

**BOROUGH OF LAKEHURST
REMINDER: REDEVELOPMENT MEETING BEGINNING
AT 7:00 P.M.**

**REDEVELOPMENT AGENCY
MAY 1, 2014
TENTATIVE AGENDA**

1. Approval of Minutes of April 3, 2014 meeting
2. Any other business
3. Adjournment

**WORK SESSION/REGULAR MEETING
MAY 1, 2014
TENTATIVE AGENDA**

1. Proclamation regarding “Buddy Poppy” sales by VFW Post 10061 and visit by Poppy Princess
2. Approval of Minutes of April 17, 2014 Regular Meeting
3. Payment of Bills
4. Resolution regarding refund of escrow funds for ADMER Properties
5. Resolution regarding municipal service fee for mobile home parks
6. Resolution regarding redemption of tax sale certificate #12-00005
8. Resolution refunding tax overpayment for disabled veteran
9. Resolution regarding application for NJ DOT Safe Routes to School grant
10. Discussion of brown field grant process
- 11..Executive/Closed Session to discuss personnel matters/contract negotiations

Bernadette Dugan, RMC
Municipal Clerk

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

**RESOLUTION
MAY 1, 2014**

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 \$306,755.82 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 May 1, 2014.

**Bernadette Dugan, RMC
Municipal Clerk**

P.O. Type: All
Range: First to Last
Format: Detail without Line Item Notes

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

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type Description	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
14-00154	03/06/14	D0008 DIVISION OF CRIMINAL JUSTICE									
1		BASIC FIREARMS INSTRUCTOR	400.00	4-01-25-127-284	B TRAINING & EDUCATION		R	03/06/14	04/22/14		
14-00155	03/06/14	E0011 ERS FLEET REPAIR									
1		LABOR HOURS	2,850.00	4-01-26-147-281	B FIRE DEPT VEHICLE MAINT/REPAIR		R	03/06/14	04/22/14		16779
2		SHOP SUPPLIES	40.00	4-01-26-147-281	B FIRE DEPT VEHICLE MAINT/REPAIR		R	03/06/14	04/22/14		16779
3		PUMP PACKING	287.98	4-01-26-147-281	B FIRE DEPT VEHICLE MAINT/REPAIR		R	03/06/14	04/22/14		16779
4		DEXTRON QT	54.89	4-01-26-147-281	B FIRE DEPT VEHICLE MAINT/REPAIR		R	03/06/14	04/22/14		16779
5		KIT GASKET AND SHIM	255.00	4-01-26-147-281	B FIRE DEPT VEHICLE MAINT/REPAIR		R	03/06/14	04/22/14		16779
6		OIL SEAL	48.00	4-01-26-147-281	B FIRE DEPT VEHICLE MAINT/REPAIR		R	03/06/14	04/22/14		16779
7		SHIPPING	25.00	4-01-26-147-281	B FIRE DEPT VEHICLE MAINT/REPAIR		R	03/06/14	04/22/14		16779
8		DISPOSAL FEE	10.00	4-01-26-147-281	B FIRE DEPT VEHICLE MAINT/REPAIR		R	03/06/14	04/22/14		16779
9		SWITCH KIT	159.08	4-01-26-147-281	B FIRE DEPT VEHICLE MAINT/REPAIR		R	03/06/14	04/22/14		16779
10		TRANSFER BALL VALVE REPAIR KIT	193.50	4-01-26-147-281	B FIRE DEPT VEHICLE MAINT/REPAIR		R	03/06/14	04/22/14		16779
11		VACUUM GAUGE 0-30"	185.00	4-01-26-147-281	B FIRE DEPT VEHICLE MAINT/REPAIR		R	03/06/14	04/22/14		16779
12		SENDER	125.00	4-01-26-147-281	B FIRE DEPT VEHICLE MAINT/REPAIR		R	03/06/14	04/22/14		16779
13		3" RELIEF VALVE KIT	48.00	4-01-26-147-281	B FIRE DEPT VEHICLE MAINT/REPAIR		R	03/06/14	04/22/14		16779
14		PILOT VLAVE REPAIR KIT	106.00	4-01-26-147-281	B FIRE DEPT VEHICLE MAINT/REPAIR		R	03/06/14	04/22/14		16779
			4,387.45								
14-00167	03/11/14	B0057 BRITE COMPUTERS									
1		T732 CLAMSHELL MOUNT/SWIVEL	245.00	4-01-25-127-242	B EQUIPMENT - NEW PURCHASE		R	03/11/14	04/24/14		85652
14-00197	03/20/14	OC500 O.C. EMERGENCY MANAGEMENT CORD									
1		2014 MEMBERSHIP	25.00	4-01-25-133-299	B MISCELLANEOUS		R	03/20/14	04/24/14		
14-00221	04/01/14	P0032 THE PARTS SHACK, LLC									
1		FLOOR MATS 1PC RUBBER BLK	124.90	4-01-26-147-299	B MISCELLANEOUS		R	04/01/14	04/24/14		034766
14-00228	04/01/14	C0048 COTTRELL GRAPHICS									
1		ENVELOPES FOR UTILITY OFFICE	128.50	4-09-00-101-216	B PRINTING		R	04/01/14	04/24/14		414-13
14-00253	04/10/14	P0032 THE PARTS SHACK, LLC									
1		STROBE	88.49	4-01-26-147-256	B PUBLIC WKS VEHICLE MAINT/REP		R	04/10/14	04/24/14		
2		RUBBER GROMMETS	2.46	4-01-26-147-256	B PUBLIC WKS VEHICLE MAINT/REP		R	04/10/14	04/24/14		

PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
14-00253	04/10/14	P0032 THE PARTS SHACK, LLC			Continued					
		3 TOGGLE	4.20	4-01-26-147-256	B PUBLIC WKS VEHICLE MAINT/REP	R	04/10/14	04/24/14		
		4 FUSE HOLDER	4.99	4-01-26-147-256	B PUBLIC WKS VEHICLE MAINT/REP	R	04/10/14	04/24/14		
			<u>100.14</u>							
14-00260	04/10/14	A0054 ANGELO FIORINO								
		1 POLICE TECH SUPPORT CONTRACT	2,800.00	4-01-25-127-221	B SPECIAL CONSULTANTS	R	04/10/14	04/24/14		167
14-00283	04/15/14	J0900 JCP&L CUSTOMER ACCOUNTING								
		1 HOLIDAY LIGHTING 2013-2014	516.55	3-01-31-162-276	B ELECTRICITY	R	04/15/14	04/24/14		90404536
		2 HOLIDAY LIGHTING 2013-2014	500.00	4-01-31-162-276	B ELECTRICITY	R	04/15/14	04/24/14		90404536
			<u>1,016.55</u>							
14-00284	04/15/14	T0274 TAX COLLECTOR & TREAS ASSOC NJ								
		1 TAX COLLECTORS AND TREASURERS	275.00	4-01-20-103-284	B TRAINING AND EDUCATION	R	04/15/14	04/24/14		
14-00285	04/15/14	R0157 RED THE UNIFORM TAILOR, INC.								
		1 GUN BELT DON HUME BW	64.95	4-01-25-127-272	B UNIFORM REPAIRS - REPLACE	R	04/15/14	04/24/14		0A246684
		2 CUFF CASE DON HUME	61.90	4-01-25-127-272	B UNIFORM REPAIRS - REPLACE	R	04/15/14	04/24/14		0A246684
		3 OC SPRAY HOLDER	31.95	4-01-25-127-272	B UNIFORM REPAIRS - REPLACE	R	04/15/14	04/24/14		0A246684
			<u>158.80</u>							
14-00286	04/16/14	S0091 SERPICO PYROTECHNICS, LLC								
		1 2014 FIREWORKS DOWN PAYMENT	3,500.00	4-03-00-100-001	B RESV FOR: RECREATION TRUST	R	04/16/14	04/24/14		
14-00293	04/17/14	E0025 ERIN LANGE								
		1 COURT CALL OUT COVERAGE	90.00	4-01-43-201-299	B MISCELLANEOUS	R	04/17/14	04/23/14		
14-00296	04/24/14	C0032 CERTIFIED SPEEDOMETER								
		1 CALIBRATION PD CARS 2346	148.00	4-01-25-127-299	B MISCELLANEOUS	R	04/24/14	04/24/14		15109
14-00297	04/24/14	A0096 ADMER PROPERTIES, LLC								
		1 REFUND OF ESCROW FEES	460.00	4-03-00-400-214	B ESCROW: ADMER PROPERTIES LAW FIRM	R	04/24/14	04/24/14		
14-00299	04/24/14	P0022 SUN LIFE FINANCIAL								
		1 LIFE INS BILL 05/14	118.80	4-01-23-121-225	B INSURANCE - HEALTH	R	04/24/14	04/24/14		
14-00300	04/24/14	S0077 SUBURBAN PROPANE								
		1 PROPANE AND TANK RENTAL	100.00	4-09-00-101-299	B MISCELLANEOUS	R	04/24/14	04/24/14		

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
14-00301	04/24/14	P0151 PEDRONI FUEL OIL CO.									
		1 DYED DIESEL FOR PW GARAGE	1,457.90	4-01-31-160-266	B	DIESEL FUEL	R	04/24/14	04/24/14		486466
14-00302	04/24/14	R0073 RICHARD & SUSAN WAGNER									
		1 TAX REFUND - DISVET DEDUCTION	500.51	4-01-55-900-003	B	TAX REFUNDS	R	04/24/14	04/24/14		
14-00303	04/24/14	M0113 MANCHESTER TOWNSHIP									
		1 ILSA GASOLINE 02/14	1,235.84	4-01-31-160-265	B	GASOLINE	R	04/24/14	04/24/14		
14-00304	04/24/14	M0113 MANCHESTER TOWNSHIP									
		1 ILSA ANIMAL CONTROL 02-03/14	160.00	4-01-27-139-299	B	MISCELLANEOUS	R	04/24/14	04/24/14		
14-00305	04/24/14	N0009 NOTARY PUBLIC SECTION									
		1 NOTARY PUBLIC RENEWAL	25.00	4-01-20-104-281	B	PROFESSIONAL MEMBERSHIP & DUES	R	04/24/14	04/24/14		
14-00306	04/24/14	B0019 BOLLINGER, INC. - DENTAL									
		1 DENTAL INSURANCE BILL 05/14	2,743.42	4-01-23-121-225	B	INSURANCE - HEALTH	R	04/24/14	04/24/14		030909
14-00307	04/24/14	V0855 VERIZON									
		1 PHONE BILL	144.30	4-01-31-164-275	B	TELEPHONE	R	04/24/14	04/24/14		
		2 PHONE BILL	98.40	4-01-31-164-275	B	TELEPHONE	R	04/24/14	04/24/14		
		3 PHONE BILL	290.32	4-01-31-164-275	B	TELEPHONE	R	04/24/14	04/24/14		
		4 PHONE BILL	7.01	4-01-31-164-275	B	TELEPHONE	R	04/24/14	04/24/14		
		5 PHONE BILL	6.55	4-01-31-164-275	B	TELEPHONE	R	04/24/14	04/24/14		
			<u>546.58</u>								
14-00308	04/25/14	O0141 OCEAN COUNTY MUNICIPAL JIF									
		1 2014 SECOND PAYMENT OC JIF	35,900.00	4-09-00-101-228	B	INSURANCE - OTHER	R	04/25/14	04/25/14		
		2 2014 SECOND PAYMENT OC JIF	37,000.00	4-01-23-122-224	B	INSURANCE-WORKERS COMPENSATION	R	04/25/14	04/25/14		
		3 2014 SECOND PAYMENT OC JIF	9,574.53	4-01-23-120-224	B	INSURANCE - LIABILITY	R	04/25/14	04/25/14		
			<u>82,474.53</u>								
14-00309	04/25/14	O0284 OCEAN COUNTY DEPART OF FINANCE									
		1 COUNTY LEVY DUE 05/15/14	195,646.25	4-01-55-900-001	B	COUNTY TAXES PAYABLE	R	04/25/14	04/25/14		
14-00310	04/25/14	P0152 PETTY CASH FUND									
		1 PW GASOLINE	20.00	4-01-31-160-265	B	GASOLINE	R	04/25/14	04/25/14		
		2 PW DMV TITLE	60.00	4-01-26-147-299	B	MISCELLANEOUS	R	04/25/14	04/25/14		
		3 PW DMV TITLE	60.00	4-01-26-147-299	B	MISCELLANEOUS	R	04/25/14	04/25/14		

PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date Invoice
14-00310	04/25/14	P0152						
		PETTY CASH FUND			Continued			
		4 POLICE POSTAGE	19.15	4-01-25-127-218	B POSTAGE	R	04/25/14 04/25/14	
		5 EASTER SUPPLIES Y&R	21.50	4-01-28-141-299	B MISCELLANEOUS	R	04/25/14 04/25/14	
		6 ROBE CLEANING COURT	9.60	4-01-43-201-299	B MISCELLANEOUS	R	04/25/14 04/25/14	
			<u>190.25</u>					
14-00311	04/25/14	00286						
		OCEAN COUNTY ROAD DEPARTMENT						
		1 SCHEDULE C - ROAD SALT AND	1,800.00	4-01-26-135-267	B SCHEDULE "C"	R	04/25/14 04/25/14	
		2	1,293.60	4-01-26-113-299	B MISCELLANEOUS	R	04/25/14 04/25/14	
			<u>3,093.60</u>					
14-00312	04/25/14	ED010						
		EDWARD GALBIERCZK						
		1 REDEMPTION TSC# 12-00005	908.00	4-03-00-100-010	B THIRD PARTY LIENS	R	04/25/14 04/25/14	
		2 PREMIUM	500.00	4-03-00-100-007	B RESV FOR: TAX SALE PREMIUM	R	04/25/14 04/25/14	
			<u>1,408.00</u>					
14-00313	04/25/14	A0075						
		ASBURY PARK PRESS (AD)						
		1 CLERK ADVERTISING 04/23/14	56.60	4-01-20-104-215	B ADVERTISING	R	04/25/14 04/25/14	0102072104
14-00314	04/25/14	A9111						
		ADP, INC						
		1 PAYROLL CHARGES PDEND 04/11/14	319.53	4-01-20-103-299	B MISCELLANEOUS	R	04/25/14 04/25/14	434757365
14-00315	04/25/14	C0060						
		COMCAST CABLE						
		1 PUBLIC WORKS CABLE MODEM	79.90	4-01-31-168-299	B TELECOMMUNICATIONS	R	04/25/14 04/25/14	
14-00316	04/25/14	A0506						
		AT&T						
		1 AT&T TELEPHONE CHARGES	2,627.08	4-01-31-164-275	B TELEPHONE	R	04/25/14 04/25/14	
		2 AT&T TELEPHONE CHARGES	112.69	4-01-31-164-275	B TELEPHONE	R	04/25/14 04/25/14	
			<u>2,739.77</u>					
Total Purchase Orders: 33			Total P.O. Line Items: 66	Total List Amount: 306,755.82	Total Void Amount: 0.00			

Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total
CURRENT FUND APPROPRIATIONS	3-01	516.55	0.00	516.55	0.00
CURRENT FUND APPROPRIATIONS	4-01	264,742.77	0.00	264,742.77	0.00
TRUST ACCOUNT	4-03	5,368.00	0.00	5,368.00	0.00
WATER & SEWER OPERATING	4-09	<u>36,128.50</u>	<u>0.00</u>	<u>36,128.50</u>	<u>0.00</u>
Year Total:		306,239.27	0.00	306,239.27	0.00
Total of All Funds:		<u><u>306,755.82</u></u>	<u><u>0.00</u></u>	<u><u>306,755.82</u></u>	<u><u>0.00</u></u>

Resolution: Approval to submit a grant application and execute a grant agreement with the New Jersey Department of Transportation for the Pine Street curb and sidewalk project.

WHEREAS, the Borough of Lakehurst is eligible to apply for funds from the New Jersey Department of Transportation under the 2014 Safe Routes to School Program (SRTS),

WHEREAS, the Borough of Lakehurst has established pedestrian safety as a leading priority along its local roads, particularly those heavy traffic areas and areas along the school walking routes,

NOW, THEREFORE, BE IT RESOLVED that Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as SRTS-2014-Lakehurst Borough- to the New Jersey Department of Transportation on behalf of Borough of Lakehurst.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of Borough of Lakehurst and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Certified as a true copy of the Resolution adopted by the Council
On this 1st day of May, 2014

Clerk
Bernadette Dugan, RMC/CPM

My signature and the Clerk's seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the resolution above.

ATTEST and AFFIX SEAL

(Clerk)
Bernadette Dugan, RMC/CPM

(Presiding Officer)
Harry Robbins
Title Mayor

**RESOLUTION
MAY 1, 2014**

WHEREAS, ADMER Properties, LLC had made application to the Lakehurst Land Use Board for the property designated as 518 Cedar Street, Block 33; Lot 2 for a use variance, **and**

WHEREAS, ADMER Properties, LLC has posted the required escrow fees.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that the remaining escrow fees of ADMER Properties, LLC in the amount of \$ 460.00 be returned.

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 May 1, 2014.

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

**RESOLUTION
MAY 1, 2014**

WHEREAS, Section 18-4 of the Revised General Ordinances of the Borough of Lakehurst establishes a two tiered municipal service fee and the procedures for determining the amount of the fee, **and**

WHEREAS, the following is the formula establishing the municipal service fee when municipal trash pickup is used:

- A. 2013 Tax information (rounded to whole numbers)
 - a. \$ 3,310,167
 - b. \$ 3,274,465 ($\$3,310,167 - \$35,702$)
 - c. 703 residential homes
 - d. \$ 90.00 per week ($\$3,274,465 \div 703 \div 52$) (\$89.57 rounded)

- B.
 - a. 68 mobile homes
 - b. 9.67% ($68 \div 703$)
 - c. \$ 9.00 per week ($\$90 \times 9.67\%$) (\$8.70 rounded)
 - d. \$ 2.00 per week ($\$80,000 \div 771 \div 52$) (\$1.99 rounded)
 - e. \$ 11.00 per week, ($\$8.70 + \1.99) (\$10.69) **and**

WHEREAS, both parks use municipal trash pickup,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that the 2014 municipal service fee when municipal trash collection is used shall be \$ 11.00 per pad per week, said fee to be collected and remitted in accordance with Section 18 of the Revised General Ordinances of the Borough by the mobile home park owner.

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 May 1, 2014.

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

**RESOLUTION
MAY 1, 2014**

WHEREAS, Tax Collector Marie Bell has indicated that the mortgage company for the following property has paid the necessary amount to redeem the tax sale certificate.

Tax Sale Certificate #12-00005 Block 38, lot 5

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that the above tax sale certificate be reimbursed in the following amount:

Tax Sale Certificate #12-00005 \$1,408.00

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 May 1, 2014.

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

**RESOLUTION
MAY 1, 2014**

WHEREAS, the owner of Block 58, lot 14 has been assessed as a 100% disabled veteran and as such is entitled to receive the Disabled Veteran's Deduction on his primary residence from February 24, 2014, **and**

WHEREAS, the tax collector has calculated the difference between taxes already paid and what would have been due with the Disabled Veteran's Deduction, **and**

WHEREAS, payments to the Borough in property tax in 2014 has resulted in an overpayment of \$500.51 **and**

WHEREAS, the owner of Block 58, lot 14 has applied to the municipal tax office for a refund of the overpayment.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey hereby authorizes the refund of the \$500.51 overpayment to the property owner.

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 May 1, 2014.

**Bernadette Dugan, RMC
Municipal Clerk**