

**BOROUGH OF LAKEHURST
WORK SESSION/REGULAR MEETING
MAY 18, 2023
TENTATIVE AGENDA**

1. Approval of Minutes of May 4, 2023 Work Session/Regular Meeting
2. Payment of Bills
3. Resolution regarding municipal service fee for mobile home parks
4. Resolution regarding Chapter 159 for Stormwater Assistance Grant
5. Second reading and public hearing of Ordinance #2023-13 entitled: “AN ORDINANCE OF THE BOROUGH OF LAKEHURST, COUNTY OF OCEAN, STATE OF NEW JERSEY, FIXING AND DETERMINING THE AMOUNT OF SALARIES AND WAGES FOR CERTAIN EMPLOYEES AND OFFICIALS IN THE BOROUGH OF LAKEHURST, IN THE COUNTY OF OCEAN, AND STATE OF NEW JERSEY”
6. Executive/Closed Session to discuss public safety.

Maryanne Capasso, RMC
Municipal Clerk

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

**RESOLUTION
MAY 18, 2023**

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 \$273,216.06 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 May 18, 2023.

**Maryanne Capasso
Municipal Clerk, RMC**

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
23-00315	05/02/23	P0120									
		POLICE AND SHERIFFS PRESS		Continued							
		2 SHIPPING	2.60	3-01-25-240-211	B	OFFICE SUPPLIES	R	05/02/23	05/17/23		
			<u>32.60</u>								
23-00354	05/17/23	N0029									
		TWIN ROCKS WATER									
		1 BORO HALL WATER AND COOLER	45.98	3-01-20-120-299	B	MISCELLANEOUS	R	05/17/23	05/17/23		
		2 POLICE DEPT WATER AND COOLER	89.94	3-01-25-240-297	B	Police - Miscellaneous	R	05/17/23	05/17/23		
		3 PW WATER AND COOLER	165.86	3-01-26-305-299	B	MISCELLANEOUS	R	05/17/23	05/17/23		
			<u>301.78</u>								
23-00355	05/17/23	E0036									
		EASTERN ARMORED SERVICES INC.									
		1 BANK COURIER SERVICES	416.00	3-01-20-145-101	B	Tax Collector - Regular Salaries	R	05/17/23	05/17/23		0031053
		2 BANK COURIER SERVICES	416.00	3-09-00-101-299	B	MISCELLANEOUS	R	05/17/23	05/17/23		0031053
			<u>832.00</u>								
23-00356	05/17/23	S0896									
		SHORE BUSINESS SOLUTIONS									
		1 PD COPIER INVOICE# AR77376	76.90	3-01-25-240-297	B	Police - Miscellaneous	R	05/17/23	05/17/23		AR77376
		3 BORO COPIER INVOICE# AR77988	14.75	3-01-20-120-299	B	MISCELLANEOUS	R	05/17/23	05/17/23		AR77988
		4 BORO COPIER INVOICE# AR77989	18.15	3-01-20-120-299	B	MISCELLANEOUS	R	05/17/23	05/17/23		AR77989
			<u>109.80</u>								
23-00357	05/17/23	T0045									
		TRYSTONE CAPITAL ASSETS									
		1 PREMIUM 21-00003	38,600.00	3-01-55-900-005	B	TAX LIENS PREMIUM	R	05/17/23	05/17/23		
		2 TTL REDEMPTION	13,692.32	3-01-55-900-004	B	TAX LIENS 3RD PARTY	R	05/17/23	05/17/23		
			<u>52,292.32</u>								
23-00358	05/17/23	R0046									
		RUMPF LAW									
		1 PUBLIC DEFENDER	375.00	3-01-43-495-231	B	PUBLIC DEFENDER	R	05/17/23	05/17/23		
23-00359	05/17/23	R0158									
		REMINGTON & VERNICK ENGINEERS									
		1 B&K EQUIP P/F & S/P APPLICATIO	1,855.00	T-03-00-400-418	B	B&K Equipment Services B63 L6	R	05/17/23	05/17/23		1514P093-2
23-00360	05/17/23	R0158									
		REMINGTON & VERNICK ENGINEERS									
		1 B&K EQUIP P/F & S/P APPLICATIO	312.50	T-03-00-400-419	B	Moshe Lasdun B56 L16	R	05/17/23	05/17/23		1514P092-2
23-00361	05/17/23	R0158									
		REMINGTON & VERNICK ENGINEERS									
		1 C3 LAKEHURST 145 RT 70	285.00	T-03-00-400-417	B	C3 Lakehurst LLC B56 L18	R	05/17/23	05/17/23		1514P091-3

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Borough of Lakehurst
Bill List By P.O. Number

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
23-00372	05/17/23	C0114 COMPLETE SECURITY SYSTEMS INC.									
1	FIRE ALARM MONITOR	11/1 - 1/31	195.00	3-01-25-240-297	B	Police - Miscellaneous	R	05/17/23	05/17/23		3163452
2	BURG ALARM MONITOR	11/1 - 1/31	135.00	3-01-25-240-297	B	Police - Miscellaneous	R	05/17/23	05/17/23		3163452
			330.00								
23-00373	05/17/23	A0075 GANNETT NEW JERSEY NEWSPAPERS									
1	CLERK ADVERT.	2/1 - 2/28/23	484.36	3-01-20-122-215	B	Advertising - Legal Advertisements	R	05/17/23	05/17/23		
2	CLERK ADVERT.	4/1 - 4/30/23	629.60	3-01-20-122-215	B	Advertising - Legal Advertisements	R	05/17/23	05/17/23		0005588051
			1,113.96								
23-00374	05/17/23	V0011 VERIZON WIRELESS									
1	BORO CELL PHONE BILL	4/23	487.08	3-01-31-440-275	B	TELEPHONE	R	05/17/23	05/17/23		
23-00375	05/17/23	J0900 JCP&L									
1	ELECTRIC BILL UF		2,977.78	3-09-00-101-276	B	ELECTRIC	R	05/17/23	05/17/23		
23-00376	05/17/23	J0900 JCP&L									
1	RT 70 & ORCHARD LIGHT		57.97	3-01-31-436-276	B	STREET LIGHTING	R	05/17/23	05/17/23		
23-00377	05/17/23	A0062 ALFRED SLOAN									
1	MEDICARE REIMBURS.	3/23 - 5/23	989.40	3-01-23-220-228	B	Insurance - Medicare Reimbursement	R	05/17/23	05/17/23		
23-00378	05/17/23	C0131 CHARLOTTE SHEPHERD									
1	MEDICARE REIMBURS.	1/23 - 3/23	494.70	3-01-23-220-228	B	Insurance - Medicare Reimbursement	R	05/17/23	05/17/23		
23-00379	05/17/23	H0196 HALL'S SERVICE, INC.									
1	2304-1721: PW SILVERADO OIL CH		42.32	3-01-26-291-256	B	PUBLIC WKS VEHICLE MAINT/REP	R	05/17/23	05/17/23		2304-1721
2	2304-1843: PD 1307 OIL CHG		91.88	3-01-26-291-256	B	PUBLIC WKS VEHICLE MAINT/REP	R	05/17/23	05/17/23		2304-1843
3	2304-2068: PD 1303 WIPER BLADE		18.50	3-01-26-291-256	B	PUBLIC WKS VEHICLE MAINT/REP	R	05/17/23	05/17/23		2304-2068
4	2304-1975: PD 1305: MAN GASKET		417.10	3-01-26-291-256	B	PUBLIC WKS VEHICLE MAINT/REP	R	05/17/23	05/17/23		2304-1975
5	2304-1816: PD 1305 AIR SENSOR		282.08	3-01-26-291-256	B	PUBLIC WKS VEHICLE MAINT/REP	R	05/17/23	05/17/23		2304-1816
			851.88								
23-00380	05/17/23	L0098 LAKEHURST BOARD OF EDUCATION									
1	JUNE 2023		124,621.00	3-01-55-900-002	B	SCHOOL TAXES PAYABLE	R	05/17/23	05/17/23		
23-00381	05/17/23	O0145 OCEAN COUNTY UTILITIES									
1	2ND QTR 2023 UTILITIES CHARGE		68,537.79	3-09-00-105-222	B	CONTRACTUAL SERVICES	R	05/17/23	05/17/23		1800026324

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Borough of Lakehurst
Bill List By P.O. Number

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PO #	PO Date	Vendor			Contract	PO Type		First	Rcvd	Chk/Void	
Item Description			Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice

Total Purchase Orders:	38	Total P.O. Line Items:	59	Total List Amount:	273,216.06	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
CURRENT FUND APPROPRIATIONS	3-01	187,254.36	0.00	187,254.36	0.00	0.00	187,254.36
WATER & SEWER OPERATING	3-09	<u>76,449.27</u>	<u>0.00</u>	<u>76,449.27</u>	<u>0.00</u>	<u>0.00</u>	<u>76,449.27</u>
Year Total:		263,703.63	0.00	263,703.63	0.00	0.00	263,703.63
	T-03	9,512.43	0.00	9,512.43	0.00	0.00	9,512.43
Total of All Funds:		<u><u>273,216.06</u></u>	<u><u>0.00</u></u>	<u><u>273,216.06</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>273,216.06</u></u>

**RESOLUTION
MAY 18, 2023**

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. 2022 Tax information

1. Tax amount raised by residential taxes (Class 2) \$ 3,648,197.21
2. Number of residential homes (Class 2 items) 696 residential homes
3. Average tax paid per week (A1 divided by A2 divided by 52 weeks)
\$100.80

B.

1. Total Number of Mobile Homes: 70 mobile homes
2. Percent of mobile homes verses residential homes: $(70 \div 696)$
9.14%
3. Percent rate times base home rate $(\$100.80 \times 9.14\%)$ \$9.21
4. Trash disposal per week (Tipping fees $\div (696+70) \div 52$) \$2.51
5. \$ 11.72 per week, $(\$9.21 + 2.51)$; 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 2023 municipal service fee when municipal trash collection is used shall be \$ 11.72 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, 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 May 18, 2023.

**Maryanne Capasso, RMC
Municipal Clerk**

**RESOLUTION #2023-XXX
MAY 18, 2023**

**RESOLUTION PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN
THE BUDGET OF THE BOROUGH OF LAKEHURST PURSUANT TO N.J.S.A. 40A:4-87
(CHAPTER 159, P.L. 1948)**

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any such item of revenue in the budget of the county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget, and

WHEREAS, the Director may also approve the insertion of any item of appropriation for equal amount,

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Lakehurst, in the County of Ocean, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2023 which item is now available as a revenue from monies held pursuant to the provisions of statute.

Stormwater Assistance Grant	\$15,000.00
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BE IT FURTHER RESOLVED that a like sum of \$15,000 and the same is hereby appropriated under the following captions:

Stormwater Assistance Grant	\$15,000.00
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AND, BE IT FURTHER RESOLVED that the Chief Financial Officer shall submit one copy of the Certification for State and Federal Grants to the Director of the Division of Local Government Services for approval.

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 May 18, 2023.

**Maryanne Capasso, RMC
Municipal Clerk**

“AN ORDINANCE OF THE BOROUGH OF LAKEHURST, COUNTY OF OCEAN, STATE OF NEW JERSEY, FIXING AND DETERMINING THE AMOUNT OF SALARIES AND WAGES FOR CERTAIN EMPLOYEES AND OFFICIALS IN THE BOROUGH OF LAKEHURST, IN THE COUNTY OF OCEAN, AND STATE OF NEW JERSEY”

ORDINANCE #2023-13

BE IT ORDAINED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, as follows:

SECTION 1: The base salary and wage of the following employee of this Borough shall be as follows:

<u>POSITION :</u>	NON-CONTRACTUAL	
	<u>MINIMUM:</u> Per annum	<u>MAXIMUM:</u> Per annum
Municipal Housing Liaison	\$ 500.00	\$ 10,000.00

SECTION 2: All ordinances or parts of ordinances inconsistent herewith are hereby repealed.

SECTION 3: If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by a Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions hereof.

SECTION 4: This ordinance shall take effect after second reading and publication as required by law.

Hon. Harry Robbins
Mayor

NOTICE

NOTICE IS HEREBY GIVEN that an ordinance #2023-13 entitled “AN ORDINANCE OF THE BOROUGH OF LAKEHURST, COUNTY OF OCEAN, STATE OF NEW JERSEY, FIXING AND DETERMINING THE AMOUNT OF SALARIES AND WAGES FOR CERTAIN EMPLOYEES AND OFFICIALS IN THE BOROUGH OF LAKEHURST, IN THE COUNTY OF OCEAN, AND STATE OF NEW JERSEY” was finally adopted after a public hearing and Council approval at a meeting of the governing body held on the eighteenth day of May 2023. This ordinance shall become operative twenty days after final publication, pursuant to N.J.S.A. 40A: 9-165.

Maryanne Capasso, RMC

Municipal Clerk