

BOROUGH OF LAKEHURST
WORK SESSION/REGULAR MEETING
MARCH 15, 2018
TENTATIVE AGENDA

1. Proclamation for National Library Week
2. Approval of Minutes of March 1, 2018 Regular Meeting
3. Payment of Bills
4. Resolution awarding contract for Lake Horicon playground equipment
5. Introduction and First Reading of Ordinance #18-02 entitled: "ORDINANCE OF THE BOROUGH OF LAKEHURST, IN THE COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE ACQUISITION OF A POLICE VEHICLE OF A FIRE TRUCK AND RELATED EQUIPMENT AND TO APPROPRIATE THE SUM OF \$30.000 TO PAY THE COST THEREOF, FULLY FUNDED BY THE CAPITAL IMPROVEMENT FUND"
6. Executive/Closed Session to discuss personnel matters

Bernadette Dugan, RMC/CPM
Municipal Clerk

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

WHEREAS, libraries are not just about what we have for people, but what we do for and with people; **and**

WHEREAS, libraries have long served as trusted and treasured institutions, and library workers and librarians fuel efforts to better their communities, campuses, and schools; **and**

WHEREAS, librarians are leaders in their institutions and organizations, in their communities in the nation and in the world; **and**

WHEREAS, librarians continue to lead the way in leveling the playing field for all who seek information and access to technologies; **and**

WHEREAS, libraries and librarians are look beyond their traditional roles and provide transformative opportunities for education, employment, entrepreneurship, empowerment and engagement, as well as new services that connect closely with patrons' needs; **and**

WHEREAS, libraries and librarians lead their communities in innovation, providing STEAM programming, Makerspaces and access and training for new technologies; **and**

WHEREAS, libraries are pioneers supporting democracy and effecting social change, with a commitment to providing equitable access to information for all library users regardless of race, ethnicity, creed, ability, sexual orientation, gender identity, or socio-economic status; **and**

WHEREAS, libraries lead in working with diverse communities , including people of color, immigrants and people with disabilities, offering services and educational resources that transform communities, open minds and promote inclusion and diversity; **and**

WHEREAS, libraries, librarians, library workers and supporters across America are celebrating National Library Week.

NOW, THEREFORE, BE IT RESOLVED that I, Harry Robbins, Mayor of the Borough of Lakehurst proclaim April 8-14, 2018 to be National Library Week. I encourage all residents to visit the Ocean County Library this week and explore what's new at your library, and engage with your librarian. It is because of you, our libraries and librarians, Libraries Lead.

Harry Robbins
Mayor

**RESOLUTION
MARCH 15, 2018**

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 \$33,048.19 is hereby approved.

I, Bernadette Dugan, 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 March 15, 2018.

**Bernadette Dugan, RMC
Municipal Clerk**

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

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

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type Description	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
17-00706	09/07/17	P0032 THE PARTS SHACK, LLC									
		1 OIL FILTER	7.58	7-01-26-147-281	B FIRE DEPT VEHICLE MAINT/REPAIR		R	09/07/17	03/09/18		
		2 WIPER BLADES	16.92	7-01-26-147-281	B FIRE DEPT VEHICLE MAINT/REPAIR		R	09/07/17	03/09/18		
		3 AIR FILTER	11.92	7-01-26-147-281	B FIRE DEPT VEHICLE MAINT/REPAIR		R	09/07/17	03/09/18		
		4 SYNTHETIC OIL	55.08	7-01-26-147-281	B FIRE DEPT VEHICLE MAINT/REPAIR		R	09/07/17	03/09/18		
		5 ABSORBENT	43.80	7-01-26-147-281	B FIRE DEPT VEHICLE MAINT/REPAIR		R	09/07/17	03/09/18		
		6 T4 15W40	103.00	7-01-26-147-281	B FIRE DEPT VEHICLE MAINT/REPAIR		R	09/07/17	03/09/18		
			238.30								
17-00791	10/04/17	B0064 BLUE LINE EMERGENCY LIGHTING									
		1 EMERGENCY LIGHTING AND	9,809.92	X-04-00-555-001	B AQUISITION OF POLICE VEHICLE (17-06)		R	10/04/17	03/09/18		
17-00844	10/24/17	R0002 RUTGERS UNIVERSITY									
		1 HAZARDOUS TREE IDENTIFICATION	245.00	7-01-26-113-284	B TRAINING & EDUCATION		R	10/24/17	03/09/18		
17-00905	11/13/17	W0010 W. B. MASON OFFICE SUPPLIES									
		1 TIME CARDS	39.52	7-01-26-113-211	B OFFICE SUPPLIES		R	11/13/17	03/09/18		
		2 WALL CALENDAR	11.38	7-01-26-113-211	B OFFICE SUPPLIES		R	11/13/17	03/09/18		
		3 DESK CALENDAR	26.40	7-01-26-113-211	B OFFICE SUPPLIES		R	11/13/17	03/09/18		
		4 WHITE OUT	8.80	7-01-26-113-211	B OFFICE SUPPLIES		R	11/13/17	03/09/18		
		5 TWIN PACK FOLDERS	21.84	7-01-26-113-211	B OFFICE SUPPLIES		R	11/13/17	03/09/18		
		6 ADDRESS LABELS	18.28	7-01-26-113-211	B OFFICE SUPPLIES		R	11/13/17	03/09/18		
		7 PRINTER CARTRIDGE	102.91	7-01-26-113-211	B OFFICE SUPPLIES		R	11/13/17	03/09/18		
		8 PAPER	79.98	7-01-26-113-211	B OFFICE SUPPLIES		R	11/13/17	03/09/18		
		9 PRINTED NOTE FOLDER	35.40	7-01-26-113-211	B OFFICE SUPPLIES		R	11/13/17	03/09/18		
		10 FIND IT FOLDERS	27.00	7-01-26-113-211	B OFFICE SUPPLIES		R	11/13/17	03/09/18		
		11 WALLET FOLDERS	25.27	7-01-26-113-211	B OFFICE SUPPLIES		R	11/13/17	03/09/18		
		12 SHARPIE OFFICE PACK	41.99	7-01-26-113-211	B OFFICE SUPPLIES		R	11/13/17	03/09/18		
		13 DRY ERASE MARKER	9.82	7-01-26-113-211	B OFFICE SUPPLIES		R	11/13/17	03/09/18		
		14 PAPER CLIPS	3.91	7-01-26-113-211	B OFFICE SUPPLIES		R	11/13/17	03/09/18		
		15 PAPER CLIPS JUMBO	11.75	7-01-26-113-211	B OFFICE SUPPLIES		R	11/13/17	03/09/18		
		16 BLACK STICK PEN	23.70	7-01-26-113-211	B OFFICE SUPPLIES		R	11/13/17	03/09/18		
		17 BLUE STICK PEN	23.70	7-01-26-113-211	B OFFICE SUPPLIES		R	11/13/17	03/09/18		
		18 BINDERS	23.94	7-01-26-113-211	B OFFICE SUPPLIES		R	11/13/17	03/09/18		

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Borough of Lakehurst
Bill List By P.O. Number

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
18-00136	02/20/18	T0061 TOMS RIVER HEATING & AIR COND									
		1 CUT,CAP AND REMOVE PIPE	188.00	8-01-26-113-244	B EQUIPMENT - MAINTENANCE/REPAIR		R	02/20/18	03/09/18		
18-00137	02/20/18	M0971 MR. KEYS/BRICK LOCKSMITH									
		1 FD WEST DOOR PUSHBUTTON LEVER	740.00	8-01-26-113-244	B EQUIPMENT - MAINTENANCE/REPAIR		R	02/20/18	03/09/18		
18-00141	02/20/18	H0626 HENDERSON LABS, J.R. INC.									
		1 LAB TESTS FEBRUARY 2018	120.00	8-09-00-101-222	B CONTRACTUAL SERVICES		R	02/20/18	03/09/18		52573
18-00151	02/22/18	N0616 NJ STATE ASSC OF CHIEFS OF PD									
		1 E HIGGINS 2018 MEMBERSHIP DUES	275.00	8-01-25-127-281	B PROFESSIONAL MEMBERSHIP & DUES		R	02/22/18	03/09/18		
18-00176	02/28/18	P0032 THE PARTS SHACK, LLC									
		1 BATTERIES - CORES RETURNED	356.20	8-01-26-147-252	B POLICE VEHICLE MAINT/REPAIR		R	02/28/18	03/09/18		243582
18-00178	02/28/18	R0158 REMINGTON, VERNICK & VENA									
		1 TAX MAP MAIN/REVISIONS 2017/18	897.50	8-01-20-119-232	B ENGINEERING SERVICES		R	02/28/18	03/09/18		1514T102-1
18-00181	03/01/18	M0261 MACLEAN, NORBERT B, JR.									
		1 MEDICARE REIMBURS. 12/17	200.80	8-01-23-121-228	B Insurance - Medicare Reimbursement		R	03/01/18	03/09/18		
		2 MEDICARE REIMBURS. 1/18 & 2/18	401.00	8-01-23-121-228	B Insurance - Medicare Reimbursement		R	03/01/18	03/09/18		
			601.80								
18-00184	03/01/18	NJ101 NJ DEPT OF HEALTH									
		1 DOG LIC REPORT FEBRUARY 2018	46.20	8-15-00-900-003	B DUE STATE OF NJ-DOG TRUST FUND		R	03/01/18	03/09/18		
18-00186	03/05/18	NJ105 NJ DEPT. OF LABOR AND									
		1 UNEMPLOYMENT CHARGES 4TH Q 17	2,173.00	8-01-23-179-296	B UNEMPLOYMENT		R	03/05/18	03/09/18		
18-00187	03/05/18	C0084 COASTAL SOLUTIONS									
		1 FINANCE COMPUTER SET-UP	25.89	8-01-20-103-299	B MISCELLANEOUS		R	03/05/18	03/09/18		58939
18-00190	03/08/18	O0012 ONE CALL CONCEPTS									
		1 ONE CALL MESSAGES 2/18	12.50	8-09-00-101-275	B TELEPHONE		R	03/08/18	03/09/18		8025365
18-00194	03/08/18	S0046 SECURALL MONITORING CORP									
		1 ESC ALARM MONITORING	98.85	8-01-26-113-299	B MISCELLANEOUS		R	03/08/18	03/09/18		R242167

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Borough of Lakehurst
Bill List By P.O. Number

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PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
18-00205	03/09/18	V0855 VERIZON	6.55	8-01-31-164-275		B TELEPHONE	R	03/09/18	03/09/18		
18-00206	03/09/18	L0040 LOWE'S	1,221.83	X-04-00-550-030		B Ord 2018-01 Muni Bldg and I.T. Impvts	R	03/09/18	03/09/18		
Total Purchase Orders:		35	Total P.O. Line Items:		74	Total List Amount:	33,048.19	Total Void Amount:		0.00	

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND APPROPRIATIONS	7-01	1,042.08	0.00	1,042.08	0.00	0.00	1,042.08
CURRENT FUND APPROPRIATIONS	8-01	19,775.80	0.00	19,775.80	0.00	0.00	19,775.80
WATER & SEWER OPERATING	8-09	472.50	0.00	472.50	0.00	0.00	472.50
ANIMAL CONTROL FUND	8-15	46.20	0.00	46.20	0.00	0.00	46.20
Year Total:		20,294.50	0.00	20,294.50	0.00	0.00	20,294.50
GENERAL CAPITAL IMPROVEMENTS	X-04	11,711.61	0.00	11,711.61	0.00	0.00	11,711.61
Total of All Funds:		33,048.19	0.00	33,048.19	0.00	0.00	33,048.19

**RESOLUTION
MARCH 15, 2018**

WHEREAS, the Borough of Lakehurst has received CDBG funding from Ocean County for the Lake Horicon playground equipment project, **and**

WHEREAS, four bids were received by the Lakehurst Borough Municipal Clerk on February 6, 2018, **and**

WHEREAS, the Chief Financial Officer has determined sufficient funds are authorized in the notice of Community Block Grant funding received from the Ocean County Department of Planning and in the 2018 Municipal Budget.

WHEREAS, the Lakehurst Borough Council has reviewed the recommendations made by Alan Dittenhofer, Municipal Engineer to award the contract to the apparent low bidder, Picerno-Giordano Construction, LLC; **and**

WHEREAS, Municipal Attorney Sean Gertner has reviewed the Bid Document Submission Checklist, attachments and bid submission and found the bid acceptable as to form.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that the contract for the Lake Horicon playground equipment project is awarded to Picerno-Giordano Construction, LLC, 200 Market Street, Kenilworth, New Jersey 07033 in the amount of \$35,786.00.

BE IT FURTHER RESOLVED the presiding officer of this body be and is hereby directed to sign for and on its behalf the contract and that the municipal clerk of this body be and is hereby directed to seal said contract with the corporate seal of this body and attest to the same.

I, Bernadette Dugan, 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 March 15, 2018.

**Bernadette Dugan, RMC/CPM
Municipal Clerk**

BOROUGH OF LAKEHURST - COUNTY OF OCEAN
ORDINANCE 2018-02

ORDINANCE OF THE BOROUGH OF LAKEHURST, IN THE COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE ACQUISITION OF A POLICE VEHICLE AND RELATED EQUIPMENT AND TO APPROPRIATE THE SUM OF \$42,000 AND THE ACQUISITION OF A FIRE TRUCK AND RELATED EQUIPMENT AND TO APPROPRIATE THE SUM OF \$30,000 TO PAY THE COST THEREOF, FULLY FUNDED BY THE CAPITAL IMPROVEMENT FUND

BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF LAKEHURST, IN THE COUNTY OF OCEAN, NEW JERSEY (not less than two thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The Borough of Lakehurst, in the County of Ocean, State of New Jersey (the "Borough") is hereby authorized to undertake the acquisition of a police vehicle and related equipment and the acquisition of a fire truck and related equipment.

Sections 2. The sum of \$42,000 for the police vehicle and \$30,000 for the fire truck is hereby appropriated for the payment of the cost of the improvements authorized and described in Section 1 hereof (hereinafter referred to as "purpose"). Said appropriations shall be fully funded by the Capital Improvement Fund. The sum of \$72,000 is hereby appropriated from the Capital Improvement Fund for the payment of the cost of said purposes.

Section 3. The period of usefulness of the Improvements referred to in Section 2, within the limitations of the Local Bond Law and according to the reasonable life thereof, is not less than five years.

Section 4. A temporary capital will be filed with the Director of the Division of Local Government Services and is on file with the Clerk and is available there for public inspection.

Section 5. The improvements authorized hereby are not current expenses and are general improvements the Borough may lawfully make. No part of the cost of the Improvements authorized hereby has been or shall be specially assessed on any property specially benefited thereby.

Section 6. All ordinances or parts of ordinances, inconsistent herewith are hereby repealed to the extent of such inconsistency.

Section 7. This bond ordinance shall take effect twenty days after the first publication thereof after final adoption, as provided by the Local Bond Law.

Hon. Harry Robbins
Mayor

NOTICE

NOTICE IS HEREBY GIVEN that the foregoing ordinance was introduced and passed on first reading at the regular meeting of the governing body of the Borough of Lakehurst, County of Ocean, and State

of New Jersey, held on the 15th day of March 2018 and that said ordinance will be considered for final passage at the meeting of said governing body to be held at the Community Center, Center Street, Lakehurst, New Jersey on the 5th day of April, 2018 at 7:30 p.m. or as soon thereafter as said matter may be reached, at which time and place any person desiring to be heard shall be given an opportunity to be so heard.

Bernadette Dugan, RMC/CPM
Municipal Clerk