

**BOROUGH OF LAKEHURST
WORK SESSION/REGULAR MEETING
MAY 16, 2019
TENTATIVE AGENDA**

1. Approval of Minutes of May 2, 2019 Work Session/Regular Meeting
2. Payment of Bills
3. Resolution regarding raffle license for Lakehurst Historical Society
4. Resolution regarding raffle license for Knights of Columbus Council 12940
5. Resolution appointing Bryan LeVance as Supervisor of Public Works
6. Resolution regarding self-examination of 2019 Municipal Budget
7. Second Reading and Public Hearing of Ordinance #19-03 entitled: “AN ORDINANCE OF THE BOROUGH OF LAKEHURST, COUNTY OF OCEAN, STATE OF NEW JERSEY TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A:4-45.14)
8. Second Reading and Public Hearing of Ordinance #19-04 entitled: “AN ORDINANCE OF THE BOROUGH OF LAKEHURST FIXING AND DETERMINING THE AMOUNT OF SALARIES AND WAGES FOR CERTAIN EMPLOYEES OF THE BOROUGH OF LAKEHURST, COUNTY OF OCEAN, STATE OF NEW JERSEY”
9. Resolution regarding 2019 salaries for non-contractual employees
10. Public Hearing on 2019 Municipal Budget
11. Adoption of 2019 Municipal Budget
12. 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
MAY 16, 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 \$135,302.90 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 May 16, 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 | PO Type Description | Stat/Chk | First Enc Date | Rcvd Date | Chk/Void Date | Invoice |
|----------|----------|--------------------------------------|----------|-----------------|--------------------|--|----------|----------------|-----------|---------------|-------------|
| 18-01049 | 12/31/18 | P0078 PCM SALES, INC | | | | | | | | | |
| 1 | | ELITEDESK 705 G3-A6 PRO 8570 | 594.26 | 8-01-25-240-287 | B | COMPUTER EQUIPMENT | R | 12/31/18 | 05/14/19 | | |
| 19-00145 | 03/04/19 | G0042 GERTNER & GERTNER, LLC | | | | | | | | | |
| 1 | | SRVS RENDERED FOR TORLUCCIO | 250.00 | 9-01-20-155-231 | B | LEGAL SERVICES | R | 03/04/19 | 05/14/19 | | 3809 |
| 19-00191 | 03/08/19 | R0010 RILEIGHS OUTDOOR DECOR | | | | | | | | | |
| 1 | | CANDLE WREATH IN LED LAMPS | 4,500.00 | 9-01-26-310-299 | B | MISCELLANEOUS | R | 03/08/19 | 05/14/19 | | |
| 2 | | SHIPPING | 310.00 | 9-01-26-310-299 | B | MISCELLANEOUS | R | 03/08/19 | 05/14/19 | | |
| | | | 4,810.00 | | | | | | | | |
| 19-00241 | 04/02/19 | B9112 B & K EQUIPMENT SERVICES | | | | | | | | | |
| 1 | | TRASHTRUCK REPAIR | 448.44 | 9-01-26-291-254 | B | SANITATION VEHICLE MAINT/REP | R | 04/02/19 | 05/14/19 | | 27161 |
| 19-00242 | 04/02/19 | A0157 AIR & GAS TECHNOLOGIES | | | | | | | | | |
| 1 | | FD ANNUAL SERVICE CONTRACT | 961.24 | 9-01-25-265-299 | B | MISCELLANEOUS | R | 04/02/19 | 05/14/19 | | 803666 |
| 19-00257 | 04/02/19 | D0072 DYNAMIC TESTING SERVICE, LLC | | | | | | | | | |
| 1 | | DRUG/ALCH TESTS | 720.00 | G-02-00-217-000 | B | Recycling Tonnage Grant - 2014 and Prior | R | 04/02/19 | 05/14/19 | | |
| 2 | | BREATHALYZER | 35.00 | G-02-00-217-000 | B | Recycling Tonnage Grant - 2014 and Prior | R | 05/06/19 | 05/14/19 | | |
| | | | 755.00 | | | | | | | | |
| 19-00265 | 04/08/19 | W0008 WORKNET, OCEAN BAY OCC MEDICIN | | | | | | | | | |
| 1 | | POLICE PRE EMPLOYEMENT MEDICAL | 567.50 | 9-01-25-240-229 | B | PHYSICALS | R | 04/08/19 | 05/14/19 | | 03047914-00 |
| 19-00292 | 04/16/19 | M0013 BILL MEYER ELECTRIC | | | | | | | | | |
| 1 | | COMM CENTER LIGHTS | 644.75 | 9-01-26-310-244 | B | EQUIPMENT - MAINTENANCE/REPAIR | R | 04/16/19 | 05/14/19 | | 1906 |
| 19-00298 | 04/18/19 | N0616 NJ STATE ASSC OF CHIEFS OF PD | | | | | | | | | |
| 1 | | ALCO BEV CONTROL ENFORCEMENT | 105.00 | 9-01-25-240-284 | B | TRAINING & EDUCATION | R | 04/18/19 | 05/14/19 | | |
| 19-00299 | 04/18/19 | M0118 MIRACLE CHEMICAL CO. | | | | | | | | | |
| 1 | | 200 GAL SODIUM HYPOCHLORITE | 696.00 | 9-09-00-101-267 | B | CHEMICALS | R | 04/18/19 | 05/14/19 | | |

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|----------|----------|--------------------------------------|-----------------|-----------------|--------------------|--------------------------------|----------|----------------|-----------|---------------|---------|
| 19-00299 | 04/18/19 | M0118 MIRACLE CHEMICAL CO. | | | | Continued | | | | | |
| | | 2 BALANCE DUE FROM INV# 32683 | 30.00 | 9-09-00-101-267 | B | CHEMICALS | R | 04/18/19 | 05/14/19 | | |
| | | | <u>726.00</u> | | | | | | | | |
| 19-00300 | 04/18/19 | T0061 TOMS RIVER HEATING & AIR COND | | | | | | | | | |
| | | 1 SERVICE CALL PD HEAT | 560.00 | 9-01-26-310-244 | B | EQUIPMENT - MAINTENANCE/REPAIR | R | 04/18/19 | 05/14/19 | | |
| 19-00304 | 04/24/19 | S0197 STEVENSON SUPPLY CO., INC. | | | | | | | | | |
| | | 1 DRESSER 8 TOP BOLT/HYMAX | 954.77 | 9-09-00-101-212 | B | MAINTENANCE SUPPLIES | R | 04/24/19 | 05/14/19 | | |
| | | 2 SERVICE SADDLE 8X3/4 | 86.25 | 9-09-00-101-212 | B | MAINTENANCE SUPPLIES | R | 04/24/19 | 05/14/19 | | |
| | | 3 SERVICE SADDLE 8X1 | 86.25 | 9-09-00-101-212 | B | MAINTENANCE SUPPLIES | R | 04/24/19 | 05/14/19 | | |
| | | 4 BUSH 1X3/4 | 27.72 | 9-09-00-101-212 | B | MAINTENANCE SUPPLIES | R | 04/24/19 | 05/14/19 | | |
| | | 5 STIFFENER 3/4 CTS SS | 16.27 | 9-09-00-101-212 | B | MAINTENANCE SUPPLIES | R | 04/24/19 | 05/14/19 | | |
| | | 6 STIFFENER 1 CTS SS | 17.23 | 9-09-00-101-212 | B | MAINTENANCE SUPPLIES | R | 04/24/19 | 05/14/19 | | |
| | | | <u>1,188.49</u> | | | | | | | | |
| 19-00305 | 04/29/19 | A0061 AC HESSE | | | | | | | | | |
| | | 1 25.23 TONS R-BLEND | 377.19 | 9-01-26-290-263 | B | ROAD PAINT & MAINTENANCE | R | 04/29/19 | 05/14/19 | | |
| 19-00312 | 04/29/19 | E0010 ENFORSYS POLICE SYSTEMS INC. | | | | | | | | | |
| | | 1 POLICE SOFTWARE MAINTENANCE | 3,700.00 | 9-01-25-240-299 | B | Police - Miscellaneous | R | 04/29/19 | 05/14/19 | | 8801 |
| 19-00313 | 04/29/19 | S0896 SHORE BUSINESS SOLUTIONS | | | | | | | | | |
| | | 1 INVOICE# AR17314 | 6.11 | 9-01-20-120-299 | B | MISCELLANEOUS | R | 04/29/19 | 05/14/19 | | AR17314 |
| | | 2 INVOICE# AR17315 | 162.16 | 9-01-26-305-299 | B | MISCELLANEOUS | R | 04/29/19 | 05/14/19 | | AR17315 |
| | | 3 INVOICE# AR17401 | 29.03 | 9-01-20-120-299 | B | MISCELLANEOUS | R | 04/29/19 | 05/14/19 | | AR17401 |
| | | | <u>197.30</u> | | | | | | | | |
| 19-00329 | 05/06/19 | B0085 BLUE 360 MEDIA | | | | | | | | | |
| | | 1 NJ LAW ENFORCEMENT HANDBOOK | 306.00 | 9-01-25-240-283 | B | BOOKS & PUBLICATIONS | R | 05/06/19 | 05/14/19 | | |
| | | 2 NJ CRIMINAL & VEHICLE HANDBOOK | 192.00 | 9-01-25-240-283 | B | BOOKS & PUBLICATIONS | R | 05/06/19 | 05/14/19 | | |
| | | 3 SHIPPING | 52.29 | 9-01-25-240-283 | B | BOOKS & PUBLICATIONS | R | 05/06/19 | 05/14/19 | | |
| | | | <u>550.29</u> | | | | | | | | |
| 19-00333 | 05/06/19 | E0026 EVERS PSYCHOLOGICAL ASSOCIATIO | | | | | | | | | |
| | | 1 PREEMPLOYMENT PSYCH EXAM | 300.00 | 9-01-25-240-299 | B | Police - Miscellaneous | R | 05/06/19 | 05/14/19 | | |
| 19-00335 | 05/06/19 | G0060 GARY KUBIAK & SON ELECTRIC INC | | | | | | | | | |
| | | 1 PHASE 2 BORO HALL INV# 7769-2 | 3,958.48 | 9-01-26-310-299 | B | MISCELLANEOUS | R | 05/06/19 | 05/14/19 | | 7769-2 |

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| 19-00336 | 05/06/19 | G0030 GRAMCO BUSINESS COMMUNICATIONS | | | | | | |
| | | 1 MAIN AGREEMENT RECORDING SYST | 900.00 | 9-01-20-120-222 | B Clerk - Contractual Services | R | 05/06/19 05/14/19 | |
| | | 2 LAND USE BOARD SHARE | 395.00 | 9-01-21-180-222 | B Planning Board - Contractual Services | R | 05/06/19 05/14/19 | |
| | | | <u>1,295.00</u> | | | | | |
| 19-00337 | 05/06/19 | J0674 J & L CARPET | | | | | | |
| | | 1 BALACE DUE BORO HALL CARPET | 1,038.17 | 9-01-26-310-299 | B MISCELLANEOUS | R | 05/06/19 05/14/19 | |
| | | 2 CARPET BINDING | 106.50 | 9-01-26-310-299 | B MISCELLANEOUS | R | 05/06/19 05/14/19 | |
| | | | <u>1,144.67</u> | | | | | |
| 19-00338 | 05/06/19 | C0084 COASTAL SOLUTIONS | | | | | | |
| | | 1 PD EXTERNAL HARD DRIVE | 359.98 | 9-01-25-240-287 | B COMPUTER EQUIPMENT | R | 05/06/19 05/14/19 | 66388 |
| | | 2 SHIPPING | 16.80 | 9-01-25-240-287 | B COMPUTER EQUIPMENT | R | 05/06/19 05/14/19 | |
| | | | <u>376.78</u> | | | | | |
| 19-00340 | 05/06/19 | L0003 LAKEHURST HARDWARE | | | | | | |
| | | 1 HARDWARE HOUSE ACCOUNT CHARGES | 692.11 | 9-01-26-310-262 | B MINOR TOOLS & EQUIPMENT | R | 05/06/19 05/14/19 | |
| 19-00342 | 05/07/19 | S0151 SHERWIN-WILLIAMS PAINT STORE | | | | | | |
| | | 1 5 GAL LX11W0051 | 518.25 | 9-01-26-310-261 | B PAINT & LUMBER | R | 05/07/19 05/14/19 | |
| 19-00343 | 05/10/19 | C0601 CEDAR POST FARM MARKET | | | | | | |
| | | 1 FLOWERS FOR UNION AVE PLANTERS | 320.00 | 9-01-26-310-269 | B GROUNDS - SHURBS, TREES, PLANTS | R | 05/10/19 05/14/19 | |
| 19-00349 | 05/13/19 | C0076 CLEARY, GIACOBBE, ALFIERI & | | | | | | |
| | | 1 LABOR ATTORNEY FEES 4/19 | 930.00 | 9-01-20-155-231 | B LEGAL SERVICES | R | 05/13/19 05/14/19 | 69232 |
| 19-00352 | 05/13/19 | N0380 NJ STATE LEAGUE OF MUNICIPALIT | | | | | | |
| | | 1 2019 LEAGUE MAGAZINE SUBSCRIP | 350.00 | 9-01-20-120-283 | B BOOKS & PUBLICATIONS | R | 05/13/19 05/14/19 | |
| 19-00354 | 05/14/19 | B0019 BOLLINGER, INC. - DENTAL | | | | | | |
| | | 1 DENTAL INSURANCE 5/19 | 3,741.53 | 9-01-23-220-226 | B Insurance - Denta1 | R | 05/14/19 05/14/19 | 047047 |
| 19-00355 | 05/14/19 | M0113 MANCHESTER TOWNSHIP | | | | | | |
| | | 1 ILSA ANIMAL CONTROL 1/19 | 80.00 | 9-01-27-340-299 | B MISCELLANEOUS | R | 05/14/19 05/14/19 | |
| | | 2 ILSA ANIMAL CONTROL 2/19 | 80.00 | 9-01-27-340-299 | B MISCELLANEOUS | R | 05/14/19 05/14/19 | |
| | | 3 ILSA ANIMAL CONTROL 3/19 | 160.00 | 9-01-27-340-299 | B MISCELLANEOUS | R | 05/14/19 05/14/19 | |

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| 19-00355 | 05/14/19 | M0113 MANCHESTER TOWNSHIP | | Continued | | | | | | |
| | | 5 ILSA ANIMAL CONTROL 4/19 | 240.00 | 9-01-27-340-299 | B MISCELLANEOUS | R | 05/14/19 | 05/14/19 | | |
| | | | 560.00 | | | | | | | |
| 19-00356 | 05/14/19 | U0005 UNIFIRST CORPORATION | | | | | | | | |
| | | 1 PW UNIFORM CLEANING 4/19 | 801.60 | 9-09-00-101-271 | B UNIFORMS | R | 05/14/19 | 05/14/19 | | |
| 19-00357 | 05/14/19 | B9112 B & K EQUIPMENT SERVICES | | | | | | | | |
| | | 1 TRASHTRUCK REPAIRS | 949.49 | 9-01-26-291-254 | B SANITATION VEHICLE MAINT/REP | R | 05/14/19 | 05/14/19 | | 27441 |
| | | 2 TRASHTRUCK REPAIRS | 587.54 | 9-01-26-291-254 | B SANITATION VEHICLE MAINT/REP | R | 05/14/19 | 05/14/19 | | 27639 |
| | | 3 TRASHTRUCK REPAIRS | 142.50 | 9-01-26-291-254 | B SANITATION VEHICLE MAINT/REP | R | 05/14/19 | 05/14/19 | | 27589 |
| | | | 1,679.53 | | | | | | | |
| 19-00358 | 05/14/19 | B9112 B & K EQUIPMENT SERVICES | | | | | | | | |
| | | 1 FORD F800 REPAIRS | 110.00 | 9-01-26-291-256 | B PUBLIC WKS VEHICLE MAINT/REP | R | 05/14/19 | 05/14/19 | | 27623 |
| | | 2 FORD F800 REPAIRS | 494.20 | 9-01-26-291-256 | B PUBLIC WKS VEHICLE MAINT/REP | R | 05/14/19 | 05/14/19 | | 27656 |
| | | | 604.20 | | | | | | | |
| 19-00359 | 05/14/19 | P0151 PEDRONI FUEL OIL CO. | | | | | | | | |
| | | 1 DYED DIESEL FOR PW GARAGE | 1,289.83 | 9-01-31-447-266 | B DIESEL FUEL | R | 05/14/19 | 05/14/19 | | 518064 |
| 19-00360 | 05/14/19 | NJ101 NJ DEPT OF HEALTH | | | | | | | | |
| | | 1 DOG LIC REPORT APRIL 2019 | 17.40 | 9-15-00-900-003 | B DUE STATE OF NJ-DOG TRUST FUND | R | 05/14/19 | 05/14/19 | | |
| 19-00361 | 05/14/19 | O0140 OCEAN COUNTY BOARD OF HEALTH | | | | | | | | |
| | | 1 ANIMAL SHELTER BILLING 04/19 | 64.00 | 9-01-27-340-299 | B MISCELLANEOUS | R | 05/14/19 | 05/14/19 | | |
| 19-00362 | 05/14/19 | R0158 REMINGTON & VERNICK ENGINEERS | | | | | | | | |
| | | 1 LIMELIGHT PRELIMINARY & FINAL | 433.80 | T-03-00-400-001 | B Limelight II Escrow - B. 5 L. 1,3,4 | R | 05/14/19 | 05/14/19 | | 1514P077-16 |
| 19-00363 | 05/14/19 | R0158 REMINGTON & VERNICK ENGINEERS | | | | | | | | |
| | | 1 NJEIT WATERMAIN REPLACEMENT | 1,252.50 | C-08-01-565-001 | B WATER MAIN IMPROVEMENTS (17-04) | R | 05/14/19 | 05/14/19 | | 1514T104-9 |
| 19-00364 | 05/14/19 | R0158 REMINGTON & VERNICK ENGINEERS | | | | | | | | |
| | | 1 NJEIT WATERMAIN REPLACEMENT | 1,478.12 | C-08-01-565-001 | B WATER MAIN IMPROVEMENTS (17-04) | R | 05/14/19 | 05/14/19 | | 1514U069-25 |
| 19-00365 | 05/14/19 | O0145 OCEAN COUNTY UTILITIES | | | | | | | | |
| | | 1 2ND QTR 2019 UTILITIES CHARGE | 80,780.00 | 9-09-00-105-222 | B CONTRACTUAL SERVICES | R | 05/14/19 | 05/14/19 | | |

May 14, 2019
03:14 PM

Borough of Lakehurst
Bill List By P.O. Number

Page No: 5

| PO # | PO Date | Vendor | Amount | Charge Account | Contract PO Type Acct Type Description | Stat/Chk | First Rcvd Enc Date Date | Chk/Void Date Invoice |
|----------|----------|----------------------------------|-----------------|-----------------|---|----------|-----------------------------|--------------------------|
| 19-00366 | 05/14/19 | J0900 JCP&L | | | | | | |
| | | 1 ELECTRIC BILL UF | 3,318.67 | 9-09-00-101-276 | B ELECTRIC | R | 05/14/19 05/14/19 | |
| 19-00367 | 05/14/19 | A0506 AT&T | | | | | | |
| | | 1 AT&T TELEPHONE CHARGES - COURT | 96.00 | 9-01-31-440-275 | B TELEPHONE | R | 05/14/19 05/14/19 | |
| 19-00368 | 05/14/19 | N0136 NJ NATURAL GAS COMPANY | | | | | | |
| | | 1 ESC GAS BILL | 458.60 | 9-01-31-437-269 | B NATURAL GAS | R | 05/14/19 05/14/19 | |
| | | 2 PW GARAGE GAS BILL | 452.84 | 9-01-31-437-269 | B NATURAL GAS | R | 05/14/19 05/14/19 | |
| | | 3 COMMUNITY CENTER GAS BILL | 124.55 | 9-01-31-437-269 | B NATURAL GAS | R | 05/14/19 05/14/19 | |
| | | 4 PD HQ GAS BILL | 29.20 | 9-01-31-437-269 | B NATURAL GAS | R | 05/14/19 05/14/19 | |
| | | 5 BOROUGH HALL GAS BILL | 79.23 | 9-01-31-437-269 | B NATURAL GAS | R | 05/14/19 05/14/19 | |
| | | | <u>1,144.42</u> | | | | | |
| 19-00369 | 05/14/19 | A0024 ACTION DATA SERVICES | | | | | | |
| | | 1 PAYROLL SERVICE PDEND 4/30/19 | 342.41 | 9-01-20-130-299 | B Finance - Miscellaneous | R | 05/14/19 05/14/19 | 63791 |
| | | 2 W-2 ENVELOPES | 22.78 | 9-01-20-130-299 | B Finance - Miscellaneous | R | 05/14/19 05/14/19 | 789 |
| | | | <u>365.19</u> | | | | | |
| 19-00370 | 05/14/19 | W0021 WESTERN PEST SERVICES | | | | | | |
| | | 1 PEST CONTROL SERVICE 5/19 | 115.50 | 9-01-26-310-222 | B CONTRACTUAL SERVICES | R | 05/14/19 05/14/19 | 5031606B |
| 19-00371 | 05/14/19 | V0011 VERIZON WIRELESS | | | | | | |
| | | 1 BORO CELL PHONE BILL | 586.54 | 9-01-31-440-275 | B TELEPHONE | R | 05/14/19 05/14/19 | |
| 19-00372 | 05/14/19 | V0855 VERIZON | | | | | | |
| | | 1 PHONE BILL | 6.55 | 9-01-31-440-275 | B TELEPHONE | R | 05/14/19 05/14/19 | |
| 19-00373 | 05/14/19 | N0029 TITAN, LLC | | | | | | |
| | | 1 BORO HALL WATER AND COOLER | 12.00 | 9-01-26-310-299 | B MISCELLANEOUS | R | 05/14/19 05/14/19 | |
| | | 2 POLICE DEPT WATER AND COOLER | 30.00 | 9-01-25-240-299 | B Police - Miscellaneous | R | 05/14/19 05/14/19 | |
| | | 3 PW GARAGE WATER AND COOLER | 36.00 | 9-01-26-305-299 | B MISCELLANEOUS | R | 05/14/19 05/14/19 | |
| | | 4 BORO HALL DOWNSTAIRS WATER | 24.00 | 9-01-20-145-299 | B Tax Collector - Miscellaneous | R | 05/14/19 05/14/19 | |
| | | | <u>102.00</u> | | | | | |
| 19-00374 | 05/14/19 | W0168 WEST GROUP PAYMENT CENTER | | | | | | |
| | | 1 NJ STATUTES SUBSCRIPTION RENEW | 4,122.00 | 9-01-20-120-283 | B BOOKS & PUBLICATIONS | R | 05/14/19 05/14/19 | 840281185 |

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| 19-00375 | 05/14/19 | A0075 GANNETT NEW JERSEY NEWSPAPERS | | | | | | | | | |
| | | 1 CLERK ADVERT. 4/1/19 - 4/30/19 | 493.17 | 9-01-20-120-215 | B Clerk - Advertising | | R | 05/14/19 | 05/14/19 | | 0002469697 |
| 19-00376 | 05/14/19 | L0040 LOWE'S | | | | | | | | | |
| | | 1 LOWE'S HOUSE ACCOUNT CHARGES | 772.92 | 9-01-26-310-244 | B EQUIPMENT - MAINTENANCE/REPAIR | | R | 05/14/19 | 05/14/19 | | |
| | | 2 LOWE'S HOUSE ACCOUNT CHARGES | <u>45.31</u> | 9-09-00-101-212 | B MAINTENANCE SUPPLIES | | R | 05/14/19 | 05/14/19 | | |
| | | | 818.23 | | | | | | | | |
| 19-00377 | 05/14/19 | U0071 U.S. POSTAL SERVICE | | | | | | | | | |
| | | 1 POSTAGE FOR MAILING MACHINE | 2,000.00 | 9-01-20-121-218 | B Central Postage - Postage | | R | 05/14/19 | 05/14/19 | | |
| <hr/> Total Purchase Orders: 50 Total P.O. Line Items: 80 Total List Amount: 132,191.53 Total Void Amount: 0.00 <hr/> | | | | | | | | | | | |

| Totals by Year-Fund | | | | | | | |
|-----------------------------|------|-------------|-------------|--------------|---------------|-----------|------------|
| Fund Description | Fund | Budget Rcvd | Budget Held | Budget Total | Revenue Total | G/L Total | Total |
| CURRENT FUND APPROPRIATIONS | 8-01 | 594.26 | 0.00 | 594.26 | 0.00 | 0.00 | 594.26 |
| CURRENT FUND APPROPRIATIONS | 9-01 | 40,800.38 | 0.00 | 40,800.38 | 0.00 | 0.00 | 40,800.38 |
| WATER & SEWER OPERATING | 9-09 | 86,860.07 | 0.00 | 86,860.07 | 0.00 | 0.00 | 86,860.07 |
| ANIMAL CONTROL FUND | 9-15 | 17.40 | 0.00 | 17.40 | 0.00 | 0.00 | 17.40 |
| Year Total: | | 127,677.85 | 0.00 | 127,677.85 | 0.00 | 0.00 | 127,677.85 |
| | C-08 | 2,730.62 | 0.00 | 2,730.62 | 0.00 | 0.00 | 2,730.62 |
| | G-02 | 755.00 | 0.00 | 755.00 | 0.00 | 0.00 | 755.00 |
| | T-03 | 433.80 | 0.00 | 433.80 | 0.00 | 0.00 | 433.80 |
| Total of All Funds: | | 132,191.53 | 0.00 | 132,191.53 | 0.00 | 0.00 | 132,191.53 |

May 14, 2019
11:15 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 |
|----------|----------|----------------|----------|-----------------|---------------|---------------------|----------|----------------|-----------|---------------|----------|
| 19-00353 | 05/14/19 | w0030 WEX BANK | 3,111.37 | 9-01-31-447-265 | B | GASOLINE | R | 05/14/19 | 05/14/19 | | 59003926 |

Total Purchase Orders: 1 Total P.O. Line Items: 1 Total List Amount: 3,111.37 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 | 3,111.37 | 0.00 | 3,111.37 | 0.00 | 0.00 | 3,111.37 |
| Total of All Funds: | | <u>3,111.37</u> | <u>0.00</u> | <u>3,111.37</u> | <u>0.00</u> | <u>0.00</u> | <u>3,111.37</u> |

**RESOLUTION
MAY 16, 2019**

WHEREAS, the Borough of Lakehurst Historical Society, Inc. has applied for Raffles Licenses to conduct two on-premise draw raffles (one 50/50 cash raffle and one raffle awarding merchandise as a prize) scheduled for July 4, 2019 with a rain date of July 6, 2019, **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 Raffles Licenses for the Borough of Lakehurst Historical Society, Inc. are hereby approved.

I, Maryanne Capasso, 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 May 16, 2019.

**Maryanne Capasso
Municipal Clerk**

**RESOLUTION
MAY 16, 2019**

WHEREAS, Knights of Columbus Saint John the Apostle Council 12940 has applied for a Raffles License to conduct an on-premise draw raffle awarding cash on July 1, 2019 through August 25, 2019, **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 Raffles License for Knights of Columbus Saint John the Apostle Council 12940 is hereby approved.

I, Maryanne Capasso, 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 May 16, 2019.

Maryanne Capasso
Municipal Clerk

**RESOLUTION
MAY 16, 2019**

WHEREAS, Bryan LeVance, the provisional Supervisor of Public Works has successfully passed the Department of Personnel testing requirements for this position;
and

WHEREAS, the Governing Body is desirous of appointing Mr. LeVance as Supervisor of Public Works.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, Bryan LeVance be appointed from the Certified Department of Personnel list to the permanent position of Supervisor of Public Works effective immediately.

I, Mayanne 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 May 16, 2019.

**Maryanne Capasso
Municipal Clerk**

RESOLUTION
MAY 16, 2019

WHEREAS, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination, **and**

WHEREAS, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997, **and**

WHEREAS, pursuant to N.J.A.C. 5:30-7.2 through 7.5 the Borough of Lakehurst has been declared eligible to participate in the program by the Division of Local Government Services, and the Chief Financial Officer has determined that the Borough meets the necessary conditions to participate in the program for the 2019 budget year,

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Lakehurst, County of Ocean, State of New Jersey that in accordance with N.J.A.C. 5:30-7.6a & b and based upon the Chief Financial Officer's certification the governing body has found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:
 - a. Payment of interest and debt redemption charges
 - b. Deferred charges and statutory expenditures
 - c. Cash deficit of preceding year
 - d. Reserve for uncollected taxes
 - e. Other reserves and non-disbursement items
 - f. Any inclusions of amounts required for school purposes
2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at 40A:4-45.3 et seq. are fully met. (Complies with the "CAP" law)
3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5
4. That pursuant to the Local Budget Law:
 - a. All estimates of revenue are reasonable, accurate, and correctly stated
 - b. Items of appropriations are properly set forth
 - c. In itemization, form, arrangement, and content the budget will permit the exercise of the comptroller function within the municipality

5. That budget and associated amendments have been introduced, publicly advertised, and adopted in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.
6. That other applicable statutory requirements have been further fulfilled.

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Director of the Division of Local Government Services.

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 May 16, 2019.

Maryanne Capasso
Municipal Clerk

**“AN ORDINANCE OF THE BOROUGH OF LAKEHURST, COUNTY OF OCEAN,
STATE OF NEW JERSEY TO EXCEED THE MUNICIPAL BUDGET
APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)**

#2019-03

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year’s final appropriations, subject to certain exceptions; **and**,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; **and**,

WHEREAS, the Governing Body of the Borough of Lakehurst in the County of Ocean finds it advisable and necessary to increase its CY 2019 budget by up to 3.5% over the previous year’s final appropriations, in the interest of promoting the health, safety and welfare of the citizens; **and**,

WHEREAS, the Governing Body hereby determines that a 3.5 % increase in the budget for said year, amounting to \$37,536.49 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; **and**,

WHEREAS, the Governing Body hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Governing Body of the Borough of Lakehurst, in the County of Ocean, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2019 budget year, the final appropriations of the Borough of Lakehurst shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$37,536.49, and that the CY 2019 municipal budget for the Borough of Lakehurst be approved and adopted in accordance with this ordinance; **and**,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; **and**,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; **and**,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

Hon. Harry Robbins
Mayor

NOTICE

NOTICE IS HEREBY GIVEN that an ordinance #2019-03 entitled:
“AN ORDINANCE OF TIHE BOROUGH OF LAKEHURST, COUNTY OF OCEAN, STATE
OF NEW JERSEY TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS
AND TO ESTABLISH A CAP BANK” was finally adopted after a public hearing and Council
approval at a meeting of the governing body held on the sixteenth day of May 2019.

Maryanne Capasso, Acting Clerk
Municipal Clerk

ORDINANCE

"AN ORDINANCE OF THE BOROUGH OF LAKEHURST, COUNTY OF OCEAN, STATE OF NEW JERSEY, 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"

19-04

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

SECTION 1: The base salaries and wages of the following employees of this Borough, beginning January 1, 2019 shall be as follows:

| <u>POSITION:</u> | NON-CONTRACTUAL | |
|---|-------------------------------------|-------------------------------------|
| | <u>MINIMUM:</u> Per annum | <u>MAXIMUM:</u> Per annum |
| Chief of Police | \$95,000.00 | \$150,000.00 |
| Public Works Department Head | 55,000.00 | 100,000.00 |
| Public Works Supervisor | 46,000.00 | 85,000.00 |
| Municipal Clerk | 45,000.00 | 80,000.00 |
| Municipal Administrator (Fulltime) | 55,000.00 | 85,000.00 |
| Municipal Administrator (Part-time) | 17,000.00 | 30,000.00 |
| Municipal Attorney | 20,000.00 | 50,000.00 |
| Court Administrator | 35,000.00 | 55,000.00 |
| Chief Financial Officer (Fulltime) | 35,000.00 | 75,000.00 |
| Chief Financial Officer (Part-time) | 12,500.00 | 30,000.00 |
| Deputy Chief Financial Officer | 8,500.00 | 22,000.00 |
| Treasurer (Fulltime) | 30,000.00 | 45,000.00 |
| Treasurer (Part-time) | 2,500.00 | 8,000.00 |
| Assistant Treasurer (Part-time) | 1,500.00 | 5,000.00 |
| Administrative Assistant | 14,000.00 | 30,000.00 |
| Deputy Municipal Clerk (Fulltime) | 27,000.00 | 45,000.00 |
| Deputy Municipal Clerk (Part-time) | 3,500.00 | 10,500.00 |
| Mayor | 3,000.00 | 8,000.00 |
| Council Members | 2,500.00 | 6,500.00 |
| Municipal Court Judge | 8,500.00 | 28,000.00 |
| Municipal Prosecutor | 10,000.00 | 24,000.00 |
| Fire Official | 4,500.00 | 10,000.00 |
| Tax Assessor | 6,000.00 | 18,000.00 |
| Deputy Tax Collector | 1,000.00 | 6,000.00 |
| Secretary, Land Use Board | 2,000.00 | 6,000.00 |
| Code Enforcement Officer | 1,000.00 | 12,000.00 |
| Zoning Officer | 1,000.00 | 5,000.00 |
| Secretary, Construction Office | 1,000.00 | 5,000.00 |
| Emergency Management Coordinator | 1,800.00 | 5,000.00 |
| Deputy Emergency Management Coordinator | \$ 1,000.00 | 3,500.00 |

| <u>POSITION</u> | <u>MINIMUM</u> | <u>MAXIMUM</u> |
|---|-----------------------|-----------------------|
| | Per annum | Per annum |
| Recreation Leader | 750.00 | 6,000.00 |
| Housing Inspector | 4,000.00 | 7,000.00 |
| Department Head | 1,200.00 | 45,000.00 |
| Swr/Wtr Repairer/Plant Operator | 28,000.00 | 50,000.00 |
| Public Defender | 3,000.00 | 8,500.00 |
| | Per hour | Per hour |
| Lifeguard | \$10.00 | \$ 15.00 |
| Special Police Officer II | 10.00 | 20.00 |
| Interim Officer | 10.00 | 18.00 |
| Special Law Enforcement Officer I | 10.00 | 14.00 |
| Police Matron | 10.00 | 16.00 |
| Crossing Guard | 10.00 | 17.00 |
| Alternate Crossing Guard (\$100 Retainer) | 10.00 | 15.00 |
| Seasonal/Temporary Appointments: | | |
| Heavy Laborer | 10.00 | 16.00 |
| Clerk I | 10.00 | 16.00 |

SECTION 2: All ordinances or parts of ordinances inconsistent herewith are hereby repealed.

SECTION 3: If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by a Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions hereof.

SECTION 4: This ordinance shall take effect after second reading and publication as required by law.

Hon. Harry Robbins
Mayor

NOTICE

NOTICE IS HEREBY GIVEN that an ordinance #19-04 entitled “AN ORDINANCE OF THE BOROUGH OF LAKEHURST, COUNTY OF OCEAN, STATE OF NEW JERSEY, 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 was finally adopted after a public hearing and Council approval at a meeting of the governing body held on the sixteenth day of May, 2019. This ordinance shall become operative twenty days after final publication, pursuant to N.J.S.A. 40A: 9-165.

Maryanne Capasso
Municipal Clerk

**RESOLUTION
MAY 16, 2019**

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

WHEREAS, the listed raises conform with Ordinance #16-12 regarding salaries and will be budgeted in the 2019 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 | \$ 7,036.00 |
| Stephen Childers, Administrator | \$17,000.00 |
| Council Members | \$ 5,895.00 |
| Maryanne Capasso, Municipal Clerk | \$41,495.00 |
| Maryanne Capasso, Recreation Leader | \$ 2,245.00 |
| Katie Lange, Court Administrator | \$41,328.00 |
| David Winton, PW Dept. Head | \$93,640.00 |
| Bryan LeVance, PW Supervisor | \$80,745.00 |
| Greg McGuckin, Prosecutor | \$17,495.00 |
| Martin Lynch, Tax Assessor | \$14,757.00 |
| Kenneth Palmer, Public Defender | \$ 5,248.00 |
| Michael Martin, Fire Official | \$ 8,164.00 |
| William VanBerkel, Code Enforcement Officer | \$ 2,332.76 |
| William VanBerkel, Zoning Officer | \$ 1,702.72 |
| William VanBerkel, Housing Inspector | \$ 5,108.23 |
| Pamela Heinzman, Treasurer | \$ 6,125.00 |
| Eileen Robbins, Recreation Leader | \$ 2,400.00 |
| Renee James, Deputy Tax Collector | \$ 1,350.00 |
| Damian Murray, Municipal Court Judge | \$26,048.00 |
| Daniel Hourigan, OEM Coordinator | \$ 2,332.00 |
| Eric Higgins, Dept. Emer. Manag. Co. | \$ 1,954.00 |
| William J. Sloan, Dept. Emer. Manag. Co. | \$ 1,954.00 |
| Nancy Bloschock, PT Clerk Typist | \$ 11.70 per hour |
| Kim Milana, PT Court Assistant | \$ 15.60 per hour |
| Jennifer Emer, SLEO I | \$ 11.00 per hour |
| Melissa Morelli, SLEO I | \$ 11.00 per hour |
| Daniel Hourigan, SLEO II | \$ 17.35 per hour |
| William Bower, SLEO II | \$ 15.00 per hour |
| Harry Paul, SLEO II | \$ 15.00 per hour |
| Grace Bivona, Crossing Guard | \$ 12.00 per hour |
| Mary Aviles, Crossing Guard | \$ 11.00 per hour |
| Brenda Saupe, Alternate Crossing Guard | \$ 11.00 per hour |
| Warren Saupe, Alternate Crossing Guard | \$ 11.00 per hour |

BE IT FURTHER RESOLVED that said salaries shall be effective January 1, 2019.

I, Maryanne Capasso, 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 May 16, 2019.

**Maryanne Capasso
Municipal Clerk**