

**BOROUGH OF LAKEHURST
REDEVELOPMENT AGENCY
MARCH 3, 2022
TENTATIVE AGENDA**

1. Cancelled due to no agenda

**WORK SESSION/REGULAR MEETING
MARCH 3, 2022
TENTATIVE AGENDA**

1. Approval of Minutes of February 17, 2022 Regular Meeting
2. Payment of Bills
3. Resolution regarding transfer (Current Fund)
4. Resolution authorizing the Tax Assessor to apply for reassessment of the Borough of Lakehurst
5. Resolution appointing Public Agency Compliance Officer
6. Resolution regarding person-to-person transfer of liquor license of Lakehurst Pizzeria Inc. to Hanger 21 Inc.
7. Introduction and first reading of Ordinance #2022-02 entitled: “AN ORDINANCE OF THE BOROUGH OF LAKEHURST, IN THE COUNTY OF OCEAN, NEW JERSEY, PROVIDING FOR A SPECIAL EMERGENCY APPROPRIATION OF \$54,395 FOR THE PREPARATION AND EXECUTION OF A COMPLETE PROGRAM OF REASSESSMENT OF REAL PROPERTY FOR USE OF THE LOCAL ASSESSOR OF THE BOROUGH OF LAKEHURST, IN THE COUNTY OF OCEAN, NEW JERSEY
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
MARCH 3, 2022**

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 \$377,068.57 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 March 3, 2022.

**Maryanne Capasso
Municipal Clerk, RMC**

PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type	Stat/Chk	First Rcvd	Chk/Void	Invoice
Item Description					Acct Type Description		Enc Date Date	Date	
22-00105	02/09/22	H0626 HENDERSON LABS, J.R. INC.							
1 LAB TESTS JANUARY 2022			180.00	2-09-00-101-222	B CONTRACTUAL SERVICES	R	02/09/22	03/02/22	58938
22-00106	02/09/22	D0072 DYNAMIC TESTING SERVICE, LLC							
1 POST ACCIDENT TEST INV# 49			280.00	2-09-00-101-299	B MISCELLANEOUS	R	02/09/22	03/02/22	49
22-00108	02/09/22	C0046 COLONIAL BOUQUET							
1 PD SYMPATHY WREATH - LOWE			100.00	2-01-25-240-297	B Police - Miscellaneous	R	02/09/22	03/02/22	
22-00150	02/17/22	J0035 JERSEY PINES OVERHEAD DOOR							
1 FIRST AID GARAGE DOOR INV#4981			343.50	2-01-26-310-244	B EQUIPMENT - MAINTENANCE/REPAIR	R	02/17/22	03/02/22	4981
22-00156	02/23/22	S0896 SHORE BUSINESS SOLUTIONS							
1 SHARP MX-M3071			4,631.00	2-01-20-120-289	B OFFICE EQUIPMENT	R	02/23/22	03/02/22	
22-00165	03/02/22	S0896 SHORE BUSINESS SOLUTIONS							
1 PD COPIER INVOICE# AR56627			60.84	2-01-25-240-297	B Police - Miscellaneous	R	03/02/22	03/02/22	AR56627
2 PW COPIER INVOICE# AR55848			32.70	2-01-26-305-299	B MISCELLANEOUS	R	03/02/22	03/02/22	AR55848
3 BORO COPIER INVOICE# AR55849			30.80	2-01-20-120-299	B MISCELLANEOUS	R	03/02/22	03/02/22	AR55849
			<u>124.34</u>						
22-00166	03/02/22	NJ101 NJ DEPT OF HEALTH							
1 DOG LIC REPORT FEBRUARY 2022			30.60	2-15-00-900-003	B Due to State - License Fees	R	03/02/22	03/02/22	
22-00167	03/02/22	S0101 SHARON VANBERKEL							
1 MEDICARE REIMBURS. 1/22 - 3/22			1,020.60	2-01-23-220-228	B Insurance - Medicare Reimbursement	R	03/02/22	03/02/22	
22-00168	03/02/22	W0030 WEX BANK							
1 WAWA GAS CHARGES FEB 2022			3,986.04	2-01-31-447-265	B GASOLINE	R	03/02/22	03/02/22	79104990
22-00169	03/02/22	J0012 JOE STEUBER							
1 MEDICARE REIMBURS. 12/21			148.50	2-01-23-220-228	B Insurance - Medicare Reimbursement	R	03/02/22	03/02/22	
2 MEDICARE REIMBURS. 1/22 - 2/22			340.20	2-01-23-220-228	B Insurance - Medicare Reimbursement	R	03/02/22	03/02/22	
			<u>488.70</u>						
22-00170	03/02/22	E0001 EARLE ASPHALT COMPANY							
1 2021 NJDOT LAKE ST RECONSTRUCT			8,411.58	G-02-00-200-627	B NJ DOT - Lake St	R	03/02/22	03/02/22	

PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice
22-00171	03/02/22	M0261 MACLEAN, NORBERT B, JR.							
		1 MEDICARE REIMBURS. 12/21	220.20	2-01-23-220-228	B Insurance - Medicare Reimbursement	R	03/02/22	03/02/22	
		2 MEDICARE REIMBURS. 1/22-2/22	340.20	2-01-23-220-228	B Insurance - Medicare Reimbursement	R	03/02/22	03/02/22	
			560.40						
22-00172	03/02/22	A0024 ACTION DATA SERVICES							
		1 PAYROLL SERVICE PDEND 2/6/22	198.90	2-01-20-130-299	B Finance - Miscellaneous	R	03/02/22	03/02/22	76979
		2 PAYROLL SERVICE W-2'S	604.14	2-01-20-130-299	B Finance - Miscellaneous	R	03/02/22	03/02/22	76781
		3 PAYROLL SERVICE QUARTERLYS	922.40	2-01-20-130-299	B Finance - Miscellaneous	R	03/02/22	03/02/22	76646
			1,725.44						
22-00173	03/02/22	P0022 SUN LIFE							
		1 LIFE INS BILL TO 4/22	108.00	2-01-23-220-227	B Insurance - Life Insurance	R	03/02/22	03/02/22	
22-00175	03/02/22	V0855 VERIZON							
		1 PHONE BILL	359.25	2-01-31-440-275	B TELEPHONE	R	03/02/22	03/02/22	
22-00176	03/02/22	C0060 COMCAST CABLE							
		1 ESC CABLE MODEM	171.06	2-01-31-440-275	B TELEPHONE	R	03/02/22	03/02/22	
		2 COMM CENTER CABLE MODEM	93.22	2-01-31-440-275	B TELEPHONE	R	03/02/22	03/02/22	
		3 BORO HALL CABLE MODEM	199.17	2-01-31-440-275	B TELEPHONE	R	03/02/22	03/02/22	
		4 PD CABLE MODEM	105.84	2-01-31-440-275	B TELEPHONE	R	03/02/22	03/02/22	
			569.29						
22-00177	03/02/22	P0152 PETTY CASH FUND							
		1 LOWE FAMILY FUNERAL GIFT	100.00	2-01-20-110-299	B MISCELLANEOUS	R	03/02/22	03/02/22	
		2 UTILITY SHARE	88.42	2-09-00-101-262	B MINOR TOOLS & EQUIPMENT	R	03/02/22	03/02/22	
		3 CLERK POSTAGE	4.50	2-01-20-120-218	B Clerk - Postage	R	03/02/22	03/02/22	
			192.92						
22-00178	03/02/22	J0900 JCP&L							
		1 ELECTRIC BILL STREET LIGHTING	1,524.60	2-01-31-436-276	B STREET LIGHTING	R	03/02/22	03/02/22	
		2 LED STREET LIGHTING	437.93	2-01-31-436-276	B STREET LIGHTING	R	03/02/22	03/02/22	
			1,962.53						
22-00179	03/02/22	J0900 JCP&L							
		1 ELECTRIC BILL CF	1,971.74	2-01-31-435-276	B ELECTRICITY	R	03/02/22	03/02/22	

March 2, 2022
03:06 PM

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	First Stat/Chk	Rcvd Enc Date	Chk/Void Date	Invoice
Total Purchase Orders:		28	Total P.O. Line Items:		45	Total List Amount:	30,307.57	Total Void Amount:		0.00

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND APPROPRIATIONS	1-01	1,830.42	0.00	1,830.42	0.00	0.00	1,830.42
WATER & SEWER OPERATING	1-09	<u>139.99</u>	<u>0.00</u>	<u>139.99</u>	<u>0.00</u>	<u>0.00</u>	<u>139.99</u>
	Year Total:	1,970.41	0.00	1,970.41	0.00	0.00	1,970.41
CURRENT FUND APPROPRIATIONS	2-01	18,681.56	0.00	18,681.56	0.00	0.00	18,681.56
WATER & SEWER OPERATING	2-09	1,138.42	0.00	1,138.42	0.00	0.00	1,138.42
ANIMAL CONTROL FUND	2-15	<u>30.60</u>	<u>0.00</u>	<u>30.60</u>	<u>0.00</u>	<u>0.00</u>	<u>30.60</u>
	Year Total:	19,850.58	0.00	19,850.58	0.00	0.00	19,850.58
	G-02	8,486.58	0.00	8,486.58	0.00	0.00	8,486.58
Total of All Funds:		<u><u>30,307.57</u></u>	<u><u>0.00</u></u>	<u><u>30,307.57</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>30,307.57</u></u>

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
22-00159	02/25/22	L0099 LAKEHURST BOARD OF EDU (BOND)	97,520.00	2-01-55-900-002		B SCHOOL TAXES PAYABLE	R	02/25/22	02/25/22		
		1 SCHOOL BOND PAYABLE									
22-00160	02/25/22	L0098 LAKEHURST BOARD OF EDUCATION	249,241.00	2-01-55-900-002		B SCHOOL TAXES PAYABLE	R	02/25/22	02/25/22		
		1 MARCH 2022									
Total Purchase Orders:		2	Total P.O. Line Items:		2	Total List Amount:	346,761.00	Total Void Amount:		0.00	

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND APPROPRIATIONS	2-01	346,761.00	0.00	346,761.00	0.00	0.00	346,761.00
Total of All Funds:		<u>346,761.00</u>	<u>0.00</u>	<u>346,761.00</u>	<u>0.00</u>	<u>0.00</u>	<u>346,761.00</u>

RESOLUTION
March 3, 2022

WHEREAS, a survey of the disbursements and anticipated commitments against the 2021 Current Operating 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 the transfers commencement November 1 of the current year to March 31 of the next year:

Transfer From:

Police S&W	<u>\$3,100.00</u>
Total	\$3,100.00

Transfer To:

Police OE	\$3,000.00
Mayor & Council OE	<u>100.00</u>
Total	\$3,100.00

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 March 3rd, 2022.

Maryanne Capasso, RMC
Municipal Clerk

#22-

**RESOLUTION OF THE BOROUGH OF LAKEHURST,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING THE TAX ASSESSOR TO APPLY FOR A REASSESSMENT OF THE
BOROUGH OF LAKEHURST**

WHEREAS, the Borough of Lakehurst has been ordered to complete a revaluation by the Ocean County Board of Taxation on November 5, 2021 and that revaluation order was approved by the Director of the Division of Taxation of New Jersey on November 29, 2021 in order to establish the proper evaluation of properties within the Borough; and

WHEREAS, the anticipated costs of a revaluation by an outside firm is \$70,000; and

WHEREAS, the Tax Assessor has prepared a plan for reassessment program to be completed instead of a revaluation by an outside firm for a budget of \$54,395; and

WHEREAS, the Borough Council has reviewed the aforesaid reassessment program and budget and is satisfied with the same.

WHEREAS, the Borough of Lakehurst wishes to complete a reassessment program to be approved by the Ocean County Board of Taxation and the State of New Jersey in order to establish the proper evaluation of properties within the Borough; and

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, as follows:

That the Tax Assessor is hereby authorized to submit an application of said reassessment program to the Ocean County Board of Taxation.

CERTIFICATION

I, Maryanne Capasso, Clerk of the Borough of Lakehurst, County of Ocean, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Borough Council of said Borough at a meeting held on the 3rd day of March 2022.

Maryanne Capasso, RMC
Borough Clerk

**RESOLUTION
MARCH 3, 2022**

WHEREAS, in accordance with N.J.A.C. 17:27-3.2 each public agency shall designate an individual to serve as its Public Agency Compliance Officer (PACO), which serves as the liaison between the Department of the Treasury, Division of Public Contracts Equal Employment Opportunity and the Borough, **and**

WHEREAS, the PACO serves as the Public Agency's point of contact for all matters concerning implementation and administration of the above referenced statute, **and**

WHEREAS, the Mayor and Council are desirous of appointing Municipal Clerk Maryanne Capasso to the position.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that Maryanne Capasso is hereby appointed a Public Agency Compliance Officer for the Borough of Lakehurst.

BE IT FURTHER RESOLVED, that in accordance with N.J.A.C 17:27 the Municipal Clerk is hereby authorized and directed to forward a certified copy of this Resolution to the State of New Jersey Department of the Treasury Division of Contract Compliance and EEO in Public Contracts.

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 March 3, 2022.

**Maryanne Capasso, RMC
Municipal Clerk**

**RESOLUTION
MARCH 3, 2022**

WHEREAS, Hanger 21 Inc. has applied to the Mayor and Council of the Borough of Lakehurst for a person-to-person transfer for the liquor license #1513-33-001-006 held by Lakehurst Pizzeria Inc., **and**

WHEREAS, the background investigation conducted by the Lakehurst Police Department has not revealed any disqualifying events, **and**

WHEREAS, based upon the investigation and verifying documentation provided by the applicant to the Police Department, the investigating officer has recommended that the transfer be approved, **and**

WHEREAS, all necessary forms and fees were submitted to the office of the Municipal Clerk, **and**

WHEREAS, the notice of the transfer was twice published as required.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, that the application of Hangar 21 Inc. for the person-to-person transfer of liquor license #1513-33-001-006 is hereby approved, effective immediately.

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 March 3, 2022.

**Maryanne Capasso, RMC
Municipal Clerk**

#2022-02
**AN ORDINANCE OF THE BOROUGH OF LAKEHURST,
IN THE COUNTY OF OCEAN, NEW JERSEY,
PROVIDING FOR A SPECIAL EMERGENCY
APPROPRIATION OF \$54,395 FOR THE PREPARATION
AND EXECUTION OF A COMPLETE PROGRAM OF
REASSESSMENT OF REAL PROPERTY FOR USE
OF THE LOCAL ASSESSOR OF THE BOROUGH OF
LAKEHURST, IN THE COUNTY OF OCEAN, NEW
JERSEY**

WHEREAS, N.J.S.A. 40A:4-53 (b) provides that a municipality may adopt an ordinance providing for a special emergency appropriation for the preparation and execution of a complete program of reassessment of real property for the use of the local assessor; **and**

WHEREAS, the Borough Council of the Borough of Lakehurst, in the County of Ocean, New Jersey (the "Borough") > determined to provide for the preparation and execution of a complete program of reassessment of real property for the use of the local assessor; **and**

WHEREAS, the estimated cost of the preparation and execution of a complete program of reassessment of real property for the use of the local assessor is \$54,395.

NOW THEREFORE, BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF LAKEHURST, IN THE COUNTY OF OCEAN, NEW JERSEY, AS FOLLOWS:

Section 1. Pursuant to N.J.S.A. 40A:4-53 (b), the sum of \$54,395 is hereby appropriated for the completion of a reassessment, and the same shall be deemed a special emergency appropriation as defined and provided for in N.J.S.A. 40A:4-55.

Section 2. The Borough may fund said special emergency appropriation either from surplus or through the issuance of "Special Emergency Notes" in accordance with the provisions of N.J.S.A. 40A:4-55 and at least 1/5 of the amounts of said appropriation shall be included in each annual budget, starting in 2022.

Section 3. A copy of this ordinance shall be filed with the Director of the Division of Local Government Services.

Section 4. This ordinance shall take effect upon final passage and publication as required by law.

NOTICE OF PENDING ORDINANCE

PUBLIC NOTICE IS HEREBY GIVEN that the foregoing ordinance was duly introduced and passed upon first reading at a regular meeting of the Borough Council of the Borough of Lakehurst, in the County of Ocean, New Jersey, held on March 3, 2022. Further notice is hereby given that said ordinance will be considered for final passage and adoption, after public hearing thereon, at a regular meeting of said Borough Council to be held at the Lakehurst Community Center, 207 Center Street, Lakehurst, New Jersey on March 17, 2022 at 7:30 p.m., and during the week prior to and up to and including the date of such meeting, copies of said ordinance will be made available at the Borough Clerk's Office to the members of the general public who shall request the same. The ordinance provides for a special emergency appropriation of \$54,395 to provide for the preparation and execution of a complete program of reassessment of real property for the use of the local assessor.

Maryanne Capasso, Borough Clerk