

**BOROUGH OF LAKEHURST  
WORK SESSION/REGULAR MEETING  
SEPTEMBER 20, 2012  
TENTATIVE AGENDA**

1. Approval of Minutes of September 6, 2012 Regular Meeting
2. Payment of Bills
3. Resolution regarding Best Practices Checklist
4. Resolution regarding Redemption of Tax Sale Certificate #2008-3
5. Resolution canceling utility balance for inactive account for Block 56; Lot 20
6. Executive/closed session to discuss personnel matters/contract negotiations

Bernadette Dugan, RMC/CPM  
Municipal Clerk

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

**RESOLUTION**  
**SEPTEMBER 20, 2012**

**WHEREAS**, the New Jersey Fiscal Year 2012 Appropriations Act (P.L. 2011, c.85) requires the Division of Local Government Services to determined how much of each municipality's final 5% allocation of its CMPTRA and ETR aid will be disbursed based upon the results of a Best Practices Inventory to be completed by each municipality; **and**

**WHEREAS**, the Best Practices Checklist was completed by Chief Financial Officer Alan Murray and submitted to the Division of Local Government Services; **and**

**WHEREAS**, said checklist contains 41 affirmative responses out of 50 questions resulting in receipt of 100% of the final 5% allocation of its CMPTRA and ETR aid.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that the checklist was reviewed and accepted, **and**

**BE IT FURTHER RESOLVED** that the Municipal Clerk will certify to the Division of Local Government Services that the Best Practices Checklist for the Borough of Lakehurst (municipal code 1513) was approved by the governing body at the council meeting of September 20, 2012.

**CERTIFICATION**

**I, Bernadette Dugan, Municipal Clerk of the Borough of Lakehurst, County of Ocean, and State of New Jersey do hereby certify that the foregoing resolution was duly adopted by the Governing Body at the regular meeting held on the September 20, 2012.**

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

**Best Practices Worksheet CY 2012/SFY2013**

<b>Lakehurst Borough (Ocean)</b>			
1513		<i>Please see Color Key at bottom of sheet for limits on answers</i>	
	Answer	Question	Comments
1	Yes	Sharing services has been promoted for many years as a means to control costs. In addition to sharing resources such as labor, facilities and equipment with a county or with neighboring communities, shared services include similar agreements with school boards, independent authorities and fire districts. Shared services do not include cooperative purchasing, cooperative pricing or commodity resale agreements. Did your municipality actively negotiate (i.e. meet with representatives from a neighboring town, your county or another local unit) and/or enter into at least one new shared service agreement in 2011?	
2	Prospective	N.J.S.A. 40A:65-4b requires municipalities to file a copy of their shared service agreements, including amendments and renewals thereof, with the Division of Local Government Services. Has your municipality filed a copy of all shared service agreements presently in effect, along with any amendments thereto, with the Division? This response shall not include cooperative purchasing, cooperative pricing or commodity resale agreements.	Municipal Clerk is sending this out
3	Yes	Has your municipality adopted a vehicle use policy prohibiting personal use of municipal vehicles, and providing that employees authorized to use such vehicles for commuting to/from work have a fringe benefit value added to the gross income reported on the employee's W-2 (unless the vehicle meets the "qualified non-personal vehicle" criteria specified by the IRS)?	
4	Yes	Does your municipality's legal counsel and/or qualified purchasing agent review and approve procurement specifications and professional service contracts before contracts are executed?	
5	No	Municipalities and their agencies are allowed to prohibit the award of public contracts to business entities that have made certain campaign contributions exceeding \$300 and to limit the contributions that the holders of a contract can make during the term of a contract to \$300. A model ordinance concerning pay-to-play can be found at <a href="http://www.nj.gov/dca/lgs/muniaid/pay_to_play_ordinance-contractor.doc">www.nj.gov/dca/lgs/muniaid/pay to play ordinance-contractor.doc</a> . Has your municipality adopted a pay-to-play ordinance pursuant to N.J.S.A. 40A:11-51 that is more restrictive than state statutory requirements?	

**Best Practices Worksheet CY 2012/SFY2013**

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1513		<i>Please see Color Key at bottom of sheet for limits on answers</i>	
	<b>Answer</b>	<b>Question</b>	<b>Comments</b>
6	Yes	Does your municipality maintain an up-to-date municipal website containing at minimum the following: past three years adopted budgets; the current year's proposed budget including the full adopted budget for current year when approved by governing body; most recent annual financial statement and audits; notification(s) for solicitation of bids and RFPs; contact information for elected and appointed officials, municipal administrator or manager, municipal clerk, police chief, municipal court administrator and all department heads; and meeting dates, minutes and agendas for the governing body, planning board, board of adjustment and all commissions?	
7	No	Does your municipality require its elected officials to attend on an annual basis at least one course offered by the Rutgers University Center for Government Services (or a similar education provider such as the NJ League of Municipalities) covering the responsibilities and obligations of elected officials (for example: ethics, municipal finance, labor relations, capital planning, shared services)?	
8	No	Are ordinances codified on an annual basis, with both the code and any uncodified ordinances made available online?	
<b>Financial Standards - FS</b>			

**Best Practices Worksheet CY 2012/SFY2013**

<b>Lakehurst Borough (Ocean)</b>		
1513		<i>Please see Color Key at bottom of sheet for limits on answers</i>
Answer	Question	Comments
16	Yes	The CFO should prepare both the annual financial statement and annual debt statement. Excessive auditor assistance on these documents could create a perception that the auditor is not truly independent of the client in auditing the client's financial statements. At an absolute minimum, each CFO should prepare audit-ready financial records including books of original entry, general ledgers, subsidiary ledgers and other computer reports that accurately analyze and reflect the municipality's financial position. These records should have sufficient detail for an accountant with sufficient knowledge of New Jersey's municipal accounting system to extract the information necessary in preparing the annual financial and debt statements. This requires that all financial transactions (both cash and non- cash) be posted in the general ledger and that all general ledger accounts be supported by subsidiary ledgers, reports, reconciliations or are otherwise analyzed. If your CFO does not prepare the annual financial statement or annual debt statement, and does not present the financial records in a complete and aud
17	Yes	The CFO should prepare a municipality's annual budget. If your CFO does not prepare the municipality's annual budget, are you retaining outside assistance to do so from an individual or entity separate from your municipality's audit firm?
18	Yes	Grant programs can create a significant burden on a municipality's cash flow if program expenses are either not timely reimbursed or are charged to other operating accounts instead of to the grant. Are all grant revenues reviewed at least quarterly to determine that all program expenses have 1) been filed for reimbursement and 2) have been properly charged to the grant, with follow up communication to grantor agencies in instances where payments are delayed?
<b>Budget Preparation and Presentation - BP</b>		
19	Yes	Has your municipality fully and accurately disclosed in the "Budget Message" section of your CY2012/SFY 2013 budget the following: Revenues at Risk; Non-Recurring Cost Reductions; Anticipated CY2013/SFY 2014 Appropriation Increases; and Structural Balance Offsets as detailed in <u>Local Finance Notice 2011-37</u> ?

**Best Practices Worksheet CY 2012/SFY2013**

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1513	<i>Please see Color Key at bottom of sheet for limits on answers</i>	
Answer	Question	Comments
20	No In preparing your annual budget it is important for both the governing body and public to understand the concept of surplus and how it accumulates (or declines) over the years. A formal policy regarding surplus serves as a basis for decisions concerning future financial solvency, and the lack of a policy could lead bond rating agencies to downgrade your municipality's credit rating. In developing said surplus policy your CFO should analyze and explain at least a five-year trend of surplus; illustrating the factors causing each annual increase or decrease. A surplus policy with realistic and sustainable goals can then be determined. Does your municipality have a written policy goal for the amount of surplus available in support of municipal operations, and is this goal evaluated annually?	
21	Yes In preparing your annual budget for the current year it is important that the impact that these decisions may have on future years' budgets be presented, evaluated and considered before final action is taken. Long term plans concerning revenue, appropriations, tax levy, tax levy cap and surplus are critical toward sustaining (or achieving) a solid fiscal condition. Are projections calculated and discussed in sufficient detail so that the governing body understands the impact that the current year's budget may have on the future tax levy (as restricted by the levy cap) and future surplus balances for at least two (2) future year's budgets?	
22	N/A Certain municipalities have indirectly pledged prompt payment (i.e. issued a guarantee) of debt service with respect to debt issued by counties, independent authorities or developers. Bond Rating Agencies (e.g. Moody's, Fitch, Standard & Poor's) have downgraded certain municipalities' bond ratings to below investment grade for lack of preparation in the event a lender calls in a debt guarantee. If your municipality guarantees any debt, are direct service revenues that may be pledged against debt repayment monitored by the municipal CFO; and to the extent that cash flow from pledged revenue will not satisfy the debt repayment, are sufficient funds held in reserve to satisfy the guarantee or is an existing authorization in place to issue debt (e.g. a bond ordinance) in the event a lender calls in the guarantee?	
23	Yes Do elected officials receive status reports at least quarterly on all budget revenues and appropriations as they correspond to the annual adopted budget?	

**Best Practices Worksheet CY 2012/SFY2013**

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Answer	Question	Comments
24	No Given the potential fiscal impact of property tax appeals on municipalities, the Tax Assessor and CFO should review the status of filed appeals on a regular basis to determine their effect on future budgets and plan accordingly. With input and approval from the governing body, this plan should include an evaluation of current assessment values and should consider setting aside an adequate estimated reserve to fund potentially successful state tax court appeals. <u>Has your municipality considered a property reassessment/revaluation to counter the effect of successful residential tax appeals?</u> In answering this question, a yes answer indicates that the municipality either 1) determined after reviewing assessed values that a reassessment/revaluation is unnecessary due to assessed values accurately reflecting market values (resulting in a small number of successful appeals); or 2) if the impact of appeals is significant, a revaluation plan has been filed with your County Board of Taxation.	
25	Yes In developing your multi-year capital plan, is your municipality dedicating sufficient revenues to fund maintenance, repair and eventual replacement of infrastructure such as roads, storm sewers, sanitary sewers and water systems?	
26	Yes N.J.S.A. 40A:4-62.1 allows for the creation of a dedicated trust fund to reserve funds budgeted during years with relatively little snowfall for use in future years when excessive snowfalls may exceed budgeted funds. Although this past winter may have been mild, a responsible budget will take into consideration its impact on future years. In your 2012 budget, has your municipality reserved at least the average of snow removal expenses incurred over a minimum of 3 years?	
<b>Health Insurance - HI</b>		
27	Yes Does your municipality exclude from healthcare coverage part-time elected and appointed officials (less than 35 hours per week)?	
28	Yes Does your municipality limit health benefits to full-time (35 or more hours weekly) employees (excluding elected and appointed officials)?	
29	Yes Does your municipality conduct a monthly review of health benefit covered lives in an effort to delete employees, spouses or dependents who should no longer be receiving coverage?	

**Best Practices Worksheet CY 2012/SFY2013**

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	Answer	Question	Comments
30	Yes	As explained in Local Finance Notices <u>2011-20R</u> and <u>2011-34</u> , P.L. 2011 c. 78 requires employees to contribute toward healthcare based on a percentage of total premium cost, subject to a four-year phase-in. Has your municipality implemented the employee healthcare contribution provisions contained in P.L.2011 c. 78?	
31	N/A	Municipalities frequently contract with or designate insurance brokers to secure healthcare coverage from insurance carriers. Brokers are typically paid by third-party administrators (TPA's) hired to collect, review and pay healthcare bills. The municipality pays the TPA, who in turn pays the broker. Broker fees are often directly related to the amount of insurance premiums or fees paid by the municipality (i.e. the higher the premium, the larger the broker's commission). Thus, the municipality-broker-TPA arrangement is vulnerable to abuse because brokers could face conflicting incentives in seeking lower-cost insurance alternatives. If your municipality contracts with or otherwise designates an insurance broker, is the structure for broker payments pre-set (i.e. plainly disclosed in the resolution and/or contract designating the broker of record) so as to mitigate the risk of brokers recommending more expensive insurance coverage to earn higher fees?	No broker
32	Yes	The State Health Benefits Program (SHBP) offers medical, prescription and dental coverage options for more than 850,000 participants, including employees, dependents and retirees. All plans have substantial networks of healthcare providers, and provide services nationwide. 62% of municipalities, and 33% of counties, within New Jersey participate in SHBP. As your municipality's collective bargaining agreements come up for renegotiation, do your municipality's negotiation proposals seek contract provisions allowing its employees to be switched to SHBP?	
33	N/A	If your municipality does not participate in the State Health Benefits Program (SHBP), have competitive proposals for health insurance been solicited in the last three years; including from the Division of Pensions and Benefits for SHBP health insurance coverage?	We participate in the state plan
<b>Personnel - PE</b>			



**Best Practices Worksheet CY 2012/SFY2013**

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	Answer	Question	Comments
34	Yes	N.J.S.A. 43:15A-7.2 and 43:15C-2(b)(4) preclude independent contractors and individuals performing professional services for any municipality or agency (e.g. municipal attorney, auditor, planner) under a professional services contract awarded pursuant to the Local Public Contracts Law from membership in the Public Employees' Retirement System (PERS) and Defined Contribution Retirement Program (DCRP) . Has your municipality reviewed the status of your independent contractors and professional services providers to ensure they are not deemed eligible for PERS and/or DCRP?	
35	Yes	The Fair Labor Standards Act (FLSA) is a federal law that establishes minimum wage, overtime pay, recordkeeping, and child labor standards affecting full-time and part-time workers in the private sector and in Federal, State, and local governments. The law requires that overtime pay must be paid for all hours over 40 hours in a work week except for those employees classified as exempt and thus not entitled to overtime. Management employees such as elected officials, municipal managers/administrators, municipal clerks, CFOs, public works superintendents, police chiefs and other department heads are typically classified as having exempt status and are not entitled to overtime pay. Other municipal employees may also be classified as exempt under the FLSA (you should consult with your labor counsel for more detailed guidance). <u>Does your municipality refrain from paying overtime to employees who are classified as exempt under the FLSA?</u> In answering this question, be aware that exempt status would also preclude overtime pay for time worked during emergencies, attendance at night meetings, participation in training sessions, and police "off-duty" assignments (a/k/a "Job	
36	Yes	N.J.S.A. 34:13A-8.2 requires public employers, including municipalities, to file with the Public Employment Relations Commission (PERC) a copy of all contracts negotiated with public employee representatives. This includes, but is not limited to, collective bargaining agreements, memoranda of understanding, contract amendments, and "side letter" or "side bar" agreements. Copies of same may be emailed to <a href="mailto:contracts@perc.state.nj.us">contracts@perc.state.nj.us</a> . Has your municipality filed all current contracts with PERC?	
37	Yes	Does your municipality make available to the public free of charge, either through an internet posting or on-site review, documents that show the current salaries of all personnel and additional documents that would allow the public to view how your municipality's salaries have changed over a three year period?	

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38	Yes	Are standardized forms completed and filed, either electronically or by paper, to verify all employee time worked (e.g. time cards, electronic time keeping)?	
39	Yes	Does your personnel/human resources office maintain records that account for all leave time earned and used by employees?	
40	Yes	Do supervisors review and approve/deny employee time and attendance documentation before those records are submitted to management and, in the case of department heads, is such documentation reviewed and verified independently?	
41	Yes	Does your municipality limit the carry forward of accrued vacation time to no more than the amount earned in the previous year (meaning no employee hired after the effective date of the limitation policy can keep in any given year more vacation time that they earned in the prior year)?	

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42	Yes	Does the municipal governing body approve all payments for accumulated absences pursuant to the requirements of N.J.A.C. 5:30-15.4?	
43	Yes	Does your municipality provide annual employment practice liability training for elected officials, managers, administrators, department heads and supervisors?	
44	Yes	Does your municipality have a transitional duty program (light duty) to encourage employees out on workers compensation to return to work?	
45	No	The State Workers Compensation Law provides that, when an employee receives a work-related injury producing temporary disability, the employee is entitled to wage-continuation equal to 70% of the employee's weekly wages, subject to a maximum compensation as determined by the Commissioner of Labor. Does your municipality limit benefits for work-related injuries to the above statutory benefit?	
46	Yes	The weekly benefit rate provided under the State Temporary Disability Law for a non-work-related injury is calculated on the basis of claimant's average weekly wage. Each claimant is paid 2/3 of their average weekly wage up to the maximum amount payable, which is \$572 for disabilities beginning on or after 1/1/12. Does your municipality refrain from supplementing the Temporary Disability benefit?	
47	No	Has your municipality adopted an ordinance, resolution, regulation or policy eliminating longevity awards, bonuses or payments for non-union employees?	
48	Yes	For any employees covered by a collective bargaining agreement, has your municipality eliminated longevity awards, bonuses or payments for employees hired on or after a specified date, and refrained from increasing longevity awards, bonuses or payments for employees hired before a specified date?	
<b>Public Safety - PS</b>			
49	Yes	Does your municipality schedule and undertake periodic inspections/assessments of all municipal facilities to ensure they are in good repair and proper maintainance is being performed?	



**RESOLUTION  
SEPTEMBER 20, 2012**

**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 \$360,196.32 is hereby approved.

**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 September 20, 2012.**

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**Bernadette Dugan, RMC  
Municipal Clerk**

P.O. Type: All  
Range: First to Last  
Format: Detail with Line Item Notes

Open: N Paid: N Void: N  
Rcvd: Y Held: Y Aprv: N  
Bid: Y State: Y Other: Y Exempt: Y

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type Description	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
12-00506	06/27/12	C0967 CONTINENTAL FIRE & SAFETY, INC									
		1 1.75" HOSE	1,232.40	2-01-25-125-299	B MISCELLANEOUS	R		06/27/12	09/14/12		
		2 2.5" HOSE	251.60	2-01-25-125-299	B MISCELLANEOUS	R		06/27/12	09/14/12		
		3 5" HOSE	1,952.00	2-01-25-125-299	B MISCELLANEOUS	R		06/27/12	09/14/12		
		4 1" 100' BOOST LITE HOSE	741.00	2-01-25-125-299	B MISCELLANEOUS	R		06/27/12	09/14/12		
		5 FREIGHT	100.00	2-01-25-125-299	B MISCELLANEOUS	R		06/27/12	09/14/12		
		6 FOAM 3% AR-AFF	672.00	2-01-25-125-299	B MISCELLANEOUS	R		06/27/12	09/14/12		
		7 FOAM 3% AFF FOAM	780.00	2-01-25-125-299	B MISCELLANEOUS	R		06/27/12	09/14/12		
		8 FOAM FRIEGHT DELIVERY	125.00	2-01-25-125-299	B MISCELLANEOUS	R		06/27/12	09/14/12		
			<u>5,854.00</u>								
12-00596	07/23/12	00138 ORIENTAL TRADING CO., INC.									
		1 MISCELLANEOUS NOVELTIES	12.50	2-03-00-100-001	B RESV FOR: RECREATION TRUST	R		07/23/12	09/14/12		
		2 MISCELLANEOUS NOVELTIES	59.98	2-03-00-100-001	B RESV FOR: RECREATION TRUST	R		07/23/12	09/14/12		
		5 SHIPPING	11.99	2-03-00-100-001	B RESV FOR: RECREATION TRUST	R		07/23/12	09/14/12		
			<u>84.47</u>								
12-00626	08/02/12	C0041 CLAYTON SAND/BLOCK CO.									
		1 TYPE 2 BEACH SAND	156.54	2-01-28-141-299	B MISCELLANEOUS	R		08/02/12	09/14/12		
12-00645	08/20/12	D0057 DELL COMPUTER									
		1 DELL COMPUTER FOR FINANCE OFFICE QUOTE NUMBER: 629624490 NJ STATE CONTRACT#: WN88ABZ	695.00	2-01-20-103-299	B MISCELLANEOUS	R		08/20/12	09/14/12		XFWMXN357
12-00647	08/22/12	N0127 NATIONAL FIRE PROTECTION ASSOC									
		1 NFPA 1936 2010 EDITION FIRE CODE BOOK FOR J DAVIS	39.00	2-01-20-102-299	B MISCELLANEOUS	R		08/22/12	09/14/12		5611945Y
		2 HANDLING	8.95	2-01-20-102-299	B MISCELLANEOUS	R		09/14/12	09/14/12		5611945Y
			<u>47.95</u>								
12-00651	08/27/12	W0200 WATER WORKS SUPPLY									
		1 4" CI BLIND FLANGE	69.51	2-09-00-101-212	B MAINTENANCE SUPPLIES	R		08/27/12	09/14/12		IF72803
		2 3" RED RUBBER RING GASKET	2.86	2-09-00-101-212	B MAINTENANCE SUPPLIES	R		08/27/12	09/14/12		IF72803

PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
12-00651	08/27/12	W0200 WATER WORKS SUPPLY			Continued					
		3 5/8x3" MACH BOLT W/NUT	23.28	2-09-00-101-212	B MAINTENANCE SUPPLIES	R	08/27/12	09/14/12		IF72803
		4 4" FULL FACE RED RUBBER	4.50	2-09-00-101-212	B MAINTENANCE SUPPLIES	R	08/27/12	09/14/12		IF72803
		5 PS 3121-AS CLAMP	147.01	2-09-00-101-212	B MAINTENANCE SUPPLIES	R	08/27/12	09/14/12		IF72803
		INVOICE # IF72803								
			<u>247.16</u>							
12-00652	08/27/12	A0044 ACTION OFFICE SUPPLIES								
		1 CLEANER, DEGREASER 1 GAL	113.94	2-01-26-113-299	B MISCELLANEOUS	R	08/27/12	09/14/12		107020
		2 CLEANER, DEGREASER 24OZ	94.68	2-01-26-113-299	B MISCELLANEOUS	R	08/27/12	09/14/12		107020
		3 SOAP DISPENSER	25.99	2-01-26-113-299	B MISCELLANEOUS	R	08/27/12	09/14/12		107020
		4 RECORDER, TIME, MANUAL	339.99	2-01-26-113-299	B MISCELLANEOUS	R	08/27/12	09/14/12		107020
		5 RBN 3000 SERIES TIME CLOCK	35.97	2-01-26-113-299	B MISCELLANEOUS	R	08/27/12	09/14/12		107020
			<u>610.57</u>							
12-00653	08/27/12	L0028 LAKEHURST-MANCH SOCCER ASSOC.								
		1 CLEAN COMM LITTER CLEAN UP	250.00	R-02-00-202-299	B MIS EXP 2005 CLEAN COMM	R	08/27/12	09/14/12		
12-00654	08/27/12	W0200 WATER WORKS SUPPLY								
		1 8x1" CC PS DS SADDLE	56.88	2-09-00-101-212	B MAINTENANCE SUPPLIES	R	08/27/12	09/14/12		IF72776
		INVOICE IF72776								
12-00659	08/28/12	A0007 ALL INDUSTRIAL SAFETY PRODUCTS								
		1 EA SERVICE CONTRACT FOR ONE YR 08/09/12 - 08/08/12	69.95	2-09-00-101-299	B MISCELLANEOUS	R	08/28/12	09/14/12		190087
12-00660	08/29/12	H0626 HENDERSON LABS, J.R. INC.								
		1 LAB TESTS JULY 2012 THM-HAA5	215.00	2-09-00-101-222	B CONTRACTUAL SERVICES	R	08/29/12	09/14/12		44233
12-00661	08/29/12	L0003 LAKEHURST HARDWARE								
		1 IN 20988: PRIME A/F	13.99	2-01-26-113-299	B MISCELLANEOUS	R	08/29/12	09/14/12		20988
		2 IN 22512: TAPER HANDLE BROOM	101.92	2-01-26-113-299	B MISCELLANEOUS	R	08/29/12	09/14/12		22512
		3 IN 23654: MISC NUTS/BOLTS	12.65	2-01-26-113-299	B MISCELLANEOUS	R	08/29/12	09/14/12		23654
		4 IN 23662: MISC TOOLS	27.48	2-01-26-113-299	B MISCELLANEOUS	R	08/29/12	09/14/12		23662
		5 IN 25097: BLADE BOBCAT	46.56	2-01-26-113-299	B MISCELLANEOUS	R	08/29/12	09/14/12		25097
		6 IN 25810: 50:1 OIL	8.94	2-01-26-113-299	B MISCELLANEOUS	R	08/29/12	09/14/12		25810
		7 IN 25814: SPARK PLUGS	8.57	2-01-26-113-299	B MISCELLANEOUS	R	08/29/12	09/14/12		25814
			<u>220.11</u>							

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
12-00662	08/29/12	H0196 HALL'S GULF SERVICE, INC.									
1	127-3508:	PD CAMRY OILCHG & REFRIG, EGR VALVE, TRANSDUCER, SOLENOID	654.02	2-01-26-147-252	B	POLICE VEHICLE MAINT/REPAIR	R	08/29/12	09/14/12		127-3508
2	127-3935:	PD 1307 DASH LIGHTS	28.62	2-01-26-147-252	B	POLICE VEHICLE MAINT/REPAIR	R	08/29/12	09/14/12		127-3935
3	128-4146:	PD 1306 HEAD LIGHT & SOCKET	45.59	2-01-26-147-252	B	POLICE VEHICLE MAINT/REPAIR	R	08/29/12	09/14/12		128-4146
4	128-4354:	PD 1305 OIL CHANGE	44.00	2-01-26-147-252	B	POLICE VEHICLE MAINT/REPAIR	R	08/29/12	09/14/12		128-4354
5	128-4358:	PD 1306 OIL CHANGE	55.88	2-01-26-147-252	B	POLICE VEHICLE MAINT/REPAIR	R	08/29/12	09/14/12		128-4358
6	128-4364:	PD CAMRY OIL CHANGE	43.15	2-01-26-147-252	B	POLICE VEHICLE MAINT/REPAIR	R	08/29/12	09/14/12		128-4364
7	128-4350:	PD 1302 OIL CHANGE	34.70	2-01-26-147-252	B	POLICE VEHICLE MAINT/REPAIR	R	08/29/12	09/14/12		128-4350
8	128-4353:	PD 1307 OILCHG & BELTS	131.58	2-01-26-147-252	B	POLICE VEHICLE MAINT/REPAIR	R	08/29/12	09/14/12		128-4353
9	128-4368:	PD 1303 OIL CHG & FRONT ROTORS & PADS	287.76	2-01-26-147-252	B	POLICE VEHICLE MAINT/REPAIR	R	08/29/12	09/14/12		128-4368
			<u>1,325.30</u>								
12-00681	08/30/12	U0073 UNI-TECH DRILLING COMPANY									
1	ADDITIONAL RENTAL OF DRILLING EQUIPMENT FOR WATER TANK REPAINTING PROJECT	4,900.00	X-08-00-990-212	B	UNFUNDED ORD 2011-13 WATER IMPROVEMENTS	R		08/30/12	09/14/12		
	INVOICE# 1828 1829										
12-00682	08/30/12	L0039 LESTER GLENN AUTO GROUP INC.									
1	PD CHIEF - 2004 DURANGO WORK TRANSFER CASE, TRANS SERVICE, TUNE UP, OIL CHANGE	956.31	2-01-26-147-252	B	POLICE VEHICLE MAINT/REPAIR	R		08/30/12	09/11/12		CHCS721804
	INVOICE# CHCS721804										
12-00699	09/04/12	G0172 GFOA OF NEW JERSEY									
1	2012 FALL CONFERENCE REGISTRATION - AL MURRAY SEPTEMBER 19-21	425.00	2-01-20-103-284	B	TRAINING AND EDUCATION	R		09/04/12	09/14/12		
12-00701	09/05/12	P0210 PAYROLL ACCOUNT									
1	PAYROLL 7/25/12	9,486.21	2-09-00-101-101	B	SALARIES - REGULAR	R		09/05/12	09/05/12		



PO #	PO Date	Vendor	Amount	Charge Account	Acct Type	PO Type	Contract Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
12-00701	09/05/12	P0210										
				Continued								
2	PAYROLL 7/25/12		725.70	2-09-00-114-293	B	FICA		R	09/05/12	09/05/12		
			10,211.91									
12-00702	09/05/12	P0210										
				PAYROLL ACCOUNT								
1	PAYROLL 8/8/12		9,078.92	2-09-00-101-101	B	SALARIES - REGULAR		R	09/05/12	09/05/12		
2	PAYROLL 8/8/12		694.54	2-09-00-114-293	B	FICA		R	09/05/12	09/05/12		
			9,773.46									
12-00703	09/05/12	P0210										
				PAYROLL ACCOUNT								
1	PAYROLL 8/22/12		9,838.13	2-09-00-101-101	B	SALARIES - REGULAR		R	09/05/12	09/05/12		
2	PAYROLL 8/22/12		752.62	2-09-00-114-293	B	FICA		R	09/05/12	09/05/12		
			10,590.75									
12-00704	09/05/12	P0210										
				PAYROLL ACCOUNT								
1	PAYROLL 9/5/12		8,194.19	2-09-00-101-101	B	SALARIES - REGULAR		R	09/05/12	09/05/12		
2	PAYROLL 9/5/12		626.86	2-09-00-114-293	B	FICA		R	09/05/12	09/05/12		
			8,821.05									
12-00705	09/05/12	P0210										
				PAYROLL ACCOUNT								
1	PAYROLL 7/25/12		1,174.70	2-01-20-102-101	B	SALARY - REGULAR		R	09/05/12	09/05/12		
2	PAYROLL 7/25/12		3,536.58	2-01-20-103-101	B	SALARIES - REGULAR		R	09/05/12	09/05/12		
3	PAYROLL 7/25/12		4,550.05	2-01-20-104-101	B	SALARIES - REGULAR		R	09/05/12	09/05/12		
4	PAYROLL 7/25/12		620.17	2-01-20-105-101	B	SALARIES - REGULAR		R	09/05/12	09/05/12		
5	PAYROLL 7/25/12		1,963.96	2-01-20-107-101	B	SALARIES - REGULAR		R	09/05/12	09/05/12		
6	PAYROLL 7/25/12		1,134.62	2-01-20-109-101	B	SALARIES - REGULAR		R	09/05/12	09/05/12		
7	PAYROLL 7/25/12		461.54	2-01-25-111-101	B	SALARIES - REGULAR		R	09/05/12	09/05/12		
8	PAYROLL 7/25/12	PUBLIC DEFENDE	135.84	2-01-55-900-037	B	INTERFUND-TRUST FUND		R	09/05/12	09/05/12		
9	PAYROLL 7/25/12		2,419.95	2-01-26-113-101	B	SALARIES - REGULAR		R	09/05/12	09/05/12		
10	PAYROLL 7/25/12		173.08	2-01-22-129-101	B	SALARIES - REGULAR		R	09/05/12	09/05/12		
11	PAYROLL 7/25/12		21,133.90	2-01-25-127-101	B	SALARIES - REGULAR		R	09/05/12	09/05/12		
12	PAYROLL 7/25/12		718.41	2-01-25-127-108	B	SALARIES - OVERTIME		R	09/05/12	09/05/12		
13	PAYROLL 7/25/12		283.27	2-01-25-157-101	B	SALARIES - REGULAR		R	09/05/12	09/05/12		
14	PAYROLL 7/25/12		1,690.03	2-01-26-135-101	B	SALARIES - REGULAR		R	09/05/12	09/05/12		
15	PAYROLL 7/25/12		3,843.14	2-01-26-151-101	B	SALARIES - REGULAR		R	09/05/12	09/05/12		
16	PAYROLL 7/25/12		822.50	2-01-28-141-101	B	SALARIES - REGULAR		R	09/05/12	09/05/12		
17	PAYROLL 7/25/12		3,495.92	2-01-43-201-101	B	SALARIES - REGULAR		R	09/05/12	09/05/12		
18	PAYROLL 7/25/12		71.52	2-01-43-201-108	B	SALARIES - OVERTIME		R	09/05/12	09/05/12		
19	PAYROLL 7/25/12		3,764.95	2-01-36-176-295	B	SOCIAL SECURITY		R	09/05/12	09/05/12		

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
12-00705	09/05/12	P0210									
		PAYROLL ACCOUNT				Continued					
20	PAYROLL 7/25/12		141.02	2-01-41-205-297	B	STATE SHARE	R	09/05/12	09/05/12		
21	PAYROLL 7/25/12		140.39	2-01-41-203-299	B	MISCELLANEOUS	R	09/05/12	09/05/12		
22	PAYROLL 7/25/12		800.00	2-01-41-213-101	B	SALARIES - REGULAR	R	09/05/12	09/05/12		
23	PAYROLL 7/25/12	OCEAN COUNTY	250.00	2-01-25-127-101	B	SALARIES - REGULAR	R	09/05/12	09/05/12		
			<u>53,325.54</u>								
12-00706	09/05/12	P0210									
		PAYROLL ACCOUNT									
1	PAYROLL 8/8/12		1,597.74	2-01-20-102-101	B	SALARY - REGULAR	R	09/05/12	09/05/12		
2	PAYROLL 8/8/12		4,642.00	2-01-20-103-101	B	SALARIES - REGULAR	R	09/05/12	09/05/12		
3	PAYROLL 8/8/12		5,929.28	2-01-20-104-101	B	SALARIES - REGULAR	R	09/05/12	09/05/12		
4	PAYROLL 8/8/12		821.29	2-01-20-105-101	B	SALARIES - REGULAR	R	09/05/12	09/05/12		
5	PAYROLL 8/8/12		1,963.96	2-01-20-107-101	B	SALARIES - REGULAR	R	09/05/12	09/05/12		
6	PAYROLL 8/8/12		1,134.62	2-01-20-109-101	B	SALARIES - REGULAR	R	09/05/12	09/05/12		
7	PAYROLL 8/8/12		461.54	2-01-25-111-101	B	SALARIES - REGULAR	R	09/05/12	09/05/12		
8	PAYROLL 8/8/12	PUBLIC DEFENDER	135.84	2-01-55-900-037	B	INTERFUND-TRUST FUND	R	09/05/12	09/05/12		
9	PAYROLL 8/8/12		3,564.51	2-01-26-113-101	B	SALARIES - REGULAR	R	09/05/12	09/05/12		
10	PAYROLL 8/8/12		173.08	2-01-22-129-101	B	SALARIES - REGULAR	R	09/05/12	09/05/12		
11	PAYROLL 8/8/12		23,262.97	2-01-25-127-101	B	SALARIES - REGULAR	R	09/05/12	09/05/12		
12	PAYROLL 8/8/12		1,764.89	2-01-25-127-108	B	SALARIES - OVERTIME	R	09/05/12	09/05/12		
13	PAYROLL 8/8/12		385.35	2-01-25-157-101	B	SALARIES - REGULAR	R	09/05/12	09/05/12		
14	PAYROLL 8/8/12		1,266.30	2-01-26-135-101	B	SALARIES - REGULAR	R	09/05/12	09/05/12		
15	PAYROLL 8/8/12		3,138.61	2-01-26-151-101	B	SALARIES - REGULAR	R	09/05/12	09/05/12		
16	PAYROLL 8/8/12		728.75	2-01-28-141-101	B	SALARIES - REGULAR	R	09/05/12	09/05/12		
17	PAYROLL 8/8/12		3,896.81	2-01-43-201-101	B	SALARIES - REGULAR	R	09/05/12	09/05/12		
18	PAYROLL 8/8/12		420.99	2-01-43-201-108	B	SALARIES - OVERTIME	R	09/05/12	09/05/12		
19	PAYROLL 8/8/12		4,379.34	2-01-36-176-295	B	SOCIAL SECURITY	R	09/05/12	09/05/12		
20	PAYROLL 8/8/12		191.90	2-01-41-205-297	B	STATE SHARE	R	09/05/12	09/05/12		
21	PAYROLL 8/8/12		167.10	2-01-41-203-299	B	MISCELLANEOUS	R	09/05/12	09/05/12		
22	PAYROLL 8/8/12		1,900.00	2-01-41-217-299	B	AGGRESSIVE DRIVING PROGRAM DR SOBER	R	09/05/12	09/05/12		
			<u>61,926.87</u>								
12-00707	09/05/12	P0210									
		PAYROLL ACCOUNT									
1	PAYROLL 8/22/12		1,301.14	2-01-20-102-101	B	SALARY - REGULAR	R	09/05/12	09/05/12		
2	PAYROLL 8/22/12		3,701.56	2-01-20-103-101	B	SALARIES - REGULAR	R	09/05/12	09/05/12		
3	PAYROLL 8/22/12		4,668.37	2-01-20-104-101	B	SALARIES - REGULAR	R	09/05/12	09/05/12		
4	PAYROLL 8/22/12		632.74	2-01-20-105-101	B	SALARIES - REGULAR	R	09/05/12	09/05/12		
5	PAYROLL 8/22/12		1,963.96	2-01-20-107-101	B	SALARIES - REGULAR	R	09/05/12	09/05/12		
6	PAYROLL 8/22/12		1,134.62	2-01-20-109-101	B	SALARIES - REGULAR	R	09/05/12	09/05/12		

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12-00707	09/05/12	P0210		PAYROLL ACCOUNT	Continued					
7	PAYROLL 8/22/12		461.54	2-01-25-111-101	B SALARIES - REGULAR	R	09/05/12	09/05/12		
8	PAYROLL 8/22/12	PUBLIC DEFENDE	135.84	2-01-55-900-037	B INTERFUND-TRUST FUND	R	09/05/12	09/05/12		
9	PAYROLL 8/22/12		2,473.51	2-01-26-113-101	B SALARIES - REGULAR	R	09/05/12	09/05/12		
10	PAYROLL 8/22/12		173.08	2-01-22-129-101	B SALARIES - REGULAR	R	09/05/12	09/05/12		
11	PAYROLL 8/22/12		20,798.05	2-01-25-127-101	B SALARIES - REGULAR	R	09/05/12	09/05/12		
12	PAYROLL 8/22/12		1,954.50	2-01-25-127-108	B SALARIES - OVERTIME	R	09/05/12	09/05/12		
13	PAYROLL 8/22/12		289.65	2-01-25-157-101	B SALARIES - REGULAR	R	09/05/12	09/05/12		
14	PAYROLL 8/22/12		1,429.21	2-01-26-135-101	B SALARIES - REGULAR	R	09/05/12	09/05/12		
15	PAYROLL 8/22/12		3,233.50	2-01-26-151-101	B SALARIES - REGULAR	R	09/05/12	09/05/12		
16	PAYROLL 8/22/12		718.13	2-01-28-141-101	B SALARIES - REGULAR	R	09/05/12	09/05/12		
17	PAYROLL 8/22/12		3,653.01	2-01-43-201-101	B SALARIES - REGULAR	R	09/05/12	09/05/12		
18	PAYROLL 8/22/12		55.59	2-01-43-201-108	B SALARIES - OVERTIME	R	09/05/12	09/05/12		
19	PAYROLL 8/22/12		3,758.25	2-01-36-176-295	B SOCIAL SECURITY	R	09/05/12	09/05/12		
20	PAYROLL 8/22/12		144.20	2-01-41-205-297	B STATE SHARE	R	09/05/12	09/05/12		
21	PAYROLL 8/22/12		167.75	2-01-41-203-299	B MISCELLANEOUS	R	09/05/12	09/05/12		
22	PAYROLL 8/22/12		500.00	2-01-41-213-101	B SALARIES - REGULAR	R	09/05/12	09/05/12		
			<u>53,348.20</u>							
12-00708	09/05/12	P0210		PAYROLL ACCOUNT						
1	PAYROLL 9/5/12		1,201.14	2-01-20-102-101	B SALARY - REGULAR	R	09/05/12	09/05/12		
2	PAYROLL 9/5/12		3,701.56	2-01-20-103-101	B SALARIES - REGULAR	R	09/05/12	09/05/12		
3	PAYROLL 9/5/12		4,644.23	2-01-20-104-101	B SALARIES - REGULAR	R	09/05/12	09/05/12		
4	PAYROLL 9/5/12		632.74	2-01-20-105-101	B SALARIES - REGULAR	R	09/05/12	09/05/12		
5	PAYROLL 9/5/12		1,963.96	2-01-20-107-101	B SALARIES - REGULAR	R	09/05/12	09/05/12		
6	PAYROLL 9/5/12		1,134.62	2-01-20-109-101	B SALARIES - REGULAR	R	09/05/12	09/05/12		
7	PAYROLL 9/5/12		461.54	2-01-25-111-101	B SALARIES - REGULAR	R	09/05/12	09/05/12		
8	PAYROLL 9/5/12	PUBLIC DEF	135.84	2-01-55-900-037	B INTERFUND-TRUST FUND	R	09/05/12	09/05/12		
9	PAYROLL 9/5/12		2,462.66	2-01-26-113-101	B SALARIES - REGULAR	R	09/05/12	09/05/12		
10	PAYROLL 9/5/12		173.08	2-01-22-129-101	B SALARIES - REGULAR	R	09/05/12	09/05/12		
11	PAYROLL 9/5/12		20,764.11	2-01-25-127-101	B SALARIES - REGULAR	R	09/05/12	09/05/12		
12	PAYROLL 9/5/12		2,858.27	2-01-25-127-108	B SALARIES - OVERTIME	R	09/05/12	09/05/12		
13	PAYROLL 9/5/12		289.65	2-01-25-157-101	B SALARIES - REGULAR	R	09/05/12	09/05/12		
14	PAYROLL 9/5/12		1,209.60	2-01-26-135-101	B SALARIES - REGULAR	R	09/05/12	09/05/12		
15	PAYROLL 9/5/12		3,724.23	2-01-26-151-101	B SALARIES - REGULAR	R	09/05/12	09/05/12		
16	PAYROLL 9/5/12		648.13	2-01-28-141-101	B SALARIES - REGULAR	R	09/05/12	09/05/12		
17	PAYROLL 9/5/12		3,838.31	2-01-43-201-101	B SALARIES - REGULAR	R	09/05/12	09/05/12		
18	PAYROLL 9/5/12		166.77	2-01-43-201-108	B SALARIES - OVERTIME	R	09/05/12	09/05/12		
19	PAYROLL 9/5/12		4,127.26	2-01-36-176-295	B SOCIAL SECURITY	R	09/05/12	09/05/12		

PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
12-00708	09/05/12	P0210 PAYROLL ACCOUNT			Continued					
20	PAYROLL 9/5/12		144.20	2-01-41-205-297	B STATE SHARE	R	09/05/12	09/05/12		
21	PAYROLL 9/5/12		178.60	2-01-41-203-299	B MISCELLANEOUS	R	09/05/12	09/05/12		
22	PAYROLL 9/5/12		300.00	2-01-41-213-101	B SALARIES - REGULAR	R	09/05/12	09/05/12		
23	PAYROLL 9/5/12 COP OVERAGE		100.00	2-01-25-127-101	B SALARIES - REGULAR	R	09/05/12	09/05/12		
24	PAYROLL 9/5/12 OCEAN CT		1,750.00	2-01-25-127-101	B SALARIES - REGULAR	R	09/05/12	09/05/12		
25	PAYROLL 9/5/12 OCEAN CT		1,900.00	2-01-41-217-299	B AGGRESIVE DRIVING PROGRAM DR SOBER	R	09/05/12	09/05/12		
			58,510.50							
12-00709	08/02/12	00890 OCEAN COUNTY VETERINARY								
1	CHARGE FOR CAUGHT RABBIT INVOICE 228834		59.00	2-01-27-139-299	B MISCELLANEOUS	R	08/02/12	09/14/12		228834
12-00712	09/11/12	G0560 LEXISNEXIS								
1	NJAC 4A - CIVIL SERVICE FOR CLERK		66.00	2-01-20-104-283	B BOOKS & PUBLICATIONS	R	09/11/12	09/14/12		
12-00719	09/11/12	T0163 TOMS RIVER CAR WASH								
1	PD CAR WASHES 07-08/12		28.00	2-01-25-127-299	B MISCELLANEOUS	R	09/11/12	09/14/12		
12-00721	09/12/12	C0013 CRUSADER TAX LIEN SERVICES								
1	REDEMPTION TSC #2008-3 SEE ATTACHED FOR BREAKDOWN		29,853.28	2-01-55-900-004	B TAX LIENS 3RD PARTY	R	09/12/12	09/14/12		
12-00724	09/13/12	U0071 U.S. POSTAL SERVICE								
1	TAX COLLECTOR POSTAGE		600.00	2-01-20-107-299	B MISCELLANEOUS	R	09/13/12	09/14/12		
2	FINANCE POSTAGE		300.00	2-01-20-103-299	B MISCELLANEOUS	R	09/13/12	09/14/12		
3	TAX ASSESSOR POSTAGE		100.00	2-01-20-105-299	B MISCELLANEOUS	R	09/13/12	09/14/12		
4	COURT POSTAGE		400.00	2-01-43-201-299	B MISCELLANEOUS	R	09/13/12	09/14/12		
5	POLICE POSTAGE		200.00	2-01-25-127-218	B POSTAGE	R	09/13/12	09/14/12		
6	CLERK POSTAGE		400.00	2-01-20-104-218	B POSTAGE	R	09/13/12	09/14/12		
			2,000.00							
12-00725	09/13/12	B0019 BOLLINGER, INC. - DENTAL								
1	DENTAL INSURANCE BILL 10/12		2,789.79	2-01-23-121-225	B INSURANCE - HEALTH	R	09/13/12	09/14/12		
12-00726	09/13/12	U0005 UNIFIRST CORPORATION								
1	PW UNIFORM CLEANING 08/12		512.55	2-09-00-101-271	B UNIFORMS	R	09/13/12	09/14/12		



September 14, 2012  
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Borough of Lakehurst  
Bill List By P.O. Number

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type Description	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
12-00735	09/13/12	N0380 NJ STATE LEAGUE OF MUNICIPALIT									
		1 LEGISLATIVE BULLETIN 12-13	7.00	2-01-20-104-283	B BOOKS & PUBLICATIONS		R	09/13/12	09/14/12		
12-00736	09/14/12	V0011 VERIZON WIRELESS									
		1 BORO CELL PHONE BILL	525.47	2-01-31-164-275	B TELEPHONE		R	09/14/12	09/14/12		
		2 POLICE MDT CELL PH BILL	89.22	2-01-31-168-299	B TELECOMMUNICATIONS		R	09/14/12	09/14/12		
		3 FIRE DEPT CELL PH BILL	44.29	2-01-31-164-275	B TELEPHONE		R	09/14/12	09/14/12		
			<u>658.98</u>								
12-00737	09/14/12	N0136 NJ NATURAL GAS COMPANY									
		1 ESC GAS BILL	154.15	2-01-31-165-269	B NATURAL GAS		R	09/14/12	09/14/12		
		2 PW GARAGE GAS BILL	221.21	2-01-31-165-269	B NATURAL GAS		R	09/14/12	09/14/12		
		3 COMMUNITY CENTER GAS BILL	25.00	2-01-31-165-269	B NATURAL GAS		R	09/14/12	09/14/12		
		4 PD HQ GAS BILL	77.41	2-01-31-165-269	B NATURAL GAS		R	09/14/12	09/14/12		
		5 BOROUGH HALL GAS BILL	25.00	2-01-31-165-269	B NATURAL GAS		R	09/14/12	09/14/12		
			<u>502.77</u>								
12-00738	09/14/12	A0075 ASBURY PARK PRESS (AD)									
		1 CLERK ADVERTISING 09/10/12 ORD 12-08	255.00	2-01-20-104-215	B ADVERTISING		R	09/14/12	09/14/12		
12-00739	09/14/12	A9111 ADP, INC									
		1 PAYROLL CHARGES PDEND 08/31/12	311.12	2-01-20-103-299	B MISCELLANEOUS		R	09/14/12	09/14/12		
12-00740	09/14/12	V0005 VERIZON									
		1 PHONE BILL DUE 10/04/12 BILLING NUMBER 732-408-9456	54.16	2-01-31-164-275	B TELEPHONE		R	09/14/12	09/14/12		
12-00741	09/14/12	V0855 VERIZON									
		1 PHONE BILL BILLING NUMBER 201 Z43-6389	6.55	2-01-31-164-275	B TELEPHONE		R	09/14/12	09/14/12		
12-00742	09/14/12	C0060 COMCAST CABLE									
		1 ESC CABLE MODEM	72.23	2-01-31-168-299	B TELECOMMUNICATIONS		R	09/14/12	09/14/12		
		2 POLICE DEPT CABLE MODEM	82.07	2-01-31-168-299	B TELECOMMUNICATIONS		R	09/14/12	09/14/12		
			<u>154.30</u>								
12-00743	09/14/12	J0900 JCP&L CUSTOMER ACCOUNTING									
		3 ELECTRIC BILL PD HQ	418.25	2-01-31-162-276	B ELECTRICITY		R	09/14/12	09/14/12		

September 14, 2012  
01:15 PM

Borough of Lakehurst  
Bill List By P.O. Number

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
12-00743	09/14/12	J0900		JCP&L CUSTOMER ACCOUNTING	Continued						
		4 ELECTRIC BILL ESC	<u>1,428.94</u>	2-01-31-162-276	B ELECTRICITY	R	09/14/12	09/14/12			
			1,847.19								
12-00744	09/14/12	N0018		NJSHBP							
		1 TRANSFER FOR HEALTH BENEFITS	27,027.40	2-01-23-121-225	B INSURANCE - HEALTH	R	09/14/12	09/14/12			
		ACTIVE EMPLOYEES									
		REF# 25843297									
		2 TRANSFER FOR HEALTH BENEFITS	10,004.54	2-01-23-121-225	B INSURANCE - HEALTH	R	09/14/12	09/14/12			
		RETIRED EMPLOYEES									
		REF# 25843339									
			<u>37,031.94</u>								
Total Purchase Orders:		49	Total P.O. Line Items:		196	Total List Amount:	360,196.32	Total Void Amount:		0.00	

Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total
CURRENT FUND APPROPRIATIONS	2-01	314,237.24	0.00	314,237.24	0.00
TRUST ACCOUNT	2-03	84.47	0.00	84.47	0.00
WATER & SEWER OPERATING	2-09	40,714.41	0.00	40,714.41	0.00
ANIMAL CONTROL FUND	2-15	10.20	0.00	10.20	0.00
Year Total:		355,046.32	0.00	355,046.32	0.00
	R-02	250.00	0.00	250.00	0.00
UTILITY CAPITAL	X-08	4,900.00	0.00	4,900.00	0.00
Total Of All Funds:		360,196.32	0.00	360,196.32	0.00



**RESOLUTION  
SEPTEMBER 20, 2012**

**WHEREAS**, Tax Collector Marie Bell has indicated that due to a clerical error, the utility bill for Block 56; Lot 20 needs to be corrected, **and**

**WHEREAS**, the error occurred in the third and fourth quarters of 2011 due to a clerical error with the new computer program which resulted in the inactive account being charged , **and**

**WHEREAS**, Tax/Utility Collector Marie Bell has determined that the account balances should be cancelled in the following manner:

2011 Water: \$1,089.45

2011 Sewer: \$1,236.87

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey hereby authorize that the balances for the utility account for 400 Elm Street, A and B, Block 56; Lot 20 be cancelled in the amount of \$1,089.45 for water and \$1,236.87 for sewer.

**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 September 20, 2012.**

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



# BOROUGH OF LAKEHURST

5 Union Avenue  
Lakehurst, New Jersey 08733  
732-657-4161

MARIE C. BELL, CTC  
*Tax Collector*

MATCENE D. HOPKINS, CTA  
*Tax Assessor*

September 11, 2012

To: Mayor and Governing Body  
From: Marie C. Bell – Tax Collector  
Re: Block 56, lot 20  
Utility Account #621-0

Due to a clerical error the above utility account was billed when in fact, it was actually turned off. Public works changed the meter so the meter reading was not the same which could have indicated usage and I forgot to change the status box with the new utility program which tells the computer an account is on/off.

The amount to be cancelled is \$1,089.45 for water and \$1,236.87 for sewer.

  
Marie C. Bell, C.T.C.  
Tax Collector



*"Airship Capital of the World"*

**RESOLUTION  
SEPTEMBER 20, 2012**

**WHEREAS**, Tax Collector Marie Bell has indicated that the property designated as Block 26; Lot 3 has been sold and the tax sale certificate (#2008-3) has been redeemed, **and**

**WHEREAS**, the lien holder is entitled to be reimbursed the amount of the certificate, together with interest, cost and fees, **and**

**WHEREAS**, the amount due the lien holder is \$29,853.28

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that the lien holder be reimbursed in the amount of the certificate together with interest, cost and fees in the amount of:

Tax Sale Certificate #2008-3	\$29,853.28
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**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 September 20, 2012.**

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



# BOROUGH OF LAKEHURST

5 Union Avenue  
Lakehurst, New Jersey 08733  
732-657-4161

MARIE C. BELL, CTC  
*Tax Collector*

MATCENE D. HOPKINS, CTA  
*Tax Assessor*

September 10, 2012

To: Mayor and Governing Body  
From: Marie C. Bell – Tax Collector  
Re: Tax Sale Certificate #2008-3  
Block 26, lot 3

The above property has been sold and the tax sale certificate has been redeemed. The lien holder is therefore entitled to be reimbursed the amount of the certificate together with interest, costs and fees. The amount due the lien holder is \$29,853.28.

A handwritten signature in blue ink that reads "Marie C. Bell".

Marie C. Bell, C.T.C.  
Tax Collector



*"Airship Capital of the World"*