

**BOROUGH OF LAKEHURST
WORK SESSION/REGULAR MEETING
MARCH 15, 2012
TENTATIVE AGENDA**

1. Approval of Minutes of March 1, 2012 Regular Meeting
2. Resolution regarding payment of bills
3. Resolution regarding Tonnage Grant
4. Resolution increasing temporary budget (Current Fund)
5. Resolution increasing temporary budget (Utility Fund)
6. Resolution regarding appointment of Robert Seiden II as SLEO II
7. Resolution increasing salary of SLEO II Stephen Gallo to \$11.00 per hour
8. Resolution increasing salary of SLEO II Raymond Vosseller to \$11.00 per hour
9. Resolution regarding expanding the role of tax assessor to permit ongoing property assessment maintenance
10. Resolution regarding correction of tax posting error for Block 16; Lot12
11. Resolution hiring Jason Emme as Temporary Public Works Laborer
12. Resolution regarding Request for Qualifications and Proposal for Wireless Communications Antenna/Tower Siting and Management Consultant
13. Introduction and First Reading of Ordinance #2012-03 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”
14. Acceptance of resignation of SLEO II Officer Jeffrey Johnson
15. Executive/Closed Session to discuss personnel matters
Bernadette Dugan, RMC
Municipal Clerk

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

ORDINANCE

2012-03

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

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 shall be as follows:

<u>POSITION:</u>	NON-CONTRACTUAL	
	<u>MINIMUM:</u> Per annum	<u>MAXIMUM:</u> Per annum
Deputy Chief Financial Officer	\$ 8,500.00	\$ 22,000.00

SECTION 2: All ordinances or parts of ordinances inconsistent herewith are hereby repealed.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 the foregoing ordinance was introduced and passed on first reading at a regular meeting of the governing body of the Borough of Lakehurst, in the County of Ocean, and State of New Jersey, held on the fifteenth day of March 2012 and that said Ordinance will be considered for final passage at the meeting of said governing body to be held at the Community Center, Center Street, Lakehurst, New Jersey on the fifth day of April 2012 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.

Bernadette Dugan, RMC/CPM
Municipal Clerk

**RESOLUTION
MARCH 15, 2012**

WHEREAS, a condition has arisen with respect to the need to increase the Current Temporary Operation Budget prior to the adoption of the 2012 Budget for the aforesaid purpose, and N.J.S.A. 40A:4-20 provides for the creation of an emergency temporary appropriation for the purpose above mentioned; **and**

WHEREAS, the total emergency resolutions adopted in 2012 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96 P.L. 1951, as amended) including this resolution, total \$860,842.36.

NOW, THEREFORE, BE IT RESOLVED (not less than two-thirds of all the members thereof affirmatively concurring) that in accordance with N.J.S.A. 40A:4-20:

1. An emergency temporary appropriation be and the same is hereby made for:

Mayor & Council	
Salaries & Wages	10,000.00
Financial Administration	
Salaries & Wages	20,000.00
Other Expenses	4,000.00
Audit Services	10,000.00
Municipal Clerk	
Salaries & Wages	25,000.00
Other Expenses	10,000.00
Assessment of Taxes	
Salaries & Wages	8,000.00
Collection of Taxes	
Salaries & Wages	15,000.00
Other Expenses	2,000.00
Legal Services	
Salaries & Wages	10,000.00
Municipal Prosecutor	-
Salaries & Wages	5,000.00
Buildings & Grounds	
Salaries & Wages	30,000.00
Other Expenses	10,000.00
Insurance	
Employee Group Insurance	100,000.00
Workers Comp Insurance	10,000.00
Health Waiver	5,000.00
Police	
Salaries & Wages	300,000.00
Other Expenses	12,000.00
Code Enforcement	
Salaries & Wages	3,000.00
Other Expenses	1,000.00
Youth & Recreation	
Salaries & Wages	2,000.00
Other Expenses	2,000.00
Emergency Management Services	
Salaries & Wages	2,000.00

Streets & Roads		
	Salaries & Wages	10,000.00
Animal Control		
	Other Expenses	3,000.00
Celebration Public Events		
	Other Expenses	5,000.00
Vehicle Maintenance		
	Other Expenses	20,000.00
Sanitation		
	Salaries & Wages	30,000.00
Landfill Disposal Costs		
	Other Expenses	30,000.00
Uniform Fire		
	Salaries & Wages	2,000.00
Utilities		
	Gasoline	20,000.00
	Electricity	2,000.00
	Natural Gas	2,000.00
	Street Lighting	7,000.00
Statutory Expenditures		
	Public Employees Retirement System	53,113.36
	Police & Firemen's Retirement System	3,029.00
	DCRP Retirement System	200.00
	Social Security	25,000.00
	Municipal Court	
	Salaries & Wages	30,000.00
	Other Expenses	<u>2,000.00</u>

TOTAL INCREASE 840,342.36

2. That said emergency temporary appropriation will be provided for in the 2012 Budget under the various titles as listed above;
3. That one certified copy of this resolution be filed with the Director of Local Government Services.

I, Bernadette Dugan, Municipal Clerk of the Borough of Lakehurst, County of Ocean, State of New Jersey do hereby certify that the above resolution was approved at the meeting of the Mayor and Council held on March 15, 2012.

**Bernadette Dugan, RMC/CPM
Municipal Clerk**

**RESOLUTION
MARCH 15, 2012**

WHEREAS, a condition has arisen with respect to the need to increase the Utility Temporary Operation Budget prior to the adoption of the 2012 Budget for the aforesaid purpose, and N.J.S.A. 40A:4-20 provides for the creation of an emergency temporary appropriation for the purpose above mentioned; **and**

WHEREAS, the total emergency resolutions adopted in 2012 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96 P.L. 1951, as amended) including this resolution, total \$268,698.64.

NOW, THEREFORE, BE IT RESOLVED (not less than two-thirds of all the members thereof affirmatively concurring) that in accordance with N.J.S.A. 40A:4-20:

1. An emergency temporary appropriation be and the same is hereby made for:

Water And Sewer Salaries And Wages	\$100,000.00
Water And Sewer Other Expenses	\$50,000.00
Audit Service	\$2,000.00
Ocean County Utilities Authority	\$100,000.00
Social Security	\$6,000.00
Contribution to PERS	\$10,698.64
TOTAL	\$268,698.64

2. That said emergency temporary appropriation will be provided for in the 2012 Budget under the various titles as listed above;
3. That one certified copy of this resolution be filed with the Director of Local Government Services.

I, Bernadette Dugan, Municipal Clerk of the Borough of Lakehurst, County of Ocean, State of New Jersey do hereby certify that the above resolution was approved at the meeting of the Mayor and Council held on March 15,2012.

**Bernadette Dugan, RMC/CPM
Municipal Clerk**

**RESOLUTION
MARCH 15, 2012**

WHEREAS, the Borough is in need of hiring a temporary public works heavy laborer, **and**

WHEREAS, Mr. David Winton Public Works Department Head, after a review of applications and interviews, has recommended Jason Emme be hired,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, that Jason Emme be hired as a temporary, not to exceed 90-days, public works heavy laborer at a salary of \$10.00 per hour, effective March 5, 2012.

I, Bernadette Dugan, 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 15, 2012.

**Bernadette Dugan, RMC/CPM
Municipal Clerk**

**RESOLUTION
MARCH 15, 2012**

WHEREAS, the Governing Body is desirous of soliciting Qualification Statements and Proposal from interested persons and/or firms for wireless communications antenna/tower siting and management consultant, **and**

WHEREAS, a Request for Qualifications and Proposal has been prepared by Municipal Attorney Sean Gertner.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that the municipal clerk is hereby directed to publish a Notice to Bidders for cellular antenna installation consultant services.

BE IT FURTHER RESOLVED that a copy of the Request for Qualifications and Proposal will be attached to this resolution.

I, Bernadette Dugan, 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 15, 2012.

**Bernadette Dugan, RMC/CPM
Municipal Clerk**

**RESOLUTION
MARCH 15, 2012**

WHEREAS, the Borough of Lakehurst needs to replace the compliment of Special Law Enforcement Officers II (SLEO II), **and**

WHEREAS, Robert Seiden, II has applied for the vacant position, **and**

WHEREAS, Robert Seiden, II is a graduate of the Ocean County Police Academy and certified as a SLEO II, **and**

WHEREAS, Chief Higgins has recommended the appointment of Robert Seiden, II to the Lakehurst Police Department,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that consistent with NJSA 40A:14-146.8 et seq effective March 2, 2012, that Robert Seiden, II be appointed as a SLEO II working a 20-hour work week with the Lakehurst Police Department at \$ 11.00 per hour.

I, Bernadette Dugan, 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 15, 2012.

**Bernadette Dugan, RMC/CPM
Municipal Clerk**

**RESOLUTION
MARCH 15, 2012**

WHEREAS, Stephen Gallo was appointed as a SLEO II on March 1, 2012,
and

WHEREAS, the hourly salary was listed as \$10.00 per hour, **and**

WHEREAS, the Governing Body is desirous of increasing the amount to \$11.00 per hour which is within the salary range as adopted in Ordinance #11-05.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that the salary of Stephen Gallo, appointed as a SLEO II working a 20-hour work week with the Lakehurst Police Department, be increased to \$11.00 per hour, retroactive to his starting date of February 27, 2012.

I, Bernadette Dugan, 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 15, 2012.

**Bernadette Dugan, RMC/CPM
Municipal Clerk**

**RESOLUTION
MARCH 15, 2012**

WHEREAS, the Governing Body is desirous of increasing the hourly wage of SLEO II Officer Raymond Vosseller to the amount to \$11.00 per hour which is within the salary range as adopted in Ordinance #11-05.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that the salary of Raymond Vosseller, appointed as a SLEO II working a 40-hour work week with the Lakehurst Police Department, be increased to \$11.00 per hour, retroactive to February 27, 2012.

I, Bernadette Dugan, 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 15, 2012.

**Bernadette Dugan, RMC/CPM
Municipal Clerk**

**RESOLUTION
MARCH 15, 2012**

WHEREAS, as a result of a clerical error, a payment in the amount of \$988.51 was posted for the 2012 first quarter taxes to the tax account for Block 16; Lot 21 instead of the tax account for Block 16; Lot 12, **and**

WHEREAS, the payment should have been posted to the tax account for Block 16; Lot 12, **and**

WHEREAS, Tax Collector Marie Bell needs to post the payment to the account for Block 16; Lot 12 to correct the error.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that Tax Collector Marie Bell be directed to post the payment of \$988.51 for the 2012 first quarter taxes to the tax account for Block 16; Lot 12.

I, Bernadette Dugan, Municipal Clerk of the Borough of Lakehurst, County of Ocean, State of New Jersey that the above resolution was approved by the Mayor and Council at the meeting of March 15, 2012.

**Bernadette Dugan, RMC/CPM
Municipal Clerk**

**RESOLUTION
MARCH 15, 2012**

WHEREAS, the global, national, and state economy has impacted the State of New Jersey and has severely affected, among a host of financial difficulties, the prices of homes and property values in most municipalities in the State; **and**,

WHEREAS, the Governor and Legislature have taken importance measures to help taxpayers by enacting laws that have forced local governments to reduce spending and workforces; **and**

WHEREAS, there remains much to do to cope with the plunging property values and real estate assessments that drive local school and county budgets; **and**

WHEREAS, municipalities have been deluged with real property tax appeals which forces local governments to expend time and costs to defend the appeals; **and**

WHEREAS, the explosion of tax appeals has caused the already acute assessment problems to intensify and have an adverse effect on municipal tax assessors; **and**

WHEREAS, tax appeals can cause property equalization to become inequitable and unfairly shift the tax burden to some homeowners; **and**

WHEREAS, legislation needs to be adopted that would permit ongoing property assessment maintenance on a continuing basis and lessen the need for expensive reassessments; **and**

WHEREAS, the role of the local assessor needs to be expanded to include continuing maintenance in the assessors responsibilities; **and**

WHEREAS, expanding the duties of the local assessor's office would help local officials to balance property values and provide more equality in sharing the tax burden.

NOW, THEREFORE, BE IT RESOLVED the governing body of the Borough of Lakehurst, County of Ocean, State of New Jersey, hereby urges the Governor and the Legislature to enact legislation that would permit ongoing property tax assessment adjustments and expand the role and responsibility of the local assessor's office in order to equalize property tax assessments on a more regular basis.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be forwarded to the following:

- a. The Honorable Chris Christie, Governor of the State of New Jersey
- b. The Honorable State Senator Christopher J. Connors
- c. The Honorable State Assembly Members DiAnne C. Gove and Brian E. Rumpf

d. The New Jersey State League of Municipalities

I, Bernadette Dugan, 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 March 15, 2012.

**Bernadette Dugan, RMC/CPM
Municipal Clerk**

**RESOLUTION
MARCH 15, 2012**

WHEREAS, the Mandatory Source Separation and Recycling Act, P. L. 1987, c. 102, has established a recycling fund from which tonnage grants may be made to municipalities in order to encourage local source separation and recycling programs, **and**

WHEREAS, it is the intent and spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and expand existing programs, **and**

WHEREAS, the New Jersey Department of Environmental Protection is promulgating recycling regulations to implement the Mandatory Source Separation and Recycling Act, **and**

WHEREAS, the recycling regulations impose on the municipalities certain requirements as a condition for applying for tonnage grants, including, but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; **and**

WHEREAS, a resolution authorizing this municipality to apply for such tonnage grants will memorialize the commitment of this municipality to recycling, and indicate the assent of the Mayor and Council of the Borough of Lakehurst, to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; **and**

WHEREAS, such a resolution should designate the individual authorized to ensure that application is properly completed and timely filed.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, that it does hereby endorse the submission of a Municipal Recycling Tonnage Grant Application for 2011 to the New Jersey Department of Environmental Protection, Office of Recycling, and designates David Winton, Public Works Supervisor, to ensure that said application is properly filed.

I, Bernadette Dugan, 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 15, 2012.

**Bernadette Dugan, RMC/CPM
Municipal Clerk**