



**AGENDA FOR THE COUNCIL MEETING OF THE BOROUGH OF MOUNTAIN LAKES
HELD AT THE MUNICIPAL BUILDING, 400 BOULEVARD, MOUNTAIN LAKES NJ**

APRIL 23, 2018

PUBLIC SESSION BEGINS AT 8:00 PM

1) CALL TO ORDER AND OPEN PUBLIC MEETINGS ACT STATEMENT – Mayor

This meeting is being held in compliance with the provisions of the Open Public Meetings Act, P.L. 1975, Ch. 231. It was properly noticed and has been posted, and certified by the Clerk. Notice of this meeting has been sent to The Citizen, the Morris County Daily Record and The Star Ledger and posted on the bulletin board in the municipal building.

2) ROLL CALL ATTENDANCE - Clerk

3) FLAG SALUTE – Mayor

4) COMMUNITY ANNOUNCEMENTS

5) SPECIAL PRESENTATIONS

- a) ACS Relay for Life
- b) Developer for 420 Boulevard – Block 6, Lot 14. (Mountain Lakes Racquet Club property, corner of Rt. 46 and the Boulevard).

6) REPORTS OF BOROUGH ESTABLISHED BOARDS, COMMISSIONS AND COMMITTEES

- a) Environmental Commission presentation

7) 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.

8) BOROUGH COUNCIL DISCUSSION ITEMS

9) ATTORNEY'S REPORT

10) MANAGER'S REPORT

- a) Beach project

11) ORDINANCES

a) Introduction

- 1. None

b) Adoption

- 1. None

12) *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.

13) *RESOLUTIONS

R88-18, Authorization to pay bills

R89-18, Tax overpayment refunds

R90-18, Amendment to the temporary budget



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R91-18, Authorization to enter into an agreement with Laker Ventures LLC for IT review

R92-18, Authorization to enter into an agreement with Topology for Special Planning Services

14) *APPROVAL OF MINUTES

Regular Minutes

April 9, 2018, (Horst not eligible)

15) *BOARD, COMMITTEE AND COMMISSION APPOINTMENTS

a) *Joseph Scura to the Recreation Commission with a term running through 12/31/2019*

b) *Kevin E. Driscoll to the Environmental Commission as a regular member with a term running through 12/31/20 (Mr. Driscoll already serves the Environmental Commission as an Alternate member)*

16) *APPROVAL OF REPORTS FOR FILING (reports are included only if checked)

- ☒ *Construction Department*
- ☒ *Department of Public Works*
- ☒ *Fire Department*
- ☒ *Health Department*
- ☒ *Police Department*
- ☒ *Recreation Department*
- ☒ *Code Enforcement/Property maintenance report*

17) COUNCIL REPORTS

18) 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.

19) NEXT STEPS AND PRIORITIES

20) ADJOURNMENT

FROM: Mountain Lakes Environmental Commission

DATE: March 21, 2018

TO: Mountain Lakes Borough Council

SUBJECT: Review of 2016 Master Water Usage Plan

As requested by Mountain Lakes Borough Council (BC), the Mountain Lakes Environmental Commission (EC) has reviewed the Master Water Usage Plan (8/17/16). The EC found the plan was informative and a good starting point to understand water sources and usage and to recommend follow-up actions. However, there are several gaps that should be included in a formal water usage plan, and some data in the current plan is either out of date or incomplete. For example, the plan does not provide a clear, detailed understanding of the status of our water sources and current availability; nor does it fully address maintaining water quality, future water needs, sustainability of water sources and conservation. In addition, recommendations should be prioritized. While there are deficiencies, the 2016 Master Water Usage Plan flags potential issues or areas of possible concern regarding water usage. These are summarized below and include: water deficits in the watersheds supplying Mountain Lakes Borough (MLB) (sustainability of water supply); FIRM Capacity and MLB's ability to meet NJDEP requirements; and, understanding water losses and how to address them.

POTENTIAL ISSUES/CONCERNS RAISED IN REPORT

- **GROUND WATER DEFICIT** (Master Plan pg. 5, 6; Highlands Council, Water Resources Volume II, pages 120-126 and Appendix D (Attached)). In several sections of the Master Water Usage Plan, a water deficit is described relating to MLB water sources. This needs to be confirmed and addressed as needed. For example, the Master Water Usage Plan states that a comparison of current and projected water use indicates a ground water deficit for Water Management Area 6 from which the Borough derives its water. Similarly, in the New Jersey Water Resources Volume II MLB sub-watersheds are reported as being in deficit for net ground water availability (that portion of ground water available for human use without harming ecosystem).
- **MLB WATER DEMAND AND FIRM CAPACITY** (Master Plan pg. 6, para 2 and pg. 10, 11 tables). NJDEP requires that FIRM Capacity for a municipality provide adequate water supply (pg. 10, para 3). Tables in Water Usage Plan (pg. 10 and 11) indicate that peak daily water demand (0.903 MGD) for the Borough is approaching Firm Capacity (1.079 MGD). Also, from Table 11, the Borough's monthly water usage in 2015 was 29.2 MGM which is 97% of the monthly allowance of 30 MGM. These data suggest Borough water usage in 2015 was close to capacity. In August of 2005 and August of 2006 Mountain Lakes exceeded its 30 MGM (see attached Mountain Lakes Water Department Report, 19-Sep-14). These breaches resulted in a moratorium on new building projects for 5 years and BC passing a water conservation ordinance in 2007. The situation in 2018 needs to be determined.
- **UNDERSTANDING WATER LOSSES** (Master Plan pg. 3, para 2). According to the Master Water Usage Plan, in 2015 the discrepancy between billed and pumped water was 15%. Understanding the reasons for these differences will allow for the development of a plan for remediation and water conservation. An external reviewer (Dr. VanAbs, Rutgers University) for the EC suggested that the Borough use the States AWWA Manual M36 water loss audit approach. This approach provides information on the extent to which discrepancies in pumped and billed water are attributable to errors in measuring water use vs water losses and, for water losses, whether they are recoverable.

RECOMMENDATION

A comprehensive and data-based Master Water Usage plan is critical for MLB to maintain the current health of its citizens; its ecosystems; and, to guide the Borough's residential expansion and economic development. Above are noted gaps in our current Master Water Usage Plan. The MLEC strongly recommends that, in its 2018 list of goals and objectives, BC includes commissioning a professional Master Water Usage Plan that includes: current water uses; charts a course for water efficiency improvements; conservation activities; water reduction goals; and, addresses the potential issues listed above, thus updating the current plan.

Records of Water Use

OAR 690-086-0140(4) and (9)

Methodology

The International Water Association (IWA) and the American Water Works Association (AWWA) have published and promoted a water audit methodology that has been widely recognized and adopted throughout the water industry.² This method provides definitions and classifications for annual water production and consumption as shown in **Exhibit 2-2**. Knowing the magnitude of each category can assist a utility in estimating the financial impact of production, billing, and leak detection practices.

System input, shown in Column A of Exhibit 2-2, refers to the total quantity of water delivered to a distribution system from all sources: for example, water treatment plants or wells. The quantity of water generally is measured using large master meters located at key entry points into the distribution system. System input also is known as "production" and "demand." The system input volume must equal the sum of the authorized consumption and water losses that occur in the system (Column B of Exhibit 2-2).

EXHIBIT 2-2

Components of the IWA/AWWA Water Balance

A	B	C	D	E
System Input Volume = Production = System Demand (measured at Master Meters)	Authorized Consumption	Billed Authorized Consumption	Billed metered consumption (including water exported to another system). Billed unmetered consumption.	Revenue Water
		Unbilled Authorized Consumption	Unbilled metered consumption. Unbilled unmetered consumption.	Non-Revenue Water
	Water Losses	Apparent Losses	Unauthorized consumption. Data handling error. Metering Inaccuracies.	
		Real Losses	Leakage from transmission and/or distribution mains. Leakage and overflows at storage tanks. Leakage from service connections up to a point of customer metering.	

*AWWA. Manual of Water Supply Practices M36. *Water Audits and Loss Control Programs*, Third Edition, 2009.

Authorized consumption is divided into billed and unbilled categories. Billed authorized consumption is equivalent to revenue water. Unbilled authorized consumption contributes to

² AWWA. Manual of Water Supply Practices M36. *Water Audits and Loss Control Programs*, Third Edition, 2009.

BOROUGH OF MOUNTAIN LAKES WATER DEPT.
WATER SYSTEM MONTHLY TOTAL USAGE
AND AVERAGE DAILY DEMAND FROM 2000 TO 2012

"WATERSUM"
File: ml_water.xls
Report Date
19-Sep-14

MONTHLY TOTALS IN GALLONS													
	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
JAN	20,232,200	20,436,000	17,102,000	17,208,500	19,016,000	20,820,000	17,544,200	17,824,500	15,104,700	15,081,700	11,917,000	11,123,400	16,220,400
FEB	18,500,900	17,952,000	14,906,000	16,035,700	17,803,300	15,020,600	15,224,400	16,350,300	14,123,200	13,102,700	10,047,400	10,632,200	16,569,600
MAR	19,419,000	19,780,000	17,154,000	16,999,300	19,483,700	17,368,000	17,088,900	18,712,000	15,528,600	13,852,500	11,916,300	12,089,000	16,577,300
APR	19,321,000	19,975,000	16,631,000	16,758,700	17,415,900	17,825,000	18,797,100	18,210,700	16,079,700	14,476,000	12,425,700	12,878,500	18,914,800
MAY	23,753,500	29,716,900	18,179,000	20,400,200	20,212,000	24,518,800	26,076,500	26,222,300	19,496,500	17,857,300	14,088,700	16,734,700	19,366,000
JUN	23,594,700	26,082,800	19,290,700	19,830,100	25,013,500	27,803,999	23,955,900	28,245,800	22,939,200	14,506,500	17,120,600	21,120,600	21,455,700
JUL	26,881,300	28,946,500	26,571,500	27,988,100	25,211,100	27,730,900	25,566,400	26,455,800	26,656,400	17,358,900	22,227,100	26,562,500	28,008,300
AUG	20,755,800	28,947,700	27,720,500	23,426,400	22,143,600	32,284,501	30,978,300	24,051,700	25,138,400	15,749,600	20,438,400	21,327,400	21,405,100
SEP	21,379,000	24,835,000	18,849,000	20,478,900	21,765,700	27,854,900	21,524,300	24,218,400	21,522,700	15,520,900	17,171,700	17,121,700	18,379,200
OCT	21,639,000	21,656,000	17,968,000	19,098,400	18,799,000	21,132,900	20,272,000	20,087,000	17,592,100	13,174,000	11,984,300	16,801,900	14,288,500
NOV	19,752,000	18,383,000	16,108,000	17,079,000	16,348,600	17,908,210	17,878,400	15,540,200	13,901,400	11,158,600	10,708,500	14,505,800	12,424,000
DEC	20,877,000	17,837,000	17,194,500	17,930,400	19,672,000	17,568,600	18,036,200	15,543,400	14,704,600	11,772,000	11,009,500	16,353,800	13,972,600
AVG.	21,342,117	22,878,992	18,972,850	19,436,142	20,240,367	22,318,034	21,078,550	20,955,175	18,565,625	14,467,392	14,269,350	16,437,625	18,131,792
MAX.	26,881,300	29,716,900	27,720,500	27,988,100	25,211,100	32,284,501	30,978,300	28,245,800	26,656,400	17,857,300	22,227,100	26,562,500	28,008,300
MIN.	18,500,900	17,837,000	14,906,000	16,035,700	16,348,600	15,020,600	15,224,400	15,540,200	13,901,400	11,158,600	10,047,400	10,632,200	12,424,000

MONTHLY AVERAGE DAILY USAGE IN GALLONS													
	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
JAN	652,652	659,226	551,677	555,113	613,419	671,613	565,942	574,984	487,248	486,506	384,419	358,819	523,239
FEB	660,746	641,143	532,357	572,704	635,832	536,450	543,729	583,939	504,400	467,954	358,836	379,721	591,771
MAR	626,419	638,065	553,355	548,365	628,506	560,258	551,255	603,613	500,923	446,855	384,397	389,968	534,752
APR	644,033	665,833	554,367	558,623	580,530	594,167	626,570	607,023	535,990	482,533	414,190	429,283	630,493
MAY	766,242	958,610	586,419	658,071	652,000	790,929	841,177	845,881	628,919	576,042	454,474	539,829	624,710
JUN	786,490	869,427	643,023	661,003	833,783	926,800	798,530	941,527	764,640	483,550	576,587	704,020	715,190
JUL	867,139	933,758	857,145	902,842	813,261	894,545	824,723	853,413	859,884	559,900	717,003	856,855	903,494
AUG	669,542	933,797	894,210	755,690	714,310	1,040,790	999,300	775,861	810,916	508,052	659,303	687,981	690,487
SEP	712,633	827,833	628,300	682,630	725,523	928,497	717,477	807,280	717,423	517,363	572,390	570,723	612,640
OCT	698,032	698,581	579,613	616,077	606,419	681,706	653,935	647,968	567,487	424,968	386,590	541,997	460,919
NOV	658,400	612,767	536,933	569,300	544,953	596,940	595,947	518,007	463,380	371,953	356,950	483,527	414,133
DEC	673,452	575,387	554,661	578,400	634,581	566,729	581,813	501,400	474,342	379,742	355,145	527,542	450,729
AVG.	701,315	751,202	622,672	638,235	665,260	732,452	691,700	688,408	609,629	475,452	468,357	539,189	596,046
MAX.	867,139	958,610	894,210	902,842	833,783	1,040,790	999,300	941,527	859,884	576,042	717,003	856,855	903,494
MIN.	626,419	575,387	532,357	548,365	544,953	536,450	543,729	501,400	463,380	371,953	355,145	358,819	414,133

METHOD FOR ESTIMATING GROUND WATER AVAILABILITY

This report has previous sections that described the Low Flow Margin method that was used to estimate Ground Water Capacity for each subwatershed. Ground Water Availability is defined as the portion of that is available for consumptive human use without harm to ecosystems of the Highlands. Net Water Availability is defined as the quantity of Ground Water Availability remaining after subtraction of all consumptive and depletive human uses.

Section 11.a.(1)(a) of the Highlands Act supports the necessity to determine the amount and type of human development and activity that the ecosystem of the Highlands Region can sustain while still maintaining the overall ecological values thereof, with special reference to surface and ground water quality and supply. The Act does not specify a method, and therefore a technically sound method is needed that addresses the intent of the Act using available information. The Highlands method for estimating Net Water Availability must include the following components:

- ◆ Definition of Ground Water Capacity that is applicable to each subwatershed within the Highlands Region;
- ◆ Determination of Ground Water Availability based upon potential variations in ecological water needs, for each land use capability zone. This determined what portion of Ground Water Capacity can be provided for human use;
- ◆ Identification of additional constraints on Ground Water Availability due to subwatersheds that are designated as a water availability deficit area, or as tributary upstream to a water availability deficit area;
- ◆ Estimates of maximum consumptive/depletive water uses for subtraction from total Ground Water Availability; and
- ◆ Modifications of Net Water Availability based on return of treated wastewater effluent to a stream.

The Low Flow Margin method provides a reasonable scientific approach available at this time for estimating capacity of ground water supplies to maintain both ecological flow needs and estimate sustainable levels of human consumption. Therefore, the computation of Ground Water Capacity was performed at a subwatershed level utilizing the Low Flow Margin method (Median September Flow minus 7Q10).

As discussed previously estimates of Ground Water Capacity for each subwatershed are adjusted by multiplying the Low Flow Margin by 1.02 to adjust for existing consumptive uses within reference drainage basins (2 percent of the Low Flow Margin) and for that portion of the HUC14 that occurs with the Highlands Region. These values are reported by subwatershed in the table *Ground Water: Capacity by HUC14* located in Appendix D.

CALCULATION OF GROUND WATER AVAILABILITY

A key issue for water availability estimates is to what extent Ground Water Capacity should be made available for both current and future human uses. Here, it is important to recognize that the Highlands Act emphasizes that human water uses should be constrained by ecological needs. Therefore, only a portion of Ground Water Capacity is considered available for human use, with the majority being reserved for ecosystem integrity. That amount, called Ground Water Availability, is defined as the portion of Ground Water Capacity that is available for consumptive and depletive human use without harm to ecosystems of the Highlands Region.

Utilizing this method, Ground Water Availability is obtained by multiplying Ground Water Capacity by a percentage threshold, of water availability as shown below:

$$\text{Ground Water Availability} = (\text{Ground Water Capacity}) * (\% \text{ Water Availability Threshold})$$

In the most ecologically sensitive HUC14 subwatersheds, Ground Water Availability should be severely limited to protect aquatic ecosystems and the related terrestrial ecosystems. For other HUC14s, a graduated scale is appropriately based on ecological values. HUC14s with concentrated development or agriculture and limited ecological constraints would be assigned a higher portion of Ground Water Capacity. To avoid having a highly complex system, few water availability thresholds should exist in the entire system.

Implementation of the Regional Master Plan is guided by a Land Use Capability Map that identifies geographic "zones" based on a comprehensive evaluation of resource constraints and development opportunity. The Land Use Capability Map identifies those resource constrained lands where development should be limited, and as such, where it is appropriate to reserve more water for ecosystem function in order to maintain ecological value. Therefore, the thresholds established in the calculation of Ground Water Availability are determined based on the corresponding zone of the Land Use Capability Map.

WATER AVAILABILITY THRESHOLDS

The three zones derived from the Land Use Capability Map – the Protection Zone, Conservation Zone, and Existing Community Zone – are used to reflect the nature of the Highlands' environmental resources and their associated value. Water availability threshold percentages are initially assigned to each zone to relate the conservation objectives of those areas (see table *Ground Water Availability Thresholds as Percentage of Ground Water Capacity*). The thresholds can also be subsequently modified by other constraints as discussed later in this section. The percentages are deliberately conservative to ensure that the Ground Water Availability estimates reflect several types of methodological uncertainty: climate change; gauging station accuracy; watershed changes such as reforestation, deforestation and development; data record limitations such as number of stations, stream types covered (first and second order streams are rarely monitored) and length of record; model limitations regarding direct correlations between stream flows and aquatic ecosystem integrity; the potential variation of impacts within individual watersheds and subwatersheds based on water use and land use patterns; the difficulty of directly relating changes in recharge to changes in base flow by area or time; and the potential for water uses that are not documented.

Ground Water Availability Thresholds as Percentage of Ground Water Capacity

Land Use Capability Zone	Standard Threshold	Existing Constrained Areas
Protection Zone	5% LFM	5% LFM
Conservation Zone	5% LFM Non-Ag 10% LFM Ag	5% LFM (non-ag)
Existing Community Zone	20% LFM	Existing C/D uses + 5% LFM (up to standard threshold)

C/D = monthly consumptive and depletive water uses

The 5 percent threshold for the Protection Zone and Conservation Zone is highly protective of stream flows to maintain the integrity of aquatic ecosystems. The assumption in this zone is that ecosystems will tolerate only extremely limited disturbance, and so water uses (and the associated land uses) are

stringently limited. Therefore, the maximum threshold percentage of the Ground Water Capacity that is appropriate for such HUC14s is 5 percent, which primarily would be used to support limited development. While the comparison of Low Flow Margin to EcoFlow Goals 40/60 percentile results is somewhat variable, the use of a 5 percent threshold yields results that are reasonably comparable to the EcoFlow Goals results. However, it should be noted that the selection of a 5 percent threshold is not definitive. Because there is no regional method for directly linking flows to ecological health or change, the selection of a specific percentage is inherently a policy decision, driven by the need to limit the potential for risk of ecosystems. The policy mandate drives the risk perception. A somewhat lower threshold (e.g., 4 percent) could be justified based on a desire to be absolutely certain that the results will not compromise highly sensitive ecosystems. However, an extremely low percentage (e.g., zero or 1 percent) is much harder to justify given the natural variability in stream flows that affect all aquatic ecosystems. Increases in this threshold would necessarily need to rely on a demonstration that ecological health or function would not be impaired due to additional withdrawals.

The Existing Community Zone, or these area deemed more appropriate for development includes a threshold that is based on an empirical examination of known watershed issues regarding stream flows and aquifer capacity; the threshold percentage is accordingly set below the level at which such issues seem to occur. There may be justification for a higher percentage for a particular aquifer where detailed hydro-ecological studies are conducted in the future to prove that such an increase is sustainable, but in the absence of those studies a uniform percentage is recommended. For this purpose, results of Ground Water Capacity from all HUC14 subwatersheds using the Low Flow Method were compared to maximum month consumptive water use from 2003 to determine the percentage of Ground Water Capacity that is already used consumptively (note that depletive water uses and wastewater returns are not included in this value). These estimates of consumptive use stress range from 0.24 to 279 percent of the total Low Flow Margin. These values were then compared empirically to areas that have already been identified through other studies or NJDEP water allocation permit analyses to exhibit aquifer stress or stream flow depletion. The analysis focused initially on thresholds of 5, 10, 20, 30 and 40 percent of LFM. Based on this analysis, it appeared that stresses exist where maximum month consumptive uses exceed 20 percent of the Low Flow Margin. Subwatersheds with values of less than 20 percent did not appear to coincide with stressed areas. Therefore, it appears that a 20 percent threshold would be reasonable for HUC14 subwatersheds within the Existing Community Zone, where there is very limited potential for damage to sensitive aquatic ecosystems. However, to ensure that this estimate is conservative, pending more detailed analyses, the 20 percent threshold should be applied to the aggregate maximum month consumptive/depletive water use. Exports that are supported by reservoir storage would not be included in the estimate of depletive uses, as reservoirs store high flows against need during low flow periods and therefore do not have the same direct relationship to low flows as other depletive uses.

As a further check on the threshold for the Existing Community Zone, the HUC14 subwatersheds with consumptive uses between 10 and 20 percent were subdivided into two groups; from 10 to 15 percent and from 15 to 20 percent. Although the results are less clear-cut, the group from 10 to 15 percent seemed more similar in character and known aquifer stress levels to the group below 10 percent, and the group from 15 to 20 percent seemed more similar in character and known aquifer stress levels to the group above 20 percent. However, it should be noted that many of the Existing Community Zone areas are upstream of surface water supply reservoirs and intakes, subject to additional constraints on water availability (a 10 percent threshold) as discussed below. Therefore, the difference between a 20 percent and 15 percent threshold for the Existing Community Zone would have limited impacts on water availability.

The percentage threshold for the Conservation Zone, which includes a large concentration of

agricultural areas and also significant ecological resources, should be very protective of these resources. Given the availability threshold recommended due to highly sensitive resources in the Protection Zone, it is reasonable to assign the same threshold for water availability in the Conservation Zone. However, it is recognized that agricultural uses will occur in these areas, dependent on irrigation wells, irrigation ponds and run-of-the-river intakes. In recognition that sustainable agriculture is supported by the Highlands Act, there is value to reserving significant amounts of water availability to agricultural operations using best management practices. Thus, the water availability threshold in the Conservation Zone is bifurcated: 10 percent for agricultural uses and 5 percent for all other uses. The results of the calculations of Ground Water Availability with the threshold percentages applied are summarized for each subwatershed in the table *Ground Water Availability by HUC14* located in Appendix D.

Because most subwatersheds consist of more than one land use capability zone, a method to assign a threshold is needed. The calculation examines if the subwatershed is dominated in area by greater than 75% of one LUC zone. If so, the subwatershed is assigned that zone determination and applicable threshold. If a subwatershed is not dominated in area by greater than 75% of a single LUC zone, then an alternate method is applied. The Watershed Resource Value indicator, which was developed as an indicator of watershed quality (see section *Assigning Watershed Value Classes* of the *Ecosystem Management Technical Report*), is then employed according to the following criteria:

Watershed Resource Value	Applied Zone Designation
High	Protection
Moderate	Conservation
Low	Existing Community

When multiplied by the Ground Water Capacity, this yields Ground Water Availability.

OTHER FACTORS AFFECTING WATER AVAILABILITY ESTIMATES

The method for water availability should reserve sufficient water capacity for a variety of purposes, including downstream water supplies, ecological integrity, maintenance of water quality, or surface water system safe yields uses. Although the water availability thresholds discussed are appropriately conservative, constraining water use where water resources are threatened, or may be threatened, is warranted.

Where Net Water Availability is already negative (a Current Deficit Area), this is a clear indication that existing water uses are exceeding available water resources and pose a high risk to the surface water supplies or the integrity of Highlands waters and the aquatic ecosystems on which they depend. Management measures will be needed so that the Net Water Availability is no longer negative, and preferably is positive, to the maximum extent practicable. Options include either reducing consumptive and depletive water uses within those subwatersheds, recycling or reusing treated wastewater (with due care to the potential impacts on stream flows) or providing alternative water supplies from other subwatersheds (where Net Water Availability exceeds anticipated needs) or from reservoirs with excess supplies. This analysis must occur on a subwatershed or watershed basis, as appropriate, to avoid solving one problem by creating or exacerbating another.

A second issue occurs regarding consumptive and depletive uses upstream of a HUC14 subwatershed in a deficit situation. Significant reductions in flows from upstream subwatersheds would exacerbate the downstream deficit situation for the main stem stream itself, though it would not have any impact on tributaries within the downstream subwatershed. These upstream subwatersheds are identified as Existing Constrained Areas (assuming they are not already Current Deficit Areas themselves).

Recognizing that the downstream deficit occurs throughout the entire subwatershed, regardless of land capability zone, availability thresholds are to be equitably applied. Therefore for Existing Constrained Area, a 5 percent LFM threshold above the current consumptive and depletive water is applied, with a maximum of the standard threshold in that zone. This method ensures that upstream water availability is constrained to ensure continued downstream stream flows by limiting consumptive and depletive water uses in the contributing watersheds, but does not inequitably restrict the upstream subwatershed due to excessive water uses downstream. In practice, Protection Zone and Conservation Zone subwatersheds are unaffected, because their threshold is already 5%.

CALCULATION OF NET WATER AVAILABILITY

Net Water Availability is estimated by subtracting from the Ground Water Availability for that subwatershed an estimate of the consumptive and depletive ground water use, and the consumptive and depletive surface water uses that are not supported by reservoir storage or safe yields. As discussed above, the consumptive ground water use estimates for each subwatershed are adjusted to account for this effect maximum month ground water withdrawals, multiplied by the maximum annual consumptive use coefficients. Surface water consumptive withdrawals (other than from reservoirs) have the same impact on aquatic ecosystems as the consumptive use of ground water. Unlike ground water uses, the effects are direct and immediate and so no adjustment factor is needed. Depletive effects are calculated for public supply water uses only, based on the following two assumptions: 1) Public water supply users will be connected to public wastewater sewer systems, as most commonly occurs in developed areas, and this infrastructure must account for the import/export of water and wastewater within each subwatershed; and 2) for uses other than public supply (e.g., irrigation, recreation), the withdrawal and the return of that water use occurs within the same subwatershed, so only consumptive effects need to be considered.

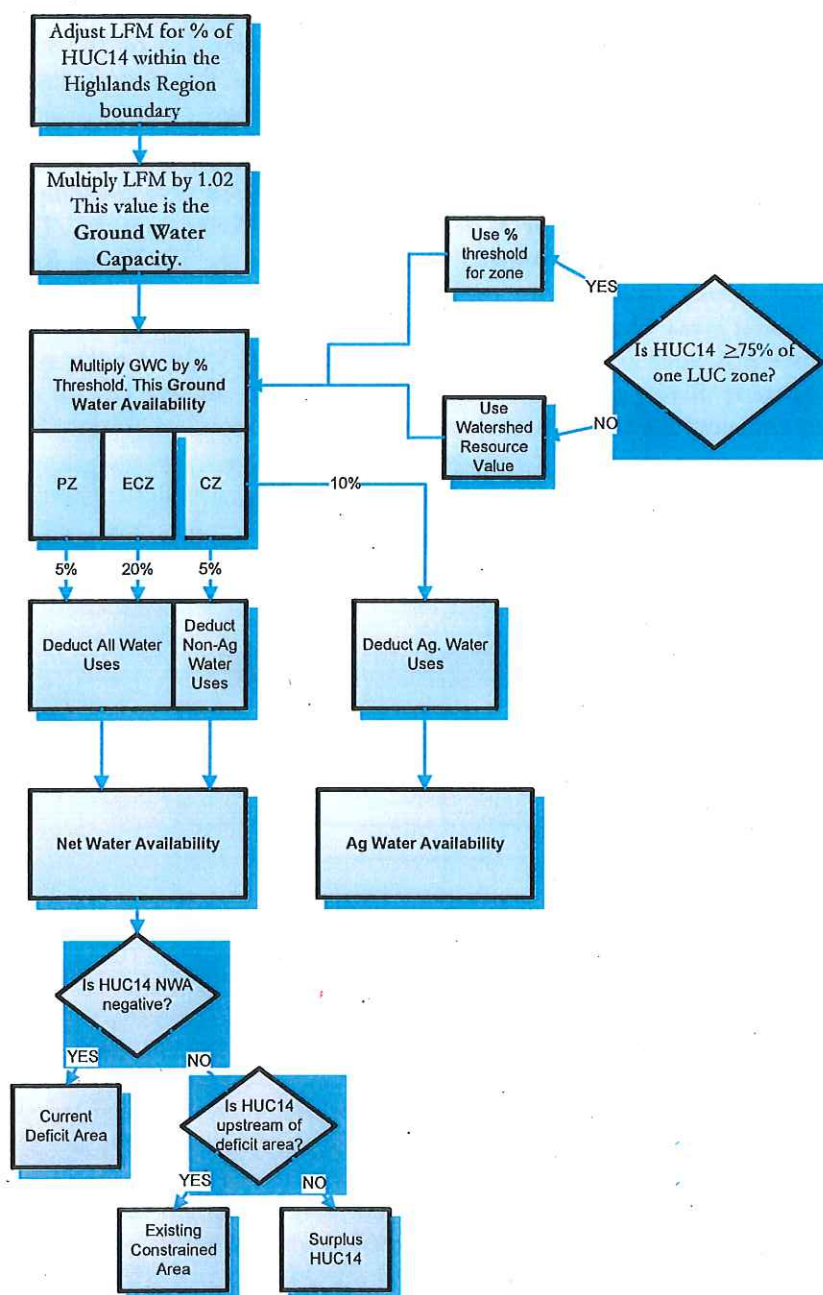
A similar calculation is performed separately for agricultural water availability. However, it differs from the net water availability calculation in several ways:

- ◆ The calculation provides results that are reported only for agricultural uses in a Conservation Zone subwatershed;
- ◆ The water availability threshold utilized is 10%, not 5%;
- ◆ Only agricultural water use are deducted from agricultural ground water availability;
- ◆ All agricultural uses are assumed to be consumptive; no depletive uses are assumed;
- ◆ No constraints such as Existing Constrained Areas are examined;
- ◆ A corresponding calculation is performed for all non-agricultural uses in the Conservation Zone for the net water availability analysis.

For the purposes of this report, the term net water availability is considered distinct from agricultural water availability, although the two parameters and associated calculations are quite similar. This section focuses primarily on the process to derive net water availability, which represents the analysis of the amount of water available for human use in the Highlands Region. The agricultural water availability is a more limited analysis for a specific purpose

The final process used for deriving Net Water Availability is as follows:

Net Water Availability Calculation



RESULTS BY SUBWATERSHED

The table *Net Water Availability by HUC14* located in Appendix D provides values at for each HUC14 deducting net use from Ground Water Availability. The figure *Net Water Availability by HUC14* maps the results of the net availability calculations by subwatershed.

According to the results of the calculation of Net Water Availability, 114 of 183 subwatersheds have maximum monthly consumptive and depletive current water uses that exceed their Ground Water Availability; therefore, these areas are considered Current Deficit Areas.

Of the 183 HUC14 subwatersheds, 22 have consumptive and depletive ground and surface water uses that exceed their full Ground Water Capacity. An additional 44 HUCs have consumptive and depletive ground and surface water uses greater than 20 percent of Ground Water Capacity. Therefore, if the 20 percent threshold discussed above was applied uniformly across the Highlands Region, 66 HUC14 subwatersheds would already have no net available water at this level of analysis. Many of these subwatersheds are within areas where ground water models have been developed in response to known stresses on aquifer systems, such as the Central Passaic River Buried Valley Aquifer system, the Ramapo River and the Rockaway River, all in the Passaic River Basin. In all, 122 of the 183 HUC 14 subwatersheds have consumptive and depletive water uses of five percent or greater.

DEFICIT MITIGATION

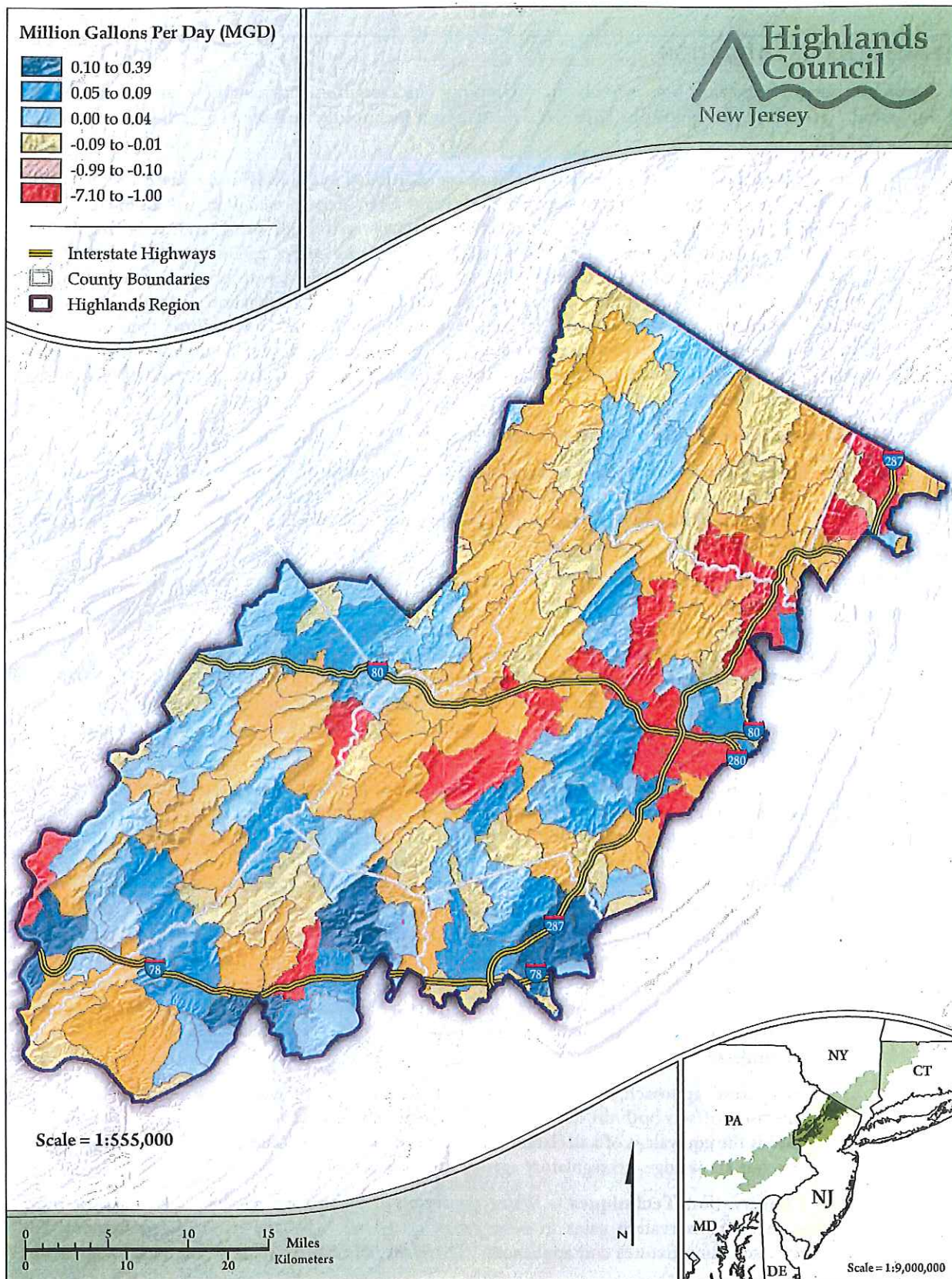
Of the 183 HUC14 subwatersheds, 114 show deficits ranging from less than 100 gallons per day (gpd) to more than 7 million gallons per day (MGD), within the following ranges:

Deficit (MGD)	# of HUC14s
0.0001 – 0.050	22
0.051 – 0.100	7
0.101 – 0.250	25
0.251 – 0.500	17
0.501 – 1.000	16
1.000 – 7.100	17
TOTAL	114

The highest deficits are primarily caused by major depletive uses. In some cases, clean water is delivered across subwatershed and watershed lines to users. One example is the Morris County MUA well fields in the Lamington and Drakes Brook watersheds. In other cases, the water is used within the subwatershed but then moved as wastewater to another subwatershed for treatment. The upper Rockaway River watershed is an example. For a few cases, the inter-watershed transfers occur over a very short distance (e.g., just past the subwatershed boundary). Phillipsburg is an example, where the source subwatershed is next to the Delaware River, and the wastewater is to the Delaware River itself. The discharge is calculated as a depletive water use, but may not be an actual problem because the discharge is so close to the area where ground water would normally flow.

Because the largest deficits are primarily caused by inter-watershed transfers, deficit solutions may similarly require infrastructure solutions. Such solutions may have effects outside of the Highlands Region, and therefore NJDEP must be closely involved in the analysis and approval of those deficit reduction approaches.

NET WATER AVAILABILITY BY HUC 14





BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

Mitchell Stern
Borough Manager
mstern@mtnlakes.org

400 Boulevard
Mountain Lakes, NJ 07046
P -973-334-3131 ext .2006
F -973-402-5595

TO: Honorable Mayor and Borough Council
SUBJ: Manager's Report
CC: Valerie Egan, Borough Clerk
Robert Oostdyk, Borough Attorney
Page 1 of 2

The following represents the Manager's report for the Borough Council meeting of April 23, 2018.

2018 Budget – I am working to refine the executive budget and will transmit copies when complete.

Beach Project – The Public Works Advisory Committee met today (Thursday April 19th). One of the discussion topics / updates was the beach project. Attached to this report is a copy of my memo and supporting documentation addressed to the committee.

Borough Hall Renovation Project – The Borough Hall Renovation Committee will be meeting April 29th. I will be updating members on the findings and recommendations of the architect sub-committee, and to review next steps. After committee input, I will update Borough Council.

Open Action Items

- **Cove Park – Did the Borough pay to have the park weeded?** - I have reviewed all bill lists since the beginning of 2018 and have found no indication of any payment for any landscape / weed removal to Cove Park or any other location within the Borough.
- **Mountain Lakes Club** – I will be meeting with the club president later this week.

TO: Honorable Mayor and Borough Council
SUBJ: Manager's Report
Page 2 of 2

- **Cove Park Improvements** – Accusation that borough personnel / professionals refused to comply with ADA requirements – I am currently investigating the accusation and will report when complete.
- **Generator Ordinance Revision** –attached to this report is a sample generator ordinance for your review and comment.
- **Reimbursement for winter storm costs** – It now appears that there is some traction for reimbursement for the smaller of the two winter storms (Quinn). I will keep you updated as information is received.

If you have any questions, please feel free to contact me.

Mitchell

**BOROUGH OF MOUNTAIN LAKES
MORRIS COUNTY, NEW JERSEY**

DRAFT

ORDINANCE -18

**ORDINANCE AMENDING CHAPTER 245 OF THE REVISED GENERAL
ORDINANCES OF THE BOROUGH OF MOUNTAIN LAKES AND
REGULATING EMERGENCY GENERATORS WITHIN THE BOROUGH**

NOW, BE IT ORDAINED by the Borough Council of the Borough of Mountain Lakes, in the County of Morris and State of New Jersey, as follows:

Section 1. Chapter 245 of the Revised General Ordinances of the Borough of Mountain Lakes, Section 245-15, entitled "Supplementary Use Regulations" shall be amended by the following amendment to subsection V. which shall read, in its entirety, as follows:

V. Emergency generators. Generators permanently placed on the ground or a pad for use during power outages on an emergency basis are permitted in all zones subject to the following conditions:

- (1) Only one permanent generator with an output of not more than 20 kw is permitted per structure.
- (2) The generator shall be set back a minimum of 5 feet from the front, side or rear property line and no greater than 15 feet from the principle structure. Units in the front yard shall be surrounded by landscape screening.
- (3) The footprint, including the pad and cover, shall not exceed 12 square feet and a height of 4 feet.
- (4) The generator shall be used only during periods of emergency or for periodic testing and necessary maintenance operations.
- (5) The exhaust of the generator shall, as much as practically feasible, be vented upwards or directed away from neighboring properties.
- (6) The generator shall be operated for routine testing and maintenance purposes not more than one time in any seven-day period and no test shall exceed 30 minutes. Testing of emergency generators is permitted Monday through Friday only (excluding holidays), between the hours of 11:00 a.m. and 12:00 p.m. or 2:00 p.m. and 3:00 p.m. Testing may be conducted when the unit is being repaired, provided that such testing period shall not exceed 30 minutes and shall be conducted only between the hours of 10:00 a.m. and 5:00 p.m. Monday through Saturday, excluding holidays.
- (7) Generators shall be exempt from the provisions of Chapter 160, "Noise", of the Borough Code only when used for emergency purposes, testing or repairs and when outfitted with a working muffler.

Section 2. If any section or provision of this Ordinance shall be held invalid in any Court of competent jurisdiction, the same shall not affect the other sections or provisions of this Ordinance, except so far as the section or provision so declared invalid shall be inseparable from the remainder or any portion thereof.

Section 3. All Ordinances or parts of Ordinances, which are inconsistent herewith are hereby repealed to the extent of such inconsistency.

Section 4. This Ordinance shall take effect immediately after final passage and publication in the manner provided by law.

DRAFT

Introduced:

Adopted:

Council Member	By	2 nd	Yes	No	Abstain	Absent	By	2 nd	Yes	No	Abstain	Absent
Barrett	:											
Happer												
Horst												
Korman												
Shepherd												
Barnett												
Holmberg												

Valarie Egan

Lauren Barnett, Mayor



BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

Mitchell Stern
Borough Manager
mstern@mtnlakes.org

400 Boulevard
Mountain Lakes, NJ 07046
P -973-334-3131 ext .2006
F -973-402-3466

To: Public Works Advisory Committee
Date: April 19, 2018
Subj: Site Improvements and New Buildings at Island Beach and Birchwood Lake

On February 22, 2018, Mark Prusina, Bill Ryden, Steve Gluck, Jeff Schlecht and I met to review and discuss previous efforts to value engineer the project. Mark Prusina, Bill Ryden, Jeff Schlecht and I met again on March 29, 2018 to again review our efforts and to take another look at where else we could find savings. All of the efforts to value engineer the project, beginning back in October 2017 through the most recent meetings have resulted in an estimated \$588,325 in cost reductions.

The results of these efforts can be found on the attached value engineering report and building design. We believe we now have a product that maintains the spirit of the project, meets the needs of the community, stays within budget, and is compliant with the environmental permitting process. Kindly review these attached documents and feel free to submit questions or concerns.

Finally, the following is a preliminary schedule of future milestones:

- a. April 24: Completed revisions to Bid Documents
- b. May 1 – May 30: Bid duration
- c. June 1 – July 1: Bid review, award and permit review
- d. Aug 1 – Sept 1: Pre-construction meeting coordination
- e. September 4: Construction begins

April 13, 2018



**Value Engineering Recommendations
Site Improvements and New Buildings at
Island Beach and Birchwood Lake
Mountain Lakes, New Jersey
RSC #08.14.041**

The following is a list of value engineering items proposed to reduce the cost of the project. The proposed revisions do not greatly change the program or overall look of the project with the exception of the pavilion. The total savings of the proposed items is approximately \$588,325. Sketches of the proposed revisions are provided for reference.

Island Beach

Island Beach

Architectural Scope:

- | | |
|---|--------------|
| 1. Modify layout of lifeguard office | \$ 41,125.00 |
| a. Reduce area of footprint by 175 sq. ft. | |
| b. Relocate sink and millwork to plumbing wall shared with concession. | |
| c. Remove window between concession and lifeguard office. | |
| d. Removed door to walkway on south side of lifeguard office. | |
| e. Relocate screen wall adjacent to end of millwork for a discrete cot area. | |
| e. Eliminate (2) two sinks. | |
| 2. Re-allocate of purchase some items to be by Owner; | \$ 1,600.00 |
| a. storage shelving | |
| b. white boards and tack boards | |
| 3. Revise 1300 sf of epoxy resin finish (w/ integral base) to epoxy paint and vinyl base. | \$ 9,000.00 |
| 4. Revise hollow metal jamb detail at service windows to flush CMU | \$ 500.00 |
| 5. Revise 4x5 alum roof leaders to 3x4. | \$ 1,000.00 |
| 6. Revise 3000 sf of brick paver walkways to concrete. | \$ 15,000.00 |
| 7. Eliminate shelf in utility room (above mop sink). | \$ 1,000.00 |
| 8. Eliminate aluminum (2) screen doors. | \$ 1,000.00 |
| 9. Eliminate steel jamb protector at boat storage. | \$ 1,000.00 |
| 10. Eliminate floor drains at boat storage and concession area. | \$ 2,000.00 |
| 11. Eliminate the insulation inserts in the CMU. | \$ 2,500.00 |

Site/Civil Scope:

- | | |
|---|---------------|
| 1. Owner to perform demolition | \$ 135,000.00 |
| 2. Owner to perform tree removal | \$ 20,000.00 |
| 3. Eliminate parking lot improvements | \$ 100,000.00 |
| 4. Remove Pavillion from the Base Bid and provide as an Add Alternate | \$ 65,000.00 |

Subtotal Island Beach \$395,725.00

Birchwood Lake

Birchwood Lake

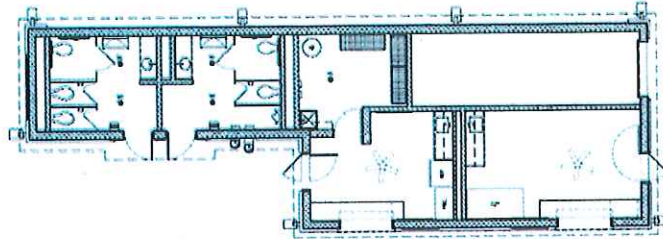
Architectural Scope:

1. Modifications to the layout of lifeguard office and concession
 - a. Reduce area of footprint by 200 sq. ft. \$ 47,000.00
 - b. Revise plan to reduce length of building by approx 3'-0"
 - c. Remove concession window/counter facing walkway relocate door.
 - d. Relocate concession hand sink to south wall (adjacent 3-compartment sink).
 - e. Relocated lifeguard hand sink to south wall (adjacent bathroom plumbing wall)
 - e. Eliminate (2) two sinks
2. Re-allocate of purchase some items to be by Owner; \$ 1,600.00
 - a. storage shelving
 - b. white boards and tack boards
3. Revise 1500 sf of epoxy resin finish (with integral base) to epoxy paint and vinyl base. \$ 10,000.00
4. Revise hollow metal jamb detail at service windows to flush CMU \$ 1,000.00
5. Revise 4x5 alum roof leaders to 3x4. \$ 1,000.00
6. Revise 1500 sf the brick paver walkways to concrete. \$ 7,500.00
7. Eliminate the insulation inserts in the CMU. \$ 2,500.00
8. Eliminate shelf in utility room (above mop sink). \$ 1,000.00
9. Eliminate (2) aluminum screen doors. \$ 1,000.00

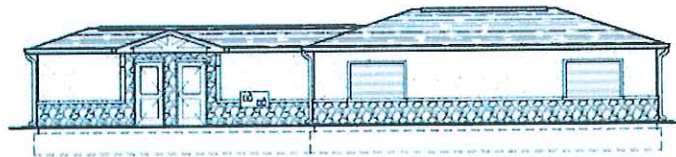
Site/Civil Scope:

1. Owner to perform demolition \$ 100,000.00
2. Owner to perform tree removal \$ 20,000.00

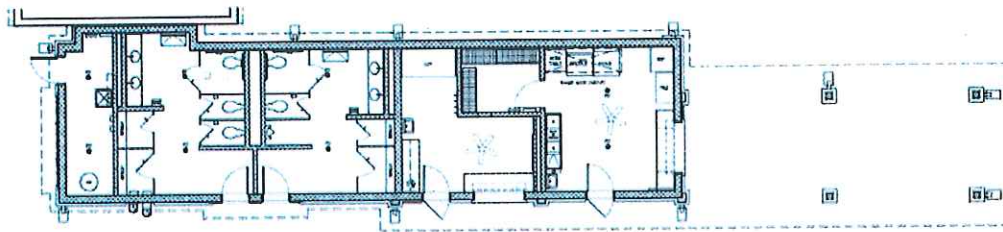
Subtotal Birchwood Lake \$ 192,600.00



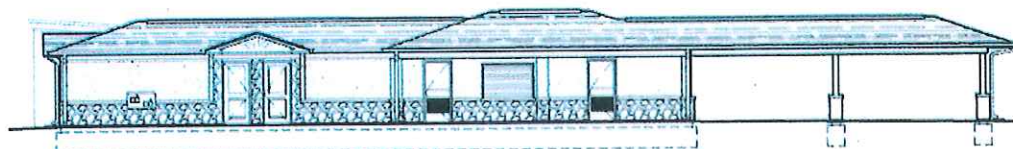
Sketch 1: Island Beach: Plan



Sketch 2: Island Beach: Elevation



Sketch 3: Birchwood Lake: Plan



Sketch 4: Birchwood Lake: Elevation

MEETING MINUTES



PROJECT: Mountain Lakes Meeting Minutes

DATE: March 29, 2018

Attendees:

Mitchell Stern
Mark Prusina
Bill Rydan
Jeff Schlecht

Company:

Borough of Mountain Lakes
Borough of Mountain Lakes
Borough of Mountain Lakes
RSC Architects

The purpose of this meeting was to finalize the scope of the improvements and bidding requirements for the parks projects. A sketch of each of the park improvements is attached for reference. The following are notes regarding the scopes of work for bidding the projects.

1. The parks will be bid as a single contract.
2. Birchwood Lake will be submitted to the NJDEP concurrently with the bidding duration. It is anticipated that approval of the scope will be received for NJDEP by July 2018 (at the latest).
3. Island Beach:
 - a. Owner provided work to include:
 - i. Tree removal
 - ii. Demolition of the existing structures. The existing utilities will be capped and cut at the building footprint.
 - iii. Parking lot improvement west of the proposed drop-off area
 - b. The Pavilion including the structure; walls and concrete slab will be an Add Alternate.
 - c. The paver pathway and bollard lighting will be a Deduct Alternate.
4. Birchwood Lake
 - a. The base scope will include the canopy as part of the structure.
 - b. Owner provided work including:
 - i. Demolition of the existing structures including the concrete bulkhead.
 - ii. The existing utilities will be cut and capped at the building.
 - iii. The proposed gas and electrical service to the existing garage will be performed by the public utilities for the Borough.
 - c. The heating of the toilet rooms will be provided as Add-alternate.
5. A preliminary schedule of milestones is as follows:
 - a. April 24 : Completed revisions to the Bid Documents
 - b. May 1 – May 30 : Bid duration
 - c. June 1 – July 1 : Bid review, award and permit review
 - d. Aug 1 – Sept 1 : Pre-construction meeting coordination
 - e. September 4 : Construction start

Very truly yours,
RSC ARCHITECTS

Jeffrey Schlecht, AIA
Sr. Project Manager

A handwritten signature in blue ink, appearing to read "Jeff", is written over the printed name of Jeffrey Schlecht.

RESOLUTION AND ORDINANCE REVIEW FOR THE APRIL 23, 2018 MEETING

TO: MAYOR AND COUNCIL

FROM: MITCHEL STERN, MANAGER

RESOLUTIONS

R89-18 – Authorizing refunds for the overpayment of taxes – this resolution authorizes refunds for overpayment of taxes on various properties in the Borough due to the prepayment of taxes by property owners and then subsequent overpayments by their mortgage companies in the amount of \$13,996.84

R90-18 – Amendment to the temporary budget – this resolution authorizes amending the temporary budget to add funding and extend the time frame until the budget is adopted.

R91-18 – Authorization to enter in an agreement with Laker Ventures LLC for IT Infrastructure and Operations review – this resolution authorizes an agreement for a review of the Borough's IT infrastructure and operations in an amount of \$150/hour in an amount not to exceed \$7,500.

R92-18 – Authorization to enter into an agreement with Topology for Special Planning Services – this resolution authorizes the Borough to enter into an agreement for special planning services in connection with the Sunrise Assisted Living Development.

ORDINANCES

There are no ordinances on the agenda.

If there are any questions prior to the meeting, please feel free to contact me.

**BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS, NJ**

RESOLUTION 88-18

“RESOLUTION AUTHORIZING THE PAYMENT OF BILLS”

WHEREAS, the Borough Manager has reviewed and approved purchase orders requested by the Department Heads; and

WHEREAS, the Finance Office has certified that funds are available in the proper account; and

WHEREAS, the Borough Treasurer has approved payment, upon certification from the Borough Department Heads that the goods and/or services have been rendered to the Borough.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, that the current bills, dated April 23, 2018 and on file and available for public inspection in the Office of the Treasurer and approved by him for payment, be paid.

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on April 23, 2018

Valerie A. Egan, Municipal Clerk

Name	Motion	Second	Aye	Nay	Absent	Abstain
Happer						
Holmberg						
Horst						
Korman						
Shepherd						
Barrett						
Barnett						

List of Bills - CLAIMS/CLEARING CHECKING ACCOUNT

Meeting Date: 04/23/2018 For bills from 04/09/2018 to 04/19/2018

Check#	Vendor	Description	Payment	Check Total
14140	196 - ALLIED OIL COMPANY, LLC	PO 18366 DPW - UNLEADED FUEL - BLANKET	4,607.77	4,607.77
14141	189 - ANCHOR ACE HARDWARE	PO 18303 DPW - STREETS & ROADS - BLANKET	97.19	
		PO 18500 WATER DEPARTMENT - EQUIPMENT, TOOLS	23.99	
		PO 18636 PARKS & BEACHES - GENERAL MAINTENAN	52.55	173.73
14142	2686 - ATLANTIC TACTICAL OF NJ, INC.	PO 18737 POLICE DEPT: AMMUNITION	677.64	677.64
14143	3783 - CINTAS, CORP. - UNIFORM RENTALS	PO 18499 DPW - UNIFORM RENTAL - ACCT# 111-10	280.40	
		PO 18499 DPW - UNIFORM RENTAL - ACCT# 111-10	248.00	
		PO 18499 DPW - UNIFORM RENTAL - ACCT# 111-10	239.44	767.84
14144	1481 - CORE & MAIN, LP	PO 18472 WATER DEPARTMENT - EQUIPMENT - BLAN	856.00	856.00
14145	3927 - CORELOGIC	PO 18792 TAX COLLECTOR: PRE-PAID TAXES REFUN	7,343.71	7,343.71
14146	2396 - COUNTY WELDING SUPPLY CO.	PO 18627 DPW - EQUIPMENT & TOOLS - BLANKET	127.50	127.50
14147	2147 - CCTMO LLC	PO 18674 APR 2018 - CELL TOWER REIMBURSEMENT	1,725.05	1,725.05
14148	653 - GANNET NEW JERSEY NEWSPAPERS	PO 18557 CLERK - ADVERTISING ACCT#31471 - B	187.82	
		PO 18786 ACCT#31470 - APRIL ADVERTISING	9.46	197.28
14149	3109 - FERRIERO ENGINEERING, INC	PO 18767 CLIENT NO: ML100 / PROJECT ID: 12ML	31.00	31.00
14150	807 - GALLS, LLC	PO 18663 POLICE: HOLSTER	76.00	76.00
14151	814 - GARDEN STATE HIGHWAY PRODUCTS	PO 18503 DPW - STREET SIGN REPLACEMENT	811.00	811.00
14152	835 - GILBERTO BENITEZ	PO 18710 POLICE: 2018 FBINAA National Dues R	110.00	110.00
14153	3817 - IL TORRENTE PIZZA	PO 18697 DPW - EMERGENCY MEALS - 2017	34.00	34.00
14154	859 - JCP&L	PO 18776 ACCT# 100 076 421 971 / BILL PRD: M	182.77	
		PO 18777 MASTER ACCT# 200 000 020 764: BILL	94.84	
		PO 18779 MAST ACCT# 200 000 021 275 / BILL D	5,181.63	
		PO 18780 MASTER ACCT# 200 000 574 000 / BILL	63.10	5,522.34
14155	859 - JCP&L	PO 18781 MASTER ACCT# 200 000 053 658 / BILL	1,644.01	
		PO 18782 MAST ACCT# 200 000 054 011/ BILL DA	825.57	2,469.58
14156	1062 - JOHNNY ON THE SPOT, LLC	PO 18689 CUST ID# 014738 - PORT-A-JOHN RENTA	271.90	
		PO 18687 CUST ID# 014738 - PORT-A-JOHN RENTA	94.95	
		PO 18686 JAN 2018 - CUST ID# 014738 - PORT-A	245.00	611.85
14157	1066 - JOHNSON TRUCK ACCESSORIES, INC	PO 18696 DPW - VEHICLE REPAIR	153.84	153.84
14158	2561 - LIFESAVERS, INC.	PO 18712 POLICE DEPT: AHA BLS CPR Cards	43.00	43.00
14159	2790 - MC PUBLIC SAFETY TRAINING ACADEMY	PO 18614 POLICE: OFFICER TRAINING	60.00	60.00
14160	3926 - MITCHELL STERN	PO 18774 REIMBURSEMENT: SURVEY MONKEY	360.00	360.00
14161	1408 - MOORE MEDICAL, LLC	PO 18709 POLICE DEPT: EQUIPMENT	171.03	171.03
14162	2360 - MOUNTAIN LAKES AUTO SPA, CORP.	PO 18357 POLICE DEPARTMENT - CAR WASHES -201	35.00	35.00
14163	3922 - MOUNTAIN LAKES BAGEL, INC	PO 18633 DPW - EMERGENCY MEALS	84.90	84.90
14164	1394 - MTN. LAKES PUBLIC LIBRARY	PO 18740 MAY 2018 MTN LAKES PUBLIC LIBRARY A	21,500.00	21,500.00
14165	3843 - NEW JERSEY ASSOC. OF SCHOOL RESOURC	PO 18619 POLICE DEPT: TRAINING FOR JEFF SIMS	350.00	350.00
14166	3914 - NEW JERSEY CONFERENCE OF MAYORS	PO 18794 MAYOR: 2018 MEMBERSHIP DUES	295.00	295.00
14167	3388 - NEW JERSEY REGISTRAR'S ASSOCIATION	PO 18796 CLERK: 2018 MEMBERSHIP RENEWAL	50.00	50.00
14168	3772 - DCRP	PO 18744 PLAN# 316149 - DCRP PREMIUM 3/01/18	255.17	255.17
14169	2727 - ONE CALL CONCEPTS, INC.	PO 18454 2018 JAN - DEC BLANKET / ACCT# 12-B	178.75	178.75
14170	3659 - OPTIMUM	PO 18770 APR 2018 BORO INTERNET FEES: ACCT#	100.55	100.55
14171	479 - PARKER PUBLICATIONS	PO 18732 CLERK: A/R# 10902 - THE CITIZEN	46.15	46.15
14172	1673 - PROFESSIONAL GOV'T EDUC., INC.	PO 18775 TAX COLLECTOR: PGE SEMINAR 4/25/18	90.00	90.00
14173	3900 - QUIRK, INC	PO 18787 ARCHIVE STORAGE - MAR 2018 - MTN LA	69.16	69.16
14174	1822 - R.S. PHILLIPS STEEL, LLC	PO 18637 BOROUGH HALL MAINTENANCE	620.00	620.00
14175	2397 - ROCKAWAY AUTO RESOURCES, LLC	PO 18631 DPW - VEHICLE REPAIRS - BLANKET	777.39	777.39
14176	1878 - SENECA TREE SERVICE, INC.	PO 18659 STORM DEBRIS PICK UP - ESTIMATE 767	13,900.00	13,900.00
14177	3931 - SPORTDECAL, INC.	PO 18719 RECREATION: 2018 LIFE GUARD UNIFORMS	669.64	669.64
14178	2774 - STAPLES BUSINESS ADVANTAGE	PO 18693 POLICE: OFFICE SUPPLIES/ ORDER# 719	100.94	100.94
14179	3903 - TCF EQUIPMENT FINANCE	PO 18739 POLICE CAR LEASE - MAY 2018 / CUST#	2,247.19	2,247.19
14180	603 - TOWNSHIP OF DENVERVILLE	PO 18742 Q18 PROPERTY TAXES - TOWPATH	1,079.80	1,079.80
14181	1736 - TWP OF PARSIPPANY - TROY HILLS	PO 18738 MARCH & APRIL 2018 SEWER MAINTENANC	66,746.00	66,746.00
14182	2536 - UNUM LIFE INSURANCE COMPANY	PO 18795 MAY 2018 STD/LTD / LIFE INSURANCE	2,900.16	2,900.16
14183	2749 - VERIZON	PO 18392 2018 INTERNET SVC: A/C# 853-478-043	46.11	
		PO 18392 2018 INTERNET SVC: A/C# 853-478-043	32.94	
		PO 18392 2018 INTERNET SVC: A/C# 853-478-043	32.94	111.99
14184	2135 - VERIZON WIRELESS	PO 18766 ACCT# 882388054-00001 / MAR 05 TO	572.88	572.88
14185	2179 - WELLS FARGO REAL ESTATE TAX, LLC	PO 18765 TAX COLLECTOR: PRE-PAID TAXES REFUN	8,551.26	8,551.26
14186	2182 - WEST CHESTER MACHINERY & SUPPLY CO.	PO 18700 DPW - EQUIPMENT REPAIR	380.57	380.57

TOTAL

148,642.66

List of Bills - CLAIMS/CLEARING CHECKING ACCOUNT

Meeting Date: 04/23/2018 For bills from 04/09/2018 to 04/19/2018

Check#	Vendor	Description	Payment	Check Total
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Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-192-18-001-000	CURRENT YEAR TAXES RECEIVED			15,894.97	
01-201-20-100-020	GENERAL ADMIN - OTHER EXPENSE	684.33			
01-201-20-110-020	MAYOR & COUNCIL - OTHER EXP'S	295.00			
01-201-20-120-020	MUNICIPAL CLERK - OTHER EXP'S	283.97			
01-201-20-140-020	COMPUTER SERVICES	146.66			
01-201-20-145-020	TAX COLLECTOR - OTHER EXPENSES	90.00			
01-201-21-180-020	PLANNING BOARD - OTHER EXPENSE	9.46			
01-201-23-220-020	GROUP INSURANCE PLANS-EMPLOYEE	2,900.16			
01-201-25-240-020	POLICE DEPT - OTHER EXPENSES	3,870.80			
01-201-26-290-020	STREETS & ROADS - OTHER EXP.	15,563.05			
01-201-26-310-020	BLDG & GROUNDS - MUNIC BLDG	620.00			
01-201-26-315-020	VEHICLE REPAIRS & MAINTENANCE	153.84			
01-201-28-370-020	PARKS & PLAYGROUNDS OTHER EXP.	669.64			
01-201-28-375-020	MAINT OF PARKS (BEACHES/LAKES)	664.40			
01-201-29-390-020	AID TO PUBLIC LIBRARY	21,500.00			
01-201-31-435-020	ELECTRICITY - ALL DEPARTMENTS	2,747.19			
01-201-31-440-020	TELECOMMUNICATIONS	572.88			
01-201-31-447-020	PETROLEUM PRODUCTS	4,607.77			
01-203-26-290-020	(2017) STREETS & ROADS - OTHER EXP.		34.00		
01-260-05-100	DUE TO CLEARING			0.00	73,033.17
01-290-55-000-005	DUE TO T-MOBILE - SPRINT FEES			1,725.05	
TOTALS FOR	Current Fund	55,379.15	34.00	17,620.02	73,033.17
04-215-55-983-000	2017 CAPITAL ORDINANCE 05-17			842.00	
04-260-05-100	DUE TO CLEARING			0.00	842.00
TOTALS FOR	General Capital	0.00	0.00	842.00	842.00
05-201-55-520-520	Water Operating - Other Expenses	7,686.01			
05-260-05-100	DUE TO CLEARING			0.00	7,686.01
TOTALS FOR	Water Operating	7,686.01	0.00	0.00	7,686.01
07-201-55-520-520	Sewer Operating - Other Expenses	67,081.48			
07-260-05-100	DUE TO CLEARING			0.00	67,081.48
TOTALS FOR	Sewer Operating	67,081.48	0.00	0.00	67,081.48

Total to be paid from Fund 01 Current Fund	73,033.17
Total to be paid from Fund 04 General Capital	842.00
Total to be paid from Fund 05 Water Operating	7,686.01
Total to be paid from Fund 07 Sewer Operating	67,081.48

148,642.66

Checks Previously Disbursed

WT#218148

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
14139	LAKELAND BANK			3,100,000.00	4/17/2018
218129	NJ STATE HEALTH BENEFITS			49,034.76	4/13/2018

				3,149,034.76	

Total paid from Fund 01 Current Fund

3,149,034.76

3,149,034.76

Total for this Bills List: 3,297,677.42

**List of Bills - (3310101001001) PROVIDENT BANK
Recreation Trust**

Meeting Date: 04/23/2018 For bills from 04/09/2018 to 04/19/2018

Check#	Vendor	Description	Payment	Check Total
5146	3834 - BOATHOUSE SPORTS LTD	PO 18666 TRACK: 2018 - JACKETS	855.95	855.95
5147	1177 - LAKELAND TRACK AND FIELD	PO 18667 TRACK: 2018 DUES	400.00	400.00
TOTAL				1,255.95

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
33-101-01-001-001	PROVIDENT BANK			0.00	1,255.95
33-600-00-090-000	Recreation Trust Reserves			1,255.95	
TOTALS FOR	Recreation Trust	0.00	0.00	1,255.95	1,255.95

Total to be paid from Fund 33 Recreation Trust

1,255.95

1,255.95

**RESOLUTION 89-18
BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS, NJ**

“RESOLUTION AUTHORIZING THE REFUND OF OVERPAYMENT OF TAXES”

WHEREAS, the Tax Collector certifies that the following properties have an overpayment of taxes the Collector has authorized the issuance of a refund.

NOW THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, that a warrant be drawn to **the following agency**, representing a refund of **1st quarter 2018** taxes due to an overpayment.

<u>Block</u>	<u>Lot</u>	<u>Name & Address</u>	<u>Amount</u>
(various, see attached)		Corelogic Tax Collection Svcs., LLC P.O. Box 9205 Coppell, TX 75019	\$13,996.84

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on April 23, 2018.

Valerie A. Egan, Municipal Clerk

Name	Motion	Second	Aye	Nay	Absent	Abstain
Happer						
Holmberg						
Horst						
Korman						
Shepherd						
Barrett						
Barnett						

	MTN LAKES		CORELOGIC	
NAME	ADDRESS	BLK/LT	ACCOUNT/REFERENCE#	AMOUNT
Forman	78 Cobb Road	58/21	24697872	\$4,442.49
Lambe	7 Craven Road	118/4.10	Provident Funding 9527060333	\$3,265.80
Lin	11 Crestview Road	45/3.02	1511-0093856524	\$6,288.55
				\$13,996.84

**BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS, NJ**

RESOLUTION 90-18

**“RESOLUTION AUTHORIZING AN AMENDMENT TO THE TEMPORARY BUDGET
FOR THE CALENDAR YEAR 2018”**

WHEREAS, N.J.S.A. 40A:4-19.1, Local Budget Law, provides that the temporary budget may be amended prior to the adoption of the **2018** Budget for the purposes and amounts required in the manner therein provided; and **WHEREAS**, the total appropriations in the **2017** Budget less appropriations made for Capital Improvement Fund, Debt Service, and Public Assistance are as follows:

Current Fund	\$8,768,558.95
Water Operating Fund	\$812,954.00
Sewer Operating Fund	\$855,169.00

WHEREAS, 1/12th of the total appropriations in the **2017** Budget, less appropriations made for Capital Improvement Fund, Debt Service, and Public Assistance are as follows:

Current Fund	\$ 730,713.25
Water Operating Fund	\$67,746.17
Sewer Operating Fund	\$71,264.09

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, that the following temporary appropriations be made and a copy of this shall be transmitted to the Chief Financial Officer for his/her records.

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on April 23, 2018.

Valerie A. Egan, Municipal Clerk

	Motion	Second	Aye	Nay	Absent	Abstain
Name						
Happer						
Horst						
Korman						
Shepherd						
Barnett						
Holmberg						

Borough of Mountain Lakes

Amendment to Temporary Budget - 2018

<u>CURRENT ACCOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>AMOUNT</u>
General Administration S&W	01-201-20-100-001	\$5,000.00
General Administration O/E	01-201-20-100-020	\$10,000.00
Comm. Adv. Comm. O/E	01-201-20-101-020	\$5,500.00
Clerk S&W	01-201-20-120-001	\$3,500.00
Clerk O/E	01-201-20-120-020	\$500.00
Finance S&W	01-201-20-130-001	\$2,500.00
Finance O/E	01-201-20-130-020	\$800.00
Computer Services O/E	01-201-20-140-020	\$1,000.00
Tax Collector SW	01-201-20-145-001	\$3,000.00
Tax Collector O/E	01-201-20-145-020	\$700.00
Tax Assessor S&W	01-201-20-150-001	\$1,500.00
Tax Assessor O/E	01-201-20-150-020	\$2,500.00
Legal O/E	01-201-20-155-020	\$25,000.00
Engineering O/E	01-201-20-165-020	\$25,000.00
Land Use Board S&W	01-201-21-180-001	\$500.00
Land Use Board O/E	01-201-21-180-020	\$1,000.00
Board of Adjustment S&W	01-201-21-185-001	\$500.00
Board of Adjustment O/E	01-201-21-185-020	\$700.00
Police S&W	01-201-25-240-010	\$100,000.00
Police O/E	01-201-25-240-020	\$24,313.25
UCC S&W	01-201-22-195-001	\$8,000.00
UCC O/E	01-201-22-195-020	\$100.00
Code Enforcement S&W	01-201-22-196-001	\$5,000.00
Liability Insurance O/E	01-201-23-210-020	\$20,000.00
Group Insurance O/E	01-201-23-220-020	\$80,000.00
Workers Compensation	01-201-23-215-020	\$20,000.00
Interlocal Service MC Dispatch	01-201-23-250-001	\$26,000.00
Interlocal Service Denville Court	01-201-25-251-020	\$14,000.00
Emergency Management S&W	01-201-25-252-001	\$1,000.00
Fire Dept. O/E	01-201-25-255-020	\$6,000.00
Fire Official S&W	01-201-25-265-001	\$1,000.00
Fire Dept. Safety S&W	01-201-25-266-001	\$600.00
Streets & Roads S&W	01-201-26-290-001	\$50,000.00
Streets & Roads O/E	01-201-26-290-020	\$40,000.00
Shade Tree Comm. O/E	01-201-26-300-020	\$500.00
Solid Waste S&W	01-201-26-305-001	\$1,000.00
Solid Waste O/E	01-201-26-305-020	\$50,000.00
Bldgs & Grnds Mun. Bldg.	01-201-26-310-020	\$10,000.00
Vehicle Repair and Maint. O/E	01-201-26-315-020	\$10,000.00
Board of Health S&W	01-201-27-330-001	\$500.00
Board of Health O/E	01-201-27-330-020	\$5,500.00
Environmental Comm. O/E	01-201-27-335-020	\$3,000.00
Parks & Playgrounds O/E	01-201-28-370-020	\$10,000.00
Maint. Of Parks O/E	01-201-28-375-020	\$10,000.00
Aid to Public Library	01-201-29-390-020	\$75,000.00
Electricity O/E	01-201-31-435-020	\$10,000.00
Street Lighting O/E	01-201-31-435-020	\$10,000.00
Natural Gas O/E	01-201-31-437-020	\$10,000.00
Telecommunication O/E	01-201-31-440-020	\$10,000.00
Social Security O/E	01-201-36-472-020	\$30,000.00

Total Appropriations one twelfth of Prior Year Appropriations - Current: \$730,713.25

Water Operating Account:

Salaries & Wages	05-201-55-510-001	\$20,000.00
Other Expenses	05-201-55-520-520	\$44,746.17
Social Security	05-201-55-531-000	\$3,000.00
		<u>\$67,746.17</u>

Sewer Operating Account:

Salaries & Wages	07-201-55-510-001	\$15,000.00
Other Expenses	07-201-55-520-520	\$53,264.09
Social Security	07-201-55-532-000	\$3,000.00
		<u>\$71,264.09</u>

**BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS, NJ**

RESOLUTION 91-18

**RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT FOR IT EVALUATION SERVICES BETWEEN
THE BOROUGH OF MOUNTAIN LAKES AND LAKER VENTURES LLC**

WHEREAS, there exists the need for professional services to evaluate IT Operations for the Borough of Mountain Lakes; and

WHEREAS, Nathaniel Fitch has submitted a proposal for these services, and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey:

Section 1. The Borough Manager and Borough Clerk are hereby authorized and directed to execute an agreement with Laker Ventures LLC for the evaluation of IT Operations for the Borough of Mountain Lakes as set forth in a proposal dated **March 29, 2018**.

Section 2. This contract is awarded as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law.

Section 3. The amount of this agreement is \$150/hour not to exceed \$7,500.

Section 4. A notice of this action shall be printed once in the legal newspaper of the Borough of Mountain Lakes.

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on April 23, 2018.

Valerie A. Egan, Municipal Clerk

Name	Motion	Second	Aye	Nay	Absent	Abstain
Happer						
Holmberg						
Horst						
Korman						
Shepherd						
Barrett						
Barnett						

Borough of Mountain Lakes

Contract Review Checklist

Vendor/Professional: Laker Ventures, LLC IT

Financial Impact:

Item	Applicability	Standard	Verified	Reviewer
Affirmative Action	Goods and Services; Professional Services	Employee information report provided	✓	VAE
Business Registration	Goods and Services; Professional Services	Copy of Registration provided	✓	VAE
Attorney Review	All Contracts	Confirmation that the agreement has been reviewed by the Borough Attorney		
Confidentiality	Professional Services; Goods and Services	Provisions when appropriate included in the contract	✓	VAE
Corporate Disclosure	Goods and Services; Professional Services	Disclosure affidavit provided.	✓	VAE
Insurance	All Contracts	Proof of insurance as required by RFP, Specifications, or Contract	✓	VAE
Debarment	Public Works	Vender not currently on the State debarment list	n/a	
Invoice Process	All Contracts	Consistent with Local Public Contracts law and Borough procedures.	✓	VAE
Non-collusion	All Contracts	Non-collusion affidavit has been signed	n/a	VAE
Non-performance	All Contracts	Provision addressing consequences for non-performance or breach of agreement.	n/a	VAE
Political Contribution Disclosure	Professional Services	Disclosure language in contract; form completed		
Payment Terms	All Contracts	Do standard payment terms apply?	✓	VAE
Professional Appointment	Professional Services	Has a resolution of appointment been adopted	4/11/18	VAE
Qualifications	Professional Services	Proof of professional licenses/certifications		
Renewal	Professional Services; Goods and services	Provision concerning renewal included where appropriate		
Term	All Contracts	One year term for professional services, two years for goods and services, or Statutory exception.	n/a	VAE
Termination	All Contracts	Right to terminate included when appropriate	n/a	VAE
Financial	All contracts	Has the economic impact of the transaction been evaluated?	✓	VAE

Date: 4/6/2018

Mountain Lakes Borough Consulting Statement of Work

This Independent Contractor Contract (the "Contract") states the terms and conditions that govern the contractual agreement between Mountain Lakes Borough (the "borough") having its principal place of business at 400 Boulevard, Mountain Lakes, NJ 07046 (the "Client"), and Laker Ventures, LLC (the "Contractor") who agree to be bound by this Contract.

WHEREAS, the Client wants current state documentation and a high level future state strategy for IT infrastructure and operations developed to include, but not limited to a high level review and documentation of:

- Opportunities for cost saving of technology and/or IT operations
- Technology architecture and stack (software, hardware, data, and security),
- Technology capabilities alignment with the Borough's mission and goals,
- Business interaction controls and processes with the technology,
- Lifecycle maintenance and systems support,

(the "Project"); and

WHEREAS, the Contractor agrees to manage the Project according to the terms and conditions herein.

NOW, THEREFORE, in consideration of the mutual covenants and promises made by the parties within this Contract, the Client and the Contractor (individually, each a "Party" and collectively, the "Parties") covenant and agree as follows:

1. Scope of Services

The Contractor and the Client agree and acknowledge that the Parties shall perform all Project duties as described on Exhibit A attached hereto.

2. Independent Status

The Contractor is an independent contractor and is not an employee of the Client.

- Contractor maintains at Contractor's sole discretion to determine how, when, and where to perform services required to achieve the final result specified herein.
- Contractor has the right to perform services to other clients during the term of the Contract.
- Client will not withhold any income or FICA taxes from any payments to the Contractor. Contractor is responsible for paying all applicable state, federal, and local income taxes.
- Client does not provide workman's compensation or unemployment insurance for the Contractor.
- As an independent contractor, Contractor is not eligible for and has no claim to medical benefits, profit sharing, vacation pay, sick pay, or other benefits offered by Client to employees.

- Client will not provide training to Contractor or employees or subcontractors of Contractor. Or, if training is part of the Project, specify how many hours and what materials the training includes.

3. Deliverables

The output of the Project will include a written report within the scope of services as defined herein. This output will provide a foundation from which a future state can be determined and critical issues as agreed to by the Client may be corrected or improved. Prioritization will be given to areas that can improve security of sensitive data, reduce IT capital and operations costs, and improve IT's capability to deliver high quality services for the execution of borough activities.

4. Assumptions

[Contractor]

- Provide progress updates as requested and be available to respond to inquiries within a reasonable time frame
- Work diligently to complete the Project within the estimated time frame
- Make accommodations for schedules and commitments of time by those contracted or under the employ of the Client as is reasonably appropriate
- All information gathered or sensitive knowledge gained will NOT be retained in any form by the Contractor, or information retained as required for completion of the Project will be surrendered or destroyed in its entirety at completion of the Project or if extended information will maintained to deliver the requested work, unless otherwise agreed to by the Client
- Any and all recommendations determined or conveyed by the Contractor, or direct activity executed by the Contractor, will be best effort and in no way will be interpreted to guarantee that the security, technology, or business processes will not fail, not be compromised in any way or for any reason, and not deliver services per the expectations of the Client
- Contractor agrees to maintain confidentiality and non-disclosure of the Client's trade secrets and business practices at all times, except cases previously approved in writing by the Client

[Client]

- IT staff, leadership, and applicable vendors as needed will be made available to the Contractor within a reasonable timeframe per requirements contained herein
- Requested information will be provided to the Contractor within a reasonable timeframe for the timely completion of the Project, to include, but not limited to: inventory or other documentation of systems and software, access and guided tours of facilities, access to vendors, log data and configuration of technology components, and any other detailed data or information
- Any and all actions taken as a result of the Contractor recommendations or conveyed by the Contractor, or direct activity executed by the Contractor at the Client's request, will be the sole responsibility of the Client, or to the extent as permitted by law

- Access to systems and technology as required for requested activities will be provided to the Contractor
- The Contractor will be provided a workspace and other access to technology as required for the Project

5. Payment

For the Project, the Client shall pay the Contractor at an hourly rate of \$150 in consideration for the performance of the duties described herein. Project hours of the Contractor shall not exceed 50 hours or \$7,500, to be paid at the completion of the Project per the terms established herein.

6. Term and Renewal

The term of this Contract shall last from a date to be agreed to by the Parties until the satisfactory completion of the Project, as determined solely by the Client. The Project is projected to take 40 to 50 hours to complete. All Payment to the Contractor shall be made within 15 days of receipt of the Contractor's invoice at the completion of the Project.

Upon such termination, Contractor shall be entitled to payment only as follows: (1) the actual cost of the work completed in conformity with this Contract; plus, (2) such other expenses actually incurred by Contractor as are permitted by the Contract; and (3) the surrender of all Client assets issued to the Contractor for the purposes of executing the work and activities defined in the Contract. The contractor shall not be entitled to any claim or claim of lien against the Client for any additional compensation or damages in the event of such termination and payments due as defined in the Contract.

7. Proprietary Rights

The Parties acknowledge that this is a Work for Hire arrangement and agree that the Client will hold all intellectual property rights for any work including, but not limited to, copyright and trademark rights in any deliverables unless otherwise agreed to in writing between the Client and the Contractor. The Contractor agrees not to claim any such ownership in such intellectual property not previously agreed to in writing at any time prior to or after the completion of any phase.

8. Expenses

The Parties agree and acknowledge that the Contractor shall bear all expenses that the Client does not agree to bear in writing. If the Client does agree to bear such expenses, the Contractor shall present receipts or invoices in order to receive reimbursement. The Client agrees to remit payment to the Contractor within 15 days of receipt of said receipts or invoices.

9. No Modification Unless in Writing and Enforceability

This Contract represents the entire agreement between the Parties. No modification of this Contract shall be valid unless in writing and agreed upon by both Parties. Should any one clause of the Contract be found to be unenforceable, all other clauses remain binding as they are.

10. Limitation of Liability

UNLESS A RESULT OF GROSS NEGLIGENCE OR WILLFUL MISCONDUCT, THE LIABILITY OF THE CONTRACTOR TO THE CLIENT FOR ANY TYPE OF DAMAGES IS LIMITED TO THE AMOUNT OF THE CONTRACTOR'S TOTAL FEES UNDER THE TERMS OF THIS AGREEMENT.

CLIENT SHALL INDEMNIFY AND HOLD CONTRACTOR HARMLESS FROM ANY LOSS OR LIABILITY ARISING FROM PERFORMING SERVICES UNDER THIS AGREEMENT.

11. Applicable Law

This Contract and the interpretation of its terms shall be governed by and construed in accordance with the laws of the State of New Jersey, and subject to the exclusive jurisdiction of the federal and state courts located in Morris County, New Jersey.

IN WITNESS WHEREOF, each of the Parties has executed this Contract, both Parties by its duly authorized officer, as of the day and year set forth below.

[CLIENT]

_____	_____
Mitchell Stern	DATE

[CONTRACTOR]

_____	_____
Nathaniel Fitch	DATE

SCHEDULE A

Scope of Services

The Contractor shall perform for the purposes of the timely completion of the Project with full support of the Client in the following duties, unless otherwise modified and agreed to by both parties in writing, the following activities:

- Conduct discovery interviews with key staff and current IT Helpdesk vendor point of contact
- Conduct discovery of technology environment through both physical and digital examination
- Evaluate IT operations, maintenance/life-cycle management, capabilities, and areas for improvement and/or risk mitigation
- Review and evaluate IT vendor management and service quality/value
- Review and evaluate physical and virtual security
- Review and evaluate building's IT capabilities and limitations
- Review lifecycle maintenance and systems support operations
- Identify possible cost savings and/or other efficiency improvements of IT operations and technology

Documentation output of the Project will include high level documentation from the above activities on the following topics:

- Overview of strengths, recommendations, and immediate concerns of current state
- Documented current state IT environment topology and service mapping
- Proposed future state with identified next steps, estimates of capital costs where possible within the time restraints, e.g. Disaster Recovery
- Helpdesk feasibility and other shared services possibilities with the Board of Education, and if applicable, an SLA and transition plan to begin discussions to implement
- Review final report with the Client and discuss reviews and documentation

RESOLUTION 92-18
BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS, NJ

**"RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE BOROUGH OF MOUNTAIN LAKES AND TOPOLOGY NJ LLC (PHIL ABRAMSON) FOR SPECIAL
PROFESSIONAL PLANNING SERVICES."**

WHEREAS, there exists the need for professional planner in connection with proposed zoning ordinance changes and related planning review for the Borough of Mountain Lakes; and

WHEREAS, the Borough of Mountain Lakes has decided to award the contract for this services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, Phil Abramson of Topology NJ LLC has submitted a proposal dated April 16, 2018 for special professional planning services at an hourly rate of \$155.00 and a total not to exceed amount of \$5,000.00; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey:

Section 1. The Borough Manager and Borough Clerk are hereby authorized and directed to execute an agreement with Topology NJ LLC (Phil Abramson) for professional planning services to the Borough of Mountain Lakes as set forth in a proposal dated April 16, 2018 attached hereto, which services shall not exceed \$5,000.00

Section 2. This contract is awarded as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law.

Section 3. The term of this agreement shall be for one year, from April 1, 2018 through March 31, 2019.

Section 4. A notice of this action shall be printed once in the legal newspaper of the Borough of Mountain Lakes.

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on April 23, 2018.

Valerie A. Egan, Municipal Clerk

Name	Motion	Second	Aye	Nay	Absent	Abstain
Happer						
Holmberg						
Horst						
Korman						
Shepherd						
Barrett						
Barnett						

Borough of Mountain Lakes

Contract Review Checklist

Vendor/Professional: Topology - Special Planner

Financial Impact:

Item	Applicability	Standard	Verified	Reviewer
Affirmative Action	Goods and Services; Professional Services	Employee information report provided	✓	VAE
Business Registration	Goods and Services; Professional Services	Copy of Registration provided	✓	VAE
Attorney Review	All Contracts	Confirmation that the agreement has been reviewed by the Borough Attorney	✓	VAE
Confidentiality	Professional Services; Goods and Services	Provisions when appropriate included in the contract	n/a	VAE
Corporate Disclosure	Goods and Services; Professional Services	Disclosure affidavit provided.	✓	VAE
Insurance	All Contracts	Proof of insurance as required by RFP, Specifications, or Contract	✓	VAE
Debarment	Public Works	Vender not currently on the State debarment list	n/a	VAE
Invoice Process	All Contracts	Consistent with Local Public Contracts law and Borough procedures.	✓	VAE
Non-collusion	All Contracts	Non-collusion affidavit has been signed	n/a	VAE
Non-performance	All Contracts	Provision addressing consequences for non-performance or breach of agreement.	✓	VAE
Political Contribution Disclosure	Professional Services	Disclosure language in contract; form completed	✓	VAE
Payment Terms	All Contracts	Do standard payment terms apply?	✓	VAE
Professional Appointment	Professional Services	Has a resolution of appointment been adopted	4/23/18	VAE
Qualifications	Professional Services	Proof of professional licenses/certifications	✓	VAE
Renewal	Professional Services; Goods and services	Provision concerning renewal included where appropriate	n/a	VAE
Term	All Contracts	One year term for professional services, two years for goods and services, or Statutory exception.	✓	VAE
Termination	All Contracts	Right to terminate included when appropriate	✓	VAE
Financial	All contracts	Has the economic impact of the transaction been evaluated?	✓	VAE

Date: 4/19/2018



UNLOCKING POTENTIAL
IN PLACES YOU LOVE
60 Union Street, #1N
Newark, NJ 07105

April 18, 2018

Mr. Mitchell Stern
Business Administrator
Borough of Mountain Lakes
400 Boulevard
Mountain Lakes NJ 07046

Re: Proposal – Professional Planning Services
Borough of Mountain Lakes NJ (conflict planner)

Dear Mr. Stern,

This proposal is to provide professional planning services to support the municipality in the above matter, due to a potential conflict which may arise by utilizing the current town planner.

Scope of Services:

Topology will provide professional planner and project management services for land use matters for the Borough on a as-needed basis. Such services may include, but shall not be limited to, the following:

1. Site Investigation and Due Diligence

- Conduct site visits and photo document existing conditions, including aerial imagery as needed, within perspective development areas.
- Prepare maps, as may be necessary, using Geographic Information Systems (GIS) software.
- Review documentary evidence relating to the parcel(s) in question including materials provided by property owners, contract purchasers or perspective developers.
- Collaborate with project team, including technical and legal professionals to assess existing conditions

2. Planning Analysis

- Analyze capacity of specific sites or districts and/or assess the feasibility of submitted proposals.
- Prepare amendments to existing zoning ordinance to be consistent with the New Jersey Municipal Land Use law.
- Incorporate Land Use, architectural best practices, urban design and bulk standards to govern development upon the parcels in question.

3. Project Management

- Produce project schedules and roles and responsibilities for assigned projects. Monitor and facilitate progress of Land Use process to ensure projects are

- completed within agreed upon timeframe .
- Coordinate project communications between the Borough's technical and legal professionals as well as developer teams to facilitate project coordination and negotiations.

4. Meetings, Testimony and Presentations

- Participate in meetings with local stakeholders and/or elected officials to discuss project assignments, identify key concerns and to present Topology's findings as may be the case.
- Participate in meetings with third party development teams to assess and negotiate various aspects of development proposals.
- As requested, organize neighborhood and public meetings with residents and the general public to gather community input and create public outreach materials in connection with those meetings.
- As may be needed, provide expert testimony before the Borough Council, Planning Board, or New Jersey Courts.

Fees and Payment Terms

Topology will undertake the scope of work described herein based upon a blended rate of \$155/hour, not to exceed \$5,000 without prior authorization.

Hearings are billed at a flat rate of \$750

The hourly rate specifically excluded costs that would be billed as reimbursable including but not limited to:

- Costs associated with materials for public engagement sessions
- Procurement of data from third party vendors
- Printing and production of deliverables
- Courier or express mail
- Reasonable travel costs, including travel time

Consultant will issue invoices monthly for services provided over the course of the previous month. Payment is due within thirty (30) days from receipt of Consultant's invoice .

Term of Agreement

This proposal is valid 90 days from the date of issuance. This agreement is effective as of the date of execution and will terminate no later than February 27, 2019. Any work requested to be performed under this contract after such date will be billed at prevailing rates.

Legal Terms and Conditions

Topology has structured this Proposal as an Independent Contractor Agreement and by executing this Agreement, the parties are bound by the following terms and conditions:

1. Exclusive Agreement

This is the entire Agreement between Consultant and Client.

Client and Consultant recognize that (a) Consultant's original cost and time estimates may be too low due to unforeseen events, or to factors unknown to Consultant when this Agreement was made; (b) Client may desire a mid- project change to Consultant's services that would add time and cost to the Project; or, (c) other provisions of this Agreement may be difficult to carry out due to unforeseen circumstances. If any intended changes or any other events beyond the parties' control require adjustments to this Agreement, the parties shall make a good faith effort to agree on all necessary particulars. Such agreement shall be put in writing, signed by both parties and added to this Agreement.

2. Invoice and Payment

Topology will invoice by email monthly by the 15th of the month following the month during which fees and expense were incurred.

- Late Payments by Client shall be subject to late payment penalty fees of 1% per month from the due date until the amount is paid
- Client shall reimburse Consultant for the following expenses that are directly attributable to work performed under this Agreement, including but not limited to: travel expenses; printing and reproduction; courier services; computer or internet services. Consultant shall submit an itemized statement of Consultant's expenses with the Fee for Services invoiced.
- Consultant shall be paid at our standard hourly rates, as additional services, for time spent as a consultant or witness regarding concerns associated with this Agreement, including all time spent in assembling documentation, preparation for serving as a witness, or the like, in any litigation not arising from our own negligence or misconduct.

3. Ownership and Use of Work

Consultant owns or holds a license to use and sublicense various materials in existence before the start dates of this Agreement (Consultant's Materials), Consultant, may, at its option, include Consultant Materials in the work performed under this Agreement. Consultant retains the right, title, and interest, including copyrights, patent rights, and trade secret rights in Consultant Materials. Consultant grants to Client royalty-free non-exclusive license to use Consultant Materials and anything created or developed by Consultant, under this Agreement. The license shall have a perpetual term and may not be transferred by Client.

4. Client Obligations

Client shall make available to Consultant, at Client's expense, all materials, information, agreement, and documents that may be critical to the furtherance of the services to be performed under this Agreement. Consultant agrees to use professional discretion and confidentiality in the use of said material.

5. Independent Contractor Status

Consultant is an independent contractor, not Client's employee. Consultant's employees or sub-contractors are not Client's employees. Consultant and Client agree to the following rights consistent with an independent contractor relationship.

- Consultant has the right to perform services for others during the term of this Agreement.
- Consultant has the sole right to control and direct the means, manner, and method by which the services required by the Agreement will be performed.
- Consultant has the right to hire assistants as subcontractors, or to use employees to provide services required by this Agreement.
- The Consultant or Consultant's employees or subcontractors shall perform the services requirement by this Agreement. Client shall not hire, supervise or pay any assistants to help Consultant.
- Neither Consultant nor Consultant's employees or subcontractors shall receive any training from Client in the skills necessary to perform the services required by this Agreement.
- Client shall not require Consultant or Consultant's employees or subcontractors to devote full time to performing the services required by this Agreement.
- Neither Consultant nor Consultant's employees or subcontractors are eligible to participate in any employee pension, health, vacation pay, sick pay or other fringe benefit of Client.

6. Taxes

Consultant shall be responsible for paying all income taxes, unemployment compensation contributions, and FICA payments (Social Security and Medicare taxes) incurred while performing services under this Agreement. Client will not (a) withhold FICA from Consultant's payments or make FICA payments on Consultant's behalf; (b) make state or federal unemployment compensation contributions on Consultant's behalf; or, (c) withhold state or federal income tax from Client's payment.

7. Liability and Indemnification

Consultant is rendering only those consulting and advisory services that the Client requests, as generally described in this Agreement, and because said services may be implemented by the Client in part or in full, and because

Consultant is not being paid on the basis of how valuable our overall consulting services and advice may be to the Client, Client agrees that:

- Under this Letter Agreement, Consultant shall not be liable in any way for any act or failure to act, unless it is established that our act or omission constitutes willful misconduct or gross negligence.
- If there is any claim or suit against Consultant for any act or omission in carrying out this Agreement, Client will indemnify Consultant and hold Consultant and its affiliates and each of its managers, members, employees, and agents harmless with respect to all costs, liabilities, or expenses arising from such a claim or suit, unless it is established that such act or omission constitutes willful misconduct or gross negligence. This indemnification will include but will not be limited to reasonable legal fees incurred by Consultant should it be necessary to defend themselves against such a claim or suit.
- Consultant's liability hereunder shall, in any event, be limited to the total fees paid to Consultant by Client for consulting services rendered; and shall not include any consequential damages or contingent liabilities.
- Nothing in this Agreement shall be deemed to require, or authorize, or permit Consultant to perform any act that would constitute professional design or engineering services, testing, geotechnical or environmental assessments, or the licensed, or certified, practice of architecture, engineering, public accounting, law, construction or general contracting services, or other services requiring professional licensure or certification. The recommendations, advice, budgetary information and scheduling to be furnished by Consultant under this Agreement shall not be deemed to be representations, warranties, guarantees or constitute the performance of Licensed professional service.

8. Notices

All notices and other communications in connection with this Agreement shall be in writing and shall be considered given as follows: (1) When delivered personally to the recipient's address as stated on this Agreement; (2) Three days after being deposited in the United States mail, with postage prepaid to the recipient's address as stated on this Agreement; (3) When sent by facsimile (fax) or e-mail to the last fax number or e-mail address of the recipient known to the person giving notice. Notice is effective upon receipt, provided that a duplicate copy of the notice is promptly given by first class mail, or the recipient delivers a written confirmation of receipt. All notices, submissions, requests or other communications must be in writing and shall be addressed as follows:

Consultant

Attention: Phil Abramson
Topology NJ, LLC
60 Union Street # 1N
Newark, NJ 07105

e hello@topology.is

w <http://topology.is>

p 973 370 3000

T: 973-370-3000
E: phil@topology.is

Client

Attention: Mitchell Stern, Business Administrator
Borough of Mountain Lakes
400 Boulevard
Mountain Lakes NJ 07046
T: 973.334.3131 x 2006
E: mStern@mthlakes.org

9. Assignment and Delegation

These arrangements are binding on and benefit each party and each party's successors and permitted assigns, which shall be authorized in writing. This Agreement constitutes the totality of the arrangements between the parties, unless the parties agree in writing hereafter to any amendments.

10. Termination

Either party may terminate this Agreement at any time by giving the other party notice, in writing. In the event of the termination of this Agreement, Consultant will be paid all outstanding amounts previously billed and due in accordance with this Agreement plus the time, materials and expenses incurred up to the effective date of termination. At the point of termination, and provided Client pays for Consultant's time to collect the materials, Consultant will provide Client with documents and materials prepared for Client during the time Consultant provided services under this Agreement. Consultant may suspend the provision of services for non-payment of fees and expenses pursuant to this Agreement until payment is brought current. The Client shall indemnify and hold Consultant harmless from any claim or liability resulting from such suspension. Topology holds itself and its clients to a high ethical standard and as such this contract may be cancelled immediately upon any request or insinuation for services which may in any way be construed as illegal in relation to the performance of the contract.

11. Applicable Law

Parties shall comply with all applicable laws, ordinances, and codes of the Federal Government, the State of New Jersey and any other applicable governmental entity having jurisdiction. If either party has violated or failed to comply with any of these applicable laws, ordinances and codes with respect to the performance of the services of this Agreement, the other party may withhold payments or discontinue services as may be the case and take such other action that it deems appropriate under the circumstances until compliance of remedial action has been accomplished by the other party to its satisfaction. In addition, either party shall also be responsible for, and pay the other for, any costs that a party may incur as a result of the failure to comply

with the requirements of this paragraph.

11. Certification

Both parties warrant that the individual signing below has the authority to sign this Agreement and bind the Parties to the terms of this Agreement.

Approval of Agreement by and between the Parties

Philip Abramson

Mitchell Stern

Principal

Business Administrator

Topology NJ llc

Borough of Mountain Lakes

April 12,, 2018

April 12, 2018



MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES
APRIL 9, 2018
HELD AT BOROUGH HALL, 400 BOULEVARD, MOUNTAIN LAKES, NJ 07046

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, 2018 and posted in the municipal building.

Mayor Barnett called the meeting to order at 7:00 p.m. in the municipal building.

ROLL CALL ATTENDANCE

Roll Call	<u>Present</u>	<u>Absent</u>		<u>Present</u>	<u>Absent</u>
Happer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Shepherd	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Holmberg	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Barrett	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Horst	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Barnett	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Korman	<input checked="" type="checkbox"/>	<input type="checkbox"/>			

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FLAG

Mayor Barnett led the salute to the flag.

BUDGET DISCUSSION

Mr. Stern reviewed the budget and the amendments that were made from the last draft. There was a discussion regarding the amount of fund balance to be used to support the budget. The total budget document was reviewed page by page.

COMMUNITY ANNOUNCEMENTS

Mayor Barnett stated the annual trout stocking will be held on Friday and the Trout derby will be held Saturday morning. The Ed Foundation fundraiser will be held this weekend. Trash day and Cleanup day will be April 21st and 22nd. April 28th will be the shredding day and blood drive that benefits the Fire department. The Woods and Lakes run will be held April 28th. There will be an opioid presentation at the Library on April 18th.

PUBLIC COMMENT

Mayor Barnett opened the meeting to the public

Mr. Fred Kanter, 81 Hanover Road, stated that the public should have a copy of the budget that was discussed this evening. He asked that the Council pass an ordinance that the council packet has to be presented in full to the public. He suggested that the sign ordinance only refer to commercial signs. He stated that residential signs should not be regulated. He stated that he wrote two letters to former Mayor Holmberg regarding the building committee and did not get an answer.

Mayor Barnett stated that copies of the draft budget will be made available for the public.

Mr. Kevin Dolan, 6 Crescent Drive, asked if the council could ask if the town is allowed to have a trust for affordable housing. He asked what the affordable housing unit number will be for Mountain Lakes. He asked if there was any information regarding revenue that comes in for new housing development in overlay zones in regards to affordable housing.

Mr. Oostdyk answered Mr. Dolan's questions.



**MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES
APRIL 9, 2018
HELD AT BOROUGH HALL, 400 BOULEVARD, MOUNTAIN LAKES, NJ 07046**

BOROUGH COUNCIL DISCUSSION ITEMS

Introduction of the 2018 Municipal Budget

Council member	M	2 nd	Yes	No	Abstain	Absent
Happer	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Holmberg	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Horst	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Korman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shepherd	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Barrett	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Barnett	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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ATTORNEY'S REPORT

Mr. Oostdyk spoke to the affordable housing issue.

MANAGER'S REPORT

Mr. Stern reviewed his report. He spoke regarding the Beach project. He spoke about the municipal building renovation project. There was a discussion regarding the ordinance dealing with whole house generators. An amending ordinance will be put on a future agenda. He reviewed the open items. There was a discussion regarding Willow Drive, which is a private road. Mr. Stern stated that any planned municipal construction or improvements will be placed on hold in regard to Willow Drive.

ORDINANCES

Final Hearing of Ordinance 2-18, Student Committee Members

ORDINANCE AMENDING CHAPTER 9 OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF MOUNTAIN LAKES AND PROVIDING FOR THE APPOINTMENT OF STUDENT MEMBERS TO BOROUGH COMMITTEES AND COMMISSIONS

Mayor Barnett opened the meeting to the public

There was no one from the public who wished to comment.

Introduced: March 26, 2018

Council member	M	2 nd	Yes	No	Abstain	Absent
Happer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Holmberg	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Horst	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Korman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shepherd	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Barrett	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Barnett	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Adopted: April 9, 2018

Council member	M	2 nd	Yes	No	Abstain	Absent
Happer	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Holmberg	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Horst	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Korman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shepherd	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Barrett	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Barnett	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES
APRIL 9, 2018
HELD AT BOROUGH HALL, 400 BOULEVARD, MOUNTAIN LAKES, NJ 07046

***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.

***RESOLUTIONS**

R86-18, Authorization to pay bills

R87-18, Authorization for refund for overpayment of taxes

***APPROVAL OF MINUTES**

Regular minutes of March 26, 2018, (All eligible)

Executive minutes of March 26, 2018, (All eligible)

***APPROVAL OF REPORTS FOR FILING** (reports are included only if checked)

- ☐ Construction Department
- ☐ Department of Public Works
- ☐ Finance
- ☐ Fire Department
- ☐ Health Department
- ☐ Police Department
- ☐ Recreation Department
- ☐ Property maintenance report

***BOARD AND COMMITTEE AND COMMISSION APPOINTMENTS**

None

***Approval of the Consent Agenda**

Council member	M	2 nd	Yes	No	Abstain	Absent
Happer	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Holmberg	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Horst	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Korman	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shepherd	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Barrett	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Barnett	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

COUNCIL REPORTS

Mr. Holmberg stated that Communications Committee will be meeting on Wednesday. He stated that a post card will go out to the public to let them know how to communicate with the municipality. Mr. Shepherd stated that the Water and Sewer Committee met. Mayor Barnett stated that the Board of Ed has had a resignation from the Board. The Board of Education is discussing their budget. She stated that plans are being made for Memorial Day.

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 Barnett opened the meeting to the public.

There was no one who wished to comment.

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**MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES
APRIL 9, 2018
HELD AT BOROUGH HALL, 400 BOULEVARD, MOUNTAIN LAKES, NJ 07046**

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NEXT STEPS AND PRIORITIES

Mayor Barnett reviewed the following next steps and priorities:

Next Step	Completed by	Completion date
Schedule Affordable Housing committee meeting	Committee members	May
Bring matters to the personnel committee	Personnel Committee	TBD
Beach project discussion to be brought before council	Mr. Stern	Next meeting
Bring up tree issue with JCPL	Mr. Stern	Next meeting
Sewer billing issue with Parsippany	Mayor Barnett/Mr. Stern	Third quarter

ADJOURNMENT at 10:49 P.M.

Motion made by Councilmember Barrett, second by Councilmember Happer to adjourn the meeting at 10:49 p.m., with all members in favor signifying by "Aye".

Respectfully Submitted

Valerie A Egan Borough Clerk

Val Egan

From: Dean & Kelly <dtfishin@optonline.net>
Sent: Thursday, April 05, 2018 11:43 AM
To: Val Egan
Subject: FW: Need some information

From: "joseph.scura@gmail.com" <joseph.scura@gmail.com>
Date: Monday, April 2, 2018 at 4:39 PM
To: Kelly Thompson <dtfishin@optonline.net>
Cc: "shaun.lehrer@gmail.com" <shaun.lehrer@gmail.com>
Subject: Re: Need some information

Quick question: I am contemplating joining the board of the Mountain Lakes Club in May. Would that pose any conflicts of interest for the commission? As long as it's not a problem I have no problem doing both. My bio is below. Let me know if you want me to cover anything else.

Joe

Bio:

Joe Scura: Married to Janine Scura, we have two kids, Hudson (6) and Sienna (3). I am an attorney with my own law practice in Morristown, focused on criminal defense and complex civil litigation. My wife and I both graduated from Mountain Lakes High School in 2000. I attended University of Miami and Fairleigh Dickinson for undergrad, American University in Washington DC for law school. My wife and I moved back to the area in 2008, spending some time in Denville and Boonton before moving back into Mountain Lakes last year. I am an active member at the ML Club and a coach for my son's Tri-Town Little League team.

I would like to serve on the commission because the social atmosphere and community feel in this town is pretty unique and a lot of that has to do with the events and activities overseen by the recreation commission. It was a great place to grow up and now I'm finding it a great place to live and raise a family. If I can be involved in maintaining and advancing some of the programs that make the town special, then count me in.

Joe Scura

On Mon, Apr 2, 2018 at 1:59 PM, Dean & Kelly <dtfishin@optonline.net> wrote:

Gentleman -

Need a little bit of information from each of you!

We need information about who they are, where they work, why they would like to serve on the commission.

This is what I need – Feel free to embellish on anything!

Thank you

Kelly



BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

CONSTRUCTION OFFICE

MONTHLY ACTIVITY REPORT

MARCH 2018

ADMINISTRATIVE SUMMARY

Several major snow storms during the month had a negative effect on the ability of construction projects to continue with their activities. The submittal of new applications and issuance of permits during this period is reflected in the downturn in collected revenue for the month. The expectation is that projects already in the planning stage will not be cancelled, rather their scheduling has been delayed due to the weather. These projects will still be realized and this workload will be forthcoming upon an improvement in the weather.

Modified regulations announced by the DCA took effect on March 5, 2018, and will reclassify some work previously under the title of Minor Work to Ordinary Maintenance. These modifications will remove the requirement to obtain construction permits for specified work. While the State's aim was to reduce the governmental oversight on certain types of work the results also will include the removal of some consumer protections and a decrease in revenues used to operate the local enforcing agency. A proposed modified Fee Schedule addressing these regulation changes is almost complete. The goal of this fee schedule is to continue to operate the Construction Office as a self-sustaining local enforcing agency as required by the regulations.

Steven M. Gluck
Construction Official



Mountain Lakes Borough
400 BOULEVARD
MOUNTAIN LAKES, NJ 07046

Construction Permit Activity Report

3/1/2018 -> 3/31/2018

Summary

	Cost:	Count:				
New:	\$0.00	0	Cubic Footage:	0 Cu.ft	Permits Issued:	15
Addition:	\$0.00	0	Square Footage:	0 Sq.ft	Updates Issued:	1
Alteration:	\$121,193.00	15				
Demolition:	\$1,400.00	1				
Total:	\$122,593.00	16				

Permits	Count	Permit Fees	Admin Fees	Total	Inspections	Passed	Failed	Other
Building:	5	\$749.00	\$0.00	\$749.00	B 34	24 %70.6	0 %0	10 %29.4
Plumbing:	5	\$375.00	\$0.00	\$375.00	P 27	21 %77.8	0 %0	6 %22.2
Electrical:	9	\$969.00	\$0.00	\$969.00	E 33	28 %84.8	2 %6.1	3 %9.1
Fire:	4	\$317.00	\$0.00	\$317.00	F 13	8 %61.5	0 %0	5 %38.5
Elevator:	1	\$0.00	\$0.00	\$0.00	V 0	0 %0	0 %0	0 %0
Mechanical:	5	\$500.00	\$0.00	\$500.00	M 4	4 %100	0 %0	0 %0
	29	\$2,910.00	\$0.00	\$2,910.00	111	85	2	24
DCA Training:	0		0		(Note: Does not include result of none)			
DCA State:	16		182	\$50.00				
DCA Minimum:	0		0					
	16		\$182					

Variations	Total	Paid	Certificates	Issued Total	Paid Total
Building 0	0	0	CA 28	\$0.00	\$0.00
Plumbing 0	0	0	CCO 0	\$0.00	\$0.00
Electrical 0	0	0	CO 5	\$600.00	\$0.00
Fire 0	0	0	CC 0	\$0.00	\$0.00
Mechanical 0	0	0	TCO 0	\$0.00	\$0.00
Elevator 0	0	0	TCC 0	\$0.00	\$0.00
Total:	\$0.00	\$0.00	Total: 33	\$600.00	\$0.00

NOTE:
Information gathered is based on the Issue date for that item, ie permit issue date, certificate issue date.

This will cause discrepancies between the payments section which uses Payment date. Example you took in money for a CO but the CO has not been issued yet.

Permit Subcode Exempted (State) Fees			Permit Subcode Waived (Local) Fees			Payments (Based on Payment Date)	
	Record Count	Total Exempted		Record Count	Total Waived	Permit (31)	\$3,342.00
Building	0	\$0	Building	0	\$0	NON-UCC (0)	\$0.00
Plumbing	0	\$0	Plumbing	0	\$0	Variation Payments	\$0.00
Electrical	0	\$0	Electrical	0	\$0	Penalty (0)	\$0.00
Fire	0	\$0	Fire	0	\$0	Inspection Payments	\$0.00
Mechanical	0	\$0	Mechanical	0	\$0	Ongoing Invoice	\$0.00
Elevator	0	\$0	Elevator	0	\$0	Test Payments	\$0.00
Total:		\$0	Total:		\$0	Grand Total	\$3,342.00
Record Count Total Exempted			Violations				
DCA Fees	0	\$0	Issued	0	\$0.00	Fines	Paid

BOROUGH OF MOUNTAIN LAKES CONSTRUCTION OFFICE ANNUAL PERMIT FEES

4/17/2018

	2016 COLLECTED	YEAR TO DATE
JANUARY	9,755	9,755
FEBRUARY	10,327	20,082
MARCH	21,916	41,998
APRIL	14,330	56,328
MAY	8,143	64,471
JUNE	8,046	72,517
JULY	6,170	78,687
AUGUST	10,369	89,056
SEPTEMBER	22,403	111,459
OCTOBER	15,894	127,353
NOVEMBER	5,428	132,781
DECEMBER	10,394	143,175
	2017 COLLECTED	YEAR TO DATE
JANUARY	9,550	9,550
FEBRUARY	16,180	25,730
MARCH	11,015	36,745
APRIL	14,473	51,218
MAY	8,196	59,414
JUNE	16,031	75,445
JULY	18,388	93,833
AUGUST	20,069	113,902
SEPTEMBER	6,698	120,600
OCTOBER	12,736	133,336
NOVEMBER	9,522	142,858
DECEMBER	6,930	149,788
	2018 COLLECTED	YEAR TO DATE
JANUARY	10,958	10,958
FEBRUARY	4,025	14,983
MARCH	3,342	18,325
APRIL		
MAY		
JUNE		
JULY		
AUGUST		
SEPTEMBER		
OCTOBER		
NOVEMBER		
DECEMBER		

BOROUGH OF MOUNTAIN LAKES

DEPARTMENT OF PUBLIC WORKS

Department Activity March 2018

IN HOUSE

All regular work details including trash and recycling collection, trash bag deliveries, street sweeping, leaf and brush disposal, daily maintenance of wells, monthly water testing for Coliform and Chlorine, final water reads, utility mark outs, etc. Additionally:

Streets & Roads Department:

- Salt and Plow Borough during snow storms
- Plow and shovel all school parking lots
- Order and deliver generators for the Board of Education
- Tree and Debris cleanup due to large amounts of storm damage
- Worked with Seneca Tree Service for emergency tree and limb removals
- Worked with JCP&L regarding damaged trees and power line issues
- Pipe clean out on 18 Condit due to water overflow on property
- Various pothole repairs throughout Borough
- Styrofoam delivery to Foam Pack Industries
- JIF Safety Class – Employee Conduct
- JIF Safety Class – Sanitation and Recycling
- Association New Jersey Recycling conference – M. Prusina
- Meeting w/gas company in reference to outstanding repairs, future projects, etc.

Water/Sewer Department:

- Repair of water main break @ Well #5 (Route 46)
- Repair of water service on Rainbow Trail

Recreation:

- Meetings with Public Works Committee members and architect to discuss beach venue designs
- Additional meetings regarding summer preparation

Vacation/Sick Time:

- 88 Vacation Hours/48 Sick Hours, 136 Man Hours



Mountain Lakes Volunteer Fire Department

MOUNTAIN LAKES, NEW JERSEY 07046

EMERGENCY 911

973-394-1094 - NON EMERGENCY

TO: Mayor Barnett, Borough Council Members, Manager Mitchell Stern

FROM: Steve Castellucci, Chief

DATE: April 16, 2018

SUBJECT: March Report

The following lists the activity for the Mountain Lakes Volunteer Fire Department during the month of March 2018:

FIRE CALLS (23)

LOCATION	DATE	TIME	DESCRIPTION
Route 46 East	3/2	12:15 PM	Transformer Fire
39 Lakewood Drive	3/2	3:21 PM	Tree Fell on House. No injuries
Lake Drive	3/2	5:45 PM	Tree/wires down
21 Maple Way	3/3	10:43 AM	CO Alarm. High readings detected in the house. Generator placed to close to house.
Craig School	3/4	8:50 PM	Fire Alarm- Malfunction
379 Rockaway Valley RD	3/6	3:34 PM	Assist Boonton Twp FD
177 Lake Drive	3/7	2:46 PM	Tree/Wires Down
Intervale/Yorke	3/7	2:50 PM	Tree/Wires Down
29 Oak Lane	3/7	4:09 PM	Tree fell on car. No Injuries
Ball/Bellvale Rds	3/7	4:24 PM	Wires Burning
East Shore Rd	3/7	4:30 PM	Wires Burning
16 Dartmouth Rd	3/7	6:13 PM	Wires Burning
46 Dartmouth Rd	3/7	7:09 PM	CO Alarm- Malfunction
25 Larchdell Way	3/7	7:30 PM	Sparking Wires
120 Intervale Rd	3/7	9:11 PM	Tree Fell on house. No injuries
34 Wilcox Drive	3//8	2:19 AM	CO Alarm- No readings detected
16 Cobb Road	3/10	7:27 PM	Fuel Spill
4 Hillcrest Road	3/11	12:43 PM	CO Alarm- Malfunction
155 Powerville RD BT	3/12	9:27 AM	Assist BTFD with Haz Mat call
Briarcliff School	3/15	2:45 PM	Fire Alarm- Malfunction
84 Crestview Rd	3/22	11:58 PM	Fire Alarm- Set off in error
76 Bellvale Rd	3/25	7:11 PM	Smoke Condition from Chimney
105 Lake Drive	3/26	9:25 AM	Smoke reported in the area of 105. Unfounded

DRILLS (5)	DATE	TIME	DESCRIPTION
Firehouse	3/4	8:00 AM	Pump operator training
Wildwood School	3/4	1:00 PM	JFD Drill
Wildwood School	3/13	8:00 PM	Senior Drill
Firehouse	3/20	8:00 PM	Senior Drill
High School	3/25	1:00 PM	JFD Drill

MEETINGS (3)

LOCATION	DATE	TIME	DESCRIPTION
Firehouse	3/6	8:00 PM	Officers Meeting
Fire Academy	3/14	7:30 PM	County Chiefs
Firehouse	3/27	8:00 PM	Business Meeting

TRUCK AND EQUIPMENT CHECKS (1)

LOCATION	DATE	TIME	DESCRIPTION
Firehouse	3/27	8:30 PM	Engine One, two and R1 equipment checks

COMMUNITY EVENTS (0)

ANNOUNCEMENTS: (3)

1. I am pleased to announce that MLVFD firefighters will be attending Rapid Intervention Crew (RIC) training at the fire academy in April. The training will be held on 4/20-4/22
2. Five members of the Jr Fire Department will be attending Firefighter One training at the academy this summer.
3. Personnel were on standby at the firehouse during the storm on 3/2 from Noon- 7 PM and again on 3/7 from 2:00 PM-8:00 PM.

Total Manhours: 575

Borough of Mountain Lakes

BOARD OF HEALTH

400 BOULEVARD • MOUNTAIN LAKES, NEW JERSEY 07046

Telephone: (973) 334-3131 • Fax: (973) 402-5595



March 2018

Administration:

- Review all swimming pool and spa results – Craig school, YMCA and Sports Care.
- Attended Morris County Public Health Partnership meetings and Health Officer meetings
- Reviewed staff reports and collaborate regarding items or issues of concern.

Inspections

- Spoke to resident in regards to raising chickens in the Borough 3.2.2018
- Reviewed NJDEP notification for Mt. Lakes Citgo Service Station
- Nail found in muffin at Mt. Lakes High School 3.6.2018

Nursing:

CDC/NJDOH PUBLIC HEALTH ALERTS

The New Jersey Department of Health (NJDOH) has been made aware of a confirmed, travel-related case of measles in young child who traveled through Newark Liberty International Airport while infectious. The individual may have exposed others at Newark Liberty International Airport on March 12, 2018 from 12:45 p.m. to 9:00 p.m. New Jersey residents identified as potentially exposed on the ill individual's flights will be notified by their local health department. To date, no cases associated with the exposure occurring at Newark Liberty International Airport have been identified. People exposed could develop symptoms as late as April 2nd.

Monthly Activities

CDRSS is checked, at minimum, twice daily to review for newly listed communicable diseases. This is accomplished by all nursing staff. Upon the listing of a new disease, investigation of disease is initiated by PHN.NJLINC checked daily. Health alerts and advisories are reviewed by all Public Health nurses.

Seasonal Flu Activities

Our office continues to disseminate the message to the public that individuals who did not receive the vaccine that doses are still available and appropriate to receive via newsletters, social media and the township website. Influenza activity as reported by NJDOH surveillance remains **high** for this region for week ending March 24, 2018.

Childhood Lead Poisoning Prevention Program – T. Fucci, PHRN No cases from Mountain Lakes reported to our office during this month. Lead case management monitoring occurs twice daily at a minimum for jurisdiction within the NJDOH Welligent LeadTrax Monitoring system.

TB Control Program –T. Fucci, PHRN No LTBI cases from Mountain Lakes reported to our office during this month

Perinatal Hepatitis B Prevention Program, T. Fucci, PHRN

No PNHBV cases from Mountain Lakes reported to our office during this month

Childcare Center Audits

Initial Immunization Audits were performed this month for the Nursery Schools/Child Care Centers in Mountain Lakes. Re-audits will be performed in thirty days from the initial audit to assess the final compliance rate. Immunization audits are performed to assess compliance rate of vaccination in schools as per NJAC 8:57-4.

Communicable Disease

The classifications for the cases listed below are based on the investigation conducted by the PHN, laboratory evaluation and NJDOH case definition. All investigation information is entered into CDRSS; NJDOH reads entries, comments on individual cases or will send PHN email requesting more data. Once NJDOH is satisfied with investigation methods, the case is approved and closed.

Patient Status is based on pt s/s, lab result interpretation and NJDOH Case Definition which is found in the NJDOH Communicable Disease Manual

March 2018

New Cases: 0	Ongoing Cases: 0

Health Education

2-13-18

- Hidden in Plain sight program with DEA agent Timothy P. McMahon at the Mountain lakes YMCA- 23 ppl in attendance.
- Sent out educational materials on: colon cancer (interactive calendar) And national nutrition month - news letter

Respectfully Submitted by:

A handwritten signature in cursive script, appearing to read "F. Michael Fitzpatrick".

F. Michael Fitzpatrick, Health Officer



Shawn M. Bennett
CHIEF OF POLICE

Police Department

Borough of Mountain Lakes

400 Boulevard
Mountain Lakes, NJ 07046
(973) 334-1413 • Fax (973) 334-4123



To: Borough Manager Mitchell Stern and Members of Council

From: Chief Shawn Bennett

Date: 04/23/18

Mr. Stern and Council:

Attached, please find the Mountain Lakes Police Department Monthly Reports for your review.

Below, I have attached a summary of some points of interest during March, 2018.

March, 2018

- Winter Storms Reily and Quinn generated significant costs.
- Mandatory CPR recertification training conducted for the Officers.
- Responded to MCREDS Mutual Aid activation for the St. Patrick's Day Parade in Morristown.
- Currently still operating down one officer due to injury.
- MLPD Secured and Monitored the MLHS Walkout to protest gun violence
- MLPD Kicked off the Nixle Program and presented the program at the 55+ meeting

Respectfully,

Chief Shawn Bennett

[illegible]

		Time Used /Overtime by Month												Training/School Hours																																									
		Sick Time Hours						Vacation/Comp Hours						Department Overtime						% of																																			
		% of Total						% of Total						2012						2013						2014						2015						2016						2017						% of \$130,000					
		2012	2013	2014	2015	2016	2017	2012	2013	2014	2015	2016	2017	2012	2013	2014	2015	2016	2017	2012	2013	2014	2015	2016	2017	2012	2013	2014	2015	2016	2017	2012	2013	2014	2015	2016	2017	% of \$130,000																	
Jan	36	12	104	106	58	236	15.95%	180	12	60	64	128	22	0.53%	\$0	\$0	\$0	\$0	\$0	\$0	\$2,993	\$1,522	\$9,344	\$2,989	\$3,164	\$2,998	2.31%	N/A	0	6	60	50	48																						
Feb	72	72	80	104	142	226	15.27%	96	36	45	34	11	84	2.03%	\$0	\$0	\$221	\$0	\$0	\$0	\$2,198	\$6,262	\$10,162	\$4,641	\$7,750	\$7,009	5.39%	N/A	30	112	75	125	103																						
Mar	60	60	128	82	82	238	16.08%	72	156	36	96	139	198	4.78%	\$0	\$0	\$180	\$0	\$151	\$1,218	\$16,524	\$7,262	\$6,541	\$7,689	\$12,822	9.86%	N/A	87	52	15	91	115																							
Apr	96	60	36	72	46	210	14.16%	228	60	165	218	138	154	3.72%	\$0	\$0	\$360	\$271	\$0	\$5,345	\$4,355	\$1,563	\$8,942	\$4,657	\$5,399	4.15%	N/A	59	37	85	60	44																							
May	108	96	94	188	69	128	8.65%	228	132	220	322	192	254	6.13%	\$0	\$0	\$0	\$0	\$0	\$10,820	\$13,769	\$10,958	\$11,708	\$16,276	\$12,700	9.77%	N/A	33	45	42	120	54																							
Jun	60	96	104	144	85	140	9.46%	264	204	257	152	299	268	6.47%	\$213	\$0	\$0	\$0	\$0	\$4,809	\$19,603	\$9,640	\$18,386	\$6,362	\$17,917	13.78%	N/A	53	106	240	95	40																							
Jul	132	72	68	128	140	318	21.49%	396	407	520	428	592	518	12.50%	\$0	\$0	\$0	\$0	\$0	\$15,607	\$31,478	\$11,237	\$27,256	\$31,836	\$31,018	23.86%	N/A	20	48	85	105	12																							
Aug	36	72	120	114	182	272	18.38%	468	600	674	585	528	606	14.62%	\$0	\$0	\$0	\$0	\$140	\$13,705	\$32,665	\$20,462	\$30,377	\$20,059	\$21,042	16.19%	N/A	22	0	128	115	48																							
Sep	60	94	116	71.5	92	276	18.65%	204	100	131	228	365	294	7.09%	\$0	\$0	\$0	\$0	\$354	\$7,570	\$12,410	\$6,874	\$13,746	\$12,484	\$21,047	16.19%	N/A	157	118	66	150	47																							
Oct	72	96	92	82	94	332	22.43%	132	168	146	302	414	125	3.02%	\$0	\$0	\$266	\$0	\$0	\$18,212	\$12,150	\$8,543	\$16,914	\$15,755	\$12,876	9.90%	N/A	40	120	43	253	36																							
Nov	36	72	94	96.5	188	346	23.38%	192	292	256	145	164	275	6.62%	\$0	\$0	\$0	\$0	\$0	\$23,843	\$21,516	\$9,762	\$8,770	\$11,241	\$18,359	14.12%	N/A	80	76	40	290	24																							
Dec	168	106	164	121	392	392	26.49%	156	168	175	158	218	171	4.13%	\$0	\$0	\$0	\$0	\$302	\$16,458	\$18,515	\$15,512	\$5,481	\$19,991	\$18,360	14.12%	N/A	10	145	114	167	100																							
Total	936	908	1200	1309	1570	3114	210.39%	2616	2335	2685	2732	3187	2969	71.64%	\$213	\$0	\$1,028	\$271	\$554	\$593	\$122,778	\$190,769	\$121,318	\$155,753	\$157,266	\$181,548	139.64%	N/A	591	865	993	1621	671																						

BOROUGH OF MOUNTAIN LAKES

Recreation Department

Department Activity March 2018

The Recreation Commission met on March 20st, 2018. The Commission reviewed options for the Easter Egg Hunt in light of the recent snow storms and snow covered fields and made a decision to cancel the event this year. The commission was briefed on the upcoming Trout Derby. The Director provided updates regarding the summer hiring for the Mountain Lakes Swim & Dive team, Sailing program, and Summer Recreation Camps. Recreation Director mentioned a Morris County Trail Grant and the commission generally agreed that this is not something we would like to pursue at this time. The Commission requested an update on the beach renovation project for the next meeting.

- Continued to work with Interim MLHS Athletic Director John Bydook to help find time and space for track, girls lacrosse, boys lacrosse and Briarcliff Baseball and Softball to play. This was an especially challenging task this year due to cancellations and limited field availability due to late snow this Spring.
- Ongoing monitoring of Taft and Midvale fields for use by youth programs.
- Continued planning and promoting summer camps including:
 - Summer Recreation Camp
 - Summer Teen Adventure Camp
 - Tennis Camp
 - Sailing Camp
 - Surfing camp (Buses leave from ML to Asbury Park & home for a 5 days)
 - Teen Adventure Camp (daily excursions to amusement parks, NYC, parks, etc.)
 - Golf Camp
 - Various Sports Camps (supporting MLHS coach camps)
- Assisted residents and scout troops with various facilities requests.
- Held interviews for Summer Swim Coach candidates as requested by the Mountain Lakes Swim & Dive Association.
- Updated and entered all online registrations for Summer Recreation Camps.
- Accepted job applications for: Lifeguards, Camp Directors, Teen Adventure Camp Director, Sailing Camp Director, and Counselor positions.
- Began working with Vicki Allison to begin summer planning.
- Met with DPW personnel to prepare facilities for Spring Events and Beach inspections.
- Ongoing planning and coordination of volunteer efforts for annual Easter Egg Hunt, Trout Stocking and Derby.
- Planned and executed 55+ event for March: Representative from St. Clare's as well as members of the MLPD to introduce NIXLE.
- Worked with volunteers to include a High School Sailing Club in our Recreation offerings for MLHS students again this Spring.
- Updated website, online registration program (based on insurance recommendations) and monthly program income spreadsheet.



BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

400 Boulevard
Mountain Lakes, NJ 07046
P -973-334-3131
F -973-402-3466

TO: Borough Manager Mitchell Stern, Mayor Lauren Barnett, Council Members

FROM: Joe Mullaney, Code Enforcement Officer

DATE: 4/16/18

SUBJECT: Monthly Report March 2018

The following lists code enforcement/property maintenance issues for the month of March 2018

3/1: Letter sent to 337 Morris Ave reference sign ordinance violation. Sign removed

3/1: Letter sent to 5 Scarborough Road reference to red stick markers in the ROW. Markers removed

3/1: Letter to 1 Ronarm Drive reference to yellow markers in the ROW. Markers removed.

3/1: Follow up with owner of 29 Rainbow Trail reference to property maintenance violations.

3/8: Received complaint about property maintenance violations at 361 Route 46 West. Spoke with owner and advised him of the complaint. Owner will address the violations.

3/12: Follow up with resident of 29 Pollard Road regarding a tree issue on Boro property. DPW had Senica Tree service check the tree and were advised that the tree does not present a hazard.

3/15: Followed up on 29 Rainbow Trail. Work in progress.

3/16: Followed up on complaint received by the Town Manager regarding a wood chipper that was left in front of 56 Pollard Road. Spoke with the contractor and they advised that the chipper broke down while doing storm clean up. No trees were cut down.

3/19: Follow up on complaint received by DPW about a hazardous tree a West Shore Rd. No action taken. Tree on private property. No hazard noted.

3/19: Spoke with company that manages the Spruce Edge Condos about snow removal equipment parked on Sherwood Drive. Manager advised it will be removed.

3/27: Spoke with resident at 190 Laurel Hill Road regarding property maintenance violations.

3/27: Follow up on 29 Rainbow Trail. Work in progress

Smoke and CO Detectors inspections:

DATE:	LOCATION:	PASS/FAIL
3/20	241 Morris Ave	Pass
3/23	300 Morris Ave	Pass
3/28	35 Oak Lane	Pass

SIGN ENFORCEMENT- :

4 signs removed from ROW at various locations.