

**BOROUGH OF LAKEHURST
WORK SESSION/REGULAR MEETING
MARCH 17, 2022
TENTATIVE AGENDA**

1. Approval of Minutes of March 3, 2022 Regular Meeting
2. Payment of Bills
3. Resolution regarding Equal Employment Opportunity
4. Resolution regarding self-examination of 2022 Municipal Budget
5. Resolution awarding contract for Orange Street Mill and Overlay CDBG contract to Swift & Sons Inc
6. Resolution Authorizing the Execution of an Agreement Between the Borough of Lakehurst and Martin W. Lynch for Reassessment Program
7. Resolution Appointing John Kern as a Reassessment Field Inspector
8. Resolution authorizing shared services agreement with Manchester Township to provide Municipal Court services
9. Introduction and First Reading of Ordinance #2022-03 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” (#2022-03)
10. Second reading and public hearing of Ordinance #2022-02 entitled: “AN ORDINANCE OF THE BOROUGH OF LAKEHURST, IN THE COUNTY OF OCEAN, NEW JERSEY, PROVIDING FOR A SPECIAL EMERGENCY APPROPRIATION OF \$54,395 FOR THE PREPARATION AND EXECUTION OF A COMPLETE PROGRAM OF REASSESSMENT OF REAL PROPERTY FOR USE OF THE LOCAL ASSESSOR OF THE BOROUGH OF LAKEHURST, IN THE COUNTY OF OCEAN, NEW JERSEY
11. Introduction of 2022 Municipal Budget
12. Executive/Closed Session to discuss personnel matters

Maryanne Capasso, RMC
Municipal Clerk

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

**RESOLUTION
MARCH 17, 2022**

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 \$53,858.04 is hereby approved.

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 17, 2022.

**Maryanne Capasso
Municipal Clerk, RMC**

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 PO Type Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date Invoice
21-00760	10/26/21	w0033 WITMER PUBLIC SAFETY						
		1 SAFETY LAB PLUS QTRLY BREATHIN	429.00	1-01-25-265-299	B MISCELLANEOUS	R	10/26/21 03/16/22	2175844
		2 CREDIT	8.00	1-01-25-265-299	B MISCELLANEOUS	R	12/31/21 03/16/22	
			<u>421.00</u>					
21-00861	12/10/21	C0074 CUSTOM BANDAG, INC						
		1 TRASH TRUCK TIRE	350.36	1-01-26-305-253	B MOTOR VEHICLES - TIRES	R	12/10/21 03/16/22	110037500
21-00862	12/10/21	C0074 CUSTOM BANDAG, INC						
		1 TRASH TRUCK TIRE	218.00	1-01-26-305-253	B MOTOR VEHICLES - TIRES	R	12/10/21 03/16/22	110037032
22-00076	02/02/22	M0118 MIRACLE CHEMICAL CO.						
		1 200 GAL SODIUM HYPOCHLORITE	772.00	2-09-00-101-267	B CHEMICALS	R	02/02/22 03/16/22	
22-00082	02/02/22	G0093 GUARDIAN TRACKING						
		1 ANNUAL SUBSCRIPTION	1,335.00	2-01-25-240-287	B COMPUTER EQUIPMENT	R	02/02/22 03/16/22	SI-002037
22-00096	02/03/22	P0076 POWER DMS, INC						
		1 POWERDMS STANDARDS FOR NJSACOP	805.00	2-01-25-240-297	B Police - Miscellaneous	R	02/03/22 03/16/22	INV-14243
22-00107	02/09/22	N0616 NJ STATE ASSC OF CHIEFS OF PD						
		1 M. KLINE 2022 MEMBERSHIP DUES	275.00	2-01-25-240-281	B PROFESSIONAL MEMBERSHIP & DUES	R	02/09/22 03/16/22	
22-00109	02/09/22	00074 OCPTSOA						
		1 2022 MEMBERSHIP DUES	80.00	2-01-25-240-281	B PROFESSIONAL MEMBERSHIP & DUES	R	02/09/22 03/16/22	
22-00111	02/09/22	C0102 COHN LIFLAND PEARLMAN HERRMANN						
		1 SETTLEMENT OCN-L-3222-21	2,484.75	2-01-20-155-231	B LEGAL SERVICES	R	02/17/22 03/16/22	
		2 SETTLEMENT OCN-130-22	1,296.00	2-01-20-155-231	B LEGAL SERVICES	R	02/17/22 03/16/22	
			<u>3,780.75</u>					
22-00113	02/14/22	C0074 CUSTOM BANDAG, INC						
		1 TRASH TRUCK TIRE	454.00	2-01-26-305-253	B MOTOR VEHICLES - TIRES	R	02/14/22 03/16/22	

PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date Invoice
22-00149	02/17/22	H0626 HENDERSON LABS, J.R. INC.						
1	LAB TESTS FEBRUARY 2022		180.00	2-09-00-101-222	B CONTRACTUAL SERVICES	R	02/17/22 03/16/22	59030
22-00151	02/17/22	A0706 AWARD COMPANY OF AMERICA						
1	DESK NAMEPLATE WITH HOLDERS		49.90	2-01-20-120-299	B MISCELLANEOUS	R	02/17/22 03/16/22	
2	SHIPPING		18.23	2-01-20-120-299	B MISCELLANEOUS	R	02/17/22 03/16/22	
3	SET-UP CHARGE		8.95	2-01-20-120-299	B MISCELLANEOUS	R	02/17/22 03/16/22	
4	DESK NAMEPLATE ONLY		10.00	2-01-20-120-299	B MISCELLANEOUS	R	02/23/22 03/16/22	
			<u>87.08</u>					
22-00153	02/23/22	A0066 AXON ENTERPRISES						
1	PPM STANDARD BATTERY X2		213.18	2-01-25-240-247	B WEAPONS & AMMO	R	02/23/22 03/16/22	
22-00154	02/23/22	P0038 PRO-SHRED SOUTHERN NJ						
1	PD SHRED INVOICE# 36865		45.00	2-01-25-240-297	B Police - Miscellaneous	R	02/23/22 03/16/22	36865
22-00155	02/23/22	E0040 EASY WORKFORCE						
1	PD TIME & ATTENDANCE SOFTWARE		560.00	2-01-25-240-297	B Police - Miscellaneous	R	02/23/22 03/16/22	
2	PW TIME & ATTENDANCE SOFTWARE		175.00	2-01-26-310-299	B MISCELLANEOUS	R	02/23/22 03/16/22	
3	CLERK TIME/ATTENDANCE SOFTWARE		175.00	2-01-20-120-299	B MISCELLANEOUS	R	02/23/22 03/16/22	EC150010
			<u>910.00</u>					
22-00157	02/23/22	M0971 MR. KEYS/BRICK LOCKSMITH						
1	COMMUNITY CENTER FRONT DOOR		226.00	2-01-26-310-299	B MISCELLANEOUS	R	02/23/22 03/16/22	40391
22-00158	02/23/22	M0971 MR. KEYS/BRICK LOCKSMITH						
1	PW FRONT DOOR		120.00	2-01-26-310-299	B MISCELLANEOUS	R	02/23/22 03/16/22	40354
22-00174	03/02/22	H0622 HOME DEPOT CREDIT SERVICES						
1	LIFT RENTAL		228.85	2-01-26-310-299	B MISCELLANEOUS	R	03/16/22 03/16/22	6902235
22-00180	03/03/22	E0923 Edmunds GovTech						
1	Cloud Hosting Services 2022		3,950.00	2-01-20-140-222	B Information Technology - Contractual Srv	R	03/03/22 03/16/22	22-IN2223
22-00185	03/09/22	C0114 COMPLETE SECURITY SYSTEMS INC.						
1	FIRE ALARM MONITOR 2/1 - 4/30		195.00	2-01-25-240-297	B Police - Miscellaneous	R	03/09/22 03/16/22	
2	BURG ALARM MONITOR 2/1 - 4/30		135.00	2-01-25-240-297	B Police - Miscellaneous	R	03/09/22 03/16/22	294029
			<u>330.00</u>					

PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date Invoice
22-00188	03/16/22	L0003 LAKEHURST HARDWARE						
1		HARDWARE HOUSE ACCOUNT CHARGES	41.96	2-01-26-310-262	B MINOR TOOLS & EQUIPMENT	R	03/16/22 03/16/22	
22-00189	03/16/22	B9112 B & K EQUIPMENT SERVICES						
1		TRASH TRUCK INVOICE# 34730	335.95	2-01-26-291-254	B SANITATION VEHICLE MAINT/REP	R	03/16/22 03/16/22	34730
2		GMC JET TRUCK INVOICE# 34732	961.21	2-09-00-101-252	B MOTOR VEHICLE - MAINT/REPAIR	R	03/16/22 03/16/22	34732
			<u>1,297.16</u>					
22-00190	03/16/22	00012 ONE CALL CONCEPTS						
1		ONE CALL MESSAGES 2/22	31.46	2-09-00-101-275	B TELEPHONE	R	03/16/22 03/16/22	2025368
22-00191	03/16/22	L0040 LOWE'S						
1		B & G SHARE	116.20	2-01-26-310-262	B MINOR TOOLS & EQUIPMENT	R	03/16/22 03/16/22	
2		UTILITY SHARE	61.27	2-09-00-101-244	B EQUIPMENT - MAINTENANCE/REPAIR	R	03/16/22 03/16/22	
			<u>177.47</u>					
22-00192	03/16/22	C0076 CLEARY, GIACOBBE, ALFIERI &						
1		LABOR ATTORNEY FEES	345.00	2-01-20-155-231	B LEGAL SERVICES	R	03/16/22 03/16/22	104571
22-00193	03/16/22	A0024 ACTION DATA SERVICES						
1		PAYROLL SERVICE PDEND 2/20/22	332.55	2-01-20-130-299	B Finance - Miscellaneous	R	03/16/22 03/16/22	77147
22-00194	03/16/22	P0158 PITNEY BOWES						
1		MAILING METER CHARGES	126.00	2-01-20-120-299	B MISCELLANEOUS	R	03/16/22 03/16/22	1020239941
22-00195	03/16/22	A0075 GANNETT NEW JERSEY NEWSPAPERS						
1		CLERK ADVERT. 2/1/22 - 2/28/22	334.48	2-01-20-122-215	B Advertising - Legal Advertisements	R	03/16/22 03/16/22	0004464527
22-00196	03/16/22	R0158 REMINGTON & VERNICK ENGINEERS						
1		2021 NJDOT MUN AID LAKE ST REC	964.50	G-02-00-200-627	B NJ DOT - Lake St	R	03/16/22 03/16/22	1514U077-14
22-00197	03/16/22	R0158 REMINGTON & VERNICK ENGINEERS						
1		FLOOD DAMAGE PREVENTION ORD	2,140.00	2-01-20-165-232	B ENGINEERING SERVICES	R	03/16/22 03/16/22	1514T119-2
22-00198	03/16/22	R0158 REMINGTON & VERNICK ENGINEERS						
1		GENERAL ENGINEERING THRU 2/22	440.00	2-01-20-165-232	B ENGINEERING SERVICES	R	03/16/22 03/16/22	1514T118-2
22-00199	03/16/22	R0158 REMINGTON & VERNICK ENGINEERS						
1		PROVCO PINEGOOD SITE PLAN/APP	297.00	T-03-00-400-409	B Provco Pinegood (REVIEW) 1514-P-084	R	03/16/22 03/16/22	1514P084-12

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
22-00200	03/16/22	S0896 SHORE BUSINESS SOLUTIONS									
1		BORO COPIER INVOICE# AR57202	9.09	2-01-20-120-299	B	MISCELLANEOUS	R	03/16/22	03/16/22		AR57202
2		BORO COPIER INVOICE# AR57030	19.01	2-01-20-120-299	B	MISCELLANEOUS	R	03/16/22	03/16/22		AR57030
			<u>28.10</u>								
22-00201	03/16/22	N0029 TWIN ROCKS WATER									
1		BORO HALL WATER AND COOLER	77.98	2-01-20-120-299	B	MISCELLANEOUS	R	03/16/22	03/16/22		
2		POLICE DEPT WATER AND COOLER	26.97	2-01-25-240-297	B	Police - Miscellaneous	R	03/16/22	03/16/22		
			<u>104.95</u>								
22-00202	03/16/22	A0102 AFFILIATED TECHNOLOGY SOLUTION									
1		PHONE BILL - APRIL 2022	622.15	2-01-31-440-275	B	TELEPHONE	R	03/16/22	03/16/22		151198
22-00203	03/16/22	J0900 JCP&L									
1		ELECTRIC BILL UF	2,867.11	2-09-00-101-276	B	ELECTRIC	R	03/16/22	03/16/22		
22-00204	03/16/22	J0900 JCP&L									
1		HOLIDAY LIGHTING 2021-2022	974.40	2-01-31-435-276	B	ELECTRICITY	R	03/16/22	03/16/22		90755435
22-00205	03/16/22	N0136 NJ NATURAL GAS COMPANY									
1		ESC GAS BILL	2,630.61	2-01-31-437-269	B	NATURAL GAS	R	03/16/22	03/16/22		
2		PW GARAGE GAS BILL	1,606.91	2-01-31-437-269	B	NATURAL GAS	R	03/16/22	03/16/22		
3		COMMUNITY CENTER GAS BILL	1,124.32	2-01-31-437-269	B	NATURAL GAS	R	03/16/22	03/16/22		
4		PD HQ GAS BILL	623.15	2-01-31-437-269	B	NATURAL GAS	R	03/16/22	03/16/22		
5		BOROUGH HALL GAS BILL	439.44	2-01-31-437-269	B	NATURAL GAS	R	03/16/22	03/16/22		
			<u>6,424.43</u>								
22-00206	03/16/22	C0060 COMCAST CABLE									
1		WATER PLANT CABLE MODEM	93.22	2-09-00-101-275	B	TELEPHONE	R	03/16/22	03/16/22		
2		PW CABLE MODEM	110.84	2-01-31-440-275	B	TELEPHONE	R	03/16/22	03/16/22		
			<u>204.06</u>								
22-00207	03/16/22	V0855 VERIZON									
1		PHONE BILL	97.66	2-09-00-101-275	B	TELEPHONE	R	03/16/22	03/16/22		
2		PHONE BILL	94.38	2-09-00-101-275	B	TELEPHONE	R	03/16/22	03/16/22		
			<u>192.04</u>								
22-00208	03/16/22	R0158 REMINGTON & VERNICK ENGINEERS									
1		NJDOT 2022 ROSE & PINE STREETS	3,540.50	G-02-00-200-628	B	NJDOT FY2022 - Rose St & Pine St	R	03/16/22	03/16/22		1514U079-2

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03:13 PM

Borough of Lakehurst
Bill List By P.O. Number

Page No: 5

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
22-00209	03/16/22	V0011 VERIZON WIRELESS									
		1 BORO CELL PHONE BILL 2/22	467.75	2-01-31-440-275		B TELEPHONE	R	03/16/22	03/16/22		
22-00210	03/16/22	L0053 LGBS, LLP									
		1 REFERENCE # 98382418	103.75	2-01-26-306-299		B Recycling - Miscellaneous	R	03/16/22	03/16/22		
22-00211	03/16/22	00139 OCEAN COUNTY LANDFILL									
		1 LANDFILL DUMP FEE ESCROW	15,000.00	2-01-32-465-257		B LANDFILL FEES	R	03/16/22	03/16/22		
22-00212	03/16/22	U0071 U.S. POSTAL SERVICE									
		1 POSTAGE FOR MAILING MACHINE	2,000.00	2-01-20-121-218		B Central Postage - Postage	R	03/16/22	03/16/22		
<hr/>											
Total Purchase Orders:	45	Total P.O. Line Items:	63	Total List Amount:	53,838.04	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	1-01	989.36	0.00	989.36	0.00	0.00	989.36
CURRENT FUND APPROPRIATIONS	2-01	42,888.37	0.00	42,888.37	0.00	0.00	42,888.37
WATER & SEWER OPERATING	2-09	5,158.31	0.00	5,158.31	0.00	0.00	5,158.31
Year Total:		48,046.68	0.00	48,046.68	0.00	0.00	48,046.68
	G-02	4,505.00	0.00	4,505.00	0.00	0.00	4,505.00
	T-03	297.00	0.00	297.00	0.00	0.00	297.00
Total Of All Funds:		53,838.04	0.00	53,838.04	0.00	0.00	53,838.04

March 14, 2022
03:18 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
22-00187	03/11/22	M0084 MEDECO	20.00	2-01-26-310-262		B MINOR TOOLS & EQUIPMENT	R	03/11/22	03/14/22		

Total Purchase Orders: 1 Total P.O. Line Items: 1 Total List Amount: 20.00 Total Void Amount: 0.00

Totals by Year-Fund	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
Fund Description							
CURRENT FUND APPROPRIATIONS	2-01	20.00	0.00	20.00	0.00	0.00	20.00
Total of All Funds:		<u>20.00</u>	<u>0.00</u>	<u>20.00</u>	<u>0.00</u>	<u>0.00</u>	<u>20.00</u>

**RESOLUTION
MARCH 17, 2022**

**GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE
UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S
"Enforcement Guidance on the Consideration of Arrest and Conviction Records in
Employment Decisions Under Title VII of the Civil Rights Act of 1964"**

WHEREAS, N.J.A.C. 40A:4-5 as amended by P.L. 2017, c 183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C., 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; **and**

WHEREAS, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, hereby states that it has complied with N.J.A.C. 40A:4-5, as amended by P.L. 2017, c 183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

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 17, 2022.

**Maryanne Capasso, RMC
Municipal Clerk**

**RESOLUTION
MARCH 17, 2022**

**A RESOLUTION AUTHORIZING SELF-EXAMINATION OF THE 2022
MUNICIPAL BUDGET**

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 2022 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 & 7.6b 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 March 17, 2022.

**Maryanne Capasso, RMC
Municipal Clerk**

**RESOLUTION
MARCH 17, 2022**

WHEREAS, the Borough of Lakehurst has received CDBG funding from Ocean County for the Orange Street Mill and Overlay project, **and**

WHEREAS, four bids were received by the Lakehurst Borough Municipal Clerk on February 24, 2022, **and**

WHEREAS, the Chief Financial Officer has determined sufficient funds are authorized in the notice of Community Block Grant funding received from the Ocean County Department of Planning.

WHEREAS, the Lakehurst Borough Council has reviewed the recommendations made by Alan Dittenhofer, Municipal Engineer, to award the contract to the apparent low bidder, Swift & Sons Inc.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that the contract for the Orange Street Mill and Overlay project is awarded to Swift & Sons Inc, 505 Dugout Drive, Lanoka Harbor, New Jersey 08734 in the amount of \$32,267.00 which represents a base bid amount of \$25,677.00 and an alternate bid amount of \$6,590.00, subject to review and approval by the Municipal Attorney.

BE IT FURTHER RESOLVED the presiding officer of this body be and is hereby directed to sign for and on its behalf the contract and that the municipal clerk of this body be and is hereby directed to seal said contract with the corporate seal of this body and attest to the same.

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 17, 2022.

**Maryanne Capasso, RMC
Municipal Clerk**

**RESOLUTION OF THE BOROUGH OF LAKEHURST,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING THE EXECUTION OF AN AGREEMENT
BETWEEN THE BOROUGH OF LAKEHURST AND
MARTIN W. LYNCH, CTA, FOR A REASSESSMENT PROGRAM**

WHEREAS, the Borough of Lakehurst wishes to complete a Reassessment Program to be approved by the County Board of Taxation and the State of New Jersey in order to establish the proper evaluation of properties within the Borough; and

WHEREAS, in order to provide for the necessary funding for a Reassessment, it is necessary for the parties to agree upon compensation for work to be performed by the Tax Assessor for work performed above and beyond his normal duties and hours of employment for the 2023 Reassessment; and

WHEREAS, the parties hereto wish to memorialize said Agreement in accordance with setting forth the compensation for said Reassessment Program services; and

WHEREAS, the Borough Council has reviewed the aforesaid Reassessment Program and is satisfied with the same.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, as follows:

That upon approval of said Reassessment Program by the Ocean County Board of Taxation, it is hereby agreed as follows:

1. That the Borough of Lakehurst shall pay the Tax Assessor a sum not to exceed \$36,000 paid over the remainder of 2022 for services rendered in connection with the authorized program for the 2023 reassessment of all property within the Borough of Lakehurst.
2. That the Mayor is authorized to execute and the clerk to attest to the proposed form of contract aforesaid.
3. That the award of the contract aforesaid shall be conditioned upon the certification of availability of funds by the Chief Financial Officer.
4. That payments shall be made in bi-monthly installments.
5. That this resolution is contingent upon the approval of the Ocean County Board of Taxation of the aforesaid 2023 Reassessment Plan.
6. That the Borough Clerk shall forward a certified copy of this resolution to all parties in interest.

CERTIFICATION

I, Maryanne Capasso, Clerk of the Borough of Lakehurst, County of Ocean, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Borough Council of said Borough at a meeting held on the 17th day of March 2022.

Maryanne Capasso, RMC
Borough Clerk

**RESOLUTION OF THE BOROUGH OF LAKEHURST,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
APPOINTING JOHN KERN AS A REASSESSMENT
FIELD INSPECTOR**

WHEREAS, the Borough of Lakehurst wishes to complete a Reassessment Program in order to establish the proper evaluation of properties within the Borough; and

WHEREAS, the reassessment requires field inspections of the properties within the Borough of Lakehurst; and

WHEREAS, the Tax Assessor has recommended that John Kern be appointed by the Borough of Lakehurst to provide field inspections; and

WHEREAS, the Borough Council has reviewed the aforesaid recommendation by the Tax Assessor and is satisfied with the same.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, as follows:

1. That the amount paid shall not exceed \$21.00 per completed inspection.
2. That the appointment aforesaid shall be conditioned upon the certification of the availability of funds by the Chief Financial Officer.
3. That the Borough Clerk shall forward a certified copy of this resolution to the following:
 - A. John Kern
 - B. Tax Assessor
 - C. Chief Financial Officer

CERTIFICATION

I, Maryanne Capasso, Clerk of the Borough of Lakehurst, County of Ocean, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Borough Council of said Borough at a meeting held on the 17th day of March, 2022.

Maryanne Capasso

**RESOLUTION
MARCH 17, 2022**

WHEREAS, pursuant to NJSA 40A:65-1 et seq., a municipality may enter into agreements for shared services with another municipality to provide or receive any service that the units participating in the agreement are empowered to provide or receive within their own jurisdiction; **and**,

WHEREAS, each local unit authorized to enter into an agreement under the Shared Services and Consolidation Act must do so by the adoption of a resolution; **and**,

WHEREAS, the agreement must comply with the requirements of NJSA 40A :65-7 and specify the services to be performed under the agreement, procedures for payment, and assignment and allocation of responsibility for meeting standards between and among the parties; **and**,

WHEREAS, Manchester Township operates a municipal court and as part of this function provides certain municipal court administration services, as required by the Administrative Offices of the Court, and the regulations promulgated pursuant thereto; **and**

WHEREAS, the Borough of Lakehurst ("Borough") wishes to enter into a shared Service Agreement, "Attachment A," with the Township of Manchester ("Township") for the provisions and sharing *of* the Municipal Court, facilities, personnel and services of the Township **and**;

WHEREAS, Lakehurst Borough has authorized the execution of this Agreement through Resolution passed by its Governing Body which is on file in the Municipal Clerk's office for public review **and**;

WHEREAS, The Governing Body and Mayor of both Manchester Township and Lakehurst Borough deems it to be in the best interests of the Borough of Lakehurst and Manchester Township to enter into a shared service agreement from January 1, 2022 to December 31, 2022;

NOW, THEREFORE; in consideration of the mutual covenants, agreements and considerations contained herein, Manchester Township and Lakehurst Borough do hereby agree as follows:

1. Lakehurst Borough agrees to pay Manchester Township a fee of \$50,000.00 per annum for a period commencing January 1, 2022 and terminating December 31, 2022 to utilize Manchester Township for the provisions and sharing of the Municipal Court, facilities, personnel, and services of the Township pending approval of the Administrative Offices of the Courts of New Jersey.
2. Manchester Township and Lakehurst Borough agree to the terms and conditions set forth within said Shared Services Agreement, which is on file in the Municipal Clerk's office for public review.
 - A. Mayor;
 - B. Business Administrator;
 - C. Chief Financial Officer;
 - D. Personnel Officer;
 - E. Court Administrator;
 - F. Chief of Police

CERTIFICATION

I, Maryanne Capasso, Municipal Clerk, of the Borough of Lakehurst, County of Ocean, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Mayor and Council at a meeting held on March 17, 2022.

**Maryanne Capasso, RMC
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)**

#2022-03

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 2021 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 \$33,177.79 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 2021 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 \$33,177.79, and that the CY 2021 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 the foregoing ordinance was introduced and passed on first reading at the regular meeting of the governing body of the Borough of Lakehurst, County of Ocean, and State of New Jersey, held on the 17th day of March, 2022 and that said ordinance will be considered for final passage at the meeting of said governing body to be held at the Community Center, 207 Center Street, Lakehurst, New Jersey on the 21st^h day of April, 2022 at 7:30 p.m. or as soon thereafter as said matter may be reached, at which time and place any person desiring to be heard shall be given an opportunity to be so heard.

Maryanne Capasso, RMC
Municipal Clerk

#2022-02
AN ORDINANCE OF THE BOROUGH OF LAKEHURST,
IN THE COUNTY OF OCEAN, NEW JERSEY,
PROVIDING FOR A SPECIAL EMERGENCY
APPROPRIATION OF \$54,395 FOR THE PREPARATION
AND EXECUTION OF A COMPLETE PROGRAM OF
REASSESSMENT OF REAL PROPERTY FOR USE
OF THE LOCAL ASSESSOR OF THE BOROUGH OF
LAKEHURST, IN THE COUNTY OF OCEAN, NEW
JERSEY

WHEREAS, N.J.S.A. 40A:4-53 (b) provides that a municipality may adopt an ordinance providing for a special emergency appropriation for the preparation and execution of a complete program of reassessment of real property for the use of the local assessor; **and**

WHEREAS, the Borough Council of the Borough of Lakehurst, in the County of Ocean, New Jersey (the “Borough”) > determined to provide for the preparation and execution of a complete program of reassessment of real property for the use of the local assessor; **and**

WHEREAS, the estimated cost of the preparation and execution of a complete program of reassessment of real property for the use of the local assessor is \$54,395.

NOW THEREFORE, BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF LAKEHURST, IN THE COUNTY OF OCEAN, NEW JERSEY, AS FOLLOWS:

Section 1. Pursuant to N.J.S.A. 40A:4-53 (b), the sum of \$54,395 is hereby appropriated for the completion of a reassessment, and the same shall be deemed a special emergency appropriation as defined and provided for in N.J.S.A. 40A:4-55.

Section 2. The Borough may fund said special emergency appropriation either from surplus or through the issuance of “Special Emergency Notes” in accordance with the provisions of N.J.S.A. 40A:4-55 and at least 1/5 of the amounts of said appropriation shall be included in each annual budget, starting in 2022.

Section 3. A copy of this ordinance shall be filed with the Director of the Division of Local Government Services.

Section 4. This ordinance shall take effect upon final passage and publication as required by law.

Harry Robbins, Mayor

NOTICE

NOTICE IS HEREBY GIVEN that an ordinance #2022-02 entitled: “AN ORDINANCE OF THE BOROUGH OF LAKEHURST, IN THE COUNTY OF OCEAN, NEW JERSEY, PROVIDING FOR A SPECIAL EMERGENCY APPROPRIATION OF \$54,395 FOR THE PREPARATION AND EXECUTION OF A COMPLETE PROGRAM OF REASSESSMENT OF REAL PROPERTY FOR USE OF THE LOCAL ASSESSOR OF THE BOROUGH OF LAKEHURST, IN THE COUNTY OF OCEAN, NEW JERSEY” was finally adopted after a public hearing and Council approval at a meeting of the governing body held on the seventeenth day of March, 2022.

Maryanne Capasso, RMC
Municipal Clerk

**RESOLUTION #22-XXX
MARCH 17, 2022**

A RESOLUTION TO INTRODUCE 2022 MUNICIPAL BUDGET

BE IT RESOLVED, that the following statements of revenues and appropriations shall constitute the Municipal Budget for the year 2022;

General Appropriations For:

1. Appropriations within CAPS	
Municipal Purposes	3,400,270.00
2. Appropriations Excluded from CAPS	
Municipal Purposes	872,300.64
3. Reserve for Uncollected Taxes	165,763.94
4. Total General Appropriations	4,438,334.58
5. Less: Anticipated Revenues Other Than Current Property Tax	1,765,082.77
6. Difference: Amount to be Raised by Taxes for Support of Municipal Budget Local Tax for Municipal Purposes Including Reserve for Uncollected Taxes	2,673,251.81

BE IT FURTHER RESOLVED, that said Budget be published in the Asbury Park Press in the issue of March 22nd, 2022.

CERTIFICATION

I, Maryanne Capasso, Borough Clerk, do hereby certify this to be a true and exact copy of a Resolution adopted by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, at a meeting held on March 17, 2022.

Maryanne Capasso, RMC
Borough Clerk