

**BOROUGH OF LAKEHURST  
REDEVELOPMENT AGENCY  
MAY 2, 2024  
TENTATIVE AGENDA**

**Cancelled due to no agenda.**

**BOROUGH OF LAKEHURST  
WORK SESSION/REGULAR MEETING  
MAY 2, 2024  
TENTATIVE AGENDA**

1. Approval of Minutes of April 18, 2024 Regular Meeting
2. Resolution regarding payment of bills
3. Resolution regarding Equal Employment Opportunity
4. Resolution regarding self-examination of 2024 Municipal Budget
5. Introduction and First Reading of Ordinance entitled: “AN ORDINANCE OF THE BOROUGH OF LAKEHURST, COUNTY OF OCEAN, STATE OF NEW JERSEY TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK” (#2024-02)
6. Second Reading and open to the public for comment on Ordinance #2024-01 entitled “ORDINANCE OF THE BOROUGH OF LAKEHURST, COUNTY OF OCEAN, STATE OF NEW JERSEY AMENDING AND SUPPLEMENTING THE REVISED GENERAL ORDINANCE OF THE BOROUGH OF LAKEHURST, CHAPTER XXV ENTITLED “LAND DEVELOPMENT”
7. Introduction of 2024 Municipal Budget
8. Executive/Closed Session to discuss personnel matters

Maryanne Capasso, RMC  
Municipal Clerk

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

**RESOLUTION  
MAY 2, 2024**

**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 \$228,752.43 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 2, 2024.**

---

**Maryanne Capasso  
Municipal Clerk, RMC**

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

Include Non-Budgeted: Y

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
24-00072	01/22/24	A0093 ACTION UNIFORM CO.									
		1 FIRE DEPT PATCHES	400.00	4-01-25-265-290		B UNIFORMS	R	01/22/24	05/01/24		
24-00170	02/15/24	B0098 BLOODGOOD LAW ENFORCEMENT									
		1 IN SERVICE TRAINING	1,450.00	4-01-25-240-284		B TRAINING & EDUCATION	R	02/15/24	05/01/24		2000
24-00274	03/27/24	P0047 PLANET TECHNOLOGIES INC									
		1 DANIEL DRIES MICROSOFT LICENSE	242.88	4-01-20-140-222		B Information Technology - Contractual Srv	R	03/27/24	05/01/24		
24-00278	03/27/24	M0118 MIRACLE CHEMICAL CO.									
		1 200 GAL SODIUM HYPOCHLORITE	1,198.00	4-09-00-101-267		B CHEMICALS	R	03/27/24	05/01/24		57291
		2 FUEL SURCHARGE	75.00	4-09-00-101-267		B CHEMICALS	R	03/27/24	05/01/24		
			1,273.00								
24-00312	04/09/24	A0093 ACTION UNIFORM CO.									
		1 OFFICER OF THE YEAR PLAQUE	40.00	4-01-25-240-297		B Police - Miscellaneous	R	04/09/24	05/01/24		
24-00313	04/09/24	W0016 WALTER EARLE CORP.									
		1 TOP ASPHALT	75.40	4-01-26-290-299		B MISCELLANEOUS	R	04/09/24	05/01/24		89380
24-00315	04/12/24	A0118 ATLANTIC PRINTING & DESIGN									
		1 CERT. OF OCCUPANCY FORMS	152.00	4-01-20-120-216		B Clerk - Printing	R	04/12/24	05/01/24		2241710
24-00316	04/12/24	A0093 ACTION UNIFORM CO.									
		1 BLAUER S/S MEDIUM REGULAR	280.00	4-01-25-240-272		B UNIFORM REPAIRS - REPLACE	R	04/12/24	05/01/24		59510
24-00317	04/12/24	M0971 MR. KEYS/BRICK LOCKSMITH									
		1 PW GARAGE DOORS INVOICE# 49380	175.00	3-01-26-310-299		B B&G - MISCELLANEOUS	R	04/12/24	05/01/24		49380
24-00318	04/12/24	A0087 ASSOCIATION OF NJ RECYCLERS									
		1 ANJR ANNUAL MEETING	85.00	4-01-26-306-299		B Recycling - Miscellaneous	R	04/12/24	05/01/24		

PO #	PO Date	Vendor	Contract	PO Type	First	Rcvd	Chk/Void	
Item Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Invoice
24-00318	04/12/24	A0087	ASSOCIATION OF NJ RECYCLERS	Continued				
2 ANJR ANNUAL MEETING	<u>105.00</u>	4-01-26-306-299	B	Recycling - Miscellaneous	R	04/12/24	05/01/24	
	190.00							
24-00319	04/12/24	R0028	RUTGERS, THE STATE UNIVERSITY					
1 IMPROVE GRANT WRITING SKILLS	235.00	4-01-26-310-284	B	TRAINING & EDUCATION	R	04/12/24	05/01/24	131735
24-00320	04/12/24	R0028	RUTGERS, THE STATE UNIVERSITY					
1 THE ETHICAL ORGANIZATION	250.00	4-01-26-310-284	B	TRAINING & EDUCATION	R	04/12/24	05/01/24	131733/131734
24-00321	04/15/24	B0093	BRIGHT HARBOR HEALTHCARE					
1 ON POINT PROGRAM CY24 Q2	4,375.00	4-01-25-240-222	B	CONTRACTUAL SERVICES	R	04/15/24	05/01/24	
24-00327	04/16/24	H0626	HENDERSON LABS, J.R. INC.					
1 LAB TESTS APRIL 2024	200.00	4-09-00-101-222	B	CONTRACTUAL SERVICES	R	04/16/24	05/01/24	62652
24-00328	04/16/24	F0001	FARRO'S TEES					
1 PW SHIRTS - ORDER# 1422	738.50	4-01-26-305-271	B	UNIFORMS	R	04/16/24	05/01/24	
24-00329	04/16/24	D0072	DYNAMIC TESTING SERVICE, LLC					
1 DRUG/ALCH TEST - PW	90.00	6-02-00-200-445	B	Recycling Tonnage Grant - 2019	R	04/16/24	05/01/24	2547
24-00367	04/18/24	H0626	HENDERSON LABS, J.R. INC.					
1 LAB TESTS MARCH 2024	200.00	4-09-00-101-222	B	CONTRACTUAL SERVICES	R	04/18/24	05/01/24	62658
24-00369	04/19/24	R0158	REMINGTON & VERNICK ENGINEERS					
1 C3 LAKEHURST 145 RT 70	210.00	T-03-00-400-417	B	C3 Lakehurst LLC B56 L18	R	04/19/24	05/01/24	1514P091-12
24-00370	04/19/24	S0072	SITE ONE LANDSCAPE SUPPLY					
1 BALLFIELD IRRIGATION REPAIR	881.17	4-01-26-310-268	B	GROUNDS - MAINTENANCE	R	04/19/24	05/01/24	
24-00376	04/29/24	L0049	LE-ED CONSTRUCTION, INC.					
1 CONCRETE MIX	55.04	4-09-00-101-244	B	EQUIPMENT - MAINTENANCE/REPAIR	R	04/29/24	05/01/24	
2 PORTLAND MIX	<u>85.05</u>	4-09-00-101-244	B	EQUIPMENT - MAINTENANCE/REPAIR	R	04/29/24	05/01/24	
	140.09							
24-00378	04/29/24	A0706	AWARD COMPANY OF AMERICA					
1 NAMEPLATES	25.00	4-01-20-120-299	B	MISCELLANEOUS	R	04/29/24	05/01/24	57082

May 1, 2024  
01:04 PM

Borough of Lakehurst  
Bill List By P.O. Number

PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
24-00378	04/29/24	A0706 AWARD COMPANY OF AMERICA		Continued						
		2 SHIPPING	17.50	4-01-20-120-299	B MISCELLANEOUS	R	04/29/24	05/01/24		
			<u>42.50</u>							
24-00379	04/30/24	P0158 PITNEY BOWES GLOBAL FINANCIAL								
		1 MAILING METER CHARGES	186.57	4-01-20-120-299	B MISCELLANEOUS	R	04/30/24	05/01/24		3319066188
24-00380	04/30/24	E0036 EASTERN ARMORED SERVICES INC.								
		1 BANK COURIER SERVICES	370.50	4-01-20-145-101	B Tax Collector - Regular Salaries	R	04/30/24	05/01/24		0033581
		2 BANK COURIER SERVICES	370.50	4-09-00-101-299	B MISCELLANEOUS	R	04/30/24	05/01/24		
			<u>741.00</u>							
24-00381	04/30/24	R0076 RENEE JAMES								
		1 MILEAGE REIMBURSEMENT	91.12	4-01-42-153-200	B Shared Service - PMUA	R	04/30/24	05/01/24		
24-00382	04/30/24	C0131 CHARLOTTE SHEPHERD								
		1 MEDICARE REIMBURS.1/24 - 3/24	524.10	4-01-23-220-228	B Insurance - Medicare Reimbursement	R	04/30/24	05/01/24		
24-00383	04/30/24	N0003 NJ DEPT OF TRANSPORTATION								
		1 NJ DOT 2024 PROJECT PERMIT	395.00	4-01-20-165-232	B ENGINEERING SERVICES	R	04/30/24	05/01/24		
24-00384	04/30/24	K0018 KORI BRENNAN								
		1 MILEAGE REIMBURSEMENT	113.90	4-01-42-153-200	B Shared Service - PMUA	R	04/30/24	05/01/24		
24-00385	04/30/24	G0061 GREGORY J. HOCK, ESQUIRE								
		1 LIMELIGHT SUBDIVISION 2/24	225.00	T-03-00-400-017	B Limelight III Escrow - Block 52 Lot 13	R	04/30/24	05/01/24		
		2 LIMELIGHT SUBDIVISION 4/24	315.00	T-03-00-400-017	B Limelight III Escrow - Block 52 Lot 13	R	04/30/24	05/01/24		
			<u>540.00</u>							
24-00386	04/30/24	G0061 GREGORY J. HOCK, ESQUIRE								
		1 FLY BY NIGHT ESCROW	457.50	T-03-00-400-424	B Fly By Night PB App. 2024-02 (PR Review)	R	04/30/24	05/01/24		
24-00387	04/30/24	C0114 COMPLETE SECURITY SYSTEMS INC.								
		1 FIRE ALARM MONITOR 2/1 - 4/30	195.00	4-01-25-240-297	B Police - Miscellaneous	R	04/30/24	05/01/24		4323846
		2 BURG ALARM MONITOR 2/1 - 4/30	135.00	4-01-25-240-297	B Police - Miscellaneous	R	04/30/24	05/01/24		4323846
		3 FEE	10.42	4-01-25-240-297	B Police - Miscellaneous	R	04/30/24	05/01/24		
		4 FIRE ALARM MONITOR 5/1 - 7/31	195.00	4-01-25-240-297	B Police - Miscellaneous	R	04/30/24	05/01/24		4629830

May 1, 2024  
01:04 PM

Borough of Lakehurst  
Bill List By P.O. Number

PO #	PO Date	Vendor	Contract	PO Type	First	Rcvd	Chk/Void	
Item Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Invoice
24-00387	04/30/24	C0114 COMPLETE SECURITY SYSTEMS INC. Continued						
5 BURG ALARM MONITOR 5/1 - 7/31	135.00	4-01-25-240-297	B Police - Miscellaneous		R	04/30/24	05/01/24	4629830
	670.42							
24-00388	04/30/24	C0114 COMPLETE SECURITY SYSTEMS INC.						
1 ALARM MONITOR ESC 5/1 - 7/31	135.00	4-01-26-310-299	B B&G - MISCELLANEOUS		R	04/30/24	05/01/24	4629831
24-00389	04/30/24	M0081 METROPOLITAN LIFE INSURANCE CO						
1 DENTAL INSURANCE 4/2024	4,168.25	4-01-23-220-226	B Insurance - Dental		R	04/30/24	05/01/24	
24-00390	04/30/24	P0022 SUN LIFE						
1 LIFE INS BILL TO 6/24	102.60	4-01-23-220-227	B Insurance - Life Insurance		R	04/30/24	05/01/24	
24-00391	04/30/24	R0046 RUMPF LAW						
1 PUBLIC DEFENDER	375.00	4-01-43-495-231	B PUBLIC DEFENDER		R	04/30/24	05/01/24	
24-00392	04/30/24	V0855 VERIZON						
1 PHONE BILL	388.34	4-01-31-440-275	B TELEPHONE		R	04/30/24	05/01/24	
24-00393	04/30/24	A0075 GANNETT NY/NJ LOCALIQ						
1 CLERK ADVERT. 2/24 - 4/16/24	513.88	4-01-20-122-215	B Advertising - Legal Advertisements		R	04/30/24	05/01/24	0006241815
24-00394	04/30/24	S0896 SHORE BUSINESS SOLUTIONS						
1 BORO COPIER INVOICE# AR96690	23.47	4-01-20-120-299	B MISCELLANEOUS		R	04/30/24	05/01/24	AR96690
2 BORO COPIER INVOICE# AR96949	10.96	4-01-20-120-299	B MISCELLANEOUS		R	04/30/24	05/01/24	AR96949
	34.43							
24-00395	05/01/24	B9112 B & K EQUIPMENT SERVICES						
1 DUMP TRUCK INVOICE# 39199	6,045.91	4-01-26-291-256	B PUBLIC WKS VEHICLE MAINT/REP		R	05/01/24	05/01/24	39199
24-00396	05/01/24	B9112 B & K EQUIPMENT SERVICES						
1 TRASH TRUCK INVOICE# 39236	677.68	4-01-26-291-254	B SANITATION VEHICLE MAINT/REP		R	05/01/24	05/01/24	39236
24-00397	05/01/24	M0061 MINE SAFETY APPLIANCES CO						
1 SHIPPING FEE	11.81	4-01-26-310-244	B EQUIPMENT - MAINTENANCE/REPAIR		R	05/01/24	05/01/24	
24-00398	05/01/24	O0284 OCEAN COUNTY DEPART OF FINANCE						
1 COUNTY LEVY DUE 05/15/24	195,448.16	4-01-55-900-001	B COUNTY TAXES PAYABLE		R	05/01/24	05/01/24	

PO #	PO Date	Vendor	Amount	Charge Account	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
24-00399	05/01/24	A0024 ACTION DATA SERVICES									
		1 QUARTERLY FILING 1ST QTR 2024	984.80	4-01-20-130-299	B Finance - Miscellaneous		R	05/01/24	05/01/24		87329
		2 PAYROLL SERVICES PDEND 4/7/24	306.21	4-01-20-130-299	B Finance - Miscellaneous		R	05/01/24	05/01/24		87226
			<u>1,291.01</u>								
24-00400	05/01/24	C0060 COMCAST CABLE									
		1 ESC CABLE MODEM	194.93	4-01-31-440-275	B TELEPHONE		R	05/01/24	05/01/24		
		2 PD CABLE MODEM	149.41	4-01-31-440-275	B TELEPHONE		R	05/01/24	05/01/24		
		3 COMM CENTER CABLE MODEM	96.42	4-01-31-440-275	B TELEPHONE		R	05/01/24	05/01/24		
		4 BORO HALL CABLE MODEM	212.37	4-01-31-440-275	B TELEPHONE		R	05/01/24	05/01/24		
			<u>653.13</u>								
24-00401	05/01/24	NJ101 NJ DEPT OF HEALTH									
		1 DOG LIC REPORT APRIL 2024	3.60	4-15-00-900-003	B Due to State - License Fees		R	05/01/24	05/01/24		
24-00402	05/01/24	J0900 JCP&L									
		1 ELECTRIC BILL ST. LIGHTS	1,561.57	4-01-31-436-276	B STREET LIGHTING		R	05/01/24	05/01/24		
24-00403	05/01/24	J0900 JCP&L									
		1 LED STREET LIGHTING	449.38	4-01-31-436-276	B STREET LIGHTING		R	05/01/24	05/01/24		
24-00404	05/01/24	N0029 TWIN ROCKS WATER									
		1 BORO HALL WATER AND COOLER	24.00	4-01-20-120-299	B MISCELLANEOUS		R	05/01/24	05/01/24		
		2 POLICE DEPT WATER AND COOLER	89.94	4-01-25-240-297	B Police - Miscellaneous		R	05/01/24	05/01/24		
		3 PW WATER AND COOLER	12.00	4-09-00-101-299	B MISCELLANEOUS		R	05/01/24	05/01/24		
			<u>125.94</u>								
24-00405	05/01/24	A0123 AMAZON CAPITAL SERVICES									
		1 GUIDE UNIFORM ALLOWANCE	346.47	4-01-25-240-276	B UNIFORM ALLOWANCE - GUIDE		R	05/01/24	05/01/24		
		2 PELINO UNIFORM ALLOWANCE	229.91	4-01-25-240-279	B UNIFORM ALLOWANCE - PELINO		R	05/01/24	05/01/24		
		3 PD UNIFORMS	321.23	4-01-25-240-272	B UNIFORM REPAIRS - REPLACE		R	05/01/24	05/01/24		
		4 PD OFFICE SUPPLIES	95.28	4-01-25-240-272	B UNIFORM REPAIRS - REPLACE		R	05/01/24	05/01/24		
		5 JAMES UNIFORM ALLOWANCE	260.21	4-01-25-240-274	B UNIFORM ALLOWANCE - JAMES		R	05/01/24	05/01/24		
		6 POSS UNIFORM ALLOWANCE	153.49	4-01-25-240-280	B UNIFORM ALLOWANCE - WALTZ		R	05/01/24	05/01/24		
			<u>1,406.59</u>								

May 1, 2024  
01:04 PM

Borough of Lakehurst  
Bill List By P.O. Number

Page No: 6

---

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct	PO Type Description	First Stat/Chk	Rcvd Enc Date	Chk/Void Date	Invoice
------	---------	--------	--------	----------------	---------------	---------------------	----------------	---------------	---------------	---------

---



Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND APPROPRIATIONS	3-01	175.00	0.00	175.00	0.00	0.00	175.00
CURRENT FUND APPROPRIATIONS	4-01	225,080.74	0.00	225,080.74	0.00	0.00	225,080.74
WATER & SEWER OPERATING	4-09	2,195.59	0.00	2,195.59	0.00	0.00	2,195.59
ANIMAL CONTROL FUND	4-15	3.60	0.00	3.60	0.00	0.00	3.60
Year Total:		227,279.93	0.00	227,279.93	0.00	0.00	227,279.93
	G-02	90.00	0.00	90.00	0.00	0.00	90.00
	T-03	1,207.50	0.00	1,207.50	0.00	0.00	1,207.50
Total of All Funds:		228,752.43	0.00	228,752.43	0.00	0.00	228,752.43

**RESOLUTION**  
**MAY 2, 2024**

**GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE  
UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S  
"Enforcement Guidance on the Consideration of Arrest and Conviction Records in  
Employment Decisions Under Title VII of the Civil Rights Act of 1964"**

**WHEREAS**, N.J.A.C. 40A:4-5 as amended by P.L. 2017, c 183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C., 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; **and**

**WHEREAS**, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, hereby states that it has complied with N.J.A.C. 40A:4-5, as amended by P.L. 2017, c 183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

**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 2, 2024.**

---

**Maryanne Capasso, RMC**  
**Municipal Clerk**

**RESOLUTION  
MAY 2, 2024**

**A RESOLUTION AUTHORIZING SELF-EXAMINATION OF THE 2024  
MUNICIPAL BUDGET**

**WHEREAS**, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination, **and**

**WHEREAS**, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997, **and**

**WHEREAS**, pursuant to N.J.A.C. 5:30-7.2 through 7.5 the Borough of Lakehurst has been declared eligible to participate in the program by the Division of Local Government Services, and the Chief Financial Officer has determined that the Borough meets the necessary conditions to participate in the program for the 2024 budget year,

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Lakehurst, County of Ocean, State of New Jersey that in accordance with N.J.A.C. 5:30-7.6a & 7.6b and based upon the Chief Financial Officer's certification, the governing body has found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:
  - a. Payment of interest and debt redemption charges
  - b. Deferred charges and statutory expenditures
  - c. Cash deficit of preceding year
  - d. Reserve for uncollected taxes
  - e. Other reserves and non-disbursement items
  - f. Any inclusions of amounts required for school purposes
2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at 40A:4-45.3 et seq. are fully met. (Complies with the "CAP" law)
3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5
4. That pursuant to the Local Budget Law:
  - a. All estimates of revenue are reasonable, accurate, and correctly stated
  - b. Items of appropriations are properly set forth

- c. In itemization, form, arrangement, and content the budget will permit the exercise of the comptroller function within the municipality
5. That budget and associated amendments have been introduced, publicly advertised, and adopted in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.
6. That other applicable statutory requirements have been further fulfilled.

**BE IT FURTHER RESOLVED**, that a copy of this resolution be forwarded to the Director of the Division of Local Government Services.

**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 2, 2024.**

---

**Maryanne Capasso, RMC  
Municipal Clerk**

**“AN ORDINANCE OF THE BOROUGH OF LAKEHURST, COUNTY OF OCEAN,  
STATE OF NEW JERSEY TO EXCEED THE MUNICIPAL BUDGET  
APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK”  
(N.J.S.A. 40A: 4-45.14)**

**#2024-02**

**WHEREAS**, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year’s final appropriations, subject to certain exceptions; **and**,

**WHEREAS**, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; **and**,

**WHEREAS**, the Governing Body of the Borough of Lakehurst in the County of Ocean finds it advisable and necessary to increase its CY 2024 budget by up to 3.5% over the previous year’s final appropriations, in the interest of promoting the health, safety and welfare of the citizens; **and**,

**WHEREAS**, the Governing Body hereby determines that a 1% increase in the budget for said year, amounting to \$37,579 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; **and**,

**WHEREAS**, the Governing Body hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

**NOW THEREFORE BE IT ORDAINED**, by the Governing Body of the Borough of Lakehurst, in the County of Ocean, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2024 budget year, the final appropriations of the Borough of Lakehurst shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$131,526.50 and that the CY 2024 municipal budget for the Borough of Lakehurst be approved and adopted in accordance with this ordinance; **and**,

**BE IT FURTHER ORDAINED**, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; **and**,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; **and**,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

\_\_\_\_\_  
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 2nd day of May, 2024 and that said ordinance will be considered for final passage at the meeting of said governing body to be held at the Community Center, 207 Center Street, Lakehurst, New Jersey on the 6<sup>th</sup> day of June 2024 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.

---

Maryanne Capasso, RMC  
Municipal Clerk

**“ORDINANCE OF THE BOROUGH OF LAKEHURST, COUNTY OF OCEAN,  
STATE OF NEW JERSEY AMENDING AND SUPPLEMENTING THE REVISED  
GENERAL ORDINANCES OF THE BOROUGH, CHAPTER XXV ENTITLED  
“LAND DEVELOPMENT”**

**#2024-01**

**WHEREAS**, pursuant to N.J.S.A. 40:48-2, a municipality may make, amend, repeal, and enforce ordinances not contrary to the laws of this State or of the United States, as it may deem necessary and proper for order and protection of persons and property, and for the preservation of the public health, safety, and welfare of the municipality and its inhabitants; and

**WHEREAS**, Governor Murphy signed into law legislation legalizing and regulating cannabis use and possession for adults 21 years and older, A-21 (P.L.2021, c.16); and Governor Murphy signed the New Jersey Cannabis Regulatory, Enforcement Assistance, and Marketplace Modernization Act, and decriminalizing marijuana and hashish possession, A-1897 (P.L.2021, c.19). The Governor also signed S-3454 (P.L.2021, c.25), clarifying marijuana and cannabis use and possession penalties for individuals younger than 21 years old; and

**WHEREAS**, New Jersey law enforcement officers made over 24,000 arrests for marijuana possession in 2012, more than in the previous 20 years, which equated to roughly three out of every five arrests; and

**WHEREAS**, the Legislature of the State of New Jersey recognizes the need to eliminate the illegal market for marijuana and provide relief to those who have been, or will continue to be adversely affected by arrests resulting from illegal marijuana sales, through a statewide legislative effort providing for decriminalization and record expungement; and

**WHEREAS**, the Legislature of the State of New Jersey also recognizes the need to utilize tax revenue from legalized marijuana business operations to support drug treatment and education efforts, and community reinvestment initiatives; and

**WHEREAS**, the Governing Body has determined that the State Legislature has adequately addressed, and will continue to adequately address, the majority of statewide public health, safety, and welfare concerns which may arise from the legal adult use of marijuana; and

**WHEREAS**, the Borough of Lakehurst has determined that State licensed businesses that legally cultivate, process, sell, and/or distribute marijuana under such State licenses require special attention in the form of an ordinance tailored toward the Borough of Lakehurst, to preserve the public health, safety, and welfare of the Borough and its inhabitants; and

**WHEREAS**, the new legislation expressly preserves local control over marijuana facilities and land uses, including the authority to control both medical and legal cannabis/marijuana-based businesses in their town; and

**WHEREAS**, municipalities have until August 21, 2021, to pass ordinances that either bans

cannabis businesses, welcomes them, or sets limits for the type of businesses or number of dispensaries and those that do nothing will lock in a standard set of rules for five years; and

**WHEREAS**, if a municipality fails to adopt an ordinance prohibiting a particular class by August 21, 2021, a five-year lock in period will be triggered; and

**WHEREAS**, this Ordinance shall rely upon and be interpreted in accordance with the statutes, rules, and regulations enacted by the New Jersey Legislature and the various State Agencies, Authorities, and Departments governing the legal adult use of marijuana in the State of New Jersey; and

**WHEREAS**, the Borough of Lakehurst has a Master Plan which contains zoning classifications and districts as outlined in same; and

**WHEREAS**, medical marijuana and cannabis businesses, dispensaries, commercial operations, and delivery operations are not listed in the Zoning Code as either permitted or conditionally permitted land uses and are, therefore, prohibited under the Borough's permissive zoning provisions, as set forth in the Borough's Municipal Code.

**NOW THEREFORE BE IT ORDAINED** by the Lakehurst Borough council that that the within sections permit certain uses and establish site standards as follows:

**SECTION 1:** The Land Development Ordinance of the Borough of Lakehurst, Chapter 25, section 25-32 entitled reserved is hereby created to permit and govern legal marijuana operations within the Borough of Lakehurst as follows:

## **25-32 CANNABIS OPERATIONS**

### **25-32.1 LAND USE & ZONING FOR CANNABIS OPERATIONS**

- a) All residential zones are barred from retail and growing facilities. Pre-existing non-conforming retail uses are explicitly barred from marijuana/cannabis retail use.
- b) Three cannabis retail licenses shall be permitted in the Borough. One retail license shall be permitted in the B-1 Zone, and two retail licenses shall be permitted in the B-2 Zone.
- c) In the B-2 Zone, one Cannabis Retailer License shall be permitted on the west side of Lake Street and one Cannabis Retailer License shall be permitted on the east side of Lake Street as per the attached Exhibit.
- d) In the light industrial zone, the Borough shall allow only one entity to hold a Class 1 Cannabis Cultivation License and/or a Class 2 Cannabis Manufacturer License and/or a Class 3 Cannabis Wholesaler License and/or or a Class 4 Cannabis Distributor License if the licenses are owned by the same entity.
  1. A Class 5 Cannabis Retail site shall not be permitted in the light industrial zone.
- e) Class 6 Cannabis Delivery Licenses shall be permitted in the Borough on the condition the entity also possesses a Class 5 Retailer License.
- f) Distance from schools and parks. All Cannabis operated facilities shall be located a minimum of two hundred (200) feet from schools having full time enrollment of 100 or



more students, as measured from the nearest property boundary of such school use to the front door or primary access of the proposed licensed premises and any public parks. Prior to issuing a retail cannabis business license, the Borough shall confirm the proposed licensed premises boundaries meet such requirements.

**25-32.2 LIMITATION ON THE NUMBER OF LICENSES THAT MAY BE ISSUED WITHIN THE BOROUGH.**

The “New Jersey Regulatory Enforcement Assistance and Marketplace Modernization Act” establishes six “marketplace” classes of licensed businesses: Namely,

- Class 1 Cannabis Cultivation License
- Class 2 Cannabis Manufacturer License
- Class 3 Cannabis Wholesaler License
- Class 4 Cannabis Distributor License
- Class 5 Cannabis Retailer License
- Class 6 Cannabis Delivery License

- a) Three cannabis retail licenses shall be permitted in the Borough. One retail license shall be permitted in the B-1 Zone, and two retail licenses shall be permitted in the B-2 Zone.
- b) In the light industrial zone, the Borough shall permit only one entity to hold a Class 1 Cannabis Cultivation License and/or a Class 2 Cannabis Manufacturer License and/or a Class 3 Cannabis Wholesaler License and/or or a Class 4 Cannabis Distributor License if the licenses are owned by the same entity.
- c) A Class 5 Cannabis Retail site shall not be permitted in the light industrial zone.
- d) A Class 6 Cannabis Delivery Licenses shall be permitted on the condition the entity also possesses a Class 5 Retailer License.
- e) Storage of products. All products and accessories for a Class 5 Retail License shall be at a minimum at or near the center of the store, completely indoors and onsite.

**25-32.3 STATE LICENSED CANNABIS MANUFACTURING, CULTIVATION, PROCESSING, DISTRIBUTION AND DISPENSARIES PERMITTED.**

- 1. Any business duly licensed by the State of New Jersey to conduct legal use marijuana operations, as defined by State law, may operate within the zones referenced in Article II and Article III so long as: (i) the entity maintains its State and local (if applicable) license in good standing and the entity otherwise remains in full compliance with the laws and regulations established by the State of New Jersey and the applicable Agency, Authority, and/or Department governing the licensed activity, as may be amended.
- 2. No Business License to operate within the Borough shall be granted or renewed without such evidence as may be required by the Clerk’s Office to determine that the entity

maintains all valid State and/or Departmental licenses and approvals, and that all such licenses and/or approvals remain in good standing at the time of registration.

#### **25-32.4 SITE STANDARDS FOR LICENSED CANNABIS OPERATIONS**

- a) There shall be no on-site sales of alcohol or tobacco products.
- b) There shall be no on-site sales of food, beverage, and other refreshments.
- c) The consumption of marijuana on any retail site, either indoor or outdoor is strictly prohibited. No consumption of any marijuana product shall be allowed or permitted on the licensed premises or adjacent grounds.
- d) Hours of public operation shall be limited to 10am to 9pm daily. No licensed marijuana business shall be open to the public between the hours outside of 10am to 9pm any day.
- e) For any of the Class 1-5 licenses, the facility or retail store shall provide an air treatment system with sufficient odor absorbing ventilation and exhaust systems such that any odors generated inside the facility are not detectable by a person of reasonable sensitivity anywhere on adjacent property, within public rights of way, or within any other unit located within the same building as the licensed facility if the use only occupies a portion of a building.
- f) To the extent not already required by the entity's State license, all sites must be equipped with security cameras requiring identification quality imaging, which covers all areas, including, but not limited to, all exterior parking and loading areas, points of entry, and interior spaces which are either open to the public or used for the storage or processing of marijuana products. Footage must be maintained for the duration required under State law.
- g) All licensed cannabis facilities must provide the Lakehurst Borough Police Department with access to security footage immediately upon request by the Department.
- h) To the extent not already required by the entity's State license, all licensed facilities must provide at least one **armed** security guard who is certified by the police training commission or by the Security Officers Registration Act (SORA), or more if required by the State, during all times the facility is open to the public.

#### **25-32.5 ON SITE SIGNAGE**

- a) No State licensed cannabis business shall display signage containing text and/or images intended to promote excessive consumption of legal cannabis products.
- b) Signage shall otherwise comply with the requirements of Article XXV (Signs) of the Lakehurst Borough Ordinance, to the extent permissible by applicable State laws and regulations governing signage standards for licensed marijuana businesses.

**SECTION 2:** The Revised General Ordinance of the Borough of Lakehurst, Chapter 4, section 4-5 entitled reserved is hereby created within the Borough of Lakehurst as follows:

#### **4-5 LICENSED CANNABIS OPERATIONS**

#### **4-5.1 LICENSING & FEES.**

- a) To be granted a business license for the operation of any State Licensed cannabis facility within the Borough, the following conditions must be satisfied:
  - 1) Completion of all forms, checklists, and other submissions as may be required by the Clerk's Office;
  - 2) Payment of all applicable local fees, including inspection and licensing fees;
  - 3) Demonstration that all applicable State licenses have been obtained;
  - 4) Passage of all applicable State and local inspections required to be completed prior to the beginning of operations and/or renewal of any State and/or local license;
  - 5) Emergency contact information to be utilized by police, fire, and EMT personnel in the event of an on-site emergency; and,
  - 6) Submission of a full copy of the Application for State Licensure, via hard copy or digitally, with pages prominently marked "CONFIDENTIAL" as appropriate for purposes of compliance with New Jersey's Open Public Records Act (NOTE: pages not marked as confidential will be disclosed in response to an applicable OPRA request).
- b) Application and License Fees: Application and license fees (which are in addition to any state license fees), whether or not shared with the Borough and in addition to any applicable fees required under the Borough Land Use Code and Building Code for-cannabis businesses shall be as follows:
  - a. New license application fees:
    - i. First submittal: \$10,000.00. The following is required with a first submittal:
      1. All applicants must submit a \$10,000.00 application fee via certified bank check.
      2. All applicants must concurrently submit a business proposal with one (1) original and two (2) copies along with the license application and license application fee.
    - ii. A cannabis business license selection committee will be appointed by the Mayor to administratively sort, review and consider each business. Final selections to be made by the full council.
    - iii. If a business is not selected, \$5,000.00 of the first submittal license application fee will be returned.
  - b. Fingerprint-based criminal background check fee, per person checked: actual cost.
  - c. Renewal application fee: \$5,000.00 which is non-refundable.
  - d. Late renewal fee: \$750.00.
  - e. Change of business manager: \$150.00 (plus actual fingerprint-based background check fees).
  - f. Transfer of location: \$1,000.00.
  - g. Modification of premises or other activities for which a fee is permitted, but for which a fixed amount is not set in this Article: \$250.00.
  - h. Change of corporate structure or change of a Controlling Beneficial Owner: \$150.00 per person (plus actual fingerprint-based background check fees).
  - i. Other change in financial interests: \$100.00 minimum, or actual cost if more than

\$100.00.

- c) The primary purpose of the fees established in this Section is to defray the costs of the particular municipal services provided and not to defray the costs of general services provided by the Borough or to raise general revenues. The fees provided in this Section are reasonably related and proportional to the costs of the services provided and do not generate additional net revenue.
- d) Fees described in this section are non-refundable even if a license or application is denied, approved but not issued, lapsed, abandoned, or withdrawn.

#### **4-5.2 VIOLATIONS; PENALTY**

- a) Any person, other than a licensee of a retail cannabis business, who violates any provision of this Article shall be deemed guilty of a municipal offense and may be punished by a fine not to exceed one thousand dollars (\$1,000.00), imprisonment for a period not to exceed ninety (90) days, or by both such fine and imprisonment.
- b) Any licensee of a retail cannabis business who violates any provisions of this Article shall be subject to civil penalties of up to one thousand dollars (\$1,000.00) for each day during which such violation occurs or continues. Each day on which a violation shall occur or continue shall be deemed a separate and distinct offense. Following notice and hearing, the Local Licensing Authority may impose such civil penalties.

#### **4-5.3 GROSS RECEIPTS, TAXES**

- a) Pursuant to the authority granted by the State of New Jersey, the Borough is levying a Two Percent (2%) tax per sales transaction on all cannabis related sales from cannabis-based businesses.
- b) Every cannabis-based business shall submit a quarterly tax report to the Borough Clerk.
- c) The Borough may request an audit at the licensee's request for any and all reasons or no reason at all. The burden of proving that any transaction is exempt from the tax shall be upon the seller. It shall be the duty of every seller to maintain, keep and preserve suitable records of all sales made by the seller and such other books or accounts as may be required to determine the amount of the tax of which the Seller is liable under this Article. It shall be the duty of every such seller to keep and preserve for a period of five (5) years all such books, invoices, and other records and the same shall be open for examination by the Borough Clerk or designee.
- d) The Borough has the right to revoke the seller's license in the event seller does not satisfy the Two Percent (2%) sales tax within thirty (30) days of submitting its quarterly tax reports of which must be submitted in a reasonably timely manner.

#### **Severability.**

Each section, subsection, sentence, clause, and phrase of this Ordinance is declared to be an independent section, subsection, sentence, clause and phrase, and the finding or holding of any

such portion of this Ordinance to be unconstitutional, void, or ineffective for any cause, or reason, shall not affect any other portion of this Ordinance.

**Effective date.**

This Ordinance shall take effect immediately upon final passage and publication as required by law.

---

Hon. Harry Robbins  
Mayor

**NOTICE**

**NOTICE IS HEREBY GIVEN** that an ordinance #2024-01 entitled “ORDINANCE OF THE BOROUGH OF LAKEHURST, COUNTY OF OCEAN, STATE OF NEW JERSEY AMENDING AND SUPPLEMENTING THE REVISED GENERAL ORDINANCE OF THE BOROUGH OF LAKEHURST, CHAPTER XXV ENTITLED “LAND DEVELOPMENT” WAS FINALLY ADOPTED AFTER A PUBLIC HEARING AND COUNCIL APPROVAL AT A MEETING OF THE GOVERNING BODY HELD ON THE SECOND DAY OF MAY 2024 AT 7:30 P.M.

---

Maryanne Capasso, RMC  
Municipal Clerk

**RESOLUTION  
MAY 2, 2024**

**A RESOLUTION TO INTRODUCE 2024 MUNICIPAL BUDGET**

**BE IT RESOLVED**, that the following statements of revenues and appropriations shall constitute the Municipal Budget for the year 2024;

General Appropriations For:

1. Appropriations within CAPS	
Municipal Purposes	\$3,885,485.00
2. Appropriations Excluded from CAPS	
Municipal Purposes	\$1,019,772.37
3. Reserve for Uncollected Taxes	\$176,673.73
4. Total General Appropriations	\$5,081,931.10
5. Less: Anticipated Revenues Other Than Current Property Tax	\$2,255,265.41
6. Difference: Amount to be Raised by Taxes for Support of Municipal Budget Local Tax for Municipal Purposes Including Reserve for Uncollected Taxes	\$2,826,665.69

**BE IT FURTHER RESOLVED**, that said Budget be published in the Asbury Park Press in the issue of May 9th, 2024.

**CERTIFICATION**

I, Maryanne Capasso, Borough Clerk, do hereby certify this to be a true and exact copy of a Resolution adopted by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, at a meeting held on May 2nd, 2024.

\_\_\_\_\_  
Maryanne Capasso, RMC  
Borough Clerk