BOROUGH OF LAKEHURST

WORK SESSION/REGULAR MEETING DECEMBER 16, 2021 TENTATIVE AGENDA

- 1. Approval of Minutes of December 2, 2021 Regular Meeting
- 2. Approval of Executive Session minutes from January 21, 2021 to March 4, 2021
- 3. Resolution regarding payment of bills
- 4. Resolution regarding Current Fund and Utility Fund Transfer
- 5. Resolution approving Sidebar Agreement for Borough of Lakehurst Police Department
- 6. Resolution authorizing senior citizen deduction on 2021 taxes for Bl. 44 L. 5
- 7. Resolution appointing Megan Seibert as Recreation Leader
- 8. Executive/Closed Session to discuss personnel matters/contract negotiations

Maryanne Capasso, RMC Municipal Clerk

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

RESOLUTION DECEMBER 16, 2021

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 \$282,322.61 is hereby approved.

I, Maryanne Capasso, 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 December 16, 2021.

Maryanne Capasso Municipal Clerk, RMC

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21-00812 11/22/21 P0047 PLANET TECHNOLOGIES INC 1 PD G1 LICENSE PRO RATED 1 M0 7.04	IES INC 7.04	; INC 7.04 1-01-25-240-297	B Police - Miscellaneous	R	11/22/21 12/15/21	
21-00814 11/22/21 H0626 HENDERSON LABS, J.R. INC. 1 LAB TESTS NOVEMBER 2021 160.00 1-09-00-101-222	J.R. INC 160.00	1-09-00-101-222	B CONTRACTUAL SERVICES	~	11/22/21 12/15/21	28620
21-00815 11/22/21 P0032 THE PARTS SHACK, LLC 1 RV MARINE ANTIFREEZE 53.94 1-01-26-310-244	LLC 53.94	1-01-26-310-244	B EQUIPMENT - MAINTENANCE/REPAIR	R R	11/22/21 12/15/21	313794
21-00816 11/23/21 30007 JERSEY RENTS 1 ELECTRIC LIFT RENTAL	290.00	290.00 1-01-26-310-243	B EQUIPMENT - LEASE	~	11/23/21 12/15/21	
21-00818 11/23/21 A0093 ACTION UNIFORM CO. 1 BLAUER 8471 NAVY LG 2 FIRST TAC PANTS W/STRIPE 1 3 N/S W/VELCRO 4 BADGE PATCH 5 PERFECT FIT UNDER BELT 6 PERFECT FIT NYLON BELT 7 NYLON KEEPERS (4)	0. 148.00 184.00 14.00 9.00 25.99 35.99 35.99 429.97	1-01-25-240-272 1-01-25-240-272 1-01-25-240-272 1-01-25-240-272 1-01-25-240-272 1-01-25-240-272	B UNIFORM REPAIRS - REPLACE	~ ~ ~ ~ ~ ~ ~ ~	11/23/21 12/15/21 11/23/21 12/15/21 11/23/21 12/15/21 11/23/21 12/15/21 11/23/21 12/15/21 11/23/21 12/15/21 11/23/21 12/15/21	
21-00819 11/24/21 M0072 MPH INDUSTRIES 1 PD STREET SCOUT TRAILER	,429.00	7,429.00 1-01-25-240-242	B EQUIPMENT - NEW PURCHASE	~	11/24/21 12/15/21	
21-00860 12/10/21 H0032 HOLMDEL TOWNSHIP 1 SHARED SERVICES FOR 7/21-12/21 42,	,016.50	IIP 42,016.50 1-01-42-130-201	B Holmdel-Chief Financial Officer	cer R	12/10/21 12/15/21	21-1002
21-00864 12/10/21 T0004 TROOP 10 BOY SCOUTS 1 CLEAN COMMUNITIES CLEAN UP 250	UTS 250.00	JTS 250.00 G-02-00-200-423	B Clean Communities - 2018	œ	12/10/21 12/15/21	
21-00867 12/14/21 N0150 NJMVC (CAIR PROGRAM) 1 APPLICATION FOR ONLINE ACCESS 150	RAM) 150.00	JS0.00 1-01-20-120-299	B MISCELLANEOUS	œ	12/14/21 12/15/21	
21-00869 12/14/21 C0046 COLONIAL BOUQUET 1 VETERAN'S DAY WREATHS - PD 2 VETERAN'S DAY WREATHS - BORO	125.00 125.00 250.00	1-01-25-240-297 1-01-28-371-236	B Police - Miscellaneous B Public Events - Miscellaneous	« « ₍	12/14/21 12/15/21 12/14/21 12/15/21	

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PO # PO Date Vendor Item Description Amount Charge Account	Contract PO Type ount Acct Type Description	Stat/Chk	First Rcvd hk Enc Date	Chk/Void Date Invoice
21-00880 12/15/21 P0152 PETTY CASH FUND 1 HOLIDAY DECORATING CONTEST 225.00 1-01-55-900-006	0-006 B PETTY CASH	~	12/15/21 12/15/21	
21-00881 12/15/21 L0003 LAKEHURST HARDWARE 1 HARDWARE HOUSE ACCOUNT CHARGES 106.69 1-01-26-310-262	0-262 B MINOR TOOLS & EQUIPMENT	œ	12/15/21 12/15/21	
21-00882 12/15/21 H0026 HOLMAN, FRENIA, ALLISON, PC 1 2020 AUDIT SERVICE BALANCE DUE 1,000.00 1-09-00-103-222	3-222 B AUDIT	~	12/15/21 12/15/21	50476
21-00883 12/15/21 00139 OCEAN COUNTY LANDFILL 1 LANDFILL DUMP FEE ESCROW 10,000.00 1-01-32-465-257	5-257 B LANDFILL FEES	~	12/15/21 12/15/21	
21-00884 12/15/21 A0024 ACTION DATA SERVICES 1 PAYROLL SERVICE PDEND 11/21/21 333.43 1-01-20-130-299	0-299 B Finance - Miscellaneous	~	12/15/21 12/15/21	75802
21-00885 12/15/21 C0076 CLEARY, GIACOBBE, ALFIERI & 1 LABOR ATTORNEY FEES 585.00 1-01-20-155-231	5-231 B LEGAL SERVICES	~	12/15/21 12/15/21	101485
21-00886 12/15/21 A0075 GANNETT NEW JERSEY NEWSPAPERS 1 CLERK ADVERT. 11/01 - 11/30/21 957.05 1-01-20-122-215	2-215 B Advertising - Legal Advertisements	æ	12/15/21 12/15/21	0004269131
21-00887 12/15/21 C0060 COMCAST CABLE 89.62 1-01-31-440-275 1 WATER PLANT CABLE MODEM 110.84 1-01-31-440-275 2 PW CABLE MODEM 200.46	.0-275 B TELEPHONE .0-275 B TELEPHONE	~ ~	12/15/21 12/15/21 12/15/21 12/15/21	
21-00888 12/15/21 S0101 SHARON VANBERKEL 1 MEDICARE REIMBURS. 10/21-12/21 891.00 1-01-23-220-22	:0-228 B Insurance - Medicare Reimbursement	~	12/15/21 12/15/21	
21-00889 12/15/21 N0029 TWIN ROCKS WATER 1 BORO HALL WATER AND COOLER 2 POLICE DEPT WATER AND COOLER 95.96	:0-299 B MISCELLANEOUS :0-297 B Police - Miscellaneous	~ ~	12/15/21 12/15/21 12/15/21 12/15/21	
21-00890 12/15/21 E0001 EARLE ASPHALT COMPANY 1 2021 NJDOT LAKE ST RECONSTRUCT 175,952.38 G-02-00-200-627	00-627 B NJ DOT - Lake St	~	12/15/21 12/15/21	
21-00891 12/15/21 30900	16-276 B STREET LIGHTING	~	12/15/21 12/15/21	•

December 15, 2021 04:26 PM

PO # PO Date Vendor Item Description	Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Rcvd Stat/Chk Enc Date	Chk/void Date Invoice
21-00892 12/15/21 v0011 VERIZON 1 BORO CELL PHONE BILL 11/21	VERIZON WIRELESS 545.49	545,49 1-01-31-440-275	B TELEPHONE	~	12/15/21 12/15/21	
21-00893 12/15/21 N0136 NJ NATU 1 ESC GAS BILL 2 PW GARAGE GAS BILL 3 COMMUNITY CENTER GAS BILL 4 PD HQ GAS BILL 5 BOROUGH HALL GAS BILL	NJ NATURAL GAS COMPANY 1,105.52 929.20 716.98 324.22 266.02 3,341.94	1-01-31-437-269 1-01-31-437-269 1-01-31-437-269 1-01-31-437-269 1-01-31-437-269	B NATURAL GAS B NATURAL GAS B NATURAL GAS B NATURAL GAS B NATURAL GAS	~~~~	12/15/21 12/15/21 12/15/21 12/15/21 12/15/21 12/15/21 12/15/21 12/15/21 12/15/21 12/15/21	
21-00894 12/15/21 V0855 VERIZON 2 PHONE BILL 3 PHONE BILL	96.03 96.03 192.06	1-01-31-440-275 1-01-31-440-275	B TELEPHONE B TELEPHONE	∝ ∝	12/15/21 12/15/21 12/15/21 12/15/21	
21-00895 12/15/21 00012 ONE CAL 1 ONE CALL MESSAGES 11/21	ONE CALL CONCEPTS	45.76 1-09-00-101-275	B TELEPHONE	~	12/15/21 12/15/21	1115368
21-00896 12/15/21 P0151 PEDRONI 1 DYED DIESEL FOR PW GARAGE	PEDRONI FUEL OIL CO. AGE 1,144.73 1-01-31-447-266	1-01-31-447-266	B DIESEL FUEL	~	12/15/21 12/15/21	576133
21-00897 12/15/21 B9112 B & K E 1 VEHICLE REPAIR INV# 34227 2 VEHICLE REPAIR INV# 34228	B & K EQUIPMENT SERVICES 1227 241.36 1228 213.96 455.32	1-09-00-101-244 1-09-00-101-244	B EQUIPMENT - MAINTENANCE/REPAIR B EQUIPMENT - MAINTENANCE/REPAIR	~ ~	12/15/21 12/15/21 12/15/21 12/15/21	34227 34228
21-00898 12/15/21 L0040 LOWE'S 1 UTILITY SHARE 2 BULKHEAD PROJECT 3 B & G SHARE	166.83 98.54 328.22 593.59	1-09-00-101-244 C-04-00-563-001 1-01-26-310-262	B EQUIPMENT - MAINTENANCE/REPAIR B Ordinance 2021-07 various Improvements B MINOR TOOLS & EQUIPMENT	ω ~ ~ ~	12/15/21 12/15/21 12/15/21 12/15/21 12/15/21 12/15/21	
21-00899 12/15/21 P0046 PHOENIX A 1 CONT. DISCLOSURE AGENT SERVICE 2 CONT. DISCLOSURE AGENT SERVICE	PHOENIX ADVISORS, LLC r SERVICE 400.00 r SERVICE 650.00 1,050.00	1-01-20-130-299 1-09-00-101-299	B Finance - Miscellaneous B MISCELLANEOUS	~ ~	12/15/21 12/15/21 12/15/21 12/15/21	·

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PO # PO Date Vendor Item Description	Amount Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Rcvd Stat/Chk Enc Date Date	Chk/void Date Invoice	ಲ
21-00900 12/15/21 R0158 REMINGTO 1 GENERAL ENGINEERING THRU 11/21	REMINGTON & VERNICK ENGINEERS RU 11/21 114.00 1-01-20-165-232	B ENGINEERING SERVICES	œ	12/15/21 12/15/21	1514	15147114-9
21-00901 12/15/21 R0158 REMINGTOI 1 2021 NJDOT MUN AID LAKE ST REC	REMINGTON & VERNICK ENGINEERS KE ST REC 9,879.30 G-02-00-200-627	B NJ DOT - Lake St	œ	12/15/21 12/15/21	1514	15140077-11
21-00902 12/15/21 R0158 REMINGTO 1 PROVCO PINEGOOD SITE PLAN/APP	REMINGTON & VERNICK ENGINEERS LAN/APP 78.50 T-03-00-400-409	B Provco Pinegood (REVIEW) 1514-P-084	œ	12/15/21 12/15/21	1514	1514P084-11
21-00903 12/15/21 R0042 F	ROK INDUSTRIES, INC 105.00 1-01-20-122-215	B Advertising – Legal Advertisements	œ	12/15/21 12/15/21		
21-00904 12/15/21 R0158 REMINGTG 1 TAX MAP MAIN/REVISE 2021/2022	REMINGTON & VERNICK ENGINEERS 171/2022 170.00 1-01-20-165-232	B ENGINEERING SERVICES	~	12/15/21 12/15/21	1514	1514T117-1
21-00905 12/15/21 R0158 REMINGT 1 TAX MAP MAIN/REVISE 2021/2022	REMINGTON & VERNICK ENGINEERS N21/2022 69.00 1-01-20-165-232	B ENGINEERING SERVICES	~	12/15/21 12/15/21	1514	1514⊤117-2
21-00906 12/15/21 R0158 REM: 1 BID DOCS CELLULAR ANTENNA	REMINGTON & VERNICK ENGINEERS ENNA 1,065.00 1-01-20-165-232	B ENGINEERING SERVICES	œ	12/15/21 12/15/21	1514	1514T116-1
21-00907 12/15/21 R0158 REM 1 BID DOCS CELLULAR ANTENNA	REMINGTON & VERNICK ENGINEERS SINA 1,598.00 1-01-20-165-232	B ENGINEERING SERVICES	~	12/15/21 12/15/21	1514	15147116-2
Total Purchase Orders:	47 Total P.O. Line Items: 71 Total L	List Amount: 279,212.74 Total Void Amount:	0.00	00		

 $\frac{3,179.91}{81,886.10}$ 279,212.74 Total 98.54 78.50 78,706.19 197,149.60 0.0 8|8 0.0 0.0 0.0 G/L Total 0.0 88 0.0 0.0 0.0 Revenue Total Borough of Lakehurst Bill List By P.O. Number 78,706.19 3,179.91 81,886.10 98.54 78.50 Budget Total 197,149.60 279,212.74 Budget Held 0.0 0.00 9|8 0.0 0.0 279,212.74 78,706.19 3,179.91 81,886.10 98.54 78.50 **Budget Rcvd** 197,149.60 1-09 C-04 **20-**9 T-03 Fund 1-01 Year Total: Total Of All Funds: CURRENT FUND APPROPRIATIONS WATER & SEWER OPERATING Totals by Year-Fund Fund Description December 15, 2021 04:26 PM

December 13, 2021 09:25 AM		Borough of Lakehurst Bill List By P.O. Number	£		Page No: 1
P.O. Type: All Range: First to Last Format: Detail without Line Item Notes		Open: N RCvd: Y Bid: Y	N Paid: N Void: N Y Held: Y Aprv: N Y State: Y Other: Y	: N : N : Y Exempt: Y	
PO # PO Date Vendor Item Description	Amount Charge Account	Contract PO Type Acct Type Description		First Rcvd Chk/Void Stat/Chk Enc Date Date	oid Invoice
21-00866 12/13/21 w0030 WEX BANK 1 WAWA GAS CHARGES NOV 2021	3,109.87 1-01-31-447-265	B GASOLINE		R 12/13/21 12/13/21	76380177
Total Purchase Orders: 1 Total P.O. Line Items:		Total List Amount: 3,109.87	3,109.87 Total Void Amount:	0.00	

Totals by Year-Fund	ļ							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total	
							;	
CURRENT FUND APPROPRIATIONS	1-01	3,109.87	0.00	3,109.87	0.00	0.00	3,109.87	
Total Of All Funds:	-nnds:	3,109.87	0.00	3,109.87	0.00	0.00	3,109.87	

December 13, 2021 09:25 AM

RESOLUTION #21-XXX DECEMBER 16, 2021

WHEREAS, a survey of the disbursements and anticipated commitments against the 2021 Current Fund and 2021 Water-Sewer Utility Fund Budget Appropriations reveals the need to transfer funds; **and**

WHEREAS, Title 40A:4-58 of the Revised Statutes of the State of New Jersey authorizes transfers commencing November 1 of the current year to March 31 of the next year.

PER ATTACHMENT

NOW, THEREFORE, BE IT RESOLVED by Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that the above stated transfer is hereby approved.

I, Maryanne Capasso, 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 governing body at the meeting of December 16, 2021.

Maryanne Capasso, RMC Municipal Clerk

TRANSFER RESOLUTION #21-XXX OF DECEMBER 16, 2021 ATTACHMENT

CURRENT FUND

Transfer from:

Hansler Hom.	
Tax Collector - Salaries and Wages	\$ 3,500.00
Police - Salaries and Wages	7,500.00
Police - Clerical - Salaries and Wages	2,000.00
Police - Crossing Guards - Salaries and Wages	1,000.00_
Total Current Fund transfers from:	\$ 14,000.00

Transfer to:

Vehicle Maintenance - Other Expenses	\$ 6,000.00
Public Buildings and Grounds - Other Expenses	8,000.00
Total Current Fund transfers to:	\$ 14,000.00

RESOLUTION DECEMBER 16, 2021

WHEREAS, the Borough of Lakehurst ("Borough") and the Lakehurst Police Association ("Union") are parties to a collectively negotiated agreement in effect from January 1, 2019 through December 31, 2023 (hereinafter referred to as the "CNA"); **and**

WHEREAS, the Borough and Union have agreed that police officers of the Borough police Department, excluding supervisors and the assigned detective, will now follow a 12-hour shift schedule; **and**

WHEREAS, the Borough and Union have agreed that supervisors and the assigned detective in the Borough Police Department will continue to follow a 10-hour shift schedule; **and**

WHEREAS, because of the switch to a 12-hour shift schedule and the varying length of workdays among the different ranks of the Police Department, the Borough and the Union wish to convert leave time (such as vacation, personal, sick and bereavement leave) from days into hours;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, approve sidebar agreement for police officers of the Borough Police Department to follow a 12-hour shift.

I, Maryanne Capasso, 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 December 16, 2021.

Maryanne Capasso, RMC Municipal Clerk

RESOLUTION 2021-DECEMBER 16, 2021

RESOLUTION BOROUGH OF LAKEHURST, COUNTY OF OCEAN, STATE OF NEW JERSEY AUTHORIZING SENIOR CITIZEN DEDUCTION ON 2021 TAXES

WHEREAS, the Tax Assessor has recommended the allowance of a senior citizen deduction for 2021 of \$ 250.00;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that a senior citizen deduction be allowed and credited against Block 44, Lot 5 for 2021 taxes.

CERTIFICATION

of the Borough of Lakehurst, County of Ocean, he above resolution was approved by the Mayor 021.
Maryanne Capasso, RMC Municipal Clerk

RESOLUTION DECEMBER 16, 2021

WHEREAS, one (1) vacancy currently exists in the position of Recreation Leader, effective September 16, 2021, **and**

WHEREAS, Megan Seibert, has volunteered and supported borough activities for many years.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, that Megan Seibert be appointed to the position of Recreation Leader for the Borough of Lakehurst effective December 16, 2021.

I, Maryanne Capasso, 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 December 16, 2021.

Maryanne Capasso, RMC Municipal Clerk