

**BOROUGH OF LAKEHURST**  
**WORK SESSION/REGULAR MEETING**  
**MARCH 16, 2017**  
**TENTATIVE AGENDA**

1. Approval of Minutes of March 2, 2017 Regular Meeting
2. Payment of Bills
3. Introduction and First Reading of Ordinance #2017-02 entitled: “AN ORDINANCE OF TIHE BOROUGH OF LAKEHURST, COUNTY OF OCEAN, STATE OF NEW JERSEY TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK”
4. Introduction of 2017 Municipal Budget
5. Executive/Closed Session to discuss personnel matters

Bernadette Dugan, RMC/CPM  
Municipal Clerk

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

**“AN ORDINANCE OF THE BOROUGH OF LAKEHURST, COUNTY OF OCEAN,  
STATE OF NEW JERSEY TO EXCEED THE MUNICIPAL BUDGET  
APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK  
(N.J.S.A. 40A: 4-45.14)**

**#2017-02**

**WHEREAS**, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to .5% unless authorized by ordinance to increase it to 3.5% over the previous year’s final appropriations, subject to certain exceptions; **and**,

**WHEREAS**, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; **and**,

**WHEREAS**, the Governing Body of the Borough of Lakehurst in the County of Ocean finds it advisable and necessary to increase its CY 2017 budget by up to 3.5% over the previous year’s final appropriations, in the interest of promoting the health, safety and welfare of the citizens; **and**,

**WHEREAS**, the Governing Body hereby determines that a 3.5 % increase in the budget for said year, amounting to \$ 98,583.00 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; **and**,

**WHEREAS**, the Governing Body hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

**NOW THEREFORE BE IT ORDAINED**, by the Governing Body of the Borough of Lakehurst, in the County of Ocean, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2017 budget year, the final appropriations of the Borough of Lakehurst shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5 %, amounting to \$98,583.00, and that the CY 2017 municipal budget for the Borough of Lakehurst be approved and adopted in accordance with this ordinance; **and**,

**BE IT FURTHER ORDAINED**, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; **and**,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; **and**,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

Hon. Harry Robbins  
Mayor

## NOTICE

**NOTICE IS HEREBY GIVEN** that the foregoing ordinance was introduced and passed on first reading at the regular meeting of the governing body of the Borough of Lakehurst, County of Ocean, and State of New Jersey, held on the 16th day of March, 2017 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 20th day of April, 2017 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.

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Bernadette Dugan, RMC/CPM  
Municipal Clerk

**RESOLUTION  
MARCH 16, 2017**

**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 \$44,724.46 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 March 16, 2017.**

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**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	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
16-01014	12/21/16	H0520 HD SUPPLY WATERWORKS LTD									
		1 OMNI 1 1/2" C2 MTR 100 GAL	1,150.00	6-09-00-101-212	B	MAINTENANCE SUPPLIES	R	12/21/16	03/10/17		
		2 OMNI 2" C2 MTR 100GAL W/STRNR	1,325.00	6-09-00-101-212	B	MAINTENANCE SUPPLIES	R	12/21/16	03/10/17		
		3 OMNI 3" C2 MTR 100GAL W/STRNR	3,360.00	6-09-00-101-212	B	MAINTENANCE SUPPLIES	R	12/21/16	03/10/17		
			5,835.00								
17-00062	01/23/17	S0090 SIGN UP SIGNS, LLC.									
		1 PW VEHICLE LETTERING W/CUSTOM	175.00	7-01-26-147-299	B	MISCELLANEOUS	R	01/23/17	03/10/17		
17-00066	01/23/17	M0118 MIRACLE CHEMICAL CO.									
		1 200 GAL SODIUM HYPOCHLORITE	660.00	7-09-00-101-267	B	CHEMICALS	R	01/23/17	03/10/17		
17-00107	02/08/17	R0013 RALPH, V.E. & SON, INC.									
		1 ADULT BVM	54.75	7-01-25-127-246	B	EQUIPMENT - SAFETY	R	02/08/17	03/10/17		334063
		2 CHILD BVM	76.65	7-01-25-127-246	B	EQUIPMENT - SAFETY	R	02/08/17	03/10/17		334063
		3 SUPRENO NITRILE LARGE GLOVES	147.50	7-01-25-127-246	B	EQUIPMENT - SAFETY	R	02/08/17	03/10/17		334063
			278.90								
17-00108	02/08/17	N0616 NJ STATE ASSC OF CHIEFS OF PD									
		1 E HIGGINS 2017 MEMBERSHIP DUES	275.00	7-01-25-127-281	B	PROFESSIONAL MEMBERSHIP & DUES	R	02/08/17	03/10/17		
17-00137	02/15/17	E0020 ELITE HEATING AND COOLING									
		1 SUPPLY & INSTALL CONTROL BRD	745.40	7-01-26-113-244	B	EQUIPMENT - MAINTENANCE/REPAIR	R	02/15/17	03/10/17		11697
17-00138	02/16/17	A0019 A.C. SCHULTES, INC.									
		1 FLOW SWITCH	895.00	7-09-00-101-221	B	SPECIAL CONSULTANT	R	02/16/17	03/10/17		
		2 AURORA BOOSTER PUMP AND	1,050.00	7-09-00-101-221	B	SPECIAL CONSULTANT	R	02/16/17	03/10/17		37296
			1,945.00								
17-00139	02/16/17	M0124 MTE ACCESSORIES									
		1 STAINLESS NERF BAR INSTALLED	449.95	7-01-26-147-256	B	PUBLIC WKS VEHICLE MAINT/REP	R	02/16/17	03/10/17		
17-00141	02/16/17	C0080 CEUNION									
		1 SOCIAL MEDIA MAYHEM	89.00	7-01-26-151-299	B	MISCELLANEOUS	R	02/16/17	03/10/17		



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Borough of Lakehurst  
Bill List By P.O. Number

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PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
17-00170	02/27/17	M0041 M&M CLEANING SERVICE, INC.									
		1 PD CLEANING FOR 02/17	210.00	7-01-25-127-299	B	MISCELLANEOUS	R	02/27/17	03/10/17		
		2 BH CLEANING FOR 02/17	210.00	7-01-26-113-299	B	MISCELLANEOUS	R	02/27/17	03/10/17		
			420.00								
17-00171	02/27/17	P0022 SUN LIFE FINANCIAL									
		1 LIFE INS BILL TO 4/1/17	111.51	7-01-23-123-228	B	INSURANCE - OTHER	R	02/27/17	03/10/17		
17-00174	03/01/17	J0007 JERSEY RENTS									
		1 SPEED SHORE RENTAL 6X6 3 DAYS	345.00	7-01-26-113-243	B	EQUIPMENT - LEASE	R	03/01/17	03/10/17		
17-00175	03/01/17	A0062 ALFRED SLOAN									
		1 MEDICARE REIMBURS. 12/16-2/17	660.00	7-01-23-123-227	B	INSURANCE	R	03/01/17	03/10/17		
17-00177	03/01/17	S0046 SECURALL MONITORING CORP									
		1 ESC ALARM MONITORING	98.85	7-01-26-113-299	B	MISCELLANEOUS	R	03/01/17	03/10/17		
17-00178	03/01/17	A0506 AT&T									
		1 AT&T TELEPHONE CHARGES	2,751.34	7-01-31-164-275	B	TELEPHONE	R	03/01/17	03/10/17		
17-00179	03/01/17	C0084 COASTAL SOLUTIONS									
		1 BLOCK SERVICE AGREEMENT	2,875.00	7-01-25-127-299	B	MISCELLANEOUS	R	03/01/17	03/10/17		
		2 FINANCE SHARE	718.75	7-01-20-103-299	B	MISCELLANEOUS	R	03/01/17	03/10/17		
		3 CLERK SHARE	718.75	7-01-20-104-299	B	MISCELLANEOUS	R	03/01/17	03/10/17		
		4 TAX SHARE	718.75	7-01-20-107-299	B	MISCELLANEOUS	R	03/01/17	03/10/17		
		5 UTILITY SHARE	718.75	7-09-00-101-299	B	MISCELLANEOUS	R	03/01/17	03/10/17		
			5,750.00								
17-00180	03/02/17	C0060 COMCAST CABLE									
		1 PUBLIC WORKS CABLE MODEM	85.93	7-01-31-164-275	B	TELEPHONE	R	03/02/17	03/10/17		
17-00181	03/02/17	L0048 LAKEHURST OPERATING, INC.									
		1 FUEL USAGE - FEBRUARY 2017	610.00	7-01-31-160-265	B	GASOLINE	R	03/02/17	03/10/17		
17-00186	03/06/17	NJ101 NJ DEPT OF HEALTH									
		1 DOG LIC REPORT FEBRUARY 2017	49.20	7-15-00-900-003	B	DUE STATE OF NJ-DOG TRUST FUND	R	03/06/17	03/10/17		
17-00189	03/06/17	J0900 JCP&L CUSTOMER ACCOUNTING									
		1 ELECTRIC BILL PD HQ	743.75	7-01-31-162-276	B	ELECTRICITY	R	03/06/17	03/10/17		

PO #	PO Date	Vendor	Contract	PO Type	Stat/Chk	First	Rcvd	Chk/Void	
Item Description	Amount	Charge Account	Acct Type	Description		Enc Date	Date	Date	Invoice
17-00189	03/06/17	J0900 JCP&L CUSTOMER ACCOUNTING	Continued						
2 ELECTRIC BILL ESC	714.11	7-01-31-162-276	B	ELECTRICITY	R	03/06/17	03/10/17		
	<u>1,457.86</u>								
17-00190	03/06/17	V0011 VERIZON WIRELESS							
1 BORO CELL PHONE BILL	570.84	7-01-31-164-275	B	TELEPHONE	R	03/06/17	03/10/17		
2 POLICE MDT CELL PH BILL	71.18	7-01-31-164-275	B	TELEPHONE	R	03/06/17	03/10/17		
3 FIRE DEPT CELL PH BILL	54.99	7-01-31-164-275	B	TELEPHONE	R	03/06/17	03/10/17		
	<u>697.01</u>								
17-00191	03/06/17	U0005 UNIFIRST CORPORATION							
1 PW UNIFORM CLEANING 01/17	717.64	7-09-00-101-271	B	UNIFORMS	R	03/06/17	03/10/17		
17-00197	03/09/17	N0029 TITAN, LLC							
1 BORO HALL WATER AND COOLER	12.00	7-01-26-113-299	B	MISCELLANEOUS	R	03/09/17	03/10/17		
2 POLICE DEPT WATER AND COOLER	42.00	7-01-25-127-299	B	MISCELLANEOUS	R	03/09/17	03/10/17		
3 PW GARAGE WATER AND COOLER	30.00	7-01-26-151-299	B	MISCELLANEOUS	R	03/09/17	03/10/17		
4 BORO HALL DOWNSTAIRS WATER	18.00	7-01-20-107-299	B	MISCELLANEOUS	R	03/09/17	03/10/17		
	<u>102.00</u>								
17-00198	03/09/17	N0136 NJ NATURAL GAS COMPANY							
1 ESC GAS BILL	2,020.07	7-01-31-165-269	B	NATURAL GAS	R	03/09/17	03/10/17		
2 PW GARAGE GAS BILL	879.27	7-01-31-165-269	B	NATURAL GAS	R	03/09/17	03/10/17		
3 COMMUNITY CENTER GAS BILL	487.44	7-01-31-165-269	B	NATURAL GAS	R	03/09/17	03/10/17		
4 PD HQ GAS BILL	352.60	7-01-31-165-269	B	NATURAL GAS	R	03/09/17	03/10/17		
5 BOROUGH HALL GAS BILL	200.57	7-01-31-165-269	B	NATURAL GAS	R	03/09/17	03/10/17		
	<u>3,939.95</u>								
17-00199	03/09/17	B0019 BOLLINGER, INC. - DENTAL							
1 DENTAL INSURANCE BILL 2/17	2,901.05	7-01-23-123-227	B	INSURANCE	R	03/09/17	03/10/17		042059
17-00200	03/09/17	A0971 AVAYA COMMUNICATION							
1 MERLIN SYSTEM AGREEMENT 3/17	77.14	7-01-31-164-275	B	TELEPHONE	R	03/09/17	03/10/17		
17-00201	03/09/17	J0900 JCP&L CUSTOMER ACCOUNTING							
1 ELECTRIC BILL UF	4,047.67	7-09-00-101-276	B	ELECTRIC	R	03/09/17	03/10/17		
17-00202	03/09/17	J0900 JCP&L CUSTOMER ACCOUNTING							
1 ELECTRIC BILL STREET LIGHTING	1,932.68	7-01-31-163-276	B	STREET LIGHTING	R	03/09/17	03/10/17		



PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
17-00203	03/10/17	U0071 U.S. POSTAL SERVICE									
1		FINANCE POSTAGE	400.00	7-01-20-103-299	B	MISCELLANEOUS	R	03/10/17	03/10/17		
2		TAX COLLECTOR POSTAGE	500.00	7-01-20-107-299	B	MISCELLANEOUS	R	03/10/17	03/10/17		
3		COURT POSTAGE	300.00	7-01-43-201-218	B	POSTAGE	R	03/10/17	03/10/17		
4		POLICE POSTAGE	100.00	7-01-25-127-218	B	POSTAGE	R	03/10/17	03/10/17		
5		TAX ASSESSOR POSTAGE	50.00	7-01-20-105-299	B	MISCELLANEOUS	R	03/10/17	03/10/17		
6		PW POSTAGE	200.00	7-01-26-153-299	B	MISCELLANEOUS	R	03/10/17	03/10/17		
7		MAY&COUNC POSTAGE	100.00	7-01-20-102-299	B	MISCELLANEOUS	R	03/10/17	03/10/17		
8		CLERK POSTAGE	350.00	7-01-20-104-218	B	POSTAGE	R	03/10/17	03/10/17		
			<u>2,000.00</u>								
17-00204	03/10/17	A9111 ADP, INC									
1		REPORTS AND 2016 W2s	505.06	7-01-20-103-299	B	MISCELLANEOUS	R	03/10/17	03/10/17		488722891
2		PAYROLL CHARGES PDEND 02/24/17	339.90	7-01-20-103-299	B	MISCELLANEOUS	R	03/10/17	03/10/17		489148893
			<u>844.96</u>								
17-00205	03/10/17	W0021 WESTERN PEST SERVICES									
1		PEST CONTROL SERVICE 3/17	105.00	7-01-26-113-222	B	CONTRACTUAL SERVICES	R	03/10/17	03/10/17		4366202B
17-00206	03/10/17	V0855 VERIZON									
1		PHONE BILL	6.55	7-01-31-164-275	B	TELEPHONE	R	03/10/17	03/10/17		
17-00207	03/10/17	L0040 LOWE'S									
1		B&G - BORO HALL WALL MATERIALS	61.72	7-01-26-113-262	B	MINOR TOOLS & EQUIPMENT	R	03/10/17	03/10/17		
2		B&G - BORO HALL WALL MATERIALS	12.32	7-01-26-113-262	B	MINOR TOOLS & EQUIPMENT	R	03/10/17	03/10/17		
3		B&G - BORO HALL WALL MATERIALS	25.04	7-01-26-113-262	B	MINOR TOOLS & EQUIPMENT	R	03/10/17	03/10/17		
4		PD - TV WALL MOUNT	44.99	7-01-25-127-244	B	EQUIPMENT - MAINTENANCE/REPAIR	R	03/10/17	03/10/17		
5		B&G - BORO HALL PAINT MATERIAL	249.31	7-01-25-127-244	B	EQUIPMENT - MAINTENANCE/REPAIR	R	03/10/17	03/10/17		
6		B&G - BORO HALL BATHROOM	28.79	7-01-26-113-262	B	MINOR TOOLS & EQUIPMENT	R	03/10/17	03/10/17		
7		B&G - BORO HALL TRIM/WALL PAIN	461.43	7-01-26-113-262	B	MINOR TOOLS & EQUIPMENT	R	03/10/17	03/10/17		
8		UF - SEWER LATERAL REPAIR	146.86	7-09-00-101-244	B	EQUIPMENT - MAINTENANCE/REPAIR	R	03/10/17	03/10/17		
9		B&G - BORO HALL TRIM	46.50	7-01-26-113-262	B	MINOR TOOLS & EQUIPMENT	R	03/10/17	03/10/17		
10		UF - SEWER PIPE	113.40	7-09-00-101-244	B	EQUIPMENT - MAINTENANCE/REPAIR	R	03/10/17	03/10/17		
			<u>1,190.36</u>								
17-00208	03/10/17	J0900 JCP&L CUSTOMER ACCOUNTING									
1		ELECTRIC BILL CF	1,057.89	7-01-31-162-276	B	ELECTRICITY	R	03/10/17	03/10/17		

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Borough of Lakehurst  
Bill List By P.O. Number

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PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
17-00209	03/10/17	C0032				CERTIFIED SPEEDOMETER					
		1 CALIBRATION PD CARS 2,5,6,7,9	192.50	7-01-25-127-299		B MISCELLANEOUS	R	03/10/17	03/10/17		19481

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Total Purchase Orders:	38	Total P.O. Line Items:	102	Total List Amount:	44,724.46	Total Void Amount:	0.00
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Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
WATER & SEWER OPERATING	6-09	5,835.00	0.00	5,835.00	0.00	0.00	5,835.00
CURRENT FUND APPROPRIATIONS	7-01	30,490.94	0.00	30,490.94	0.00	0.00	30,490.94
WATER & SEWER OPERATING	7-09	8,349.32	0.00	8,349.32	0.00	0.00	8,349.32
ANIMAL CONTROL FUND	7-15	49.20	0.00	49.20	0.00	0.00	49.20
Year Total:		<u>38,889.46</u>	<u>0.00</u>	<u>38,889.46</u>	<u>0.00</u>	<u>0.00</u>	<u>38,889.46</u>
Total of All Funds:		<u><u>44,724.46</u></u>	<u><u>0.00</u></u>	<u><u>44,724.46</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>44,724.46</u></u>