

**BOROUGH OF MOUNTAIN LAKES
BOROUGH HALL
400 BOULEVARD
MOUNTAIN LAKES, NJ 07046
973-334-3131
www.mtnlakes.org**

**FEBRUARY 8, 2016
EXECUTIVE CLOSED SESSION – BEGINS AT 7:30 PM
PUBLIC SESSION – BEGINS AT 8:00 PM**

AGENDA

1. CALL TO ORDER AND OPEN PUBLIC MEETINGS ACT STATEMENT

This meeting is being held in compliance with Public Law 1975, Chapter 231, Sections 4 and 13, as notice of this meeting and the agenda thereof had been reported to The Citizen and the Morris County Daily Record and The Star Ledger on January 8, 2016 and posted in the municipal building.

Mayor Holmberg called the meeting to order at 7:33 p.m. in the municipal building.

2. ROLL CALL ATTENDANCE

Ms. Reilly called the roll. All Council members were present except for Councilman Borin, who was absent. Also present at the Executive Session were Borough Manager Rich Sheola, Borough Clerk Michele Reilly, Borough Planner Paul Phillips and Borough Attorney Robert Oostdyk.

3. FLAG

Mayor Holmberg led the salute to the flag.

4. EXECUTIVE CLOSED SESSION

R63-16 Resolution Providing for a Meeting Not Open to the Public In Accordance With The Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12

Matters Relating to Litigation, Negotiations and the Attorney-Client Privilege
-Affordable Housing Litigation

Motion made by Councilman McWilliams, second by Councilman Albergo, to enter into Executive Session with all members in favor signifying by "Aye".

Motion made Councilman Albergo, second by Councilman McWilliams, to adjourn the Executive Session and return to the public portion of the meeting with all members in favor signifying by "Aye".

5. COMMUNITY ANNOUNCEMENTS

Councilman Barrett extended congratulations to Cub Scout Pack 10 for their participation in the Pinewood Derby and also for their fundraising efforts on behalf of the Garden Club.

Mayor Holmberg announced that the baseline concussion testing, sponsored by the Recreation Commission, will be held on February 25 and February 29.

With the consent of Council, Mayor Holmberg announced that the Public Comment session and the introduction of Ordinance 01-16 would be held prior to the Special Presentation.

6. PUBLIC COMMENT

Please state your name and address for the record. Each speaker is limited to one (1) comment of no more than five (5) minutes and no yielding of time to another person.

Mayor Holmberg opened the public comment portion of the meeting with the consent of the Council. Mayor Holmberg explained the Council's policy of limiting each speaker to five (5) minutes with no yielding of time to another person.

Kevin Dolan – 6 Crescent Drive

Mr. Dolan objected to the fact that he could not get his late fee waived for the water and sewer bill. He said he was told by employees that they did not have the ability to waive the fees and he wanted to know if it was true. He stated that the post office was late in delivering his check to the Borough Hall, and that he had not been late for thirty (30) years. Mr. Dolan also told the Council that he was sorry for the decision they made about King of Kings and stated that they had really messed up.

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Steve Arnold – 4 Craven Road

Mr. Arnold said he was flabbergasted that the Council ignored the Planning Board and the comments of the residents in reference to King of Kings. He said he feels like that amendment doesn't make any significant changes to the Ordinance.

With no one else wishing to be heard, Mayor Holmberg closed the public comment portion of the meeting

Mayor Holmberg asked Mr. Sheola to look into the issue of late fees. Councilman Albergo reminded the audience that there was an auto payment option available which would negate the concern about incurring a late fee.

7. ORDINANCE 01-16

ORDINANCE AMENDING CHAPTER 245 OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF MOUNTAIN LAKES BY AMENDING THE RESIDENTIAL-AFFORDABLE HOUSING 2 (R-AH2) ZONE

Following introduction, the above Ordinance will be published in accordance with the law and a public hearing will be held on **March 14, 2016**.

VOTE AS INTRODUCED FEBRUARY 8, 2016

Council Member	By:	2 nd :	Yes	No	Abstain	Absent	By:	2 nd :	Yes	No	Abstain	Absent
Albergo			X									
Barrett	X		X									
Happer		X	X									
Lester			X									
McWilliams			X									
Borin						X						
Holmberg			X									

8. SPECIAL PRESENTATIONS

Public Works Advisory Committee – Beach Venue Design Project

The presentation was made by Recreation Director and Committee Member Audrey Lane, Committee Member Stephen Shaw, and RSC Architect Jeffrey Schlecht, with audiovisual assistance provided by Mark Prusina, Public Works Superintendent.

Mr. Shaw began the presentation by reminding Council that the Master Plan supports Recreation as part of the fabric of this community and Ms. Lane stated that the Borough's beaches and venues are the Main Street of the town.

Mr. Shaw said that the Council had budgeted \$40,000 for a professional feasibility study and had tasked the Public Works Advisory Committee to engage a professional and to bring recommendations back to the Council. He said the Committee established the following as the design criteria: safety, ADA compliance, sustainability, and aesthetics and hired RSC Architects to complete the study. Ms. Lane mentioned that the Committee had solicited feedback from different community organizations and recreation programs.

Mr. Schlecht mentioned that Island and Birchwood beach facilities were outdated and do not accommodate the needs of the community. He identified areas of focus, such as poor lighting, high maintenance landscaping, non-compliance with ADA rules and regulations, and seasonal use functionality. Mayor Holmberg stated that the buildings had been built in the late 1950's/early 1960's and had never been renovated.

Mr. Schlecht discussed ideas for proposed upgrades, such as increased lifeguard space, increased storage, updated and larger restrooms, covered areas for inclement weather situations, small concession buildings, and upgrades to signage, walkways, lighting and drainage.

Mr. Shaw estimated the total cost of renovations at approximately \$1.37 million dollars. He stated that, if Council consensus was to move forward with the project, he anticipated a design phase of two to three months, a permitting and approval phase of approximately three months, a bidding and award phase of three months, and five to six months for construction.

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The Council thanked the team for their efforts and the consensus was to move forward with the project. Councilman Happer suggested that discussions as to how to finance and fund the project should be held at a future meeting. Mayor Holmberg asked that the presentation and video be placed on the website. He also requested that Ms. Lane and Mr. Shaw establish a few dates for casual resident informational sessions.

9. REPORTS OF BOROUGH ESTABLISHED BOARDS, COMMISSIONS AND COMMITTEES

Green Team – Marnie Vyff

Ms. Vyff discussed Green Team's objectives for 2016, including EcoWeekend activities, water conservation awareness, and energy conservation action in schools, all of which will garner points toward the next awards cycle for the Sustainable Jersey program. She explained that the Borough holds a Silver Award through the end of 2017 and is hoping to be able to maintain Silver status. She said that there is no Gold award or criteria yet.

Ms. Vyff asked the Council to pass the resolution authorizing the submission of a two thousand dollar grant to Sustainable Jersey. She explained that the funds would be used for a rain barrel workshop, organic lawn care class, and help with getting another container for the recycling center for fluorescent light bulbs.

Mayor Holmberg thanked Ms. Vyff for her presentation and for the meaningful and lasting impact the Green Team will have on the community.

10. BOROUGH COUNCIL DISCUSSION ITEMS

Overview of Budget – Mr. Sheola and Bernie Re, Chief Financial Officer
Council Goals – Mr. Sheola

Overview of Budget –

Mr. Sheola explained that he had begun the 2016 budget process in September, and since then had been working on the budget in conjunction with the CFO, the Finance Advisory Committee, and Department Heads. He mentioned that currently, the budget appears to be under the levy cap. He stated that he expected to introduce the budget by the end of March with adoption scheduled for the end of April, and after the budget adoption he expected to address capital funding. He reminded the Council that the Borough is self-review for 2016.

Mr. Sheola said that as part of the budget package he has been developing a list of capital projects and also supplemental documentation, such as a vehicle inventory and planned replacement rates, a road inventory, a water system map, a hydrant map, and the water and sewer budgets. He said he is also reviewing the distribution of salaries among the current fund and water and sewer utilities. He complimented Mr. Prusina and Borough Engineer Bill Ryden for their work on the road inventory.

The Council complimented Mr. Sheola on his presentation. Councilman Happer asked that Mr. Sheola review appropriations at the next Council meeting.

Council Goals –

The Council discussed the revamped goal list and agreed that it was a better representation of the Council's priorities for 2016. Councilman Albergo suggested adding Sunset Dam to the goal list and the rest of the Council concurred. In addition, the Council determined that developing an administrative code was not the Council's goal but the Manager's responsibility and therefore requested Mr. Sheola delete it from the list. Mayor Holmberg said he would work with Mr. Sheola to wordsmith the final document and then it would be distributed to the Council.

11. ATTORNEY'S REPORT

Mr. Oostdyk had nothing additional to report.

12. MANAGER'S REPORT

Mr. Sheola had nothing additional to add to his written report.

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***CONSENT AGENDA ITEMS**

Matters listed as Consent Agenda Items are considered routine and will be enacted by one motion of the Council and one roll call vote. There will be no separate discussion of these items unless a Council member requests an item be removed for consideration.

Prior to the Consent Agenda vote Mayor Holmberg stated that after reading the minutes, he realized that the Council had not addressed the role of Council Liaison at the last meeting. He reminded Council members to take this role seriously in order to validate the efforts of the many volunteers. He encouraged Council members to keep in touch with the Chairs of the respective Boards, Committees, and Commissions, particularly if they were unable to attend a scheduled meeting.

Also, prior to the Consent Agenda vote Councilman Happer requested that Resolution 65-16 Resolution Authorizing the Lease of Property to New York SMSA Limited Partnership D/B/A/ Verizon Wireless for Co-Location and Equipment Storage Space at the Cellular Tower Located at the Municipal Complex be pulled from the agenda and not discussed until the lease agreement was provided to the Council. The Council consensus was that this resolution should be placed on the next meeting agenda and that the lease agreement should be included in the Council packet.

***13. *RESOLUTIONS**

- R64-16 Resolution of Support Authorizing the Sustainable Jersey Grant Application
- R65-16 Resolution Authorizing the Lease of Property to New York SMSA Limited Partnership D/B/A/ Verizon Wireless for Co-Location and Equipment Storage Space at the Cellular Tower Located at the Municipal Complex
- R66-16 Resolution Authorizing the Transfer of Appropriation Reserves
- R67-16 Resolution Authorizing the Payment of Bills

***14. *APPROVAL OF MINUTES**

- January 25, 2016 (Executive)
- January 25, 2016 (Regular)

***15. *DEPARTMENT REPORTS – None**

***16. *BOARD AND COMMITTEE AND COMMISSION APPOINTMENTS**

COMMISSION/BOARD	NAME	TERM	POSITION	DATES	NOTE
Zoning Board of Adjustment	Jake DeNooyer	2 year	2 nd Alternate	Thru 12.31.17	

Council Member	By:	2 nd :	Yes	No	Abstain	Absent
Albergo		X	X			
Barrett	X		X			
Happer			X			
Lester			X**			
McWilliams			X**			
Borin						X
Holmberg			X			

** Councilman McWilliams abstained from voting on Purchase Order #14780 on the bills list (Resolution 67-16) and Councilman Lester abstained from voting on Purchase Order #14774 on the bills list (Resolution 67-16)

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17. COUNCIL REPORTS

Finance Advisory Committee – Councilman Happer said Finance had already been covered during the discussion item on the budget.

Public Works Advisory Committee – Councilman Albergo said the Committee's report had been the special presentation on the beach venue.

Personnel Subcommittee – Mayor Holmberg said Mr. Sheola had discussed a leadership program that he is planning to bring to the Borough's Department Heads. He said Mr. Sheola had mentioned the possibility of offering attendance to other municipalities in order to offset the cost of the program.

Public Safety Subcommittee – Councilman Albergo said that the Subcommittee had discussed shifting administrative tasks, such as payroll, from uniformed police officers to the administrative offices and that Mr. Sheola had committed to reviewing this issue.

18. PUBLIC COMMENT

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Mayor Holmberg opened the public comment portion of the meeting with the consent of the Council. Mayor Holmberg explained the Council's policy of limiting each speaker to five (5) minutes with no yielding of time to another person.

With no one wishing to be heard, Mayor Holmberg closed the public comment portion of the meeting.

19. NEXT STEPS AND PRIORITIES

Mayor Holmberg reviewed the following next steps and priorities:

1. Mr. Sheola will review the Borough Code regarding due dates for tax and water/sewer utility payments.
2. The DPW beach venue presentation will be uploaded to the website, and Ms. Lane and Mr. Shaw will set up dates for casual chats with residents.
3. Mayor Holmberg will wordsmith the Council goals with Mr. Sheola.
4. As part of the budget process, Mr. Sheola will present department level appropriations at the February 22nd meeting, and review revenue and utilities at the March 14th meeting.
5. Resolution 65-16 will be presented at the next meeting along with the draft lease agreement.

In addition, Ms. Reilly mentioned that she had broadcast Iworq to the residents as requested at the last Borough Council meeting. Councilman Happer requested the budget information be sent a week in advance in order to give adequate time for Council review. Councilman Albergo also mentioned that Councilman McWilliams will be recusing himself from any future votes on Boonton Kiwanis activities as he is actively participating with the organization.

20. ADJOURNMENT at 10:34 P.M.

Motion made by Councilman Happer, second by Councilman Albergo to adjourn the meeting at 10:34 p.m., with all members in favor signifying by "Aye".

ATTEST: February 8, 2016

Michele Reilly, RMC, Borough Clerk

Peter Holmberg, Mayor