

**BOROUGH OF LAKEHURST
WORK SESSION/REGULAR MEETING
MARCH 20, 2014
TENTATIVE AGENDA**

1. Approval of Minutes of March 6, 2014 Regular Meeting
2. Resolution regarding payment of bills
3. Resolution increasing temporary budget (Current Fund)
4. Resolution increasing temporary budget (Utility Fund)
5. Resolution regarding Current Fund Transfer
6. Resolution increasing professional services agreement for CDL testing
7. Resolution regarding redemption of tax sale certificate #2009-9 and #2010-7
8. Resolution regarding reimbursement for overpayment of taxes for Block 25; Lot 10 for 100% disabled veteran
9. Resolution adjusting tax accounts to waive interest
10. Resolution hiring John Klewicki as temporary 90 day laborer
11. Resolution regarding hiring Brian Jacobs as a temporary 90 day laborer
12. Resolution regarding participation in Safety Management program
13. Resolution appointing Patrick Nurthen as Class II SLEO
14. Introduction and First Reading of Ordinance #14-02 entitled: "AN ORDINANCE OF THE BOROUGH OF LAKEHURST, 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" (Due to an error in the salary range for the position of Municipal Attorney, this ordinance will be reintroduced)
15. Executive/Closed Session to discuss personnel matters/contract negotiations

Bernadette Dugan, RMC
Municipal Clerk

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

**RESOLUTION
MARCH 20, 2014**

WHEREAS, there exists a need for testing services for CDL operators, as required by the Joint Insurance Fund, **and**

WHEREAS, the funds are available for this purpose;

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bids must be publicly advertised, and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, as follows:

That Dynamic Testing Service, 230 Main Street, Suite C, Toms River, New Jersey 08753 be appointed to coordinate alcohol and drug testing services for CDL operators at the following fee schedule per test:

DOT 5 Panel Urine Drug Screen:	\$ 45.00
Breath Alcohol with Confirmation:	\$ 35.00
Split Screen Specimen Testing:	\$210.00

This contract is awarded without competitive bidding as "Professional Services: under the provisions of the Local Public Contracts Law because the above named firm is highly experienced in their specific area of expertise, and, in the opinion of the Mayor and Council of the Borough of Lakehurst, can best provide the appropriate services for the Borough of Lakehurst. The contract will be in effect from April 1, 2014 to March 31, 2015.

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 20, 2014.

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

RESOLUTION
March 20, 2014

WHEREAS, a condition has arisen with respect to the need to increase the Current Temporary Operation Budget prior to the adoption of the 2014 Budget for the aforesaid purpose, and N.J.S.A. 40A:4-20 provides for the creation of an emergency temporary appropriation for the purpose above mentioned; **and**

WHEREAS, the total emergency resolutions adopted in 2014 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96 P.L. 1951, as amended) including this resolution, total \$637,810.13

NOW, THEREFORE, BE IT RESOLVED (not less than two-thirds of all the members thereof affirmatively concurring) that in accordance with N.J.S.A. 40A:4-20:

1. An emergency temporary appropriation be and the same is hereby made for:

Financial Administration S&W	4-01-20-103-101	\$ 25,000.00
Municipal Clerk S&W	4-01-20-104-101	\$ 25,000.00
Assessment of Taxes S&W	4-01-20-105-101	\$ 3,000.00
Collection of Taxes S&W	4-01-20-107-101	\$ 20,000.00
Legal Services S&W	4-01-20-109-101	\$ 4,000.00
Liability Insurance	4-01-23-120-224	\$ 20,000.00
Employee Group Insurance	4-01-23-121-225	\$ 100,000.00
Worker's Compensation Insurance	4-01-23-122-224	\$ 20,000.00
Health Waiver	4-01-23-123-227	\$ 5,000.00
Municipal Prosecutor S&W	4-01-25-111-101	\$ 2,000.00
Fire Department OE	4-01-25-125-299	\$ 6,000.00
Police Department S&W	4-01-25-127-101	\$ 180,000.00
Uniform Fire Safety S&W	4-01-25-157-101	\$ 2,000.00
Subcode Official S&W	4-01-25-158-101	\$ 3,000.00
Buildings and Grounds S&W	4-01-26-113-101	\$ 30,000.00
Road Repair & Maint S&W	4-01-26-135-101	\$ 20,000.00
Vehicle Maint OE	4-01-26-147-299	\$ 10,000.00
Sanitation S&W	4-01-26-151-101	\$ 50,000.00
Animal Control OE	4-01-27-139-299	\$ 1,000.00
Youth & Recreation S&W	4-01-28-141-101	\$ 3,000.00
Celebration of Public Events OE	4-01-30-143-236	\$ 2,000.00
Gasoline	4-01-31-160-265	\$ 10,000.00
Electricity	4-01-31-162-276	\$ 5,000.00
Telephone	4-01-31-164-275	\$ 10,000.00
Natural Gas	4-01-31-165-269	\$ 5,000.00
FICA	4-01-36-176-295	\$ 20,000.00
Municipal Court S&W	4-01-43-201-101	\$ 50,000.00

Total **\$ 631,000.00**

2. That said emergency temporary appropriation will be provided for in the 2014 Budget under the various titles as listed above;
3. That one certified copy of this resolution will be filed with the Director of Local Government Services.

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 at the meeting of the Mayor and Council held on March 20, 2014.

Bernadette Dugan, RMC/CPM
Municipal Clerk

RESOLUTION
March 20, 2014

WHEREAS, a condition has arisen with respect to the need to increase the Utility Temporary Operation Budget prior to the adoption of the 2014 Budget for the aforesaid purpose, and N.J.S.A. 40A:4-20 provides for the creation of an emergency temporary appropriation for the purpose above mentioned; **and**

WHEREAS, the total emergency resolutions adopted in 2014 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96 P.L. 1951, as amended) including this resolution, total \$183,000.00

NOW, THEREFORE, BE IT RESOLVED (not less than two-thirds of all the members thereof affirmatively concurring) that in accordance with N.J.S.A. 40A:4-20:

1. An emergency temporary appropriation be and the same is hereby made for:

Water & Sewer S&W	4-09-00-101-101	\$70,000.00
Water & Sewer OE	4-09-00-101-101	\$70,000.00
Ocean County Utilities Authority	4-09-00-105-222	\$40,000.00
FICA	4-09-00-114-293	\$3,000.00
Total		\$183,000.00

2. That said emergency temporary appropriation will be provided for in the 2014 Budget under the various titles as listed above;
3. That one certified copy of this resolution will be filed with the Director of Local Government Services.

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 at the meeting of the Mayor and Council held on March 20, 2014.

Bernadette Dugan, RMC/CPM
Municipal Clerk

**RESOLUTION
MARCH 20, 2014**

WHEREAS, the Borough of Lakehurst is a member of the Ocean County Municipal Joint Insurance Fund (OCEAN JIF), **and**

WHEREAS, it is the policy of the OCEAN JIF to achieve the best and most practical degree of freedom from accidents and/or injuries; **and**

WHEREAS, the OCEAN JIF endeavors to ensure that all of their members' employees, volunteers, and public are provided with a safe and healthy environment, free from any recognized hazards; **and**

WHEREAS, the OCEAN JIF endeavors to ensure that all of their members are in compliance with applicable safety and health requirements; **and**

WHEREAS, the OCEAN JIF's Safety Committee is made up of volunteers representing many of the Fund's Municipalities, along with the professionals employed by the Fund; **and**

WHEREAS, over the past year, the OCEAN JIF's Safety Committee has worked hard to develop a new SAFETY MANAGEMENT PROGRAM like none other in the State that will better represent the members of the Fund's needs; **and**

WHEREAS, the new Program will assist all the OCEAN JIF's members in becoming or maintaining compliance with all Public Employee Occupational Safety and Health (PEOSH) requirements; **and**

WHEREAS, the OCEAN JIF has adopted the new 2014 SAFETY MANAGEMENT PROGRAM which should succeed in providing a safe, healthful, and pleasant environment; **and**

WHEREAS, the Municipal Clerk of the Borough of Lakehurst has reviewed this SAFETY MANAGEMENT PROGRAM and has recommended its adoption by the Governing Body.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, that the Ocean County Municipal Joint Insurance Fund SAFETY MANAGEMENT PROGRAM be adopted by the Borough of Lakehurst.

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 20, 2014.

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

**RESOLUTION
MARCH 20, 2014**

WHEREAS, the Borough is in need of hiring a temporary public works laborer,
and

WHEREAS, Mr. David Winton Public Works Department Head, after a review of applications and interviews, has recommended Brian Jacobs be hired,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, that Brian Jacobs be hired as a temporary, not to exceed 90-days, public works laborer at a salary of \$10.00 per hour, effective March 10, 2014.

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 20, 2014.

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

**RESOLUTION
MARCH 20, 2014**

WHEREAS, the Borough is in need of hiring a temporary public works laborer,
and

WHEREAS, Mr. David Winton Public Works Department Head, after a review of applications and interviews, has recommended John Klewicki be hired,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, that John Klewicki be hired as a temporary, not to exceed 90-days, public works laborer at a salary of \$10.00 per hour, effective March 3, 2014.

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 20, 2014.

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

**RESOLUTION
MARCH 20, 2014**

WHEREAS, Tax Collector Marie Bell has indicated that the mortgage company for the following property has paid the necessary amount to redeem the tax sale certificates.

Tax Sale Certificate #2009-9	Block 63, lot 8 C11
Tax Sale Certificate #2010-7	Block 63, lot 8 C11

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that the above tax sale certificates be reimbursed in the following amount:

Tax Sale Certificate #2009-9	\$3,011.61
Tax Sale Certificate #2010-7	\$687.54

I, Bernadette Dugan, Municipal Clerk of the Borough of Lakehurst, County of Ocean, State of New Jersey do hereby certify that the Mayor and Council approved the above resolution at the meeting of March 20, 2014.

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

**RESOLUTION
MARCH 20, 2014**

WHEREAS, the Borough of Lakehurst needs to replace the compliment of Special Law Enforcement Officers II (SLEO II), **and**

WHEREAS, Patrick Nurthen has applied for the vacant position, **and**

WHEREAS, Patrick Nurthen is a graduate of the Ocean County Police Academy and certified as a SLEO II, **and**

WHEREAS, Chief Higgins has recommended the appointment of Patrick Nurthen to the Lakehurst Police Department,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that consistent with NJSA 40A:14-146.10 et seq. that Patrick Nurthen be appointed as a SLEO II with the Lakehurst Police Department at \$ 10.00 per hour, effective March 16, 2014

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 20, 2014.

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

**RESOLUTION
MARCH 20, 2014**

WHEREAS, the owner of Block 25 Lot 10 has been assessed as a 100% disabled veteran and as such is entitled to receive the Disabled Veteran's Deduction on his primary residence, **and**

WHEREAS, the mortgage company for Block 25, Lot 10 has paid the 2013 third and fourth quarter tax payments along with the 2014 first quarter tax payment in error, **and**

WHEREAS, the tax collector has indicated that the mortgage company is requesting that the overpayment in the amount of \$3,199.19 be refunded to the property owner.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey hereby authorizes the refund of the \$3,199.19 overpayment to the property owner.

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 20, 2014.

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

**RESOLUTION
MARCH 20, 2014**

WHEREAS, Tax Collector Marie Bell has indicated that interest charges for the following properties need to be waived due to the fact that the mortgage company initially made payment on time but the check had to be returned because it included a fourth property which had already been paid:

Block 16, Lot 16	722 Cedar Street	\$ 9.38
Block 17; Lot 1.09	708 Oak Street	\$ 8.11
Block 45; Lot 10	413 Pine Street	\$10.18

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that the interest charges in the aforementioned amounts are hereby waived.

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 20, 2014.

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

RESOLUTION
March 20, 2014

WHEREAS, a survey of the disbursements and anticipated commitments against the 2013 Current Fund Budget Appropriations reveals the need to transfer funds; **and**

WHEREAS, Title 40A:4-58 of the Revised Statutes of the State of New Jersey authorizes the transfers commencement November 1 of the current year to March 31 of the next year.

Transfer From:

Employee Group Insurance OE	3-01-23-121-225	\$20,500.00
	TOTAL	\$20,500.00

Transfer To:

Streets & Roads OE	3-01-26-135-299	\$10,000.00
Youth & Recreation OE	3-01-28-141-299	\$10,500.00
	TOTAL	\$20,500.00

NOW, THEREFORE, BE IT RESOLVED by Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that the above stated transfer is hereby approved.

I, Bernadette Dugan, Deputy 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 governing body at the meeting of March 20, 2014.

Bernadette Dugan, RMC/CPM
Municipal Clerk