## **BOROUGH OF LAKEHURST**

## WORK SESSION/REGULAR MEETING FEBRUARY 15, 2018 TENTATIVE AGENDA

- 1. Approval of Minutes of February 1, 2018 Regular Meeting
- 2. Resolution regarding payment of bills
- 3. Resolution regarding award of contract for Pine Street Curb and Sidewalk Project Phase I
- 4. 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.

## RESOLUTION FEBRUARY 15, 2018

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 \$47,397.88 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 February 15, 2018.

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

Rcvd: Y Held: Y Aprv: N Bid: Y State: Y Other: Y Exempt: Y

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O # PO Date Vendor		channa Annount	Contract PO Type	e+-+ (eh).	First	Rcvd	Chk/Void	
tem Description	Amount	Charge Account	Acct Type Description	Stat/Cnk	Enc Date	Date	Date	Invoice
7-00883 11/08/17 A0113 ATLANTIC TAC	TICAL							
1 DESANTIS PRO STEALTH HOLSTER		7-01-25-127-275	B UNIFORM ALLOWANCE - HIGGINS	R	11/08/17	02/09/18		
2 PEARCE GRIP EXT GLOCK 42 PLUS		7-01-25-127-275	B UNIFORM ALLOWANCE - HIGGINS	R		02/09/18		
3 BENCHMADE AFO II AUTO KNIFE	156.57	7-01-25-127-275	B UNIFORM ALLOWANCE - HIGGINS	R		02/09/18		
4 5.11 SABRE JACKET 2.0 BLACK		7-01-25-127-275	B UNIFORM ALLOWANCE - HIGGINS	R		02/09/18		
5 SAFARI 7TS ALS CONCEAL PADDLE	29.70	7-01-25-127-275	B UNIFORM ALLOWANCE - HIGGINS	R		02/09/18		
	424.70							
L7-00982 12/07/17 M0013 BILL MEYER E	I FCTRTC							
1 INSTALL FLOOD LIGHTS AT PW		7-01-26-113-244	B EQUIPMENT - MAINTENANCE/REPAIR	R	12/07/17	02/09/18		
			•					
17-00997 12/14/17 M0034 MOTOROLA SOL 1 BATTERY NICD 1525 MAH		7 01 35 137 344	D FOUTDWENT MATNETNANCE/DEDATE	•	12/14/17	02/00/10		
		7-01-25-127-244	B EQUIPMENT - MAINTENANCE/REPAIR	R		02/09/18		
2 BATTERY NICD 2410T	492.00	7-01-25-127-244	B EQUIPMENT - MAINTENANCE/REPAIR	R	12/14/1/	02/09/18		
	132100							
17-01029 12/20/17 A0113 ATLANTIC TAC								
1 STREAMLIGHT CONTOUR REMOTE		7-01-25-127-275	B UNIFORM ALLOWANCE - HIGGINS	R		02/09/18		
2 5.11 STRYKE PANT KHAKI		7-01-25-127-275	B UNIFORM ALLOWANCE - HIGGINS	R		02/09/18		
3 5.11 STRYKE PANT GREEN		7-01-25-127-275	B UNIFORM ALLOWANCE - HIGGINS	R	12/20/17	02/09/18		
	157.44							
.7-01034 12/28/17 W0010 W. B. MASON	OFFICE SUPPL	IES						
1 LABELING TAPE		7-01-25-127-211	B OFFICE SUPPLIES	R	12/28/17	02/09/18		
2 BANKERS BOX		7-01-25-127-211	B OFFICE SUPPLIES			02/09/18		
3 MEDIUM GLOVES		7-01-25-127-211	B OFFICE SUPPLIES	R		02/09/18		
4 LARGE GLOVES		7-01-25-127-211	B OFFICE SUPPLIES	R		02/09/18		
5 LYSOL		7-01-25-127-211	B OFFICE SUPPLIES	R		02/09/18		
6 AA BATTERIES		7-01-25-127-211	B OFFICE SUPPLIES	R		02/09/18		
7 AAA BATTERIES		7-01-25-127-211	B OFFICE SUPPLIES	R		02/09/18		
8 FILE JACKET		7-01-25-127-211	B OFFICE SUPPLIES	R		02/09/18		
9 PAPER		7-01-25-127-211	B OFFICE SUPPLIES	R		02/09/18		
10 WESTCOTT SCISSORS		7-01-25-127-211	B OFFICE SUPPLIES	R		02/09/18		
11 STEEL FRAME		7-01-25-127-211	B OFFICE SUPPLIES	R		02/09/18		
AA VIELE IIVIL	70.11	AT TO TEL TIT	D OLLICE JOLLETES	r,	TE! ED! T!	05/03/10		

PO # PO Date Vendor Item Description	Amoun+	Charge Account	Contract PO Type Acct Type Description	c+a+ /chl	First Enc Date	Rcvd	Chk/Void Date	Invoice
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17-01034 12/28/17 w0010 W. B. MASON	OFFICE SUPPL	IES Continued						
12 FILE FOLDERS		7-01-25-127-211	B OFFICE SUPPLIES	R	12/28/17	02/09/18		
	363.24							
17-01043 12/29/17 w0033 WITMER PUBL	IC SAFETY							
1 STEARN RESCUE THROW BAG 50'		7-01-25-127-246	B EQUIPMENT - SAFETY	R	12/29/17	02/09/18		
2 SHIPPING		7-01-25-127-246	B EQUIPMENT - SAFETY	R		02/09/18		
	183.00				, -,			
18-00001 01/09/18 P0257 PUBLIC WORK	S ASSOC. OF N	1						
1 2018 MEMBERSHIP DUES		8-09-00-101-281	B PROFESSIONAL MEMBERSHIP & DUES	R	01/09/18	02/09/18		
2 2018 MEMBERSHIP DUES		8-09-00-101-281	B PROFESSIONAL MEMBERSHIP & DUES		01/09/18			
_	90.00		·	-	,,	,,		
18-00002 01/09/18 A0972 ADVANCE LEA	RNING							
1 PREPARING FOR WINTER MONTHS		8-01-26-135-299	B MISCELLANEOUS	R	01/09/18	02/09/18		
18-00007 01/10/18 B0074 MONMOUTH PA	PFR CO.							
1 STORAGE BOXES		8-01-20-104-211	B OFFICE SUPPLIES	R	01/10/18	02/09/18		
2 DATA BINDERS - LT BLUE		8-01-20-104-211	B OFFICE SUPPLIES	R		02/09/18		
3 9 1/2" X 12 1/2" CLASP ENVELOP		8-01-20-104-211	B OFFICE SUPPLIES	R		02/09/18		
4 LEGAL FILE FOLDERS		8-01-20-104-211	B OFFICE SUPPLIES	R		02/09/18		
5 LETTER FILE FOLDERS		8-01-20-104-211	B OFFICE SUPPLIES	R		02/09/18		
6 MINUTE BOOK OUTFIT - RED		8-01-20-104-211	B OFFICE SUPPLIES	R		02/09/18		
7 PLAIN LEDGER SHEETS - WHITE	111.98	8-01-20-104-211	B OFFICE SUPPLIES	R		02/09/18		
8 FILE GUIDES 1/3 TAB - LEGAL	95.98	8-01-20-104-211	B OFFICE SUPPLIES	R		02/09/18		
9 STANDARD STAPLES		8-01-20-104-211	B OFFICE SUPPLIES	R		02/09/18		
10 FILE JACKETS 1" EXP - LETTER	39.99	8-01-20-104-211	B OFFICE SUPPLIES	R		02/09/18		
11 INDEX TABS 1"	8.18	8-01-20-104-211	B OFFICE SUPPLIES	R		02/09/18		
12 HAMMERMILL TIDAL MP 8.5" X 11"	38.99	8-01-20-104-211	B OFFICE SUPPLIES	R		02/09/18		
13 TIDAL MP PAPER EXPRESS PACK	69.98	8-01-20-104-211	B OFFICE SUPPLIES	R		02/09/18		
14 ECONOMY 5 IN 1 DATE STAMP	32.95	8-01-20-104-211	B OFFICE SUPPLIES	R		02/09/18		
15 HEAVY DUTY BINDERS 4" RED	75.96	8-01-20-104-211	B OFFICE SUPPLIES	R		02/09/18		
16 EXP FILE FOLDERS 3.5" RED		8-01-20-104-211	B OFFICE SUPPLIES	R		02/09/18		
_	1,512.07				• •			
L8-00008 01/10/18 B0074 MONMOUTH PA	PER CO.							
1 TIDAL MP PAPER 8.5" X 11"		8-01-43-201-211	B OFFICE SUPPLIES	R	01/10/18	02/09/18		
2 HAND SANITIZER		8-01-43-201-211	B OFFICE SUPPLIES	R		02/09/18		

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9E00-8T0Z	8T/60/Z0	01/53/18	В	B COMPUTER EQUIPMENT	8-01-25-127-287	18-00060 01/23/18 60093 GUARDIAN TRACKING 720.00
00-02T02820	81/60/78	0T/SZ/T0	В	B bHXSICVF2	8-01-52-157-229 EDICIN	18-00058 01/23/18 W0008 WORKNET, OCEAN BAY OCC MI 333.75
	81/60/20	8T/8T/T0	В	B PROFESSIONAL MEMBERSHIP & DUES	8-01-52-157-281 ASSOC	18-00054 01/18/18 00531 OCEAN COUNT POLICE CHIEF 200.00
	8T/60/Z0	8T/8T/T0	В	B PRINTING	8-01-50-101-516	18-00052 01/18/18 C0048 COTTRELL GRAPHICS 1 BUSINESS CARDS ADMINISTRATOR 38.00
	8T/60/Z0	8T/8T/T0	В	B EQUIPMENT - MAINTENANCE/REPAIR	8-01-56-135-244	18-00047 01/18/18 u0008 ULTRA EQUIPMENT, LLC 294.00
	8T/60/Z0	8T/ZT/T0	В	B EQUIPMENT - SAFETY	8-01-25-127-246	18-00043 01/17/18 T0040 TEAM LIFE 236.00
	8T/60/Z0 8T/60/Z0 8T/60/Z0	8T/TT/T0	В В В	B MISCELLANEOUS  B MISCELLANEOUS	8-01-52-152-50-8 8-01-52-152-50-8 8-01-52-152-506 7-15	25.00 PREATH ALCOHOL W/CONFIRMATION
	8T/60/Z0 8T/60/Z0		R	B MISCELLANEOUS	8-01-26-153-299 8-01-26-153-299	18-00011 01/11/18 A0007 ALL INDUSTRIAL SAFETY PRO
	8T/60/Z0 8T/60/Z0 8T/60/Z0 8T/60/Z0 8T/60/Z0	8T/OT/TO 8T/OT/TO 8T/OT/TO 8T/OT/TO	8 8 8 8	B OFFICE SUPPLIES	beunitno2 LIS-103-EA-10-8 LIS-103-EA-10-8 LIS-103-EA-10-8 LIS-101-02-10-8 LIS-101-02-10-8	4 STEEL BOND BOX 36.68 5 FILE FOLDERS W/FASTENERS LETTR 38.49 6 SHELF AND TRAY KIT 38.49
bio 50 iovnI	Rcvd Chk/Vo	First Chk Enc Date	)   Stat	Contract PO Type Acct Type Description	Charge Account	PO # PO Date Vendor Amount Item Description

O# PO Date Vendor tem Description	Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Enc Date		Chk/Void Date	Invoice
8-00061 01/23/18 C0074 CUSTOM BAP		0.01.26.147.266		_	01 /22 /10	02/00/10		
1 PW F750 TIRES 11R22.5 DR444 H 2 DISMOUNT/MOUNT		8-01-26-147-256 8-01-26-147-256	B PUBLIC WKS VEHICLE MAINT/REP B PUBLIC WKS VEHICLE MAINT/REP	R		02/09/18 02/09/18		
3 OFF/ON		8-01-26-147-256	B PUBLIC WKS VEHICLE MAINT/REP	R R		02/09/18		
3-00064 01/25/18 A0116 AUTOSHRED	NJ							
1 SHREDDING - ON SITE	305.00	8-01-20-104-299	B MISCELLANEOUS	R	01/25/18	02/09/18		
3-00074 01/26/18 H0626 HENDERSON 1 LAB TESTS JANUARY 2018	LABS, J.R. INC	:. 8-09-00-101-222	B CONTRACTUAL SERVICES	R	01/26/18	02/09/18		
I LAD 16313 JANUARI 2010	120.00	0-03-00-101-222	B CONTRACTUAL SERVICES	ĸ	01/20/10	02/03/10		
3-00078 01/26/18 D0072 DYNAMIC TO 1 RANDOM DRUG/ALCH TEST - PW	ESTING SERVICE, 80.00	LLC 8-01-26-151-299	B MISCELLANEOUS	R	01/26/18	02/09/18		10083
3-00079 01/26/18 P0032 THE PARTS	SHACK, LLC							
1 BATTERY - CORE RETURNED		8-01-26-151-244	B EQUIPMENT - MAINTENANCE/REPAIR	R	01/26/18	02/09/18		242677
	NGINEERING COMP							
1 IN S88949: ESC HVAC REPAIR	494.00	8-01-26-113-244	B EQUIPMENT - MAINTENANCE/REPAIR	R	01/26/18	02/09/18		S88949
	IPMENT SERVICES			_	02 /05 /10	02 /00 /10		22207
1 FREIGHTLINER STARTING CYLINDER	192./8	8-01-26-147-256	B PUBLIC WKS VEHICLE MAINT/REP	R	02/05/18	02/09/18		22287
0-00101 02/05/18 P0022 SUN LIFE F		8-01-23-121-227	D Turumana Life Turumana	<b>n</b>	02 /0F /10	A2 /A0 /10		
1 LIFE INS BILL TO 3/1/18	100.71	0-01-23-121-227	B Insurance - Life Insurance	R	02/03/10	02/09/18		
3-00102 02/05/18 NJ101 NJ DEPT OF 1 DOG LIC REPORT JANUARY 2018		8-15-00-900-003	B DUE STATE OF NJ-DOG TRUST FUND	R	02/05/19	02/09/18		
	130.00	0-13-00-300-003	B DUE STATE OF NJ-DOG TROST FUND	ĸ	02/03/10	02/03/10		
I-00103 02/05/18 E0023		8-01-26-135-268	B SAND & SALT	R	02/05/18	02/09/18		902996-735
	•	0 AT 50 THE 500	D JAND & JALI	IX.	~L  VJ  10	02/ 03/ IO		302330 733
-00104 02/05/18 00012 ONE CALL C 1 ONE CALL MESSAGES 1/18		8-09-00-101-275	B TELEPHONE	R	02/05/18	02/09/18		8015365
·			- 1 2020 11912	11	,, 20			
-00105 02/05/18 N0029 TITAN, LLC 1 BORO HALL WATER AND COOLER		8-01-26-113-299	B MISCELLANEOUS	R	02/05/18	02/09/18		
2 POLICE DEPT WATER AND COOLER		8-01-25-127-299	B MISCELLANEOUS	R		02/09/18		

PO # PO Date Vendor Item Description	Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
18-00105 02/05/18 N0029 TITAN, LLC		Continued					·	
3 PW GARAGE WATER AND COOLER		8-01-26-151-299	B MISCELLANEOUS	R		02/09/18		
4 BORO HALL DOWNSTAIRS WATER	137.00	8-01-20-107-299	B MISCELLANEOUS	R	02/05/18	02/09/18		
L8-00106 02/06/18 U0005 UNIFIRST COR								
1 PW UNIFORM CLEANING 1/18	547.56	8-09-00-101-271	B UNIFORMS	R	02/06/18	02/09/18		
	IRST AID SQUA			_	02/00/10	02 /00 /10		
1 QUARTERLY CONTRIBUTION	5,000.00	8-01-22-131-237	B ANNUAL CONTRIBUTION	R	02/08/18	02/09/18		
18-00116 02/09/18 N0136 NJ NATURAL G		0 01 21 165 260	D MATURAL CAS	D	02/00/10	02/00/10		
1 ESC GAS BILL 2 PW GARAGE GAS BILL		8-01-31-165-269 8-01-31-165-269	B NATURAL GAS B NATURAL GAS	R R		02/09/18 02/09/18		
3 COMMUNITY CENTER GAS BILL		8-01-31-165-269	B NATURAL GAS	R R		02/09/18		
4 PD HQ GAS BILL		8-01-31-165-269	B NATURAL GAS	R		02/09/18		
5 BOROUGH HALL GAS BILL		8-01-31-165-269	B NATURAL GAS	R		02/09/18		
	5,120.00	0 01 31 103 203	D INTOINE CAS	K	02,03,10	02/03/10		
18-00117 02/09/18 L0040 LOWE'S				•				
1 B&G - LIGHT SWITCH COMM CENT		8-01-26-113-262	B MINOR TOOLS & EQUIPMENT	R	02/09/18	02/09/18		
2 B&G - FD HOSE REEL		8-01-26-113-262	B MINOR TOOLS & EQUIPMENT	R		02/09/18		
3 B&G - MAILBOX, SWITCH, LIGHTS		8-01-26-113-262	B MINOR TOOLS & EQUIPMENT	R		02/09/18		
4 B&G - CLEANING SUPPLIES		8-01-26-113-262	B MINOR TOOLS & EQUIPMENT	R		02/09/18		
5 B&G - LIGHTS BORO HALL		8-01-26-113-262	B MINOR TOOLS & EQUIPMENT	R		02/09/18		
6 B&G - GATE BOARDS - LAKE		8-01-26-113-262	B MINOR TOOLS & EQUIPMENT	R		02/09/18		
7 B&G - GATE BOARDS - LAKE		8-01-26-113-262	B MINOR TOOLS & EQUIPMENT	R		02/09/18		
8 B&G - CLEANING SUPPLIES	50.17 845.20	8-01-26-113-262	B MINOR TOOLS & EQUIPMENT	R	02/09/18	02/09/18		
18-00118 02/09/18 A9111 ADP, INC								
1 PAYROLL CHARGES PDEND 1/26/18	481.40	8-01-20-103-299	B MISCELLANEOUS	R	02/09/18	02/09/18		508030628
L8-00119 02/09/18 A0075 GANNETT NEW								
1 CLERK ADVERT. 1/1/18-1/3/18	854.90	8-01-20-104-215	B ADVERTISING	R	02/09/18	02/09/18		
L8-00120 02/09/18 J0900 JCP&L	1 040 35	0 01 31 103 350		_	02/00/50	02/00/20		
1 ELECTRIC BILL STREET LIGHTING	1,849.36	8-01-31-163-276	B STREET LIGHTING	R	02/09/18	02/09/18		

PO # PO Date Vendor Item Description	Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
18-00121 02/09/18 J0900 JCP&L 1 ELECTRIC BILL CF	2.803.28	8-01-31-162-276	B ELECTRICITY	R	02/09/18	02/09/18		
L8-00122 02/09/18 V0011 VERIZON WIRE	•	0 00 00 00 00			,,	,,		
1 BORO CELL PHONE BILL		8-01-31-164-275	B TELEPHONE	R	02/09/18	02/09/18		
2 POLICE MDT CELL PH BILL	71.18	8-01-31-164-275	B TELEPHONE	R		02/09/18		
3 FIRE DEPT CELL PH BILL	55.29 708.28	8-01-31-164-275	B TELEPHONE	R		02/09/18		
8-00123 02/09/18 v0855 VERIZON 1 PHONE BILL	6.55	8-01-31-164-275	B TELEPHONE	R	02/09/18	02/09/18		
1.8-00124 02/09/18 00145 OCEAN COUNTY		0 00 00 105 222	D CONTRACTIVAL CERNITORS		02 /00 /10	02/00/10		
1 1ST QTR 2018 UTILITIES CHARGE 2 2017 DEFICIENCY CREDIT	•	8-09-00-105-222 7-09-00-105-222	B CONTRACTUAL SERVICES B CONTRACTUAL SERVICES	R R		02/09/18 02/09/18		
L8-00125 02/09/18 C0060 COMCAST CABL 1 PUBLIC WORKS CABLE MODEM		8-01-31-164-275	B TELEPHONE	R	02/09/18	02/09/18		

Totals by Year-Fund Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND APPROPRIATIONS	7-01	2,240.38	0.00	2,240.38	0.00	0.00	2,240.38
WATER & SEWER OPERATING Year	7-09 <u>-</u> Total:	63,497.87- 61,257.49-	0.00	63,497.87- 61,257.49-	0.00	0.00 0.00	63,497.87- 61,257.49-
CURRENT FUND APPROPRIATIONS	8-01	28,529.31	0.00	28,529.31	0.00	0.00	28,529.31
ATER & SEWER OPERATING	8-09	79,970.06	0.00	79,970.06	0.00	0.00	79,970.06
NIMAL CONTROL FUND Year	8-15 <sub>-</sub> Total:	156.00 108,655.37	0.00	156.00 108,655.37	0.00	0.00	156.00 108,655.37
Total Of All	Funds:	47,397.88	0.00	47,397.88	0.00	0.00	47,397.88

## RESOLUTION FEBRUARY 15, 2018

**WHEREAS,** nine bids were received by the Lakehurst Borough Municipal Clerk on February 6, 2018 for a New Jersey Department of Transportation funded project: Pine Street Curb and Sidewalk Reconstruction Phase I; **and** 

**WHEREAS,** the Lakehurst Borough Council has reviewed the recommendations made by the Alan Dittenhofer, Municipal Engineer to award the contract to the apparent low bidder, A Team Concrete; **and** 

**WHEREAS**, the Chief Financial Officer has determined sufficient funds are authorized in the notice of grant award from the New Jersey Department of Transportation.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Lakehurst, County of Ocean, State of New Jersey hereby recommends to the New Jersey Department of Transportation that the contract for the Pine Street Road Reconstruction Phase I project be awarded to A Team Concrete, 104 George Street, South River, NJ 08882 in the amount of \$164,301.00, for the Base Bid and Alternate A bid subject to approval by the New Jersey Department of Transportation and the municipal attorney.

**BE IT FURTHER RESOLVED**, that the presiding officer of this body be and is hereby directed to sign for and on its behalf the contract in the prescribed form for said construction and that the municipal clerk of this body be and is hereby directed to seal said contract with the corporate seal of this body and to attest to the same.

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 February 15, 2018.

Bernadette Dugan, RMC/CPM Municipal Clerk