BOROUGH OF LAKEHURST

WORK SESSION/REGULAR MEETING MARCH 21, 2024 TENTATIVE AGENDA

- 1. Approval of Minutes of March 7, 2024 Regular Meeting
- 2. Resolution regarding payment of bills
- 3. Resolution approving the contract between the Borough of Lakehurst and the Lakehurst Police Association
- 4. Resolution appointing Bryan LeVance as Water and Sewer Utilities Superintendent
- 5. Resolution hiring Danny Dries as Public Works Supervisor
- 6. Resolution approving Anthony Farmer as 90-Day Probationary Public Works Laborer
- 7. Resolution hiring Jean Verrier as Part-time Police Officer
- 8. Accepting resignation of Ava Goins, Public Works Secretary
- 9. Executive/Closed Session to discuss Personnel Matters

Maryanne Capasso, RMC Municipal Clerk

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

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 \$182,251.32 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 21, 2024.

Maryanne Capasso Municipal Clerk, RMC

Bid: Y State: Y Other: Y Exempt: Y

P.O. Type: All
Range: First to Last
Format: Detail without Line Item Notes Paid: N Void: N Open: N Rcvd: Y Held: Y Aprv: N

Vendors: All Include Non-Budgeted: Y

Rcvd Batch Id Range: First to Last

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
23-00416 06/05/23 E0035 ELITE VEHICLE 1 2023 FORD UTILITY LIGHT PKGS 2	17,401.42	3-01-44-222-297 3-01-25-240-242	B AQUISITION OF POLICE VEHICLE B EQUIPMENT - NEW PURCHASE	R R		03/20/24 03/20/24		
23-00713 09/14/23 F0006 FIRE & SAFETY 1 6201 PM SERVICES 2 6223 PM SERVICES 3 6223 PM SERVICES 4 6201 BALANCE DUE	3,100.00 3,037.59 62.41	3-01-26-292-299 3-01-26-292-299 3-01-25-265-244 4-01-26-292-299	B Vehicle Maintenance - Fire Department B Vehicle Maintenance - Fire Department B EQUIPMENT - MAINTENANCE/REPAIR B Vehicle Maintenance - Fire Department	R R R	09/14/23 09/14/23	03/20/24 03/20/24 03/20/24 03/20/24		
24-00124 02/08/24 w0033 WITMER PUBLIC 1 FD 2024 COMRESSOR SERVICE PM		4-01-25-265-299	B MISCELLANEOUS	R	02/08/24	03/20/24		INV392536
24-00131 02/14/24 C0095 CDW GOVERNMENT 1 HP PROBOOK 450 G10 15.6"NOTEBO 2 HP CARE PACK ACTIVE CARE	5,950.21	4-01-44-222-298 4-01-44-222-298	B AQUISITION OF COMPUTER EQUIPMENT B AQUISITION OF COMPUTER EQUIPMENT	R R		03/20/24 03/20/24		
24-00183 02/27/24 w0033 WITMER PUBLIC 1 ANNUAL SCBA FLOWTEST & INSPECT 2 C BATTERIES 3 ANNUAL TEST FACEPIECES 4 DISPOSAL FEE 5 TRAVEL CHARGE	1,054.00 109.20 72.00 22.00	4-01-25-265-244 4-01-25-265-244 4-01-25-265-244 4-01-25-265-244 4-01-25-265-244	B EQUIPMENT - MAINTENANCE/REPAIR	R R R R	02/27/24 02/27/24 02/27/24	03/20/24 03/20/24 03/20/24 03/20/24 03/20/24		
24-00185 02/29/24 E0035 ELITE VEHICLE 1 SIREN REPAIR 1302		4-01-26-291-252	B POLICE VEHICLE MAINT/REPAIR	R	02/29/24	03/20/24		
24-00189 02/29/24 C0074 CUSTOM BANDAG 1 BACKHOE TIRES		4-09-00-101-253	B MOTOR VEHICLE - TIRES	R	02/29/24	03/20/24		110047410

PO # PO Date Vendor		al c	Contract PO Type	المليدية	First	Rcvd	Chk/Void	
Item Description	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	e Date	Date	Invoice
24-00213 03/01/24 F0048 FERGUSON W	ATERWORKS							
1 6x3/4 CC DBL SS SDL 6.84-7.64	2,788.80	4-09-00-101-212	B MAINTENANCE SUPPLIES	R		03/20/24		
2 LF 3/4 CC X CTS COMP BALL CORP		4-09-00-101-212	B MAINTENANCE SUPPLIES	R		03/20/24		
3 LF 3/4 FLR THRD X CTS COMP COU	1,051.50	4-09-00-101-212	B MAINTENANCE SUPPLIES	R		03/20/24		
4 SS INS STFNR CTS PE		4-09-00-101-212	B MAINTENANCE SUPPLIES	R		03/20/24		
5 3/4 x 100 CTS 250 PSI NSF BLUE _	240.10 7,055.50	4-09-00-101-212	B MAINTENANCE SUPPLIES	R	03/01/24	03/20/24		
24-00222 03/12/24 T0040 TEAM LIFE								
1 POWERHEART G5 BATTERY		4-01-25-240-246	B EQUIPMENT - SAFETY	R		03/20/24		44648
2 SHIPPING	17.00 379.00	4-01-25-240-246	B EQUIPMENT - SAFETY	R	03/12/24	03/20/24		
24-00224 03/12/24 A0093 ACTION UNI								
1 FIRST TACTICAL BOOTS	159.00	4-01-25-240-274	B UNIFORM ALLOWANCE - JAMES	R	03/12/24	03/20/24		
24-00228 03/14/24 N0042 NJMVC 1 1996 MAC LICENSE PLATES	22.00	4-01-26-291-256	B PUBLIC WKS VEHICLE MAINT/REP	R	03/14/24	03/20/24		
1 1990 MAC EICENSE PLATES	22.00	4-01-20-231-230	B PUBLIC WAS VEHICLE PAINT/REP	I.	03/14/24	03/20/24		
24-00232 03/15/24 F0048 FERGUSON W	ATERWORKS							
1 1 SS INS STFNR CTS PE	39.60	4-09-00-101-212	B MAINTENANCE SUPPLIES	R		03/20/24		
2 LF 3/4 SS CTS INS STFNR		4-09-00-101-212	B MAINTENANCE SUPPLIES	R		03/20/24		
3 LF 1 CC X CTS COMP BALL CORP S		4-09-00-101-212	B MAINTENANCE SUPPLIES	R		03/20/24		
4 LF 3/4 FLR THRD X CTS COMP COU	701.00	4-09-00-101-212	B MAINTENANCE SUPPLIES			03/20/24		
5 4FT 1 ARCH PATT CURB BX L/ROD	295.20	4-09-00-101-212	B MAINTENANCE SUPPLIES	R		03/20/24		
6 5FT 1 ARCH PATT CURB BX L/ROD	318.00	4-09-00-101-212	B MAINTENANCE SUPPLIES	R	03/15/24	03/20/24		
7 33 STNRY CURB BX ROD	223.10	4-09-00-101-212	B MAINTENANCE SUPPLIES	R	03/15/24	03/20/24		
	2,384.55							
24-00240 03/20/24 H0196 HALL'S SERV								
1 2402-0689: PW CHEVY OIL CHNG		4-01-26-291-256	B PUBLIC WKS VEHICLE MAINT/REP	R		03/20/24		2402-068
2 2402-0495: PD 1306 COOLANT TAN		4-01-26-291-252	B POLICE VEHICLE MAINT/REPAIR			03/20/24		2402-049
3 2402-0521: PD 1302 FUEL PUMP		4-01-26-291-252	B POLICE VEHICLE MAINT/REPAIR			03/20/24		2402-052
4 2402-0651: PD 1306 BRAKES		4-01-26-291-252	B POLICE VEHICLE MAINT/REPAIR	R		03/20/24		2402-065
5 2402-0681: PW F-350 OIL CHNG		4-01-26-291-256	B PUBLIC WKS VEHICLE MAINT/REP	R		03/20/24		2402-068
6 2402-0689: PW SILVERADO OIL CH		4-01-26-291-256	B PUBLIC WKS VEHICLE MAINT/REP			03/20/24		2402-0689
7 2402-0810: PD 1303 BATTERY		4-01-26-291-252	B POLICE VEHICLE MAINT/REPAIR	R		03/20/24		2402-0810
8 2402-0832: PD 1305 OIL CHNG	57.81	4-01-26-291-252	B POLICE VEHICLE MAINT/REPAIR	R	03/20/24	03/20/24		2402-0832

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
24-00240 03/20/24 H0196 HALL'S SERVICE, INC. 9 2402-0917: PW DURANGO OIL CHNG 84.37 2,124.88		B PUBLIC WKS VEHICLE MAINT/REP	R	03/20/24	03/20/24		2402-0917
	4-09-00-101-275 4-09-00-101-275	B TELEPHONE B TELEPHONE			03/20/24 03/20/24		4025377 3075377
24-00242 03/20/24 u0005 UNIFIRST CORPORATION 1 PW UNIFORM CLEANING 2/24 1,393.01	4-09-00-101-271	B UNIFORMS	R	03/20/24	03/20/24		
24-00243 03/20/24 H0030 HOLIDAY CAR WASH 1 POLICE CAR WASHES INV# 1605 56.00	4-01-25-240-297	B Police - Miscellaneous	R	03/20/24	03/20/24		1605
24-00244 03/20/24 S0101 SHARON VANBERKEL 1 MEDICARE REIMBURS.1/24 - 3/24 1,048.20	4-01-23-220-228	B Insurance - Medicare Reimbursement	R	03/20/24	03/20/24		
	4-01-23-220-228 4-01-23-220-228	B Insurance - Medicare Reimbursement B Insurance - Medicare Reimbursement			03/20/24 03/20/24		
	4-01-23-220-228 4-01-23-220-228	B Insurance - Medicare Reimbursement B Insurance - Medicare Reimbursement			03/20/24 03/20/24		
24-00247 03/20/24 C0076 CLEARY, GIACOBBE, ALFIE 1 LABOR ATTORNEY FEES 346.50	RI & 4-01-20-155-231	B LEGAL SERVICES	R	03/20/24	03/20/24		13168
24-00248 03/20/24 R0046 RUMPF LAW 1 PUBLIC DEFENDER 375.00	4-01-43-495-231	B PUBLIC DEFENDER	R	03/20/24	03/20/24		
24-00249 03/20/24 A0024 ACTION DATA SERVICES 1 PAYROLL SERVICEPDEND 2/25/24 412.91	4-01-20-130-299	B Finance - Miscellaneous	R	03/20/24	03/20/24		86776
24-00250 03/20/24 L0055 LEAF 1 MARCH 2024 141.31	4-01-20-120-222	B Clerk - Contractual Services	R	03/20/24	03/20/24		16163596

O # PO Date Vendor tem Description	Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date Invoice
4-00251 03/20/24 C0060 COMCAST C 1 WATER PLANT CABLE MODEM		4-09-00-101-275	B TELEPHONE	R	03/20/24 03/20/24	
4-00252 03/20/24 C0060 COMCAST C 2 PW CABLE MODEM		4-01-31-440-275	B TELEPHONE	R	03/20/24 03/20/24	
4-00253 03/20/24 N0136 NJ NATURA 1 ESC GAS BILL 2 PW GARAGE GAS BILL 3 COMMUNITY CENTER GAS BILL 4 PD HQ GAS BILL 5 BOROUGH HALL GAS BILL	1,160.10 879.90 587.11	4-01-31-437-269 4-01-31-437-269 4-01-31-437-269 4-01-31-437-269 4-01-31-437-269	B NATURAL GAS	R R R R	03/20/24 03/20/24 03/20/24 03/20/24 03/20/24 03/20/24 03/20/24 03/20/24 03/20/24 03/20/24	
-00254 03/20/24 V0011 VERIZON W 1 BORO CELL PHONE BILL 2/24		4-01-31-440-275	B TELEPHONE	R	03/20/24 03/20/24	
1-00255 03/20/24 v0855 VERIZON 1 PHONE BILL 2 PHONE BILL		4-09-00-101-275 4-09-00-101-275	B TELEPHONE B TELEPHONE	R R	03/20/24 03/20/24 03/20/24 03/20/24	
1-00256 03/20/24 V0855 VERIZON 1 PHONE BILL	381.08	4-01-31-440-275	B TELEPHONE	R	03/20/24 03/20/24	
-00257 03/20/24 J0900 JCP&L 1 ELECTRIC BILL CF	2,098.83	4-01-31-435-276	B ELECTRICITY	R	03/20/24 03/20/24	
-00258 03/20/24 J0900 JCP&L 1 RT 70 & ORCHARD LIGHT	62.66	4-01-31-436-276	B STREET LIGHTING	R	03/20/24 03/20/24	
-00259 03/20/24 J0900 JCP&L 1 ELECTRIC BILL ST. LIGHTS	1,554.48	4-01-31-436-276	B STREET LIGHTING	R	03/20/24 03/20/24	
-00260 03/20/24 J0900 JCP&L 1 LED STREET LIGHTING	448.93	4-01-31-436-276	B STREET LIGHTING	R	03/20/24 03/20/24	
-00261 03/20/24 S0896 SHORE BUS 1 PD COPIER INVOICE# AR93999	INESS SOLUTIONS 60.52	4-01-25-240-297	B Police - Miscellaneous	R	03/20/24 03/20/24	AR93999

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
24-00261 03/20/24 S0896 SHORE I 2 BORO COPIER INVOICE# AR94607 3 PW COPIER INVOICE# AR94686		Continued 4-01-20-120-299 4-01-26-305-299	B MISCELLANEOUS B MISCELLANEOUS			03/20/24 03/20/24		AR94607 AR94686
24-00262 03/20/24 N0029 TWIN RO 1 BORO HALL WATER AND COOLER 2 POLICE DEPT WATER AND COOLER 3 PW WATER AND COOLER	88.93	4-01-20-120-299 4-01-25-240-297 4-09-00-101-299	B MISCELLANEOUS B Police - Miscellaneous B MISCELLANEOUS	R	03/20/24	03/20/24 03/20/24 03/20/24		
24-00263 03/20/24 L0040 LOWE'S 1 B & G SHARE	608.70	4-01-26-310-262	B MINOR TOOLS & EQUIPMENT	R	03/20/24	03/20/24		
24-00264 03/20/24 L0098 LAKEHUI 1 APRIL 2024	RST BOARD OF EDUCA 110,383.00	TION 4-01-55-900-002	B SCHOOL TAXES PAYABLE	R	03/20/24	03/20/24		
24-00265 03/20/24 A0123 AMAZON 1 CLERK 2 PELINO UNIFORM ALLOWANCE 3 PD UNIFORMS 4 PD OFFICE SUPPLIES	231.95 225.83	4-01-20-120-211 4-01-25-240-279 4-01-25-240-272 4-01-25-240-272	B Clerk - Office Supplies B UNIFORM ALLOWANCE - PELINO B UNIFORM REPAIRS - REPLACE B UNIFORM REPAIRS - REPLACE	R R	03/20/24 03/20/24	03/20/24 03/20/24 03/20/24 03/20/24		
24-00266 03/20/24 R0158 REMING 1 B & K INSPECTIONS	TON & VERNICK ENGI 2,157.54	NEERS T-03-00-400-422	B B&K Equipment Services B63 L6 (INSP ESC)	R	03/20/24	03/20/24		1514P093-11
24-00267 03/20/24 R0158 REMING 1 B & K INSPECTIONS	TON & VERNICK ENGI 370.72	NEERS T-03-00-400-422	B B&K Equipment Services B63 L6 (INSP ESC)	R	03/20/24	03/20/24		1514P093-12
24-00268 03/20/24 R0158 REMING 1 GENERAL ENGINEERING THRU 2/24	TON & VERNICK ENGI 1,530.00	NEERS 4-01-20-165-232	B ENGINEERING SERVICES	R	03/20/24	03/20/24		1514T125-2
24-00269 03/20/24 R0158 REMING 1 PINE ST & UNION AVE.	TON & VERNICK ENGI 537.50	NEERS G-02-00-200-629	B NJDOT FY 2023 - Pine St & Union Ave	R	03/20/24	03/20/24		15140081-10
24-00270 03/20/24 R0158 REMING 1 LIMELIGHT SUBDIVISION APP	TON & VERNICK ENGI 1,035.00	NEERS T-03-00-400-017	B Limelight III Escrow - Block 52 Lot 13	R	03/20/24	03/20/24		1514P097-1

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PO # PO Date Vendor Item Description		Contract rge Account Acct Type De	PO Type scription		First Rcvd Stat/Chk Enc Date Date	Chk/Void Date Invoice
Total Purchase Orders:	43 Total P.O. Line Items:	86 Total List Amount:	182,251.32	Total Void Amount:	0.00	

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March 20, 2024 03:22 PM

Borough of Lakehurst Bill List By P.O. Number

Totals by Year-Fund Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND APPROPRIATIONS	3-01	24,797.01	0.00	24,797.01	0.00	0.00	24,797.01
JRRENT FUND APPROPRIATIONS	4-01	140,068.65	0.00	140,068.65	0.00	0.00	140,068.65
WATER & SEWER OPERATING Year	4-09 -	<u>13,284.90</u> 153,353.55	0.00	13,284.90 153,353.55	0.00	0.00	13,284.90 153,353.55
	G-02	537.50	0.00	537.50	0.00	0.00	537.50
	т-03	3,563.26	0.00	3,563.26	0.00	0.00	3,563.26
Total Of All	Funds:	182,251.32	0.00	182,251.32	0.00	0.00	182,251.32

WHEREAS, the Borough of Lakehurst ("the Borough") and the Lakehurst Police Association, an affiliate of FOP NJ Labor Council ("the Association") have entered into negotiations to establish a contract between the Borough and the bargaining unit, and

WHEREAS, the existing contract expires on December 31, 2023, and

WHEREAS, the Borough and the Association have resolved all issues raised in negotiations, **and**

WHEREAS, this agreement has been drafted as a contract document covering the years January 1, 2024 through December 31, 2026.

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

- 1. Approve the contract between the Borough and the Association covering the years 2024; 2025; 2026.
- 2. The Mayor and Municipal Clerk are hereby authorized to execute the contract for the Borough of Lakehurst.
- 3. An executed copy of the contract will be on file in the Office of the Municipal Clerk.
- 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 21, 2024.

WHEREAS, the Borough of Lakehurst needs a Water and Sewer Utilities Superintendent, **and**

WHEREAS, Public Works Supervisor Bryan LeVance is qualified for the position, **and**

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that Bryan LeVance be appointed to Water and Sewer Utilities Superintendent with an increase of \$2,500.00 to his base salary, effective March 11, 2024.

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 21, 2024.

WHEREAS, Public Works Supervisor Bryan LeVance is being appointing as Water and Sewer Utilities Superintendent of March 11,2024, **and**

WHEREAS, the Borough of Lakehurst has determined the need to replace this supervisory position, **and**

WHEREAS, Daniel Dries is qualified for the position, and

WHEREAS, Public Works Department Head David Winton has recommended the hiring of Daniel Dries for this position,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that Daniel Dries be hired for the position of Public Works Supervisor at a base salary of \$85,000.00 per annum effective and prorated to March 11, 2024.

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 21, 2024.

WHEREAS, the Borough is in need of hiring a public works laborer; and

WHEREAS, Mr. David Winton Public Works Department Head, after a review of applications and interviews, has recommended Anthony Farmer to be hired.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, that Anthony Farmer be hired as a public works laborer at a salary of \$15.13 per hour, effective March 11, 2024 with a 90 day probationary period.

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 21, 2024.

WHEREAS, the Borough of Lakehurst needs to replace the compliment of part-time police officers, **and**

WHEREAS, Jean Verrier has applied for the vacant position, and

WHEREAS, Jean Verrier is a graduate of the Ocean County Police Academy, and

WHEREAS, Chief Kline has recommended the appointment of Jean Verrier to the Lakehurst Police Department,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that Jean Verrier be appointed as a part-time police officer with the Lakehurst Police Department at \$18.00 per hour effective March 20, 2024.

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 21, 2024.