S PRESS Continued 2.60 3-01-25-240-211 32.60	B OFFICE SUPPLIES	R	05/02/23	05/17/23		
2 POLICE DEPT WATER AND COOLER 3 PW WATER AND COOLER	45.98 3-01-20-120-299 89.94 3-01-25-240-297 65.86 3-01-26-305-299 01.78	B MISCELLANEOUS B Police - Miscellaneous B MISCELLANEOUS	R R R	05/17/23	05/17/23 05/17/23 05/17/23		
2 BANK COURIER SERVICES 4	RVICES INC. 16.00 3-01-20-145-101 16.00 3-09-00-101-299 32.00	B Tax Collector - Regular Salaries B MISCELLANEOUS	R R		05/17/23 05/17/23		0031053 0031053
3 BORO COPIER INVOICE# AR77988 4 BORO COPIER INVOICE# AR77989	UTIONS 76.90 3-01-25-240-297 14.75 3-01-20-120-299 18.15 3-01-20-120-299 09.80	B Police - Miscellaneous B MISCELLANEOUS B MISCELLANEOUS	R R R	05/17/23	05/17/23 05/17/23 05/17/23		AR77376 AR77988 AR77989
2 TTL REDEMPTION13,6	SSETS 00.00 3-01-55-900-005 092.32 3-01-55-900-004 92.32	B TAX LIENS PREMIUM B TAX LIENS 3RD PARTY	R R		05/17/23 05/17/23		
23-00358 05/17/23 R0046 RUMPF LAW 1 PUBLIC DEFENDER 3	75.00 3-01-43-495-231	B PUBLIC DEFENDER	R	05/17/23	05/17/23		
23-00359 05/17/23 R0158 REMINGTON & VERNIC 1 B&K EQUIP P/F & S/P APPLICATIO 1,8	K ENGINEERS 55.00 T-03-00-400-418	B B&K Equipment Services B63 L6	R	05/17/23	05/17/23		1514P093-2
23-00360 05/17/23 R0158 REMINGTON & VERNIC 1 B&K EQUIP P/F & S/P APPLICATIO 3	K ENGINEERS 12.50 T-03-00-400-419	B Moshe Lasdun B56 L16	R	05/17/23	05/17/23		1514P092-2 _
23-00361 05/17/23 R0158 REMINGTON & VERNIC 1 C3 LAKEHURST 145 RT 70 2	K ENGINEERS 85.00 T-03-00-400-417	B C3 lakehurst LLC B56 L18	R	05/17/23	05/17/23		1514P091-3

#### Borough of Lakehurst Bill List By P.O. Number

PO # PO Date Vendor Item Description Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
23-00362 05/17/23 R0158 REMINGTON & VERNICK ENG 1 PROVCO PINEGOOD SITE INSPECT. 581.55	INEERS T-03-00-400-416	B Provco Pinegood (Insp Escrow) 1514-P-084	R	05/17/23	05/17/23		1514P084-24
23-00363 05/17/23 H0030 HOLIDAY CAR WASH 1 POLICE CAR WASHES APRIL 24.00	3-01-25-240-297	B Police - Miscellaneous	R	05/17/23	05/17/23		1492
23-00364 05/17/23 C0032 CERTIFIED SPEEDOMETER 1 CALIBRATE PDCARS 2,3,4,5,6,7,8 385.00	3-01-25-240-297	B Police - Miscellaneous	R	05/17/23	05/17/23		24373
23-00365 05/17/23 U0005 UNIFIRST CORPORATION 1 PW UNIFORM CLEANING 4/23 1,046.04	3-09-00-101-271	B UNIFORMS	R	05/17/23	05/17/23		
	3-01-26-291-254 3-01-26-291-254	B SANITATION VEHICLE MAINT/REP B SANITATION VEHICLE MAINT/REP	R R		05/17/23 05/17/23		37341 37342
23-00367 05/17/23 C0060 COMCAST CABLE 1 WATER PLANT CABLE MODEM 93.22	3-09-00-101-275	B TELEPHONE	R	05/17/23	05/17/23		
23-00368 05/17/23 A0024 ACTION DATA SERVICES 1 PAYROLL SERVICEPDEND 4/23/23 340.88	3-01-20-130-299	B Finance - Miscellaneous	R	05/17/23	05/17/23		82738
23-00369 05/17/23 P0158 PITNEY BOWES GLOBAL FIN 1 MAILING METER CHARGES 186.57	ANCIAL 3-01-20-120-299	B MISCELLANEOUS	R	05/17/23	05/17/23		3317395538
2 PW GARAGE GAS BILL 545.19 3 COMMUNITY CENTER GAS BILL 225.86 4 PD HQ GAS BILL 352.09	3-01-31-437-269 3-01-31-437-269 3-01-31-437-269 3-01-31-437-269 3-01-31-437-269	B NATURAL GAS	R R R R	05/17/23 05/17/23 05/17/23	05/17/23 05/17/23 05/17/23 05/17/23 05/17/23		
2 1 110112 5222	3-09-00-101-275 3-09-00-101-275	B TELEPHONE B TELEPHONE	R R		05/17/23 05/17/23		

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PO # PO Date Vendor Item Description	Amount Charge Accou	Contract PO Type at Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date Invoice
23-00372 05/17/23 C0114 COMPLETE SECUL 1 FIRE ALARM MONITOR 11/1 - 1/31 2 BURG ALARM MONITOR 11/1 - 1/31	RITY SYSTEMS INC. 195.00 3-01-25-240- 135.00 3-01-25-240- 330.00		R R	05/17/23 05/17/2 05/17/23 05/17/2	
23-00373 05/17/23 A0075 GANNETT NEW JI 1 CLERK ADVERT. 2/1 - 2/28/23 2 CLERK ADVERT. 4/1 - 4/30/23	ERSEY NEWSPAPERS  484.36 3-01-20-122- 629.60 3-01-20-122- 1,113.96		R R	05/17/23 05/17/2 05/17/23 05/17/2	
23-00374 05/17/23 v0011 VERIZON WIREL 1 BORO CELL PHONE BILL 4/23	ESS 487.08 3-01-31-440-	275 B TELEPHONE	R	05/17/23 05/17/23	3
23-00375 05/17/23 J0900 JCP&L 1 ELECTRIC BILL UF	2,977.78 3-09-00-101-	276 B ELECTRIC	R	05/17/23 05/17/23	3
23-00376 05/17/23 J0900 JCP&L 1 RT 70 & ORCHARD LIGHT	57.97 3-01-31-436-	276 B STREET LIGHTING	R	05/17/23 05/17/23	3
23-00377 05/17/23 A0062 ALFRED SLOAN 1 MEDICARE REIMBURS. 3/23 - 5/23	989.40 3-01-23-220-	B Insurance - Medicare Reimbursement	R	05/17/23 05/17/23	3
23-00378 05/17/23 C0131 CHARLOTTE SHE 1 MEDICARE REIMBURS. 1/23 - 3/23	PHERD 494.70 3-01-23-220-	B Insurance - Medicare Reimbursement	R	05/17/23 05/17/23	3
23-00379 05/17/23 H0196 HALL'S SERVIC 1 2304-1721: PW SILVERADO OIL CH 2 2304-1843: PD 1307 OIL CHG 3 2304-2068: PD 1303 WIPER BLADE 4 2304-1975: PD 1305: MAN GASKET 5 2304-1816: PD 1305 AIR SENSOR	E, INC. 42.32 3-01-26-291- 91.88 3-01-26-291- 18.50 3-01-26-291- 417.10 3-01-26-291- 282.08 3-01-26-291- 851.88	256 B PUBLIC WKS VEHICLE MAINT/REP 256 B PUBLIC WKS VEHICLE MAINT/REP 256 B PUBLIC WKS VEHICLE MAINT/REP	R R R R	05/17/23 05/17/23 05/17/23 05/17/23 05/17/23 05/17/23 05/17/23 05/17/23 05/17/23 05/17/23	3 2304-1843 3 2304-2068 3 2304-1975
	RD OF EDUCATION 124,621.00 3-01-55-900-	002 B SCHOOL TAXES PAYABLE	R	05/17/23 05/17/23	3
23-00381 05/17/23 00145 OCEAN COUNTY 1 2ND QTR 2023 UTILITIES CHARGE	UTILITIES 68,537.79 3-09-00-105-	B CONTRACTUAL SERVICES	R	05/17/23 05/17/23	3 1800026324

Page No: 5

PO # PO Date Vendor Item Description	Amount Charge Ac	Contract PO Type count Acct Type Description		First Rcvd Stat/Chk Enc Date Date	Chk/Void Date Invoice
Total Purchase Orders:	38 Total P.O. Line Items: 59	Total List Amount: 273,216.06	Total Void Amount:	0.00	

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Borough of Lakehurst Bill List By P.O. Number

May 17, 2023 03:41 PM

Totals by Year-Fund Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND APPROPRIATIONS	3-01	187,254.36	0.00	187,254.36	0.00	0.00	187,254.36
WATER & SEWER OPERATING Yea	3-09 .ur Total:	76,449.27 263,703.63	0.00 0.00	76,449.27 263,703.63	0.00	0.00	76,449.27 263,703.63
	т-03	9,512.43	0.00	9,512.43	0.00	0.00	9,512.43
Total Of Al	l Funds:	273,216.06	0.00	273,216.06	0.00	0.00	273,216.06

### RESOLUTION MAY 18, 2023

**WHEREAS,** Section 18-4 of the Revised General Ordinances of the Borough of Lakehurst establishes a two-tiered municipal service fee and the procedures for determining the amount of the fee, **and** 

**WHEREAS**, the following is the formula establishing the municipal service fee when municipal trash pickup is used:

#### A. 2022 Tax information

- 1. Tax amount raised by residential taxes (Class 2) \$ 3,648,197.21
- 2. Number of residential homes (Class 2 items) 696 residential homes
- 3. Average tax paid per week (A1 divided by A2 divided by 52 weeks) \$100.80

B.

- 1. Total Number of Mobile Homes: 70 mobile homes
- 2. Percent of mobile homes verses residential homes: (70 ÷ 696) 9.14%
- 3. Percent rate times base home rate (\$100.80 x 9.14%) \$9.21
- 4. Trash disposal per week (Tipping fees  $\div$  (696+70)  $\div$  52) \$2.51
- 5. \$11.72 per week, (\$9.21 + 2.51); and

WHEREAS, both parks use municipal trash pickup,

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that the 2023 municipal service fee when municipal trash collection is used shall be \$ 11.72 per pad per week, said fee to be collected and remitted in accordance with Section 18 of the Revised General Ordinances of the Borough by the mobile home park owner.

I, Maryanne Capasso, Municipal Clerk, of the Borough of Lakehurst, County of Ocean, State of New Jersey, do hereby certify that the above resolution was approved by the Mayor and Council at the meeting of May 18, 2023.

Maryanne Capasso, RMC Municipal Clerk

#### RESOLUTION #2023-XXX MAY 18, 2023

# RESOLUTION PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE BUDGET OF THE BOROUGH OF LAKEHURST PURSUANT TO N.J.S.A. 40A:4-87 (CHAPTER 159, P.L. 1948)

**WHEREAS,** N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any such item of revenue in the budget of the county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget, and

**WHEREAS**, the Director may also approve the insertion of any item of appropriation for equal amount,

**NOW, THEREFORE, BE IT RESOLVED** that the Borough Council of the Borough of Lakehurst, in the County of Ocean, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2023 which item is now available as a revenue from monies held pursuant to the provisions of statute.

Stormwater Assistance Grant

\$15,000.00

**BE IT FURTHER RESOLVED** that a like sum of \$15,000 and the same is hereby appropriated under the following captions:

Stormwater Assistance Grant

\$15,000.00

**AND, BE IT FURTHER RESOLVED** that the Chief Financial Officer shall submit one copy of the Certification for State and Federal Grants to the Director of the Division of Local Government Services for approval.

I, Maryanne Capasso, Municipal Clerk, of the Borough of Lakehurst, County of Ocean, State of New Jersey, do hereby certify that the above resolution was approved by the Mayor and Council at the meeting of May 18, 2023.

Maryanne Capasso, RMC Municipal Clerk

# "AN ORDINANCE OF THE BOROUGH OF LAKEHURST, COUNTY OF OCEAN, STATE OF NEW JERSEY, FIXING AND DETERMINING THE AMOUNT OF SALARIES AND WAGES FOR CERTAIN EMPLOYEES AND OFFICIALS IN THE BOROUGH OF LAKEHURST, IN THE COUNTY OF OCEAN, AND STATE OF NEW JERSEY"

#### **ORDINANCE #2023-13**

**BE IT ORDAINED** by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, as follows:

**SECTION 1:** The base salary and wage of the following employee of this Borough shall be as follows:

NO	NON-CONTRACTUAL				
POSITION:	MINIMUM: Per annum	MAXIMUM: Per annum			
Municipal Housing Liaison	\$ 500.00	\$ 10,000.00			

**SECTION 2:** All ordinances or parts of ordinances inconsistent herewith are hereby repealed.

**SECTION 3:** If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason is for any reason held invalid or unconstitutional by a Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions hereof.

**SECTION 4:** This ordinance shall take effect after second reading and publication as required by law.

Hon. Harry Robbins Mayor

#### **NOTICE**

NOTICE IS HEREBY GIVEN that an ordinance #2023-13 entitled "AN ORDINANCE OF THE BOROUGH OF LAKEHURST, COUNTY OF OCEAN, STATE OF NEW JERSEY, FIXING AND DETERMINING THE AMOUNT OF SALARIES AND WAGES FOR CERTAIN EMPLOYEES AND OFFICIALS IN THE BOROUGH OF LAKEHURST, IN THE COUNTY OF OCEAN, AND STATE OF NEW JERSEY was finally adopted after a public hearing and Council approval at a meeting of the governing body held on the eighteenth day of May 2023. This ordinance shall become operative twenty days after final publication, pursuant to N.J.S.A. 40A: 9-165.

Marrana	Camaaaa	DMC	
Maryanne	Capasso,	RIVIC	

#### Municipal Clerk