

**BOROUGH OF LAKEHURST
WORK SESSION/REGULAR MEETING
OCTOBER 15, 2015
TENTATIVE AGENDA**

1. Approval of Minutes of October 1, 2015 Regular Meeting
2. Resolution authorizing payment of bills
3. Resolution regarding raffle licenses for Lakehurst First Aid Squad
4. Resolution regarding release of performance bond for Limelight, LLC
5. Resolution hiring Mary Aviles as crossing guard
6. Executive/Closed Session to discuss personnel matters/contract negotiations

Bernadette Dugan, RMC/CPM
Municipal Clerk

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

**RESOLUTION
OCTOBER 15, 2015**

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 \$378,243.86 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 October 15, 2015.

**Bernadette Dugan, RMC
Municipal Clerk**

PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
15-00710	09/16/15	B0073 BRT TECHNOLOGIES, LLC								
		1 PRC POWERPAD ANNUAL LICENSE	250.00	5-01-20-105-299	B MISCELLANEOUS	R	09/16/15	10/07/15		437
15-00712	09/16/15	U0562 USA BLUE BOOK								
		1 SHUT OFF TOOL 3/8-2" FOR	285.95	5-09-00-101-212	B MAINTENANCE SUPPLIES	R	09/16/15	10/07/15		753925
		2 CHART PENS	75.90	5-09-00-101-212	B MAINTENANCE SUPPLIES	R	09/16/15	10/07/15		753925
		3 FREIGHT	22.98	5-09-00-101-212	B MAINTENANCE SUPPLIES	R	09/16/15	10/07/15		753925
			<u>384.83</u>							
15-00716	09/16/15	U0562 USA BLUE BOOK								
		1 100 PSI CHEMTECH XPV VARIABLE	1,599.90	5-09-00-101-212	B MAINTENANCE SUPPLIES	R	09/16/15	10/07/15		753923
		2 FREIGHT	30.80	5-09-00-101-212	B MAINTENANCE SUPPLIES	R	09/16/15	10/07/15		753923
			<u>1,630.70</u>							
15-00723	09/21/15	B0074 BUY NOW OFFICE SUPPLIES								
		1 FILE FOLDER LABELS	5.16	5-01-20-104-211	B OFFICE SUPPLIES	R	09/21/15	10/07/15		201649
		2 SMALL BINDER CLIPS	11.40	5-01-20-104-211	B OFFICE SUPPLIES	R	09/21/15	10/07/15		201649
		3 PAPER CLIPS	11.00	5-01-20-104-211	B OFFICE SUPPLIES	R	09/21/15	10/07/15		201649
		4 LASER JET TONER CART. BLACK	167.19	5-01-20-103-211	B OFFICE SUPPLIES	R	09/21/15	10/07/15		201649
		5 STORAGE BOXES	97.84	5-01-20-103-211	B OFFICE SUPPLIES	R	09/21/15	10/07/15		201649
		6 CLASP ENVELOPES 12"x15.5"	72.18	5-01-20-104-211	B OFFICE SUPPLIES	R	09/21/15	10/07/15		201649
		7 3.5" ACCORDION WALLET	44.00	5-01-20-104-211	B OFFICE SUPPLIES	R	09/21/15	10/07/15		201649
		8 TZE LABELING TAPE 1" BLK/YW	28.49	5-01-20-104-211	B OFFICE SUPPLIES	R	09/21/15	10/07/15		201649
		9 TZE LABELING TAPE 1/2" BLK/YW	19.85	5-01-20-104-211	B OFFICE SUPPLIES	R	09/21/15	10/07/15		201649
		10 DIVIDERS 12 MONTH	20.40	5-01-20-103-211	B OFFICE SUPPLIES	R	09/21/15	10/07/15		201649
		11 EXPANDING FILE FOLDERS 3.5" RD	15.90	5-01-20-103-211	B OFFICE SUPPLIES	R	09/21/15	10/07/15		201649
		12 STAPLER	33.24	5-01-20-103-211	B OFFICE SUPPLIES	R	09/21/15	10/07/15		201649
		13 STAPLER	21.84	5-01-20-103-211	B OFFICE SUPPLIES	R	09/21/15	10/07/15		201649
		14 TONER CARTRIDGE	74.99	5-01-20-107-211	B OFFICE SUPPLIES	R	09/21/15	10/07/15		201649
		15 CLASP ENVELOPES 9"x12"	9.49	5-01-20-107-211	B OFFICE SUPPLIES	R	09/21/15	10/07/15		201649
		16 REINFORCED HANGING FOLDERS BOX	22.79	5-01-20-107-211	B OFFICE SUPPLIES	R	09/21/15	10/07/15		201649
		17 INDEX TABS	4.74	5-01-20-107-211	B OFFICE SUPPLIES	R	09/21/15	10/07/15		201649
		18 HYPERLIME PAPER	36.08	5-01-20-104-211	B OFFICE SUPPLIES	R	09/21/15	10/07/15		201649
		19 COMPUTER PAPER	91.18	5-01-43-201-211	B OFFICE SUPPLIES	R	09/21/15	10/07/15		201649
		20 HAMMERMILL PAPER 8.5"x11"	116.97	5-01-43-201-211	B OFFICE SUPPLIES	R	09/21/15	10/07/15		201649
		21 STENO BOOKS	14.22	5-01-43-201-211	B OFFICE SUPPLIES	R	09/21/15	10/07/15		201649
			<u>918.95</u>							

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15-00725	09/21/15	M0367 MR. BOB'S PORTABLE TOILETS								
		1 PORTABLE TOILET LAKE HORICON	351.12	5-01-26-135-299	B MISCELLANEOUS	R	09/21/15	10/07/15		146060
15-00726	09/22/15	M0118 MIRACLE CHEMICAL CO.								
		1 200 GAL SODIUM HYPOCHLORITE	650.00	5-09-00-101-267	B CHEMICALS	R	09/22/15	10/07/15		
15-00754	09/28/15	N0380 NJ STATE LEAGUE OF MUNICIPALIT								
		1 REGISTRATION FOR LEAGUE	55.00	5-01-20-101-282	B CONFERENCE FEES & TRAVEL	R	09/28/15	10/07/15		
		2 REGISTRATION FOR LEAGUE	55.00	5-01-20-101-282	B CONFERENCE FEES & TRAVEL	R	09/28/15	10/07/15		
		3 REGISTRATION FOR LEAGUE	55.00	5-01-20-101-282	B CONFERENCE FEES & TRAVEL	R	09/28/15	10/07/15		
			<u>165.00</u>							
15-00765	10/01/15	T0972 TONY'S GENERAL MERCHANDISE								
		1 PW WORK BOOTS 9 EMPLOYEES	1,114.00	5-09-00-101-271	B UNIFORMS	R	10/01/15	10/07/15		
15-00767	10/01/15	C0601 CEDAR POST FARM MARKET								
		1 MUMS FOR B&G	200.00	5-01-26-113-269	B GROUNDS - SHURBS, TREES, PLANTS	R	10/01/15	10/07/15		6713
15-00768	10/06/15	B0077 BERNIE LETTMAN								
		1 EYEGLOSS REPLACEMENT	516.44	5-01-25-127-299	B MISCELLANEOUS	R	10/06/15	10/07/15		
15-00769	10/07/15	00012 ONE CALL CONCEPTS								
		1 ONE CALL MESSAGES 09/15	27.28	5-09-00-101-275	B TELEPHONE	R	10/07/15	10/07/15		5095362
15-00770	10/07/15	L0040 LOWE'S								
		1 STREETS & ROADS - MARKING PNT	37.84	5-01-26-135-263	B ROAD PAINT & MAINTENANCE	R	10/07/15	10/07/15		
		2 B&G - BATTERIES	58.25	5-01-26-113-299	B MISCELLANEOUS	R	10/07/15	10/07/15		
		3 B&G - LIGHTING	39.58	5-01-26-113-299	B MISCELLANEOUS	R	10/07/15	10/07/15		
		4 B&G - CLEANING SUPPLIES	51.60	5-01-26-113-299	B MISCELLANEOUS	R	10/07/15	10/07/15		
		5 B&G	11.36	5-01-26-113-299	B MISCELLANEOUS	R	10/07/15	10/07/15		
		6 B&G - BEES NEST	15.60	5-01-26-113-299	B MISCELLANEOUS	R	10/07/15	10/07/15		
		7 B&G - FLAGPOLE	27.16	5-01-26-113-299	B MISCELLANEOUS	R	10/07/15	10/07/15		
			<u>241.39</u>							
15-00771	10/07/15	H0196 HALL'S GULF SERVICE, INC.								
		1 BORO GASOLINE PURCHAS 09/15	742.40	5-01-31-160-265	B GASOLINE	R	10/07/15	10/07/15		
		2 FD GASOLINE PURCHASES 09/15	246.10	5-01-31-160-265	B GASOLINE	R	10/07/15	10/07/15		

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15-00771	10/07/15	H0196 HALL'S GULF SERVICE, INC.		Continued						
		3 FAS GASOLINE PURCHASES 09/15	<u>34.45</u>	5-01-31-160-265	B GASOLINE	R	10/07/15	10/07/15		
			1,022.95							
15-00772	10/07/15	L0045 LISA SCHORR, VMD								
		1 VETERINARY SERVICES FOR	375.00	5-01-27-139-299	B MISCELLANEOUS	R	10/07/15	10/07/15		
		2 SYRINGES	<u>100.00</u>	5-01-27-139-299	B MISCELLANEOUS	R	10/07/15	10/07/15		
			475.00							
15-00773	10/07/15	N0029 FOX LEDGE SPRING WATER								
		1 BORO HALL WATER AND COOLER	30.00	5-01-26-113-299	B MISCELLANEOUS	R	10/07/15	10/07/15		
		2 POLICE DEPT WATER AND COOLER	36.00	5-01-25-127-299	B MISCELLANEOUS	R	10/07/15	10/07/15		
		3 PW GARAGE WATER AND COOLER	72.00	5-01-26-151-299	B MISCELLANEOUS	R	10/07/15	10/07/15		
		4 BORO HALL DOWNSTAIRS WATER	<u>18.00</u>	5-01-20-107-299	B MISCELLANEOUS	R	10/07/15	10/07/15		
			156.00							
15-00774	10/07/15	A0765 AMERIGAS								
		1 PROPANE FOR PW	142.31	5-01-31-165-268	B PROPANE	R	10/07/15	10/07/15		3044515378
15-00775	10/07/15	O0140 OCEAN COUNTY BOARD OF HEALTH								
		1 ANIMAL SHELTER BILLING 08/15	64.00	5-01-27-139-299	B MISCELLANEOUS	R	10/07/15	10/07/15		
15-00776	10/07/15	U0005 UNIFIRST CORPORATION								
		1 PW UNIFORM CLEANING 09/15	569.76	5-09-00-101-271	B UNIFORMS	R	10/07/15	10/07/15		
15-00777	10/07/15	C0131 CHARLOTTE SHEPHERD								
		1 MEDICARE REIMBURSEMNT 06-08/15	314.70	5-01-23-121-225	B INSURANCE - HEALTH	R	10/07/15	10/07/15		
		2 MEDICARE REIMBURSEMNT 06-08/15	<u>314.70</u>	5-01-23-121-225	B INSURANCE - HEALTH	R	10/07/15	10/07/15		
			629.40							
15-00778	10/07/15	G0030 GRAMCO BUSINESS COMMUNICATIONS								
		1 MAINT AGREEMENT FOR SONY PA	870.00	5-01-20-104-222	B CONTRACTUAL SERVICES	R	10/07/15	10/07/15		2089
		2 COURT SHARE	800.00	5-01-43-201-222	B CONTRACTUAL SERVICES	R	10/07/15	10/07/15		2089
		3 PLANNING BOARD SHARE	<u>100.00</u>	5-01-21-115-222	B CONTRACTUAL SERVICES	R	10/07/15	10/07/15		2089
			1,770.00							
15-00779	10/07/15	L0003 LAKEHURST HARDWARE								
		1 HARDWARE HOUSE ACCOUNT CHARGES	72.47	5-01-26-113-262	B MINOR TOOLS & EQUIPMENT	R	10/07/15	10/07/15		

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15-00779	10/07/15	L0003 LAKEHURST HARDWARE		Continued						
		2 SNAPPER 875 PUSH MOWER	449.00	5-01-26-113-242	B EQUIPMENT - NEW	R	10/07/15	10/07/15		
			<u>521.47</u>							
15-00780	10/07/15	S0132 STATE OF NEW JERSEY-PWT								
		1 WATER TAX - 3RD QTR 2015	226.90	5-09-00-101-299	B MISCELLANEOUS	R	10/07/15	10/07/15		
15-00781	10/07/15	M0041 M&M CLEANING SERVICE, INC.								
		1 PD CLEANING FOR 09/15	262.50	5-01-25-127-299	B MISCELLANEOUS	R	10/07/15	10/07/15		
		2 BH CLEANING FOR 09/15	262.50	5-01-26-113-299	B MISCELLANEOUS	R	10/07/15	10/07/15		
			<u>525.00</u>							
15-00782	10/08/15	N0018 NJSHBP								
		1 TRANSFER FOR HEALTH BENEFITS	72,469.98	5-01-23-121-225	B INSURANCE - HEALTH	R	10/08/15	10/08/15		
		2 TRANSFER FOR HEALTH BENEFITS	19,701.02	5-01-23-121-225	B INSURANCE - HEALTH	R	10/08/15	10/08/15		
			<u>92,171.00</u>							
15-00783	10/09/15	R0158 REMINGTON, VERNICK & VENA								
		1 NJDOT LAKE STREET	4,315.75	R-02-00-219-001	B NJ DOT - LAKE STREET IMPROVEMENTS	R	10/09/15	10/09/15		
		2 06/2015	1,707.50	R-02-00-219-001	B NJ DOT - LAKE STREET IMPROVEMENTS	R	10/09/15	10/09/15		
		3 07/2015	5,165.00	R-02-00-219-001	B NJ DOT - LAKE STREET IMPROVEMENTS	R	10/09/15	10/09/15		
		4 08/2015	2,587.50	R-02-00-219-001	B NJ DOT - LAKE STREET IMPROVEMENTS	R	10/09/15	10/09/15		
			<u>13,775.75</u>							
15-00784	10/08/15	R0158 REMINGTON, VERNICK & VENA								
		1 MURPHY ESCROW	200.00	5-03-00-400-218	B ESCROW: MURPHY	R	10/08/15	10/09/15		
		2 08/2015	100.00	5-03-00-400-218	B ESCROW: MURPHY	R	10/08/15	10/09/15		
		3 SHLAKMAN ESCROW	4,063.04	5-03-00-400-216	B ESCROW: SHLAKMAN GAS STATION	R	10/08/15	10/09/15		
		4 LIMELIGHT ESCROW	57.50	5-03-00-400-145	B ESCROW: LIMELIGHT	R	10/08/15	10/09/15		
			<u>4,420.54</u>							
15-00785	10/08/15	N0136 NJ NATURAL GAS COMPANY								
		1 ESC GAS BILL	177.60	5-01-31-165-269	B NATURAL GAS	R	10/08/15	10/09/15		
		2 PW GARAGE GAS BILL	142.74	5-01-31-165-269	B NATURAL GAS	R	10/08/15	10/09/15		
		3 COMMUNITY CENTER GAS BILL	25.00	5-01-31-165-269	B NATURAL GAS	R	10/08/15	10/09/15		
		4 PD HQ GAS BILL	38.24	5-01-31-165-269	B NATURAL GAS	R	10/08/15	10/09/15		
		5 BOROUGH HALL GAS BILL	25.00	5-01-31-165-269	B NATURAL GAS	R	10/08/15	10/09/15		
			<u>408.58</u>							

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15-00786	10/08/15	J0900 JCP&L CUSTOMER ACCOUNTING									
		1 ELECTRIC BILL UF	3,590.35	5-09-00-101-276	B	ELECTRIC	R	10/08/15	10/09/15		
15-00787	10/08/15	J0900 JCP&L CUSTOMER ACCOUNTING									
		1 ELECTRIC BILL CF	1,257.36	5-01-31-162-276	B	ELECTRICITY	R	10/08/15	10/09/15		
		2 ELECTRIC BILL STREET LIGHTING	1,732.94	5-01-31-163-276	B	ELECTRIC	R	10/08/15	10/09/15		
		3 ELECTRIC BILL PD HQ	831.98	5-01-31-162-276	B	ELECTRICITY	R	10/08/15	10/09/15		
		4 ELECTRIC BILL ESC	948.55	5-01-31-162-276	B	ELECTRICITY	R	10/08/15	10/09/15		
			<u>4,770.83</u>								
15-00788	10/08/15	A9111 ADP, INC									
		1 PAYROLL CHARGES PDEND 09/25/15	334.44	5-01-20-103-299	B	MISCELLANEOUS	R	10/08/15	10/09/15		461332779
		2 MGMT REPORTS 09/25/15	20.57	5-01-20-103-299	B	MISCELLANEOUS	R	10/08/15	10/09/15		461332779
			<u>355.01</u>								
15-00789	10/08/15	A0075 ASBURY PARK PRESS (AD)									
		1 CLERK ADVERTISING 09/22,29/15	435.50	5-01-20-104-215	B	ADVERTISING	R	10/08/15	10/09/15		0000736036
15-00790	10/08/15	A0506 AT&T									
		1 AT&T TELEPHONE CHARGES	2,420.91	5-01-31-164-275	B	TELEPHONE	R	10/08/15	10/09/15		
15-00791	10/08/15	B9112 B & K EQUIPMENT SERVICES									
		1 IN# 14434: 2010 PETERBILT	157.50	5-01-26-147-257	B	PUBLIC WORKS VEHICLE - TIRES	R	10/08/15	10/09/15		14434
15-00792	10/08/15	V0011 VERIZON WIRELESS									
		1 BORO CELL PHONE BILL	407.78	5-01-31-164-275	B	TELEPHONE	R	10/08/15	10/09/15		
		2 POLICE MDT CELL PH BILL	71.18	5-01-31-168-299	B	TELECOMMUNICATIONS	R	10/08/15	10/09/15		
		3 FIRE DEPT CELL PH BILL	54.99	5-01-31-164-275	B	TELEPHONE	R	10/08/15	10/09/15		
			<u>533.95</u>								
15-00793	10/08/15	L0098 LAKEHURST BOARD OF EDUCATION									
		1 SCHOOL LEVY DUE 11/01/15	221,755.00	5-01-55-900-002	B	SCHOOL TAXES PAYABLE	R	10/08/15	10/09/15		
15-00794	10/09/15	A0971 AVAYA COMMUNICATION									
		1 MERLIN SYSTEM AGREEMENT 10/15	77.14	5-01-31-168-299	B	TELECOMMUNICATIONS	R	10/09/15	10/09/15		2733540457
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Total Purchase Orders:		44	Total P.O. Line Items:		109	Total List Amount:		378,243.86	Total Void Amount:		0.00

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Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total
CURRENT FUND APPROPRIATIONS	5-01	339,649.97	0.00	339,649.97	0.00
TRUST ACCOUNT	5-03	4,420.54	0.00	4,420.54	0.00
WATER & SEWER OPERATING	5-09	<u>8,343.10</u>	<u>0.00</u>	<u>8,343.10</u>	<u>0.00</u>
Year Total:		352,413.61	0.00	352,413.61	0.00
	R-02	13,775.75	0.00	13,775.75	0.00
GENERAL CAPITAL IMPROVEMENTS	X-04	12,054.50	0.00	12,054.50	0.00
Total of All Funds:		<u><u>378,243.86</u></u>	<u><u>0.00</u></u>	<u><u>378,243.86</u></u>	<u><u>0.00</u></u>

**RESOLUTION
OCTOBER 15, 2015**

WHEREAS, the need exists for the hiring of a crossing guard, **and**

WHEREAS, Mary Aviles has applied for the position, **and**

WHEREAS, Chief Higgins has recommended the appointment of Mary Aviles to this position,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that Grace Bivona be appointed as a crossing guard at the rate of \$ 8.38 per hour, effective October 26, 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 October 15, 2015.

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

**RESOLUTION
OCTOBER 15, 2015**

WHEREAS, Limelight, LLC has requested a Performance Guarantee release for the commercial building located on the property designated as Block 52; Lots 1 and 2, **and**

WHEREAS, after a site inspection, the Borough engineer has recommended the release of the performance guarantee for the project; **and**

WHEREAS, Borough engineer Alan Dittenhofer has recommended that the Performance Bond amount of \$314,501.00 be released pending the posting of a two-year maintenance bond in the amount of \$47,175.15;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, that the Performance Bond of Limelight, LLC be released upon posting of a \$47,175.15 Maintenance Bond.

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 October 15, 2015.

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

**RESOLUTION
OCTOBER 15, 2015**

WHEREAS, the Lakehurst First Aid Squad, Inc. has applied for Raffle Licenses to conduct one on-premise draw raffle awarding merchandise as a prize and one on-premise draw raffle awarding cash as a prize (50/50) scheduled for November 14, 2015, **and**,

WHEREAS, the Statement of Findings and Determinations shows no reason why these licenses should not be issued.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borough of Lakehurst, County of Ocean, State of New Jersey that the Raffle Licenses for the Lakehurst First Aid Squad, Inc. are hereby approved.

I, Bernadette Dugan, Municipal Clerk of the Borough of Lakehurst, County of Ocean, State of New Jersey, hereby certify that the above resolution was approved by the governing body at the meeting of October 15, 2015.

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