

**BOROUGH OF LAKEHURST
REMINDER: REDEVELOPMENT MEETING BEGINNING**

CANCELED

**WORK SESSION/REGULAR MEETING
SEPTEMBER 1, 2022
TENTATIVE AGENDA**

1. Approval of Minutes of August 18, 2022 Regular Meeting
2. Payment of Bills
3. Resolution regarding acceptance of 2021 Municipal Audit
4. Resolution regarding adjustment to utility bill for Block 44; Lot 1
5. Executive/Closed Session to discuss contract negotiations

Maryanne Capasso, RMC
Municipal Clerk

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

**RESOLUTION
SEPTEMBER 1, 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 \$384,173.74 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 September 1, 2022.

**Maryanne Capasso
Municipal Clerk, RMC**

P.O. Type: All
 Range: First to Last
 Format: Detail without Line Item Notes
 Vendors: All
 Rcvd Batch Id Range: First to Last
 Include Non-Budgeted: Y

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
22-00475	07/15/22	M0118 MIRACLE CHEMICAL CO.									
		1 200 GAL SODIUM HYPOCHLORITE	992.00	2-09-00-101-267		B CHEMICALS	R	07/15/22	08/31/22		
		2 FUEL SURCHARGE	75.00	2-09-00-101-267		B CHEMICALS	R	07/15/22	08/31/22		
			<u>1,067.00</u>								
22-00526	07/26/22	00138 ORIENTAL TRADING CO., INC.									
		1 WIGGLE EYE SAND ART NECKLACE	39.96	2-01-28-371-236		B Public Events - Miscellaneous	R	07/26/22	08/31/22		718029345-01
		3 BEAKER SAND ART NECKLACE	44.94	2-01-28-371-236		B Public Events - Miscellaneous	R	07/26/22	08/31/22		
		4 LIGHT BLUE SAND	9.98	2-01-28-371-236		B Public Events - Miscellaneous	R	07/26/22	08/31/22		
		5 PINK SAND	9.98	2-01-28-371-236		B Public Events - Miscellaneous	R	07/26/22	08/31/22		
		6 PURPLE SAND	9.98	2-01-28-371-236		B Public Events - Miscellaneous	R	07/26/22	08/31/22		
		7 DISCOUNT	5.00	2-01-28-371-236		B Public Events - Miscellaneous	R	07/26/22	08/31/22		
			<u>109.84</u>								
22-00541	08/08/22	A0093 ACTION UNIFORM CO.									
		1 NYLON INNER BELT	25.99	2-01-25-240-274		B UNIFORM ALLOWANCE - JAMES	R	08/08/22	08/31/22		
		2 NYLON OUTER BELT	35.99	2-01-25-240-274		B UNIFORM ALLOWANCE - JAMES	R	08/08/22	08/31/22		
		3 NYLON SINGLE CLOSED CUFF	41.98	2-01-25-240-274		B UNIFORM ALLOWANCE - JAMES	R	08/08/22	08/31/22		
		4 NYLON OC HOLDER	24.99	2-01-25-240-274		B UNIFORM ALLOWANCE - JAMES	R	08/08/22	08/31/22		
			<u>128.95</u>								
22-00543	08/08/22	A0090 ACCURATE TOWING									
		1 IMPOUND INVOICE: 80244	125.00	2-01-25-240-298		B Police - Towing Charges	R	08/08/22	08/31/22		80244
		2 IMPOUND INVOICE: 80243	125.00	2-01-25-240-298		B Police - Towing Charges	R	08/08/22	08/31/22		80243
		3 IMPOUND INVOICE: 77926	125.00	2-01-25-240-298		B Police - Towing Charges	R	08/08/22	08/31/22		77926
		4 IMPOUND INVOICE: 78090	175.00	2-01-25-240-298		B Police - Towing Charges	R	08/08/22	08/31/22		78090
		5 IMPOUND INVOICE: 81214	125.00	2-01-25-240-298		B Police - Towing Charges	R	08/08/22	08/31/22		81214
		6 IMPOUND INVOICE: 79078	125.00	2-01-25-240-298		B Police - Towing Charges	R	08/08/22	08/31/22		79078
			<u>800.00</u>								
22-00547	08/08/22	A0083 AISH FIRE PROTECTION CO									
		1 KITCHEN SUPPRESSION INSPECTION	115.00	2-01-26-310-299		B MISCELLANEOUS	R	08/08/22	08/31/22		1036072122
		2 FUSIBLE LINK	9.00	2-01-26-310-299		B MISCELLANEOUS	R	08/08/22	08/31/22		

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
22-00547	08/08/22	A0083		AISH FIRE PROTECTION CO	Continued						
		3 FUEL SURCHARGE	7.00	2-01-26-310-299	B MISCELLANEOUS		R	08/08/22	08/31/22		
		4 CO2 CARTRIDGE	15.00	2-01-26-310-299	B MISCELLANEOUS		R	08/08/22	08/31/22		
			146.00								
22-00548	08/08/22	D0024		D. GORDON CONTROLS							
		1 COMM CENTER INV# 60135	315.08	2-01-26-310-244	B EQUIPMENT - MAINTENANCE/REPAIR		R	08/08/22	08/31/22		60135
22-00555	08/10/22	A0118		ATLANTIC PRINTING & DESIGN							
		1 WINDOW ENVELOPES	185.00	2-01-20-120-216	B Clerk - Printing		R	08/10/22	08/31/22		
		2 CO FORMS	109.00	2-01-20-120-216	B Clerk - Printing		R	08/10/22	08/31/22		
		3 LETTERHEAD	59.00	2-01-20-120-216	B Clerk - Printing		R	08/10/22	08/31/22		
			353.00								
22-00556	08/15/22	M0013		BILL MEYER ELECTRIC							
		1 INSTALL/REMOVE PANEL AT LAKE	500.00	2-01-26-310-244	B EQUIPMENT - MAINTENANCE/REPAIR		R	08/15/22	08/31/22		
22-00558	08/15/22	H0626		HENDERSON LABS, J.R. INC.							
		1 LAB TESTS AUGUST 2022	730.00	2-09-00-101-222	B CONTRACTUAL SERVICES		R	08/15/22	08/31/22		59808
22-00562	08/16/22	H0030		HOLIDAY CAR WASH							
		1 POLICE CAR WASHES INV# 1406	16.00	2-01-25-240-297	B Police - Miscellaneous		R	08/16/22	08/31/22		1406
22-00565	08/16/22	P0120		POLICE AND SHERIFFS PRESS							
		1 HOLOVIEW SECURE ID INV# 166070	30.00	2-01-25-240-211	B OFFICE SUPPLIES		R	08/16/22	08/31/22		166070
		2 SHIPPING	2.58	2-01-25-240-211	B OFFICE SUPPLIES		R	08/16/22	08/31/22		
			32.58								
22-00597	08/19/22	B0069		BEACHWOOD COLLISION							
		1 2014 CHEVY TAHOE REPAIR	1,078.52	2-01-26-291-252	B POLICE VEHICLE MAINT/REPAIR		R	08/19/22	08/31/22		
22-00599	08/23/22	C0084		COASTAL SOLUTIONS							
		1 ANNUAL BILLING FOR 2022-2023	12,350.00	2-01-31-440-275	B TELEPHONE		R	08/23/22	08/31/22		93332
22-00600	08/23/22	C0084		COASTAL SOLUTIONS							
		1 PRE-PAID SERVICE HOURS	6,250.00	2-01-20-140-222	B Information Technology - Contractual Srv		R	08/23/22	08/31/22		
22-00601	08/24/22	U0562		USA BLUE BOOK							
		1 BALANCE DUE FROM PO# 22-00323	63.95	2-09-00-101-212	B MAINTENANCE SUPPLIES		R	08/24/22	08/31/22		979072

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Borough of Lakehurst
Bill List By P.O. Number

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
22-00606	08/31/22	R0158 REMINGTON & VERNICK ENGINEERS									
1		PROVCO PINEGOOD SITE PLAN/APP	4,350.00	T-03-00-400-409	B Provco Pinegood (PB REVIEW) 1514-P-084	R	08/31/22	08/31/22			1514P084-15
22-00607	08/31/22	R0158 REMINGTON & VERNICK ENGINEERS									
1		PROVCO PINEGOOD SITE PLAN/APP	2,541.75	T-03-00-400-409	B Provco Pinegood (PB REVIEW) 1514-P-084	R	08/31/22	08/31/22			1514P084-16
22-00608	08/31/22	M0081 METROPOLITAN LIFE INSURANCE CO									
1		DENTAL INSURANCE 8/2022	4,263.93	2-01-23-220-226	B Insurance - Dental	R	08/31/22	08/31/22			
22-00609	08/31/22	A0024 ACTION DATA SERVICES									
1		PAYROLL SERVICE PDEND 8/7/22	201.31	2-01-20-130-299	B Finance - Miscellaneous	R	08/31/22	08/31/22			79262
22-00610	08/31/22	P0022 SUN LIFE									
1		LIFE INS BILL TO 10/22	102.60	2-01-23-220-227	B Insurance - Life Insurance	R	08/31/22	08/31/22			
22-00611	08/31/22	U0025 UNIVERSAL MAILING SERVICE INC									
1		TAX BILL MAILING	406.57	2-01-20-145-299	B Tax Collector - Miscellaneous	R	08/31/22	08/31/22			164819
22-00612	08/31/22	M0963 MGL PRINTING SOLUTIONS									
1		UTILITY FUND CHECKS	212.00	2-09-00-101-216	B PRINTING	R	08/31/22	08/31/22			190864
2		SHIPPING	32.00	2-01-20-130-216	B Finance - Printing	R	08/31/22	08/31/22			
			244.00								
22-00613	08/31/22	R0046 RUMPF LAW									
1		PUBLIC DEFENDER	375.00	T-03-00-100-005	B Public Defender	R	08/31/22	08/31/22			
22-00614	08/31/22	J0012 JOE STEUBER									
1		MEDICARE REIMBURS. 6/22 - 8/22	510.30	2-01-23-220-228	B Insurance - Medicare Reimbursement	R	08/31/22	08/31/22			
22-00615	08/31/22	M0261 MACLEAN, NORBERT B, JR.									
1		MEDICARE REIMBURS. 6/22-8/22	510.30	2-01-23-220-228	B Insurance - Medicare Reimbursement	R	08/31/22	08/31/22			
22-00616	08/31/22	V0855 VERIZON									
1		PHONE BILL	367.43	2-01-31-440-275	B TELEPHONE	R	08/31/22	08/31/22			
22-00617	08/31/22	C0060 COMCAST CABLE									
1		ESC CABLE MODEM	181.14	2-01-31-440-275	B TELEPHONE	R	08/31/22	08/31/22			
2		COMM CENTER CABLE MODEM	93.22	2-01-31-440-275	B TELEPHONE	R	08/31/22	08/31/22			
3		BORO HALL CABLE MODEM	199.17	2-01-31-440-275	B TELEPHONE	R	08/31/22	08/31/22			

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
22-00617	08/31/22	C0060									
		COMCAST CABLE		Continued							
		4 PD CABLE MODEM	<u>233.35</u>	2-01-31-440-275	B TELEPHONE	R	08/31/22	08/31/22			
			706.88								
22-00618	08/31/22	C0023									
		CHRISTOPHER & APRIL CHILLEMI									
		1 OVERPAYMENT OF TAXES	606.04	2-01-55-900-003	B Tax Overpayments Refunded	R	08/31/22	08/31/22			
22-00619	08/31/22	R0037									
		RAYMOND B. REGAN									
		1 TAX REUND - EXEMPT VETERAN	450.24	2-01-55-900-003	B Tax Overpayments Refunded	R	08/31/22	08/31/22			
22-00620	08/31/22	E0012									
		EDWARD & ALMA DAVIS									
		1 OVERPAYMENT OF TAXES	4,808.48	2-01-55-900-003	B Tax Overpayments Refunded	R	08/31/22	08/31/22			
		2 OVERPAYMENT OF TAXES	<u>768.28</u>	2-01-55-900-003	B Tax Overpayments Refunded	R	08/31/22	08/31/22			
			5,576.76								
22-00621	08/31/22	U0005									
		UNIFIRST CORPORATION									
		1 PW UNIFORM CLEANING 7/22	875.00	2-09-00-101-271	B UNIFORMS	R	08/31/22	08/31/22			
22-00622	08/31/22	B9112									
		B & K EQUIPMENT SERVICES									
		1 TRASH TRUCK INVOICE# 35784	1,383.37	2-01-26-291-254	B SANITATION VEHICLE MAINT/REP	R	08/31/22	08/31/22			35784
		2 TRASH TRUCK INVOICE# 35785	282.72	2-01-26-291-254	B SANITATION VEHICLE MAINT/REP	R	08/31/22	08/31/22			35785
		3 BACKHOE REPAIR INVOICE# 35811	<u>995.27</u>	2-09-00-101-252	B MOTOR VEHICLE - MAINT/REPAIR	R	08/31/22	08/31/22			35811
			2,661.36								
22-00623	08/31/22	J0900									
		JCP&L									
		1 ELECTRIC BILL STREET LIGHTING	1,453.72	2-01-31-436-276	B STREET LIGHTING	R	08/31/22	08/31/22			
		3 LED STREET LIGHTING	<u>424.20</u>	2-01-31-436-276	B STREET LIGHTING	R	08/31/22	08/31/22			
			1,877.92								
22-00624	08/31/22	J0900									
		JCP&L									
		1 ELECTRIC BILL CF	3,586.43	2-01-31-435-276	B ELECTRICITY	R	08/31/22	08/31/22			
<hr/>											
Total Purchase Orders:		34	Total P.O. Line Items:		62	Total List Amount:		54,154.74	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	2-01	42,944.77	0.00	42,944.77	0.00	0.00	42,944.77
WATER & SEWER OPERATING	2-09	3,943.22	0.00	3,943.22	0.00	0.00	3,943.22
Year Total:		46,887.99	0.00	46,887.99	0.00	0.00	46,887.99
	T-03	7,266.75	0.00	7,266.75	0.00	0.00	7,266.75
Total of All Funds:		54,154.74	0.00	54,154.74	0.00	0.00	54,154.74

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Borough of Lakehurst
Bill List By P.O. Number

P.O. Type: All
 Range: First to Last
 Format: Detail without Line Item Notes
 Vendors: All
 Rcvd Batch Id Range: First to Last
 Open: N Paid: N Void: N
 Rcvd: Y Held: Y Aprv: N
 Bid: Y State: Y Other: Y Exempt: Y
 Include Non-Budgeted: Y

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
22-00604	08/31/22	L0098 LAKEHURST BOARD OF EDUCATION	249,239.00	2-01-55-900-002		B SCHOOL TAXES PAYABLE	R	08/31/22	08/31/22		
	1 SEPTEMBER 2022										
22-00605	08/31/22	00145 OCEAN COUNTY UTILITIES	80,780.00	2-09-00-105-222		B CONTRACTUAL SERVICES	R	08/31/22	08/31/22		1800025529
	1 3RD QTR 2022 UTILITIES CHARGE										
Total Purchase Orders:		2	Total P.O. Line Items:		2	Total List Amount:	330,019.00	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	249,239.00	0.00	249,239.00	0.00	0.00	249,239.00
WATER & SEWER OPERATING	2-09	80,780.00	0.00	80,780.00	0.00	0.00	80,780.00
Total of All Funds:		<u>330,019.00</u>	<u>0.00</u>	<u>330,019.00</u>	<u>0.00</u>	<u>0.00</u>	<u>330,019.00</u>

**STATE OF NEW JERSEY
COUNTY OF OCEAN**

We, members of the governing body of the Borough of Lakehurst, County of Ocean, being duly sworn according to law, upon our oath depose and say:

1. We are duly elected members of the Committee of the Borough of Lakehurst, County of Ocean;
2. In the performance of our duties, and pursuant to N.J.A.C. 5:30-6.5, we have familiarized ourselves with the contents of the Annual Municipal Audit filed with the Clerk pursuant to N.J.S.A. 40A:5-6 for the year 2021;
3. We certify that we have personally reviewed and are familiar with, as a minimum, the sections of the Annual Report of Audit entitled "Comments and Recommendations."

(L.S.) _____	(L.S.) _____
(L.S.) _____	(L.S.) _____
(L.S.) _____	(L.S.) _____
(L.S.) _____	(L.S.) _____
(L.S.) _____	(L.S.) _____

Clerk

Sworn to and subscribed before me this
_____ Day of _____

Notary Public of New Jersey

The Municipal Clerk shall set forth the reason for the absence of signature of any members of the governing body.

IMPORTANT: This certificate must be sent to the Bureau of Financial Regulation and Assistance, Division of Local Government Services, P.O. Box 803, Trenton, New Jersey 08625.

**RESOLUTION
SEPTEMBER 1, 2022**

GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT

WHEREAS, N.J.S.A. 40A: 5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2021 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A: 5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations; and

WHEREAS, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, That the Mayor and Council of the Borough of Lakehurst, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON SEPTEMBER 1, 2022.

Maryanne Capasso, RMC
Municipal Clerk

**RESOLUTION
SEPTEMBER 1, 2022**

WHEREAS, the remote meter for Block 44 Lot 1 has malfunctioned and provided an erroneous reading on the use of metered water, **and**

WHEREAS, the fourth quarter 2021 utility bill for Block 44 Lot 1 was based upon the malfunctioning meter, **and**

WHEREAS, Resolution #22-104 adjusted the sewerage overage for Block 44, Lot 1; **and**

WHEREAS, Utility Collector Renee James has determined that as a result of the malfunctioned meter, the fourth quarter 2021 water overage amount needs to be adjusted from \$1,301.14 to \$451.00.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey hereby authorizes that the utility account for Block 44 Lot 1 be adjusted from \$1,301.14 to \$451.00 for the fourth quarter 2021 water.

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 September 1, 2022.

**Maryanne Capasso, RMC
Municipal Clerk**