

BOROUGH OF LAKEHURST
WORK SESSION/REGULAR MEETING
MARCH 21, 2019
TENTATIVE AGENDA

1. Oath of Office administered to CSC police officer Christian Hernandez
2. Approval of Minutes of March 7, 2019 Regular Meeting
3. Payment of Bills
4. Resolution Supporting the 2019 UDrive. UText. UPay. Distracted Driving Crackdown
5. Resolution regarding an adjust to utility account #657-0, Block 60, Lot 1
6. Executive/Closed Session to discuss personnel matters

Maryanne Capasso
Municipal Clerk

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

**RESOLUTION
MARCH 21, 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 \$51,848.42 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 March 21, 2019.

**Maryann Capasso
Municipal Clerk**

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 Type Description	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
18-00652	08/10/18	D9111 DELL MARKETING									
		1 OPTIPLEX 3050 AIO	7,062.30	C-04-00-558-001	B Municipal Building Improvements (18-12)	R		08/10/18	03/19/19		
19-00063	01/18/19	G0060 GARY KUBIAK & SON ELECTRIC INC									
		1 PHASE 2 BORO HALL ELECTRIC WRK	17,000.00	C-04-00-558-001	B Municipal Building Improvements (18-12)	R		01/18/19	03/19/19		7769-1
19-00069	01/24/19	G0042 GERTNER & GERTNER, LLC									
		1 TAX APPEAL FILING FEES	100.00	9-01-20-155-231	B LEGAL SERVICES	R		01/24/19	03/19/19		
19-00114	02/07/19	T0969 THIS & THAT UNIFORMS, LLC									
		1 PD PLAQUE - LAYMON 9 X 12	40.00	9-01-25-240-299	B Police - Miscellaneous	R		02/07/19	03/19/19		1363
19-00142	03/04/19	T0969 THIS & THAT UNIFORMS, LLC									
		1 3 VESTS -SURVIVAL AMOR PALADIN	1,723.38	G-02-00-205-299	B Body Armor - 2014 and Prior	R		03/04/19	03/19/19		1513
		2 PTL HESTER & PTL HOURIGAN	1,051.62	G-02-00-225-001	B Body Armor Fund - 2016	R		03/04/19	03/19/19		1513
			2,775.00								
19-00159	03/04/19	L0003 LAKEHURST HARDWARE									
		1 HARDWARE HOUSE ACCOUNT CHARGES	194.90	9-01-26-310-262	B MINOR TOOLS & EQUIPMENT	R		03/04/19	03/19/19		
19-00168	03/04/19	S0896 SHORE BUSINESS SOLUTIONS									
		1 PW COPIER -PER COPY BILL	48.13	9-01-26-305-299	B MISCELLANEOUS	R		03/04/19	03/19/19		AR13598
		3 TAX OFFICE -PER COPY BILL	11.16	9-01-20-120-299	B MISCELLANEOUS	R		03/04/19	03/19/19		AR13599
		4 PW COPIER -PER COPY BILL	191.38	9-01-26-305-299	B MISCELLANEOUS	R		03/04/19	03/19/19		AR15027
		5 TAX OFFICE - PER COPY BILL	5.06	9-01-20-120-299	B MISCELLANEOUS	R		03/04/19	03/19/19		AR15028
		6 BORO HALL - PER COPY BILL	1.95	9-01-20-120-299	B MISCELLANEOUS	R		03/04/19	03/19/19		AR15026
			257.68								
19-00170	03/04/19	A0007 ALL INDUSTRIAL SAFETY PRODUCTS									
		1 ECONOMY MESH VEST XL	47.40	9-01-26-305-299	B MISCELLANEOUS	R		03/04/19	03/19/19		
		2 ECONOMY MESH VEST 2XL	47.40	9-01-26-305-299	B MISCELLANEOUS	R		03/04/19	03/19/19		
		3 ECONOMY MESH VEST 3XL	47.40	9-01-26-305-299	B MISCELLANEOUS	R		03/04/19	03/19/19		
		4 ORANGE HARD HAT	74.40	9-01-26-305-299	B MISCELLANEOUS	R		03/04/19	03/19/19		
		5 WHITE HARD HAT	6.20	9-01-26-305-299	B MISCELLANEOUS	R		03/04/19	03/19/19		
		6 BX TOWELETTES	12.50	9-01-26-305-299	B MISCELLANEOUS	R		03/04/19	03/19/19		

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
19-00170	03/04/19	A0007 ALL INDUSTRIAL SAFETY PRODUCTS Continued									
		7 BX POWDER FREE NITRILE SZ XL	195.00	9-01-26-305-299	B MISCELLANEOUS		R	03/04/19	03/19/19		
		8 DZ LEATHER PALM SAFETY CUFF	39.80	9-01-26-305-299	B MISCELLANEOUS		R	03/04/19	03/19/19		
		9 TASCO BLACKHAWK MUFF	102.60	9-01-26-305-299	B MISCELLANEOUS		R	03/04/19	03/19/19		
		10 CS GATORADE POWDER - LEMONLIME	130.25	9-01-26-305-299	B MISCELLANEOUS		R	03/04/19	03/19/19		
			702.95								
19-00175	03/05/19	M0016 MICROMEDIA PUBLICATIONS									
		1 PUBLIC WORKS HELP WANTED AD	44.35	9-01-26-305-299	B MISCELLANEOUS		R	03/05/19	03/19/19		7435374
19-00186	03/07/19	M0971 MR. KEYS/BRICK LOCKSMITH									
		1 SERVICE CALL COMM CENTER DOOR	156.00	9-01-26-310-299	B MISCELLANEOUS		R	03/07/19	03/19/19		29393
19-00187	03/07/19	A0090 ACCURATE TOWING									
		1 IMPOUND INVOICE: 56531	125.00	9-01-25-240-297	B Police - Towing Charges		R	03/07/19	03/19/19		56531
		2 IMPOUND INVOICE: 56804	125.00	9-01-25-240-297	B Police - Towing Charges		R	03/07/19	03/19/19		56804
		3 IMPOUND INVOICE: 57237	125.00	9-01-25-240-297	B Police - Towing Charges		R	03/07/19	03/19/19		57237
			375.00								
19-00192	03/11/19	M0261 MACLEAN, NORBERT B, JR.									
		1 MEDICARE REIMBURS. 12/18	200.50	8-01-23-220-228	B Insurance - Medicare Reimbursement		R	03/11/19	03/19/19		
		2 MEDICARE REIMBURS. 1-2/19	404.00	9-01-23-220-228	B Insurance - Medicare Reimbursement		R	03/11/19	03/19/19		
			604.50								
19-00203	03/19/19	R0158 REMINGTON & VERNICK ENGINEERS									
		1 PINE ST CURB & SIDEWALK RECON.	50.00	G-02-00-223-002	B NJDOT - Pine Street Sidwalks & Curbs		R	03/19/19	03/19/19		1514u072-12
19-00204	03/19/19	R0158 REMINGTON & VERNICK ENGINEERS									
		1 NJEIT WATERMAIN REPLACEMENT	520.00	C-08-01-565-001	B WATER MAIN IMPROVEMENTS (17-04)		R	03/19/19	03/19/19		1514u069-23
19-00205	03/19/19	R0158 REMINGTON & VERNICK ENGINEERS									
		1 NJEIT WATERMAIN REPLACEMENT	1,575.00	C-08-01-565-001	B WATER MAIN IMPROVEMENTS (17-04)		R	03/19/19	03/19/19		1514T104-7
19-00206	03/19/19	C0076 CLEARY, GIACOBBE, ALFIERI &									
		1 LABOR ATTORNEY FEES 2/19	510.00	9-01-20-155-231	B LEGAL SERVICES		R	03/19/19	03/19/19		67326
19-00207	03/19/19	N0136 NJ NATURAL GAS COMPANY									
		1 ESC GAS BILL	1,341.48	9-01-31-437-269	B NATURAL GAS		R	03/19/19	03/19/19		
		2 PW GARAGE GAS BILL	1,126.34	9-01-31-437-269	B NATURAL GAS		R	03/19/19	03/19/19		

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
19-00207	03/19/19	N0136 NJ NATURAL GAS COMPANY				Continued					
		3 COMMUNITY CENTER GAS BILL	780.47	9-01-31-437-269	B	NATURAL GAS	R	03/19/19	03/19/19		
		4 PD HQ GAS BILL	441.88	9-01-31-437-269	B	NATURAL GAS	R	03/19/19	03/19/19		
		5 BOROUGH HALL GAS BILL	355.58	9-01-31-437-269	B	NATURAL GAS	R	03/19/19	03/19/19		
			4,045.75								
19-00208	03/19/19	B0019 BOLLINGER, INC. - DENTAL									
		1 DENTAL INSURANCE 3/19	3,496.87	9-01-23-220-226	B	Insurance - Dental	R	03/19/19	03/19/19		046762
19-00209	03/19/19	O0140 OCEAN COUNTY BOARD OF HEALTH									
		1 ANIMAL SHELTER BILLING 02/19	64.00	9-01-27-340-299	B	MISCELLANEOUS	R	03/19/19	03/19/19		
19-00210	03/19/19	A0075 GANNETT NEW JERSEY NEWSPAPERS									
		1 CLERK ADVERT. 2/1/19 - 2/28/19	216.88	9-01-20-120-215	B	Clerk - Advertising	R	03/19/19	03/19/19		0002315129
19-00211	03/19/19	A0024 ACTION DATA SERVICES									
		1 PAYROLL SERVICE PDEND 2/28/19	370.54	9-01-20-130-299	B	Finance - Miscellaneous	R	03/19/19	03/19/19		63040
		2 PAYROLL SERVICE W-2'S	655.32	9-01-20-130-299	B	Finance - Miscellaneous	R	03/19/19	03/19/19		62798
			1,025.86								
19-00212	03/19/19	P0158 PITNEY BOWES									
		1 MAILING METER CHARGES	126.00	9-01-20-120-299	B	MISCELLANEOUS	R	03/19/19	03/19/19		1011533545
19-00213	03/19/19	O0012 ONE CALL CONCEPTS									
		1 ONE CALL MESSAGES 2/19	8.16	9-09-00-101-275	B	TELEPHONE	R	03/19/19	03/19/19		9025365
19-00214	03/19/19	J0900 JCP&L									
		1 ELECTRIC BILL UF	3,312.52	9-09-00-101-276	B	ELECTRIC	R	03/19/19	03/19/19		
19-00215	03/19/19	A0506 AT&T									
		1 AT&T TELEPHONE CHARGES - COURT	96.09	9-01-31-440-275	B	TELEPHONE	R	03/19/19	03/19/19		
19-00216	03/19/19	P0151 PEDRONI FUEL OIL CO.									
		1 DYED DIESEL FOR PW GARAGE	1,264.21	9-01-31-447-266	B	DIESEL FUEL	R	03/19/19	03/19/19		516684
19-00217	03/19/19	V0855 VERIZON									
		1 PHONE BILL	346.69	9-01-31-440-275	B	TELEPHONE	R	03/19/19	03/19/19		
		2 PHONE BILL	96.53	9-01-31-440-275	B	TELEPHONE	R	03/19/19	03/19/19		

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
19-00217	03/19/19	V0855 VERIZON									
		3 PHONE BILL	6.55	9-01-31-440-275		B TELEPHONE	R	03/19/19	03/19/19		
			<u>449.77</u>								
19-00218	03/19/19	C0060 COMCAST CABLE									
		1 ESC CABLE MODEM	115.25	9-01-31-440-275		B TELEPHONE	R	03/19/19	03/19/19		
		2 POLICE DEPT CABLE MODEM	105.84	9-01-31-440-275		B TELEPHONE	R	03/19/19	03/19/19		
			<u>221.09</u>								
19-00219	03/19/19	w0021 WESTERN PEST SERVICES									
		1 PEST CONTROL SERVICE 3/19	115.50	9-01-26-310-222		B CONTRACTUAL SERVICES	R	03/19/19	03/19/19		4976297B
19-00220	03/19/19	U0005 UNIFIRST CORPORATION									
		1 PW UNIFORM CLEANING 2/19	1,002.00	9-09-00-101-271		B UNIFORMS	R	03/19/19	03/19/19		
19-00221	03/19/19	L0040 LOWE'S									
		1 LOWE'S HOUSE ACCOUNT CHARGES	2,162.47	C-04-00-557-001		B MUNICIPAL BUILDING IMPROVEMENTS (18-05)	R	03/19/19	03/19/19		
19-00222	03/19/19	R0158 REMINGTON & VERNICK ENGINEERS									
		1 LANDFILL EXISTING WETLANDS	360.00	C-04-00-554-001		B LANDFILL REMEDIATION (17-03)	R	03/19/19	03/19/19		1514T108-3
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Total Purchase Orders:	32	Total P.O. Line Items:	57	Total List Amount:	49,934.85	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	8-01	200.50	0.00	200.50	0.00	0.00	200.50
CURRENT FUND APPROPRIATIONS	9-01	13,906.90	0.00	13,906.90	0.00	0.00	13,906.90
WATER & SEWER OPERATING	9-09	<u>4,322.68</u>	<u>0.00</u>	<u>4,322.68</u>	<u>0.00</u>	<u>0.00</u>	<u>4,322.68</u>
Year Total:		18,229.58	0.00	18,229.58	0.00	0.00	18,229.58
	C-04	26,584.77	0.00	26,584.77	0.00	0.00	26,584.77
	C-08	<u>2,095.00</u>	<u>0.00</u>	<u>2,095.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,095.00</u>
Year Total:		28,679.77	0.00	28,679.77	0.00	0.00	28,679.77
	G-02	2,825.00	0.00	2,825.00	0.00	0.00	2,825.00
Total of All Funds:		<u><u>49,934.85</u></u>	<u><u>0.00</u></u>	<u><u>49,934.85</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>49,934.85</u></u>

March 14, 2019
02:50 PM

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
19-00196	03/14/19	W0030 WEX BANK	1,913.57	9-01-31-447-265		B GASOLINE	R	03/14/19	03/14/19		58013872

Total Purchase Orders: 1 Total P.O. Line Items: 1 Total List Amount: 1,913.57 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	1,913.57	0.00	1,913.57	0.00	0.00	1,913.57
Total of All Funds:		<u>1,913.57</u>	<u>0.00</u>	<u>1,913.57</u>	<u>0.00</u>	<u>0.00</u>	<u>1,913.57</u>

**RESOLUTION
MARCH 21, 2019**

WHEREAS, distracted driving is a serious, life-threatening practice that is preventable; **and**

WHEREAS, distracted driving can result in injuries and deaths to all road users (motorists, pedestrians, and bicyclists); **and**

WHEREAS, distracted driving occurs when drivers divert their attention away from the task of driving to focus on another activity instead; **and**

WHEREAS, in 2015 alone distracted driving-related crashes resulted in 3,447 deaths and 391,000 injuries on our nation's roads; **and**

WHEREAS, in New Jersey distracted driving was listed as a contributing circumstance in more than 750,000 crashes between 2011-2015; **and**

WHEREAS, the State of New Jersey will participate in the nationwide *Distracted Driving 2019 Crackdown* from April 1 – April 21, 2019, in an effort to raise awareness and decrease driver distraction through a combination of enforcement and education; **and**

WHEREAS, the national slogan for the campaign is *UDrive. UText. UPay;*
and

WHEREAS, a reduction in distracted driving in New Jersey will save lives;
and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that the Borough of Lakehurst declares its support for the *Distracted Driving 2019 Crackdown* both locally and nationally from April 1-21, 2019 and pledges to increase awareness of the dangers of distracted driving.

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 March 21, 2019.

**Maryanne Capasso
Municipal Clerk**

**RESOLUTION
MARCH 21, 2019**

WHEREAS, Utility Collector Renee James has indicated that the owner of the property designated as Block 60; Lot 1; Utility Account #:657-0, had contacted her concerning a leak on the property, **and**

WHEREAS, the property owner has requested an adjustment as the leak was inside the basement and the water did not go into the sewer for the fourth quarter 2018; **and**

WHEREAS, the property owner has since repaired the leak; **and**

WHEREAS, Utility Collector Renee James has determined that as a result of the leak, the fourth quarter 2018 sewerage overage amount needs to be adjusted from \$171.51 to \$106.94.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey hereby authorize that the utility account for Block 60; Lot 1 be adjusted from \$171.51 to \$106.94 for the fourth quarter 2018.

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 March 21, 2019.

**Maryanne Capasso
Municipal Clerk**