

**BOROUGH OF LAKEHURST
WORK SESSION/REGULAR MEETING
APRIL 21, 2016
TENTATIVE AGENDA**

1. Approval of Minutes of April 7, 2016 Work Session/Regular Meeting
2. Resolution promoting Iain James to the position of police sergeant
3. Payment of Bills
4. Resolution regarding Civil Rights
5. Resolution regarding salaries for alternate crossing guards Brenda Saupe and Ashley Manee
6. Resolution promoting Renee James to Clerk II (provisionally)
7. Resolution promoting Pamela Heinzman to Clerk III (provisionally)
8. Resolution promoting Amy Lowe to Clerk III (provisionally)
9. Resolution regarding salaries
10. Resolution regarding change order for Orchard Street CDBG project
11. Resolution regarding salary increase for Temporary Police Officer Keith Douglas
12. Resolution appointing Martin Lynch as Tax Assessor
13. Acceptance of resignation of Tax Assessor Daniel Gatti
14. 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
April 21, 2016

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 \$20,859.19 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 April 21, 2016.

Bernadette Dugan, RMC
Municipal Clerk

April 15, 2016
11:48 AM

Borough of Lakehurst
Bill List By P.O. Number

Page No: 1

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	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
15-00801	10/13/15	B0064 BLUE LINE EMERGENCY LIGHTING									
		1 PANASONIC TOUGHBOOK 53 DOCKING	767.88	R-02-00-218-201	B	HOMELAND SECURITY	R	10/13/15	04/15/16		
15-01026	12/30/15	P0170 POLICE EXEC RESEARCH FORUM									
		1 ERIC HIGGINS MEMBERSHIP 2016	200.00	5-01-25-127-281	B	PROFESSIONAL MEMBERSHIP & DUES	R	12/30/15	04/15/16		
16-00192	03/16/16	M0034 MOTOROLA SOLUTIONS									
		1 MOTOROLA APX 7000 RADIO	6,885.90	R-02-16-215-301	B	Other Expenses	R	03/16/16	04/15/16		
16-00193	03/21/16	E0007 ECONO SIGNS									
		1 10' U CHANNEL BREAK AWAY POST	172.20	6-01-26-135-264	B	STREET SIGN MATERIALS	R	03/21/16	04/15/16		
		2 12" X 18" NO PARKING ANYTIME	106.98	6-01-26-135-264	B	STREET SIGN MATERIALS	R	03/21/16	04/15/16		
		3 FREIGHT	138.60	6-01-26-135-264	B	STREET SIGN MATERIALS	R	03/21/16	04/15/16		
			417.78								
16-00194	03/23/16	M0036 MUNICIPAL RECORD SERVICE									
		1 BOX 2" ENVELOPES 100 QTY.	110.00	6-01-43-201-216	B	PRINTING	R	03/23/16	04/15/16		
		2 SHIPPING	28.00	6-01-43-201-216	B	PRINTING	R	03/23/16	04/15/16		
			138.00								
16-00196	03/23/16	T0061 TOMS RIVER HEATING & AIR COND									
		1 BOILER LEAK - LABOR	100.00	6-01-26-113-244	B	EQUIPMENT - MAINTENANCE/REPAIR	R	03/23/16	04/15/16		
		2 AIR VENT	32.00	6-01-26-113-244	B	EQUIPMENT - MAINTENANCE/REPAIR	R	03/23/16	04/15/16		
			132.00								
16-00197	03/24/16	N0616 NJ STATE ASSC OF CHIEFS OF PD									
		1 NJ STATE CHIEFS TRAINING CONF	345.00	6-01-25-127-284	B	TRAINING & EDUCATION	R	03/24/16	04/15/16		
16-00198	03/24/16	S0090 SIGN UP SIGNS, LLC.									
		1 SET OF 4"X24" VEHICLE MAGNETS	30.00	6-01-22-129-299	B	MISCELLANEOUS	R	03/24/16	04/15/16		
16-00200	03/24/16	M0036 MUNICIPAL RECORD SERVICE									
		1 4.5" X 9 X 2 MANILLA FILE	110.00	6-01-25-127-211	B	OFFICE SUPPLIES	R	03/24/16	04/15/16		

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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
16-00222	03/31/16	P0032 THE PARTS SHACK, LLC									
		1 WINDSHIELD WASHER FLUID	8.60	6-01-26-147-299	B	MISCELLANEOUS	R	03/31/16	04/15/16		077510
16-00230	04/07/16	E0001 EARLE ASPHALT COMPANY									
		1 3.04 TONS TOP ASPHALT	159.66	6-01-26-135-263	B	ROAD PAINT & MAINTENANCE	R	04/07/16	04/15/16		
16-00232	04/11/16	M0016 MICROMEDIA PUBLICATIONS									
		1 CLERK ADVERTISING	52.95	6-01-20-104-215	B	ADVERTISING	R	04/11/16	04/15/16		
16-00233	04/12/16	NJ101 NJ DEPT OF HEALTH									
		1 DOG LICENSE REPORT MARCH 2016	21.00	6-15-00-900-003	B	DUE STATE OF NJ-DOG TRUST FUND	R	04/12/16	04/15/16		
16-00234	04/12/16	T0973 TREASURER, STATE OF NJ (MARRIA									
		1 MARRIAGE LICENSE REPORT 1-3/16	100.00	6-01-55-900-041	B	DUE STATE: MARRIAGE LIC. FEES	R	04/12/16	04/15/16		
16-00236	04/12/16	O0012 ONE CALL CONCEPTS									
		1 ONE CALL MESSAGES 03/16	13.75	6-09-00-101-275	B	TELEPHONE	R	04/12/16	04/15/16		6035360
16-00237	04/12/16	A0971 AVAYA COMMUNICATION									
		1 MERLIN SYSTEM AGREEMENT 04/16	77.14	6-01-31-168-299	B	TELECOMMUNICATIONS	R	04/12/16	04/15/16		2733652057
16-00238	04/12/16	M0113 MANCHESTER TOWNSHIP									
		1 ILSA GASOLINE 02/16	741.00	6-01-31-160-265	B	GASOLINE	R	04/12/16	04/15/16		
16-00239	04/12/16	C0060 COMCAST CABLE									
		1 ESC CABLE MODEM	84.05	6-01-31-168-299	B	TELECOMMUNICATIONS	R	04/12/16	04/15/16		
		2 POLICE DEPT CABLE MODEM	105.90	6-01-31-168-299	B	TELECOMMUNICATIONS	R	04/12/16	04/15/16		
			189.95								
16-00240	04/12/16	U0005 UNIFIRST CORPORATION									
		1 PW UNIFORM CLEANING 03/16	569.76	6-09-00-101-271	B	UNIFORMS	R	04/12/16	04/15/16		
16-00241	04/12/16	W0021 WESTERN PEST SERVICES									
		1 PEST CONTROL SERVICE 04/16	100.00	6-01-26-113-222	B	CONTRACTUAL SERVICES	R	04/12/16	04/15/16		4108611B
16-00242	04/12/16	N0029 FOX LEDGE SPRING WATER									
		1 BORO HALL WATER AND COOLER	24.00	6-01-26-113-299	B	MISCELLANEOUS	R	04/12/16	04/15/16		
		2 POLICE DEPT WATER AND COOLER	60.00	6-01-25-127-299	B	MISCELLANEOUS	R	04/12/16	04/15/16		
		3 PW GARAGE WATER AND COOLER	48.00	6-01-26-151-299	B	MISCELLANEOUS	R	04/12/16	04/15/16		

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PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
16-00242	04/12/16	N0029 FOX LEDGE SPRING WATER		Continued						
		4 BORO HALL DOWNSTAIRS WATER	18.00	6-01-20-107-299	B MISCELLANEOUS	R	04/12/16	04/15/16		
			<u>150.00</u>							
16-00251	04/13/16	L0040 LOWE'S								
		1 B&G - GLUE	4.79	6-01-26-113-299	B MISCELLANEOUS	R	04/13/16	04/15/16		
		2 B&G - WATER PLANT	76.45	6-09-00-101-262	B MINOR TOOLS & EQUIPMENT	R	04/13/16	04/15/16		
		3 STREETS & ROADS - PAINT	39.44	6-01-26-135-263	B ROAD PAINT & MAINTENANCE	R	04/13/16	04/15/16		
		4 UF SUPPLIES	109.28	6-09-00-101-262	B MINOR TOOLS & EQUIPMENT	R	04/13/16	04/15/16		
			<u>229.96</u>							
16-00252	04/15/16	P0158 PITNEY BOWES								
		1 MAILING METER CHARGES	318.00	6-01-20-104-299	B MISCELLANEOUS	R	04/15/16	04/15/16		2908655-MR16
16-00253	04/15/16	J0900 JCP&L CUSTOMER ACCOUNTING								
		1 ELECTRIC BILL PD HQ	804.96	6-01-31-162-276	B ELECTRICITY	R	04/15/16	04/15/16		
		2 ELECTRIC BILL ESC	775.64	6-01-31-162-276	B ELECTRICITY	R	04/15/16	04/15/16		
			<u>1,580.60</u>							
16-00254	04/15/16	N0136 NJ NATURAL GAS COMPANY								
		1 ESC GAS BILL	685.19	6-01-31-165-269	B NATURAL GAS	R	04/15/16	04/15/16		
		2 PW GARAGE GAS BILL	513.71	6-01-31-165-269	B NATURAL GAS	R	04/15/16	04/15/16		
		3 COMMUNITY CENTER GAS BILL	304.00	6-01-31-165-269	B NATURAL GAS	R	04/15/16	04/15/16		
		4 PD HQ GAS BILL	228.69	6-01-31-165-269	B NATURAL GAS	R	04/15/16	04/15/16		
		5 BOROUGH HALL GAS BILL	173.56	6-01-31-165-269	B NATURAL GAS	R	04/15/16	04/15/16		
			<u>1,905.15</u>							
16-00255	04/15/16	A9111 ADP, INC								
		1 PAYROLL CHARGES PDEND 04/08/16	320.32	6-01-20-103-299	B MISCELLANEOUS	R	04/15/16	04/15/16		471759595
16-00256	04/15/16	V0011 VERIZON WIRELESS								
		1 BORO CELL PHONE BILL	566.93	6-01-31-164-275	B TELEPHONE	R	04/15/16	04/15/16		
		2 POLICE MDT CELL PH BILL	71.18	6-01-31-168-299	B TELECOMMUNICATIONS	R	04/15/16	04/15/16		
		3 FIRE DEPT CELL PH BILL	55.10	6-01-31-164-275	B TELEPHONE	R	04/15/16	04/15/16		
			<u>693.21</u>							
16-00257	04/15/16	G0009 GARY LOWE								
		1 MEDICARE REIMBURSEMNT DEC-FEB	314.70	6-01-23-121-225	B INSURANCE - HEALTH	R	04/15/16	04/15/16		

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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
<hr/>											
Total Purchase Orders:	32	Total P.O. Line Items:	69	Total List Amount:	20,859.19	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	5-01	200.00	0.00	200.00	0.00	0.00	200.00
CURRENT FUND APPROPRIATIONS	6-01	12,215.17	0.00	12,215.17	0.00	0.00	12,215.17
WATER & SEWER OPERATING	6-09	769.24	0.00	769.24	0.00	0.00	769.24
ANIMAL CONTROL FUND	6-15	21.00	0.00	21.00	0.00	0.00	21.00
Year Total:		13,005.41	0.00	13,005.41	0.00	0.00	13,005.41
	R-02	7,653.78	0.00	7,653.78	0.00	0.00	7,653.78
Total of All Funds:		20,859.19	0.00	20,859.19	0.00	0.00	20,859.19

**RESOLUTION
APRIL 21, 2016**

WHEREAS, a change order is required for the Orchard Street Road Reconstruction project funded by the 2015 Community Development Block Grant; **and**

WHEREAS, said change order represents a final as-built quantity adjustment for a net contract increase in the amount of \$2,932.00,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that the change order for the Orchard Street Road Reconstruction project in the amount of \$2,932.00 which represents a net contract increase is hereby approved.

I, Bernadette Dugan, Municipal Clerk of the Borough of Lakehurst, County of Ocean, State of New Jersey that the above resolution was approved by the Mayor and Council at the meeting of April 21, 2016.

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

**RESOLUTION
APRIL 21, 2016**

WHEREAS, it is the policy of the Borough of Lakehurst to treat the public, employees, prospective employees, appointees, volunteers and contractors in a manner consistent with all applicable civil rights laws and regulations including, but not limited to the Title VII of the Civil Rights Act of 1964 as amended by the Equal Opportunity Act of 1972, the Age Discrimination in Employment Act, the Equal Pay for Equal Work Act, the Fair Labor Standards Act, the New Jersey Law against Discrimination, the Americans with Disabilities Act, the Family and Medical Leave Act, the Conscientious Employee Protection Act, (the New Jersey Workers Compensation Act, the Federal Consolidated Omnibus Budget Reconciliation Act (COBRA) and the Open Public Meetings Act; **and**

WHEREAS, the governing body of the Borough of Lakehurst has determined that there is a need for personnel policies and procedures to ensure that employees and prospective employees are treated in a manner consistent with these laws and regulations.

NOW, THEREFORE, BE IT ADOPTED by the Mayor and Council of the Borough of Lakehurst that the Personnel Policies and Procedures Manual attached hereto is hereby adopted.

BE IT FURTHER RESOLVED that these personnel policies and procedures shall apply to all Borough of Lakehurst officials, appointees, employees, volunteers and independent contractors. In the event there is a conflict between these rules and any collective bargaining agreement, personnel services contract or Federal or State law, the terms and conditions of that contract or law shall prevail.

BE IT FURTHER RESOLVED that this manual is intended to provide guidelines covering public service by Borough of Lakehurst employees and is not a contract. The provisions of this manual may be amended and supplemented from time to time without notice and at the sole discretion of the Mayor and Council of the Borough of Lakehurst.

BE IT FURTHER RESOLVED that to the maximum extent permitted by law, employment practices for the Borough of Lakehurst shall operate under the legal doctrine known as "employment at will."

BE IT FURTHER RESOLVED that the Municipal Clerk and all managerial/supervisory personnel are responsible for these employment practices. The Personnel Committee and the Municipal Attorney shall assist the Municipal Clerk in the implementation of the policies and procedures in this manual.

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 April 21, 2016.

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

**RESOLUTION
APRIL 21, 2016**

WHEREAS, a review of the duties currently performed by Clerk 1 Renee James has revealed she is working out of title and is normally performing the duties of a Clerk 2, **and**

WHEREAS, the Governing Body is desirous of appointing Ms. James to the Clerk 2 position, **and**

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, that Renee James is hereby appointed provisionally to the position of Clerk 2, at the contract rate of \$18.18/hr, from the Clerk 1 rate of \$16.50/hr effective May 1 , 2016, pending the Civil Service Commission promotional process.

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 April 21, 2016.

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

**RESOLUTION
APRIL 21, 2016**

WHEREAS, a review of the duties currently performed by Clerk 2 Amy Lowe has revealed she is working out of title and is normally performing the duties of a Clerk 3, **and**

WHEREAS, the Governing Body is desirous of appointing Ms. Lowe to the Clerk 3 position, **and**

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, that Amy Lowe is hereby appointed provisionally to the position of Clerk 3, at the contract rate of \$18.90/hr, from the Clerk 2 rate of \$ 18.18/hr effective May 1, 2016, pending the Civil Service Commission promotional process.

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 April 21, 2016.

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

**RESOLUTION
APRIL 21, 2016**

WHEREAS, a review of the duties currently performed by Clerk 2 Pamela Heinzman has revealed she is working out of title and is normally performing the duties of a Clerk 3, **and**

WHEREAS, the Governing Body is desirous of appointing Ms. Heinzman to the Clerk 3 position, **and**

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, that Pamela Heinzman is hereby appointed provisionally to the position of Clerk 3, at the contract rate of \$18.90/hr, from the Clerk 2 rate of \$ 18.18/hr effective May 1, 2016, pending the Civil Service Commission promotional process.

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 April 21, 2016.

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

**RESOLUTION
APRIL 21, 2016**

WHEREAS, Brenda Saupe and Ashley Manee were appointed as alternate crossing guards on April 7, 2016

WHEREAS, an inaccurate hourly rate was listed;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that Brenda Saupe and Ashley Manee be appointed as alternate crossing guards at the rate of \$ 9.50 per hour, effective April 11, 2016.

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 April 21, 2016.

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

**RESOLUTION
APRIL 21, 2016**

WHEREAS, NJSA 40A:14-118 allows for the creation of a police department and the appointment of members as deemed appropriate, **and**

WHEREAS, the Governing Body recognizes the need for positions of supervisory line authority, **and**

WHEREAS, Police Officer Iain James has successfully passed the Department of Personnel examination for police sergeant, and has further successfully performed as an acting sergeant.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey appoints Iain James to the position of police sergeant effective April 21, 2016 at a base salary of \$88,434.00, per annum, prorated to the effective date.

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 April 21, 2016.

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

**RESOLUTION
APRIL 21, 2016**

WHEREAS, the Borough Council is desirous of giving salary increases to certain employees, **and**

WHEREAS, the listed raises conform with Ordinance #14-02 regarding salaries and have been budgeted in the 2016 budget,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that the base salaries for the following employees and titles shall be authorized and effective as soon as allowable under said ordinances:

Harry Robbins, Mayor	\$ 6,200.00
Council Members	\$ 5,000.00
Bernadette Dugan, Municipal Clerk	\$72,379.37
Bernadette Dugan, Land Use Board Sec.	\$ 4,739.74
Bernadette Dugan, Sec. Construction Off	\$ 2,977.48
Bernadette Dugan, Dep. Emer. Manag. Co.	\$ 2,322.48
David Winton, PW Dept. Head	\$70,355.37
Bryan LeVance, PW Supervisor	\$54,451.20
Greg McGuckin, Prosecutor	\$15,412.50
Kenneth Palmer, Public Defender	\$ 4,623.75
Michael Martin, Fire Official	\$ 7,192.50
William VanBerkel, Code Enforcement Officer	\$ 2,055.00
Pamela Heinzman, Treasurer	\$ 5,137.50
Eileen Robbins, Recreation Leader	\$ 1,994.44
MaryAnn Capasso, Recreation Leader	\$ 1,994.44
Renee James, Deputy Tax Collector	\$ 1,131.40
Patricia Megill, Court Administrator	\$39,590.86
Damian Murray, Municipal Court Judge	\$22,946.85
David Sumner, Dept. Emer. Manag. Co.	\$ 1,720.96
Sean Gertner, Municipal Attorney	\$21,643.00
Sean Gertner, Dept. Head - Legal	\$10,280.43
Bobbie Pratt, Police Matron	\$ 13.37 per hour
Jennifer Emer, SLEO I	\$ 8.77 per hour
William Bowers, SLEO I	\$ 8.61 per hour
Scott Devecka, SLEO II	\$ 11.61 per hour
Jason Guide, SLEO II	\$ 11.61 per hour
Daniel Hourigan, SLEO II	\$ 11.08 per hour
Thomas Harrington, SLEO II	\$ 10.28 per hour
Keith Douglas, SLEO II	\$ 10.28 per hour
Robert Schroeck	\$ 10.28 per hour

BE IT FURTHER RESOLVED that said salaries shall be effective January 1, 2016.

I, Bernadette Dugan, Municipal Clerk of the Borough of Lakehurst, County of Ocean, State of New Jersey that the above resolution was approved by the governing body at the meeting of April 21, 2016.

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

RESOLUTION
APRIL 21, 2016

WHEREAS, SLEO II Keith Douglas has successfully completed his Field Training; **and**

WHEREAS, Police Chief Higgins has recommended that Officer Douglas' hourly rate be increased to \$11.00; **and**

WHEREAS, the Governing Body is desirous of increasing the hourly wage of temporary police Officer Keith Douglas to the amount to \$11.00 per hour which is within the salary range as adopted in Ordinance #14-02.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that the salary of Keith Douglas be increased to \$11.00 per hour, retroactive to April 9, 2016.

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 April 21, 2016.

Bernadette Dugan, RMC/CPM
Municipal Clerk

**RESOLUTION
APRIL 21, 2016**

WHEREAS, the governing body is desirous of appointing a Tax Assessor due to the resignation of Daniel Gatti, **and**

WHEREAS, Martin Lynch has applied for the position, **and**

WHEREAS, based on Mr. Lynch's experience and expertise as a Certified Tax Assessor, the Governing Body wishes to appoint Martin Lynch to the position of Tax Assessor.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that Martin Lynch is hereby appointed as Tax Assessor at a salary of \$13,000.00 per annum, effective April 22, 2016 for the unexpired term expiring June 30, 2018.

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 April 21, 2016.

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