

**BOROUGH OF LAKEHURST
WORK SESSION/REGULAR MEETING
JANUARY 17, 2019
TENTATIVE AGENDA**

1. Approval of Minutes of December 20, 2018 Regular Meeting
2. Approval of Minutes of January 1, 2019 Reorganization Meeting
3. **Resolution regarding payment of bills**
4. Resolution appointing Borough Prosecutor
5. Resolution refunding tax overpayment for Block 62, Lot 18.01
6. Resolution approving membership in Lakehurst Volunteer Fire Department for Geramy Hanson
7. Resolution appointing a Municipal Humane Law Enforcement Officer
8. First public hearing on 2019 Community Development Block Grant program
9. Executive/closed session to discuss personnel matters/contract negotiations

Maryanne Capasso
Municipal Clerk

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

**RESOLUTION
JANUARY 17, 2019**

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 \$364,704.30 is hereby approved.

I, Maryann 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 January 17, 2019.

**Maryann Capasso
Municipal Clerk**

PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type	Stat/Chk	First Rcvd	Chk/Void	Invoice
Item Description					Acct Type Description		Enc Date Date	Date	
19-00016	01/14/19	A0024							
		ACTION DATA SERVICES		Continued					
2	PAYROLL SERVICE PDEND	12/14/18	53.36	8-01-20-130-299	B Finance - Miscellaneous	R	01/14/19	01/15/19	61182
			355.67						
19-00017	01/14/19	A0024							
		ACTION DATA SERVICES							
1	PAYROLL SERVICE PDEND	12/31/18	210.86	8-01-20-130-299	B Finance - Miscellaneous	R	01/14/19	01/15/19	61494
2	PAYROLL SERVICE PDEND	12/31/18	26.42	8-01-20-130-299	B Finance - Miscellaneous	R	01/14/19	01/15/19	61495
			237.28						
19-00018	01/14/19	N0136							
		NJ NATURAL GAS COMPANY							
1	ESC GAS BILL		1,358.94	9-01-31-437-269	B NATURAL GAS	R	01/14/19	01/15/19	
2	PW GARAGE GAS BILL		1,288.77	9-01-31-437-269	B NATURAL GAS	R	01/14/19	01/15/19	
3	COMMUNITY CENTER GAS BILL		691.20	9-01-31-437-269	B NATURAL GAS	R	01/14/19	01/15/19	
4	PD HQ GAS BILL		447.77	9-01-31-437-269	B NATURAL GAS	R	01/14/19	01/15/19	
5	BOROUGH HALL GAS BILL		354.52	9-01-31-437-269	B NATURAL GAS	R	01/14/19	01/15/19	
			4,141.20						
19-00019	01/14/19	00012							
		ONE CALL CONCEPTS							
1	ONE CALL MESSAGES	12/18	11.25	8-09-00-101-275	B TELEPHONE	R	01/14/19	01/15/19	8125367
19-00020	01/14/19	A0012							
		ASBURY PARK PRESS							
1	ASBURY PARK PRESS RENEWAL	2019	293.03	9-01-20-120-283	B BOOKS & PUBLICATIONS	R	01/14/19	01/15/19	AP1712339
19-00021	01/14/19	W0021							
		WESTERN PEST SERVICES							
1	PEST CONTROL SERVICE	1/19	115.50	9-01-26-310-222	B CONTRACTUAL SERVICES	R	01/14/19	01/15/19	4922560B
19-00022	01/14/19	N0029							
		TITAN, LLC							
1	BORO HALL WATER AND COOLER		12.00	8-01-26-310-299	B MISCELLANEOUS	R	01/14/19	01/15/19	
2	POLICE DEPT WATER AND COOLER		30.00	8-01-25-240-299	B Police - Miscellaneous	R	01/14/19	01/15/19	
3	PW GARAGE WATER AND COOLER		30.00	8-01-26-305-299	B MISCELLANEOUS	R	01/14/19	01/15/19	
4	BORO HALL DOWNSTAIRS WATER		30.00	8-01-20-145-299	B Tax Collector - Miscellaneous	R	01/14/19	01/15/19	
			102.00						
19-00023	01/14/19	P0022							
		SUN LIFE FINANCIAL							
1	LIFE INS BILL TO	1/19	127.71	8-01-23-220-227	B Insurance - Life Insurance	R	01/14/19	01/15/19	
19-00024	01/14/19	J0900							
		JCP&L							
1	ELECTRIC BILL STREET LIGHTING		1,740.19	8-01-31-436-276	B STREET LIGHTING	R	01/14/19	01/15/19	

PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice
19-00025	01/14/19	J0900 JCP&L	2,403.45	8-01-31-435-276	B ELECTRICITY	R	01/14/19 01/15/19		
1		ELECTRIC BILL CF							
19-00026	01/14/19	C0032 CERTIFIED SPEEDOMETER	234.00	8-01-25-240-299	B Police - Miscellaneous	R	01/14/19 01/15/19		21303
1		CALIBRATION PDCARS 1,2,3,4,6,7							
19-00027	01/14/19	T0163 TOMS RIVER CAR WASH	10.00	8-01-25-240-299	B Police - Miscellaneous	R	01/14/19 01/15/19		1686
1		PD CAR WASHES NOV & DEC 2018							
19-00028	01/14/19	S0132 STATE OF NEW JERSEY-PWT	173.82	8-09-00-101-299	B MISCELLANEOUS	R	01/14/19 01/15/19		
1		WATER TAX - 4TH QTR. 2018							
19-00029	01/14/19	T0973 TREASURER, STATE OF NJ (MARRIA	100.00	8-01-55-900-041	B DUE STATE: MARRIAGE LIC. FEES	R	01/14/19 01/15/19		
1		MARRIAGE LICENSE REPT 10-12/18							
19-00030	01/15/19	O0140 OCEAN COUNTY BOARD OF HEALTH	160.00	8-01-27-340-299	B MISCELLANEOUS	R	01/15/19 01/15/19		
1		ANIMAL SHELTER BILLING 12/18							
19-00031	01/15/19	J0090 JERSEY SHORE VETERINARY	180.00	8-01-27-340-299	B MISCELLANEOUS	R	01/15/19 01/15/19		629CFE
1		POLICE EMERG EUTHANIZATION							
2		POLICE EMERG EUTHANIZATION	210.00	8-01-27-340-299	B MISCELLANEOUS	R	01/15/19 01/15/19		629CFE
			390.00						
19-00032	01/15/19	A0506 AT&T	3,415.21	9-01-31-440-275	B TELEPHONE	R	01/15/19 01/15/19		
1		AT&T TELEPHONE CHARGES							
2		AT&T TELEPHONE CHARGES - COURT	91.70	8-01-31-440-275	B TELEPHONE	R	01/15/19 01/15/19		
			3,506.91						
19-00033	01/15/19	A0075 GANNETT NEW JERSEY NEWSPAPERS	636.25	8-01-20-120-215	B Clerk - Advertising	R	01/15/19 01/15/19		0002171635
1		CLERK ADVERT. 12/1/18-12/31/18							
19-00034	01/15/19	C0076 CLEARY, GIACOBBE, ALFIERI &	1,185.00	8-01-20-155-231	B LEGAL SERVICES	R	01/15/19 01/15/19		66039
1		LABOR ATTORNEY FEES 12/18							
19-00035	01/15/19	R0158 REMINGTON & VERNICK ENGINEERS	1,839.00	C-08-01-565-001	B WATER MAIN IMPROVEMENTS (17-04)	R	01/15/19 01/15/19		1514u069-21
1		NJEIT WATERMAIN REPLACEMENT							
19-00036	01/15/19	R0158 REMINGTON & VERNICK ENGINEERS	1,712.20	G-02-00-223-002	B NJDOT - Pine Street Sidwalks & Curbs	R	01/15/19 01/15/19		1514u072-10
1		PINE ST CURB & SIDEWALK RECON.							

PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type	Stat/Chk	First Rcvd	Chk/Void	Invoice
Item Description					Acct Type Description		Enc Date Date	Date	
19-00037	01/15/19	R0158 REMINGTON & VERNICK ENGINEERS							
1		GENERAL ENGINEERING THRU 12/18	180.00	8-01-20-165-232	B ENGINEERING SERVICES	R	01/15/19	01/15/19	1514T103-10
19-00038	01/15/19	S0190 SHOP-RITE OF MANCHESTER							
1		CELEB - Y&R TREE LIGHTING	112.42	8-01-28-370-299	B MISCELLANEOUS	R	01/15/19	01/15/19	
19-00039	01/15/19	C0060 COMCAST CABLE							
1		BORO HALL CABLE MODEM	130.84	8-01-31-440-275	B TELEPHONE	R	01/15/19	01/15/19	
2		PW CABLE MODEM	<u>110.84</u>	8-01-31-440-275	B TELEPHONE	R	01/15/19	01/15/19	
			241.68						
19-00040	01/15/19	V0011 VERIZON WIRELESS							
1		BORO CELL PHONE BILL	562.13	8-01-31-440-275	B TELEPHONE	R	01/15/19	01/15/19	
2		FIRE DEPT CELL PH BILL	<u>55.31</u>	8-01-31-440-275	B TELEPHONE	R	01/15/19	01/15/19	
			617.44						
19-00041	01/15/19	V0855 VERIZON							
1		PHONE BILL	347.24	8-01-31-440-275	B TELEPHONE	R	01/15/19	01/15/19	
2		PHONE BILL	<u>6.55</u>	8-01-31-440-275	B TELEPHONE	R	01/15/19	01/15/19	
			353.79						
19-00042	01/15/19	S0973 STAPLES							
1		CLERK - PHOTO COPY PLANS	25.20	8-01-20-120-299	B MISCELLANEOUS	R	01/15/19	01/15/19	
2		POLICE OFFICE SUPPLIES	<u>52.97</u>	8-01-25-240-211	B OFFICE SUPPLIES	R	01/15/19	01/15/19	
			78.17						
19-00043	01/15/19	L0040 LOWE'S							
1		B&G - POLICE DEPT	35.50	8-01-26-310-262	B MINOR TOOLS & EQUIPMENT	R	01/15/19	01/15/19	
2		B&G - CLEANING SUPPLIES	178.22	8-01-26-310-262	B MINOR TOOLS & EQUIPMENT	R	01/15/19	01/15/19	
3		B&G - COMM CENTER FLOORS	<u>122.80</u>	8-01-26-310-262	B MINOR TOOLS & EQUIPMENT	R	01/15/19	01/15/19	
			336.52						
19-00044	01/15/19	U0005 UNIFIRST CORPORATION							
1		PW UNIFORM CLEANING 12/18	763.16	8-09-00-101-271	B UNIFORMS	R	01/15/19	01/15/19	
19-00047	01/15/19	O0141 OCEAN COUNTY MUNICIPAL JIF							
1		2019 1ST INSTALLMENT GENLIA	29,957.84	9-01-23-210-224	B INSURANCE - LIABILITY	R	01/15/19	01/15/19	
2		2019 1ST INSTALLMENT GENLIA	7,489.46	9-09-00-101-228	B INSURANCE - OTHER	R	01/15/19	01/15/19	
3		2019 1ST INSTALLMENT W/C	32,547.76	9-01-23-215-224	B INSURANCE-WORKERS COMPENSATION	R	01/15/19	01/15/19	

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Borough of Lakehurst
Bill List By P.O. Number

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PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
19-00047	01/15/19	00141		OCEAN COUNTY MUNICIPAL JIF	Continued						
4	2019 1ST INSTALLMENT W/C		<u>8,136.94</u>	9-09-00-101-228		B INSURANCE - OTHER	R	01/15/19	01/15/19		
			78,132.00								
19-00048	01/15/19	N0113		NJ WATER ASSOCIATION							
1	2019 ANNUAL MEMBERSHIP		350.00	9-09-00-101-281		B PROFESSIONAL MEMBERSHIP & DUES	R	01/15/19	01/15/19		7147
<hr/>											
Total Purchase Orders:	52	Total P.O. Line Items:	108	Total List Amount:	127,668.15	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	8-01	25,706.41	0.00	25,706.41	0.00	0.00	25,706.41
WATER & SEWER OPERATING	8-09	<u>3,822.86</u>	<u>0.00</u>	<u>3,822.86</u>	<u>0.00</u>	<u>0.00</u>	<u>3,822.86</u>
Year Total:		29,529.27	0.00	29,529.27	0.00	0.00	29,529.27
CURRENT FUND APPROPRIATIONS	9-01	73,905.68	0.00	73,905.68	0.00	0.00	73,905.68
WATER & SEWER OPERATING	9-09	<u>15,976.40</u>	<u>0.00</u>	<u>15,976.40</u>	<u>0.00</u>	<u>0.00</u>	<u>15,976.40</u>
Year Total:		89,882.08	0.00	89,882.08	0.00	0.00	89,882.08
	C-04	4,705.60	0.00	4,705.60	0.00	0.00	4,705.60
	C-08	<u>1,839.00</u>	<u>0.00</u>	<u>1,839.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,839.00</u>
Year Total:		6,544.60	0.00	6,544.60	0.00	0.00	6,544.60
	G-02	1,712.20	0.00	1,712.20	0.00	0.00	1,712.20
Total of All Funds:		<u><u>127,668.15</u></u>	<u><u>0.00</u></u>	<u><u>127,668.15</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>127,668.15</u></u>

January 15, 2019
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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
19-00046	01/15/19	W0030 WEX BANK	2,033.85	9-01-31-447-265		B GASOLINE	R	01/15/19	01/15/19		57238277
Total Purchase Orders:		1	Total P.O. Line Items:		1	Total List Amount:	2,033.85	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	9-01	2,033.85	0.00	2,033.85	0.00	0.00	2,033.85
Total of All Funds:		<u>2,033.85</u>	<u>0.00</u>	<u>2,033.85</u>	<u>0.00</u>	<u>0.00</u>	<u>2,033.85</u>

December 28, 2018
10:27 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
18-01047	12/28/18	L0098	234,865.00	8-01-55-900-002		B SCHOOL TAXES PAYABLE	R	12/28/18	12/28/18		
Total Purchase Orders:		1	Total P.O. Line Items:		1	Total List Amount:	234,865.00	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	8-01	234,865.00	0.00	234,865.00	0.00	0.00	234,865.00
Total of All Funds:		<u>234,865.00</u>	<u>0.00</u>	<u>234,865.00</u>	<u>0.00</u>	<u>0.00</u>	<u>234,865.00</u>

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
18-01048	12/31/18	P0152		PETTY CASH FUND							
1		PW - ATLANTIC PLUMBING	31.71	8-01-26-310-262	B	MINOR TOOLS & EQUIPMENT	R	12/31/18	12/31/18		
2		PW - TOLLS	9.00	8-01-26-290-299	B	MISCELLANEOUS	R	12/31/18	12/31/18		
3		PW - METER TESTS	50.00	8-01-26-310-262	B	MINOR TOOLS & EQUIPMENT	R	12/31/18	12/31/18		
4		PW - TOLLS	10.50	8-01-26-290-299	B	MISCELLANEOUS	R	12/31/18	12/31/18		
5		PW - TOLLS	10.50	8-01-26-290-299	B	MISCELLANEOUS	R	12/31/18	12/31/18		
6		TREE LIGHTING PIZZA	25.59	8-01-28-370-299	B	MISCELLANEOUS	R	12/31/18	12/31/18		
			<u>137.30</u>								

Total Purchase Orders: 1 Total P.O. Line Items: 6 Total List Amount: 137.30 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	8-01	137.30	0.00	137.30	0.00	0.00	137.30
Total of All Funds:		<u>137.30</u>	<u>0.00</u>	<u>137.30</u>	<u>0.00</u>	<u>0.00</u>	<u>137.30</u>

**RESOLUTION
JANUARY 17, 2019**

WHEREAS, the need exists for the appointment of a Municipal Prosecutor, **and**

WHEREAS, the governing body is desirous of appointing Gregory McGuckin, Esquire.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that Gregory McGuckin, Esquire is hereby appointed Municipal Prosecutor for 2019 at a salary of \$16,351.13.

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 January 17, 2019.

**Maryanne Capasso
Municipal Clerk**

RESOLUTION
January 17, 2019

AUTHORIZING REFUND OF TAX OVERPAYMENT

BE IT RESOLVED by the Borough Council of the Borough of Lakehurst that upon the recommendation of the Tax Collector, a refund be made to the taxpayer(s) shown due to an overpayment of 2018 taxes made by the taxpayer.

NOW, THEREFORE, BE IT RESOLVED that the Finance Officer is hereby authorized to issue a check to the mortgage company shown and charge 2018 taxes in the total amount of \$ 23.00.

<u>TAX BLOCK</u>	<u>LOT</u>	<u>TAXPAYER</u>	<u>YEAR</u>	<u>AMOUNT</u>
62	18.01	No Limit Worship Center, Inc. 100 Union Avenue Lakehurst, NJ 08733	2018	\$ 23.00

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 January 17, 2019.

**Maryanne Capasso,
Municipal Clerk**

**RESOLUTION
JANUARY 17, 2019**

WHEREAS, Geramy Hanson has applied for membership in the Lakehurst Volunteer Fire Company No. 1 (LVFC) and the New Jersey State Firemen's Relief Association, **and**

WHEREAS, Section 2-20.4(a) 1 of the Revised General Ordinances of the Borough requires that the applicants meet certain criteria and that the applications be approved by the Governing Body, **and**

WHEREAS, the above applicant meets the criteria specified in Section 2-20.4(a) 1,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that the application of Geramy Hanson for membership in the Lakehurst Volunteer Fire Company and the New Jersey State Firemen's Relief Association is hereby approved, effective immediately.

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 January 17, 2019.

**Maryanne Capasso
Municipal Clerk**

RESOLUTION
JANUARY 17, 2019

RESOLUTION APPOINTING A
MUNICIPAL HUMANE LAW
ENFORCEMENT OFFICER

WHEREAS, the State of New Jersey enacted P.L. 2017, Chapter 331, which substantially revised the enforcement of animal cruelty laws in the State by transferring power of humane law enforcement from the New Jersey Society for the Prevention of Cruelty to Animals (NJSCPA) and county societies for the prevention of cruelty to animals to a county prosecutor animal cruelty task force in each county, and a municipal humane law enforcement officer appointed in each municipality; **and**

WHEREAS, the law requires the governing body of each municipality appoint at least one (1) municipal humane law enforcement officer; **and**

WHEREAS, the Chief of Police has recommend the appointment of Officers Jason Guide and Madelyn Waltz to such position; **and**

WHEREAS, the Borough Council intends that this Resolution memorialize and approve the appointment of the Borough's municipal humane law enforcement officer(s), as aforesaid, in compliance with P.L. 2017, Chapter 331.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that Police Officers Jason Guide and Madelyn Waltz are hereby appointed to the position of municipal humane law enforcement officers effective January 1, 2019.

BE IT FURTHER RESOLVED that a true copy of this Resolution be forwarded to the Ocean County Prosecutor, forthwith after the adoption hereof.

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 January 17, 2019.

Maryanne Capasso
Municipal Clerk