



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

MAY 14, 2018

EXECUTIVE SESSION BEGINS AT 7:00

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) R93-18, Authorization to enter into an Executive Session

Matters of litigation: property assessment appeals

5) COMMUNITY ANNOUNCEMENTS

6) SPECIAL PRESENTATIONS

a) Presentation by the Mountain Lakes Club

7) REPORTS OF BOROUGH ESTABLISHED BOARDS, COMMISSIONS AND COMMITTEES

8) 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.

9) BOROUGH COUNCIL DISCUSSION ITEMS

- a) R 94-18, Budget to be Read by Title
- b) R 95-18, Self-Examination of Budget
- c) Public Hearing and Adoption of the 2018 Municipal Budget
- d) Discussion regarding the 2017 Municipal Audit
- e) 1st Quarter Budget Review

10) ATTORNEY'S REPORT

11) MANAGER'S REPORT

12) ORDINANCES

a) Introduction

- 1. None

b) Adoption

- 1. None

13) *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.



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14) *RESOLUTIONS

R96-18, Authorization to pay bills

R97-18, Authorization to cancel outstanding checks

R98-18, certifying requirements of the Municipal Audit

R99-18, Authorizing a Tax overpayment refund

R100-18, Authorizing a Tax premium refund

15) *APPROVAL OF MINUTES

Regular Minutes

April 23, 2018,

16) *BOARD, COMMITTEE AND COMMISSION APPOINTMENTS

a) Karen Carolonza as a member of the Communications Committee through 12/31/18

17) *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*

18) COUNCIL REPORTS

19) 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.

20) NEXT STEPS AND PRIORITIES

21) ADJOURNMENT

Resolution 93-18
RESOLUTION TO ENTER INTO AN EXECUTIVE SESSION

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist; and

WHEREAS, the Governing Body wishes to discuss:

- ☐ Matters made confidential by state, federal law or rule by court
- ☐ Matters in which the release of information would impair the right to receive funds from the Government
- ☐ Matters involving individual privacy
- ☐ Collective bargaining
- ☐ Purchase or lease of property, setting of bank rates, investment of public funds if disclosure would harm the public interest
- ☐ Public safety
- ☒ Pending, ongoing or anticipated litigation or contract negotiation
- ☐ Personnel matters
- ☐ Civil penalty or loss of license

Minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes can be made public.

NOW THEREFORE BE IT RESOLVED that the public be excluded from this meeting.

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 May 14, 2018.

Valerie A. Egan, Municipal Clerk

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

Resolution 94-18
RESOLUTION TO READ BUDGET BY TITLE

WHEREAS, N.J.S.A. 40A 4-8 as amended provides that the Budget shall be read in full at the public hearing, or that it may be read by its title only if:

1. At least one week prior to the date of the hearing and at the hearing, a complete copy of the approved budget,
 - a. shall be made available for public inspection, and
 - b. shall be made available to each person upon request

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Mountain Lakes that it is hereby declared that the conditions of N.J.S.A. 40A:4-8, as amended set forth in subsections 1(a) and 1(b), have been met and therefore the Budget shall be read by title only.

XX

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

Resolution 95-18
BOROUGH OF MOUNTAIN LAKES
SELF-EXAMINATION OF BUDGET RESOLUTION
[as required by DCA]

WHEREAS, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and

WHEREAS, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997; and

WHEREAS, pursuant to N.J.A.C. 5:30-7.2 through 7.5, the Borough of Mountain Lakes has been declared eligible to participate in the program by the Division of Local government Services, and the Chief Financial officer has determined that the local government meets the necessary conditions to participate in the program for the 2018 budget year.

NOW THEREFORE BE IT RESOLVED by the governing body of the Borough of Mountain Lakes that in accordance with N.J.A.C. 5:30-7.6a & 7.6b and based upon the Chief Financial Officer's certification, the governing body has found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:
 - a. Payment of interest and debt redemption charges
 - b. Deferred charges and statutory expenditures
 - c. Cash deficit of preceding year
 - d. Reserve for uncollected taxes
 - e. Other reserves and non-disbursement items
 - f. Any inclusions of amounts required for school purposes.
2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at N.J.S.A. 40A:4-45.3 et seq., are fully met (complies with CAP law).
3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5.
4. That pursuant to the Local Budget Law:
 - a. All estimates of revenue are reasonable, accurate and correctly stated,
 - b. Items of appropriation are properly set forth
 - c. In itemization, form, arrangement and content, the budget will permit the exercise of the comptroller function within the municipality.
5. The budget and associated amendments have been introduced and publicly advertised in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.
6. That all other applicable statutory requirements have been fulfilled.

BE IT FURTHER RESOLVED that a copy of this resolution will be forwarded to the Director of the Division of Local Government Services upon adoption.

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 May 14, 2018.

Valerie A. Egan, Municipal Clerk

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BOROUGH OF MOUNTAIN LAKES INTEROFFICE MEMORANDUM

TO: Mitchell Stern, Borough Manager

SUBJECT: First Quarter 2018 Current Budget Report

DATE: April 27, 2018

Attached is the first quarter budget report for the current fund budget:

Revenues:

- The majority of the current fund revenues are on target with 25% of them collected through 3/31/18.
- Liquor Licenses are collected in June and July.
- Fees and Permits are made up of items such as; planning board fees, zoning board fees, smoke detectors, soil erosion, and tree removal permits, these receipts can vary from month to month.
- The State revenue is paid out between July and November.
- The receipts from delinquent taxes at year end had a balance of \$198,872.63 and in the first quarter of the year we collected \$73,606.41, which is 37% of the balance. Delinquent notices were sent out on March 12, 2018 and due March 30, 2018.

Disbursements:

- The total paid or charged as of 3/31/18 against the 2018 budget was \$2,527,762.16 which equals 27% of the total introduced budget amount of \$9,363,556.62.
- The percentage expended is the percentage of the temporary budget.

Monica Goscicki
Chief Financial Officer

Borough of Mountain Lakes Budget Comparison												
Current Fund - Expenditure Budgets												
Account Number	Description	Activity to 3/31/2018					Activity to 3/31/2017					
		Budget	Activity	Encumbered	Balance	% Expended	% Expended & Encum.	Total Expended in 2017/2018	Budget	Activity	Encumbered	Balance
01-201-20-100-001	GENERAL ADMIN - SALARY & WAGES	\$48,000.00	\$33,042.30	\$0.00	\$14,957.70	68.84%	68.84%	\$138,855.05	\$63,000.00	\$34,849.78	\$0.00	\$28,150.22
01-201-20-100-020	GENERAL ADMIN - OTHER EXPENSE	\$17,500.00	\$8,260.90	\$0.00	\$1,016.94	47.21%	94.19%	\$59,506.82	\$22,500.00	\$12,428.07	\$5,831.38	\$4,240.55
01-201-20-101-020	COMMUNICATION ADV. COMM. - OTHER EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00			\$5,185.00				
01-201-20-110-020	MAYOR & COUNCIL - OTHER EXP'S	\$1,000.00	\$277.07	\$76.99	\$646.00	27.71%	35.40%	\$2,361.42	\$1,000.00	\$404.50	\$17.39	\$578.11
01-201-20-120-001	MUNICIPAL CLERK - SALARY/WAGE	\$34,000.00	\$26,170.95	\$0.00	\$7,829.03	76.97%	76.97%	\$89,729.00	\$29,500.00	\$25,661.30	\$0.00	\$3,838.70
01-201-20-120-020	MUNICIPAL CLERK - OTHER EXP'S	\$4,000.00	\$1,604.41	\$1,234.80	\$1,160.79	40.11%	70.98%	\$15,738.97	\$4,500.00	\$1,427.01	\$708.54	\$2,364.45
01-201-20-130-001	FINANCE - SALARY & WAGE	\$18,000.00	\$14,438.03	\$0.00	\$4,361.97	76.80%	76.80%	\$51,393.79	\$33,200.00	\$18,869.63	\$0.00	\$16,330.37
01-201-20-130-020	FINANCE - OTHER EXPENSES	\$6,300.00	\$5,150.95	\$35.42	\$1,073.63	82.40%	82.96%	\$11,932.36	\$7,000.00	\$4,617.98	\$0.00	\$2,382.02
01-201-20-135-020	ANNUAL AUDIT	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%	0.00%	\$22,000.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00
01-201-20-140-020	COMPUTER SERVICES	\$6,000.00	\$1,877.84	\$1,331.54	\$2,790.62	33.49%	53.49%	\$21,510.95	\$10,000.00	\$899.26	\$3,103.30	\$6,057.44
01-201-20-145-001	TAX COLLECTOR - SALARY & WAGE	\$11,800.00	\$9,128.91	\$0.00	\$2,671.09	77.36%	77.36%	\$29,880.53	\$9,552.00	\$7,678.67	\$0.00	\$1,873.33
01-201-20-145-020	TAX COLLECTOR - OTHER EXPENSES	\$1,500.00	\$74.85	\$1,371.96	\$1,371.96	3.35%	8.54%	\$2,370.15	\$2,000.00	\$372.59	\$504.00	\$1,123.41
01-201-20-150-001	TAX ASSESSOR - SALARY & WAGE	\$8,500.00	\$6,582.94	\$0.00	\$1,917.06	77.45%	77.45%	\$22,509.00	\$9,600.00	\$7,793.50	\$0.00	\$1,865.50
01-201-20-150-020	TAX ASSESSOR - OTHER EXPENSES	\$1,150.00	\$0.00	\$521.65	\$628.35	0.00%	45.36%	\$974.05	\$150.00	\$55.20	\$0.00	\$94.80
01-201-20-151-020	RESERVE FOR TAX APPEALS - OTHER EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00			\$0.00				
01-201-20-152-020	LEGAL SERVICES - OTHER EXPENSE	\$21,000.00	\$17,045.50	\$282.50	\$3,692.00	81.17%	82.42%	\$85,064.96	\$30,000.00	\$14,594.23	\$52.50	\$15,353.27
01-201-20-155-020	ENGINEERING SERVICES	\$6,000.00	\$1,735.15	\$0.00	\$4,264.85	28.92%	28.92%	\$45,371.64	\$6,000.00	\$2,238.90	\$0.00	\$5,761.10
01-201-21-180-001	PLANNING BOARD - SALARY & WAGE	\$2,500.00	\$2,231.35	\$0.00	\$1,068.65	67.62%	67.62%	\$9,216.88	\$2,500.00	\$2,098.95	\$0.00	\$460.05
01-201-21-180-020	PLANNING BOARD - OTHER EXPENSE	\$2,500.00	\$1,079.64	\$423.57	\$996.79	43.19%	60.13%	\$10,001.35	\$9,250.00	\$1,169.49	\$5,314.01	\$2,766.50
01-201-21-185-001	BO OF ADJUST - SALARY & WAGE	\$3,900.00	\$2,231.33	\$0.00	\$1,068.67	67.62%	67.62%	\$11,494.94	\$4,000.00	\$2,909.52	\$0.00	\$1,090.48
01-201-21-185-020	BO OF ADJUST - OTHER EXPENSES	\$3,900.00	\$602.92	\$3,010.75	\$286.33	15.46%	92.66%	\$13,217.33	\$6,000.00	\$142.62	\$3,044.50	\$2,542.88
01-201-22-195-001	UNIFORM CONST. CODE-SALARY/WAGE	\$36,000.00	\$27,439.85	\$0.00	\$8,560.15	76.22%	76.22%	\$106,588.73	\$36,400.00	\$30,609.23	\$0.00	\$5,790.77
01-201-22-195-020	UNIFORM CONST. CODE-OTHER EXPENSES	\$600.00	\$308.31	\$0.00	\$291.69	51.39%	51.39%	\$1,311.08	\$500.00	\$233.31	\$0.00	\$266.69
01-201-22-196-001	CODE ENFORCEMENT - SALARY & WAGE	\$15,700.00	\$12,143.79	\$0.00	\$3,556.21	77.35%	77.35%	\$41,721.58	\$14,000.00	\$11,935.21	\$0.00	\$2,064.79
01-201-23-210-020	INSURANCE - LIABILITY	\$74,500.00	\$46,241.18	\$0.00	\$28,238.82	62.07%	62.07%	\$90,014.72	\$104,500.00	\$47,813.07	\$0.00	\$56,686.93
01-201-23-215-020	WORKERS COMPENSATION	\$60,000.00	\$39,423.05	\$0.00	\$20,376.95	65.71%	65.71%	\$78,940.00	\$60,000.00	\$38,470.24	\$0.00	\$20,529.76
01-201-23-220-020	GROUP INSURANCE PLANS-EMPLOYEE	\$205,000.00	\$126,217.33	\$22,439.39	\$56,343.08	61.57%	72.52%	\$394,251.48	\$209,000.00	\$130,191.03	\$20,997.20	\$57,811.77
01-201-23-225-020	INSURANCE - UNEMPLOYMENT COMPENSATION	\$0.00	\$0.00	\$0.00	\$0.00			\$10,000.00				
01-201-23-240-001	POLICE DEPT - SALARY & WAGE	\$698,000.00	\$497,761.68	\$0.00	\$200,238.32	71.31%	71.31%	\$1,728,367.36	\$225,000.00	\$451,177.32	\$0.00	\$63,822.68
01-201-23-240-020	POLICE DEPT - OTHER EXPENSES	\$40,000.00	\$17,098.43	\$7,762.97	\$15,138.60	42.75%	62.15%	\$118,260.87	\$35,000.00	\$13,431.92	\$7,999.28	\$13,568.80
01-201-25-241-020	TRAFFIC & SAFETY COMM. - OTHER EXPENSES	\$27,700.00	\$26,597.42	\$0.00	\$1,102.58	96.02%	96.02%	\$105,389.69	\$500.00	\$0.00	\$0.00	\$500.00
01-201-25-251-020	INTERLOCAL SERVICES: MC DISPATCH - OE	\$14,000.00	\$13,935.50	\$0.00	\$64.50	99.54%	99.54%	\$54,864.00	\$26,500.00	\$26,597.42	\$0.00	\$-97.42
01-201-25-252-001	INTERLOCAL SERVICES: DENVILLE COURT - OE	\$9,000.00	\$2,333.29	\$0.00	\$666.71	77.78%	77.78%	\$7,989.87	\$15,200.00	\$0.00	\$0.00	\$15,200.00
01-201-25-252-020	EMERGENCY MGMT - SALARY & WAGE	\$0.00	\$0.00	\$0.00	\$0.00			\$592.22	\$2,700.00	\$2,335.67	\$0.00	\$64.33
01-201-25-255-001	FIRE DEPT - OTHER EXPENSES	\$5,000.00	\$2,091.52	\$2,487.62	\$420.85	41.83%	91.58%	\$28,376.61	\$5,000.00	\$2,250.16	\$489.49	\$2,260.35
01-201-25-255-020	VOL AMBULANCE SQUAD CONTRIB	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%	0.00%	\$15,000.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00
01-201-25-265-001	FIRE DEPT - SALARY & WAGE	\$2,900.00	\$2,187.54	\$0.00	\$712.46	75.43%	75.43%	\$7,500.00	\$2,600.00	\$2,206.40	\$0.00	\$393.60
01-201-25-265-020	FIRE DEPT - SAFETY - OTHER EXP	\$0.00	\$0.00	\$0.00	\$0.00			\$222.67	\$300.00	\$0.00	\$0.00	\$300.00
01-201-25-266-001	FIRE DEPT - SAFETY - SALARY & WAGE	\$5,500.00	\$4,229.19	\$0.00	\$1,270.81	76.89%	76.89%	\$14,499.71	\$5,500.00	\$4,497.92	\$0.00	\$1,002.08
01-201-25-266-020	FIRE DEPT - SAFETY - OTHER EXP	\$300.00	\$0.00	\$115.99	\$184.01	0.00%	38.66%	\$0.00				
01-201-26-290-001	STREETS & ROADS - SALARY/WAGE	\$160,000.00	\$111,990.95	\$0.00	\$48,009.05	69.99%	69.99%	\$356,158.18	\$140,000.00	\$99,005.42	\$0.00	\$40,994.58
01-201-26-290-020	STREETS & ROADS - OTHER EXP	\$130,000.00	\$43,483.95	\$34,150.12	\$52,365.93	33.45%	59.72%	\$190,161.05	\$120,000.00	\$19,587.86	\$49,647.30	\$50,764.84
01-201-26-300-020	SHADE TREE COMMISSION - O/E	\$6,000.00	\$120.00	\$0.00	\$5,880.00	2.00%	2.00%	\$35,868.84	\$22,500.00	\$120.00	\$197.00	\$22,183.00
01-201-26-305-001	SOLID WASTE - SALARY & WAGES	\$2,500.00	\$2,011.08	\$0.00	\$588.92	77.35%	77.35%	\$6,894.86	\$22,500.00	\$1,981.70	\$0.00	\$20,518.30
01-201-26-305-020	SOLID WASTE - OTHER EXPENSES	\$163,613.25	\$0.00	\$54,162.67	\$109,450.58	0.00%	33.10%	\$463,659.06	\$158,531.00	\$56,258.12	\$24,082.43	\$78,190.45
01-201-26-306-020	RECYCLING TAX	\$0.00	\$0.00	\$0.00	\$0.00			\$3,980.07				
01-201-26-310-020	BLDG & GROUNDS - MUNIC BLDG	\$5,000.00	\$2,162.30	\$1,203.61	\$1,634.09	43.25%	67.32%	\$12,923.91	\$5,000.00	\$1,687.82	\$1,399.08	\$2,913.10
01-201-26-315-020	VEHICLE REPAIRS & MAINTENANCE	\$32,000.00	\$6,335.48	\$5,494.36	\$20,170.16	19.80%	36.97%	\$49,983.06	\$32,000.00	\$4,492.96	\$6,115.20	\$31,431.84
01-201-27-330-001	BOARD OF HEALTH - SALARY/WAGE	\$2,000.00	\$1,458.35	\$0.00	\$541.65	72.92%	72.92%	\$4,996.72	\$2,000.00	\$1,451.45	\$0.00	\$548.55
01-201-27-330-020	BOARD OF HEALTH - OTHER EXP.	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%	0.00%	\$25,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00
01-201-27-335-020	ENVIRONMENTAL COMM. - OTHER EXP.	\$2,200.00	\$1,200.00	\$0.00	\$1,000.00	54.55%	54.55%	\$2,165.80	\$3,200.00	\$1,700.00	\$300.00	\$1,200.00
01-201-27-337-020	WOODLAND COMMITTEE - OTHER EXPENSE	\$500.00	\$0.00	\$0.00	\$500.00	0.00%	0.00%	\$607.11	\$500.00	\$165.00	\$0.00	\$335.00
01-201-27-340-020	DOG REGULATION - OTHER EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00			\$21,603.89				
01-201-27-360-020	CONTRIB TO SENIOR CITIZENS	\$200.00	\$0.00	\$0.00	\$200.00	0.00%	0.00%	\$204.54	\$1,000.00	\$50.00	\$0.00	\$950.00
01-201-28-370-001	RECREATION DEPT. - SALARY/WAGE	\$16,000.00	\$8,069.81	\$0.00	\$7,930.19	50.44%	50.44%	\$75,569.13	\$25,000.00	\$16,311.47	\$0.00	\$8,688.53
01-201-28-370-020	PARKS & PLAYGROUNDS OTHER EXP.	\$11,000.00	\$1,843.92	\$1,057.04	\$8,099.04	16.78%	26.87%	\$35,028.47	\$14,000.00	\$3,691.00	\$2,680.88	\$10,628.12
01-201-28-375-020	MAINT OF PARKS (BEACHES/LAKES)	\$16,000.00	\$1,050.45	\$1,611.80	\$13,337.75	6.57%	16.64%	\$94,582.16	\$22,000.00	\$2,419.20	\$11,578.00	\$8,002.80
01-201-29-390-020	AID TO PUBLIC LIBRARY	\$130,000.00	\$86,000.00	\$0.00	\$44,000.00	66.15%	66.15%	\$258,000.00	\$110,000.00	\$84,933.32	\$0.00	\$25,666.68
01-201-30-415-010	ACCUMULATED LEAVE COMPENSATION - S&W	\$0.00	\$0.00	\$0.00	\$0.00			\$10,000.00				

Borough of Mountain Lakes Budget Comparison													
Current Fund - Expenditure Budgets													
Activity to 3/31/2018													
Account Number	Description	Budget	Activity	Encumbered	Balance	% Expended	Total Expended	% Expended	Budget	Activity	Encumbered	Balance	% Expended
						% & Encum.	In 2017/2018	% & Encum.					% & Encum.
01-201-30-420-020	CELEBRATION OF PUBLIC EVENTS - O/E	\$500.00	\$0.00	\$0.00	\$500.00	0.00%	\$2,497.26	0.00%	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
01-201-31-435-020	ELECTRICITY - ALL DEPARTMENTS	\$13,114.08	\$8,968.46	\$99.22	\$4,046.40	68.35%	\$49,112.24	69.14%	\$38,500.00	\$5,078.06	\$1,859.92	\$31,562.02	13.19%
01-201-31-436-020	ELECTRICITY - STREET LIGHTING	\$8,700.00	\$656.53	\$3,162.72	\$4,860.75	7.55%	\$44,609.03	43.90%	\$28,000.00	\$9,229.76	\$0.00	\$24,770.24	11.53%
01-201-31-437-020	NATURAL GAS	\$10,500.00	\$4,492.79	\$4,444.12	\$1,569.09	42.79%	\$25,994.87	85.11%	\$13,500.00	\$7,030.05	\$0.00	\$6,469.95	52.07%
01-201-31-440-020	TELECOMMUNICATIONS	\$7,000.00	\$5,809.78	\$0.00	\$1,190.22	83.00%	\$20,301.71	83.00%	\$29,500.00	\$5,415.86	\$0.00	\$24,084.14	18.36%
01-201-31-447-020	PETROLEUM PRODUCTS	\$40,000.00	\$7,350.72	\$12,809.28	\$19,840.00	18.38%	\$14,946.23	50.40%	\$54,502.00	\$695.96	\$28,704.04	\$25,202.00	1.27%
01-201-36-471-020	PERS	\$106,163.46	\$106,163.65	\$0.00	\$0.00	100.00%	\$100,007.00	100.00%	\$98,647.00	\$123,147.00	\$0.00	\$-24,500.00	124.84%
01-201-36-472-020	SOCIAL SECURITY (O.A.S.I.)	\$42,000.00	\$31,499.92	\$0.00	\$10,500.08	75.00%	\$115,111.93	75.00%	\$50,001.40	\$30,217.09	\$0.00	\$19,784.31	60.43%
01-201-36-475-000	PERS - CONTRIBUTION	\$372,968.00	\$372,968.00	\$0.00	\$0.00	100.00%	\$318,801.55	100.00%	\$318,446.00	\$318,446.00	\$0.00	\$0.00	100.00%
01-201-36-476-020	LENGTH OF SVS AWARDS (LOSAP)	\$0.00	\$0.00	\$0.00	\$0.00		\$19,550.00		\$600.00	\$228.52	\$0.00	\$271.48	54.75%
01-201-41-700-000	DCRP - EMPLOYER	\$3,000.00	\$844.28	\$0.00	\$2,155.72	28.14%	\$6,352.25	28.14%					
01-201-41-700-000	CAPITAL IMPROVEMENTS	\$0.00	\$195,000.00	\$0.00	\$0.00		\$42,057.95						
01-201-41-901-020	PAYMENT OF BOND PRINCIPAL	\$0.00	\$108,762.50	\$0.00	\$0.00		\$38,865.00						
01-201-45-920-020	PAYMENT OF BOND PRINCIPAL	\$195,000.00	\$195,000.00	\$0.00	\$0.00		\$875,000.00		\$190,000.00	\$190,000.00	\$0.00	\$0.00	100.00%
01-201-45-925-020	PAYMENT OF BOND PRINCIPAL	\$0.00	\$0.00	\$0.00	\$0.00		\$221,400.00						
01-201-45-930-020	INTEREST ON BONDS	\$108,762.50	\$108,762.50	\$0.00	\$0.00		\$174,775.00		\$60,100.00	\$60,100.00	\$0.00	\$0.00	100.00%
01-201-45-935-020	INTEREST ON NOTES	\$0.00	\$0.00	\$0.00	\$0.00		\$18,155.00						
01-201-46-880-020	DEFERRED CHARGES						\$22,893.00						
01-201-50-899-020	RESERVE FOR UNCOLLECTED TAXES	\$0.00	\$0.00	\$0.00	\$0.00		\$1,379,500.00						
TOTALS		\$2,987,571.29	\$2,361,567.08	\$166,195.08	\$769,571.63	79.05%	\$8,589,568.98	84.61%	\$2,872,079.40	\$1,942,324.72	\$174,625.44	\$755,129.24	67.63%
													73.71%

BOROUGH OF MOUNTAIN LAKES
INTEROFFICE MEMORANDUM

TO: Mitchell Stern, Borough Manager

SUBJECT: First Quarter 2018 Water Budget Report
First Quarter 2018 Sewer Budget Report

DATE: April 27, 2018

Attached are the first quarter budget reports for the water operating and sewer operating budgets:
Water Operating:

- The total introduced Water Operating budget is \$827,324.00, our receipts for the first quarter were \$110,546.21. The first quarter payment was due on 3/9 and delinquent notices were mailed out on 4/6 with a due date of 4/23. The Finance Committee will be reviewing the water and sewer rates for a possible rate increase later in 2018.
- The expenditures paid or charged at 3/31/18 are less than 25% of the total budget.

Sewer Operating:

- The total introduced Sewer Operating budget is \$983,130.00, our receipts for the first quarter were \$245,782.50. Of the total receipts \$76,475.70 were payments toward the 2017 sewer adjustment amount of \$90,861.77. The first quarter payment was due on 3/9 and delinquent notices were mailed out on 4/6 with a due date of 4/23.
- The expenditures paid or charged at 3/31/18 are less than 25% of the total budget.

Monica Goscicki
Chief Financial Officer

Borough of Mountain Lakes			
Water and Sewer - Billing and Revenue			
First Quarter 2018			
	January	February	March
Water:			
Beginning Balance	\$4,172.56	\$121,023.65	\$61,817.28
Adjustments (+/-)			\$23.15
Billed - Including Adjustments	\$114,830.56	\$6,337.72	\$3,381.99
Receipts - Including Adjustments	\$2,020.53	-\$65,544.09	-\$46,723.99
Ending Balance	\$121,023.65	\$61,817.28	\$18,498.43
Sewer:			
Beginning Balance	\$18,872.92	\$290,028.47	\$153,117.69
2017 Sewer Adjustment	\$90,861.77		
Billed - Including Adjustments	\$185,471.92	\$4,443.21	\$3,516.58
Receipts - Including Adjustments	-\$5,178.14	-\$141,353.99	-\$101,028.84
Ending Balance	\$290,028.47	\$153,117.69	\$55,605.43

Borough of Mountain Lakes												
Water Operating - Revenue Budgets												
Account Number	Description	Activity to 3/31/2018			% Received	Total Realized in 2017	Temporary Budget		Activity to 3/31/2017			
		Budget	Activity	Balance			Budget		Activity	Balance	% Received	
05-192-08-501-000	ANTICIPATED SURPLUS	\$0.00	\$0.00	\$0.00		\$60,000.00	\$0.00		\$0.00	\$0.00		
05-192-17-000-000	WATER OPERATING REVENUES	\$277,209.10	\$110,247.54	\$166,961.56	39.77%	\$751,466.88	\$211,971.11		\$141,296.20	\$70,674.91	66.66%	
05-192-17-100-000	MRNA - INTEREST EARNED	\$0.00	\$298.67	-\$298.67		\$1,474.08	\$0.00		\$303.84	-\$303.84		
TOTALS		\$277,209.10	\$110,546.21	\$166,662.89	39.88%	\$812,940.96	\$211,971.11		\$141,600.04	\$70,371.07	66.80%	
Water Operating - Expenditure Budgets												
Account Number	Description	Activity to 3/31/2018			% Expended	Total Expended in 2017/2018	Activity to 3/31/2017					
		Budget	Activity	Encumbered			Budget	Activity	Encumbered	Balance	% Expended	
05-201-55-510-001	Water Operating - Salary & Wages	\$148,000.00	\$113,814.03	\$0.00	76.90%	\$402,032.55	\$100,000.00	\$107,288.63	\$0.00	-\$7,288.63	107.29%	
05-201-55-520-520	Water Operating - Other Expenses	\$103,791.84	\$48,296.82	\$20,775.43	66.55%	\$272,438.63	\$89,574.11	\$38,542.04	\$31,853.72	\$19,178.35	78.59%	
05-201-55-527-000	Water - Capital Outlay	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
05-201-55-531-000	Water - Social Security	\$11,000.00	\$8,428.05	\$0.00	76.62%	\$29,961.87	\$9,000.00	\$8,419.97	\$0.00	\$580.03		
05-201-55-532-000	Water - P.E.R.S.	\$14,417.26	\$14,417.00	\$0.00	100.00%	\$13,397.00	\$13,397.00	\$0.00	\$0.00	\$13,397.00	0.00%	
05-201-55-534-000	Water - Emergency					\$125,000.00 *						
TOTALS		\$277,209.10	\$184,955.90	\$20,775.43	74.22%	\$842,830.05	\$211,971.11	\$154,250.64	\$31,853.72	\$25,866.75	72.77%	
* Emergency - Total amount actually expended was \$83,480.67 of which \$66,258.80 was reimbursed from the insurance company. The difference was credited back to fund balance.												

Borough of Mountain Lakes											
Sewer Operating - Revenue Budgets											
			Activity to 3/31/2018			Activity to 3/31/2017					
Account Number	Description	Temporary Budget	Activity	Balance	% Received	Total Realized In 2017	Temporary Budget	Activity	Balance	% Received	
07-192-08-501-000	ANTICIPATED SURPLUS					\$35,000.00					
07-192-17-000-000	SEWER OPERATING REVENUES:	\$293,120.96	\$240,706.42	\$52,414.54	82.12%	\$658,769.81	\$223,129.73	\$168,688.36	\$54,441.37	75.60%	
07-192-17-001-000	SEWER - MISCELLANEOUS FEES	\$0.00	\$6,908.25	-\$6,908.25		\$20,185.17	\$0.00	\$5,162.16	-\$5,162.16		
TOTALS		\$293,120.96	\$247,614.67	\$45,506.29	84.48%	\$713,954.98	\$223,129.73	\$173,850.52	\$49,279.21	77.91%	
Sewer Operating - Expenditure Budgets											
			Activity to 3/31/2018			Activity to 3/31/2017					
Account Number	Description	Temporary Budget	Activity	Encumbered	Balance	% Expended	Temporary Budget	Activity	Encumbered	Balance	% Expended
07-201-55-510-001	Sewer Operating - Salary & Wages	\$95,000.00	\$62,120.83	\$0.00	\$32,879.17	65.39%	\$57,000.00	\$66,517.72	\$0.00	-\$9,517.72	116.70%
07-201-55-520-520	Sewer Operating - Other Expenses	\$180,335.68	\$82,140.70	\$557.61	\$97,637.37	45.86%	\$151,386.73	\$114,888.71	\$2,720.00	\$33,778.02	77.69%
07-201-55-527-000	Sewer Operating - Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	
07-201-55-531-000	Sewer Operating - Social Security	\$5,200.00	\$4,637.73	\$0.00	\$562.27	89.19%	\$5,000.00	\$5,060.87	\$0.00	-\$60.87	101.22%
07-201-55-532-000	Sewer Operating - P.E.R.S.	\$12,585.28	\$10,485.00	\$0.00	\$2,100.28	83.31%	\$9,743.00	\$0.00	\$0.00	\$9,743.00	0.00%
TOTALS		\$293,120.96	\$159,384.26	\$557.61	\$133,179.09	54.57%	\$223,129.73	\$186,467.30	\$2,720.00	\$33,942.43	84.79%

RESOLUTION AND ORDINANCE REVIEW FOR THE MAY 14, 2018 MEETING

TO: MAYOR AND COUNCIL

FROM: MITCHELL STERN, MANAGER

RESOLUTIONS

R94-18, Budget to be Read by Title – this resolution authorizes the Borough to adopt the municipal budget by title only. N.J.S.A. states that the budget shall be read in full *unless* the budget is made available for public inspection and copies are made available to the public. The Municipal Clerk has certified that these two requirements have been satisfied. *This resolution does not adopt the budget. The budget will be voted on and adopted separately after R94-18 and R95-18 are adopted.*

R95-18, Self-Examination of the Municipal Budget – this resolution certifies that the Borough has been authorized to participate in the Self-Examination program through the Division of Local Government Services and that certain requirements have been met by the Borough regarding the municipal budget. This program allows the Borough to adopt the municipal budget **without** first gaining written approval by the Division of Local Government Services. The Borough is required to get written approval of the budget every third year through this program.

R97-18, Authorization to cancel outstanding checks – this resolution authorizes the cancellation of outstanding checks. After reconciling the net payroll bank account through April 30, 2018 there are a number of outstanding checks that are over 6 months old. The payroll checks being cancelled are checks that were issued on February 17, 2017 to current and former employees who had funds deducted from their pay checks to contribute towards the short term disability plan for the period of 2010-2016. The Borough's employee policy manual states that the short term disability plan is to be paid solely by the Borough. The funds that were deducted from the employees' pay checks were never taken out of the payroll account and netted against the Borough's cost of the short term disability. Any checks that are over 6 months old should be cancelled by resolution. Every effort has been made to locate former employees so these funds could be returned. The funds will be transferred to the current fund balance and therefore, if in the future the payee contacts the Borough with proof that they are owed these funds then the funds are paid out of the Borough's fund balance.

R98-18, Certifying the requirements of the Municipal Audit – this resolution certifies that the Borough has conducted an annual audit for the prior year and that a copy of the audit has been given to each member of Council. The resolution also certifies that each Council member has read, at a minimum, the General Comments and Recommendations sections of the annual audit.

R99-18 – Authorizing refunds for the overpayment of taxes – this resolution authorizes refunds for overpayment of taxes due to the prepayment of taxes by property owner and then a subsequent overpayment by their mortgage company in the amount of \$8,625.18

R100-18, Authorizing the release of a Tax Premium payment – this resolution authorizes the release of a premium payment made by Park Finance II LLC. This premium payment was made in conjunction with the purchase of a tax sale lien in 2011 for Block 27 Lot 24. The property lien was then satisfied through a personal bankruptcy and the court has ordered that the tax sale premium be released to the lien holder, Park Finance II LLC.

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 96-18

“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 May 14, 2018 and on file and available for public inspection in the Office of the Treasurer and approved by him for payment, be paid.

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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 May 14, 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: 05/14/2018 For bills from 04/20/2018 to 05/10/2018

Check#	Vendor	Description	Payment	Check Total
14189	124 - A.C. DAUGHTRY, INC.	PO 18749 CENTRAL STATION MONITORING - APRIL	164.70	
		PO 18749 CENTRAL STATION MONITORING - APRIL	60.00	
		PO 18749 CENTRAL STATION MONITORING - APRIL	60.00	284.70
14190	111 - ABB INC.	PO 18864 WATER DEPARTMENT - TREATMENT OF WEL	1,381.64	1,381.64
14191	2924 - AED SUPERSTORE	PO 18799 POLICE: TRAINING SUPPLIES - ORDER#	372.00	372.00
14192	206 - ALLEN PAPER & SUPPLY CO.	PO 18699 DPW - DEPARTMENT SUPPLIES	559.29	559.29
14193	196 - ALLIED OIL COMPANY, LLC	PO 18366 DPW - UNLEADED FUEL - BLANKET	1,571.24	1,571.24
14194	3861 - SYNCB/AMAZON	PO 18649 POLICE DEPT: COMPUTER SOFTWARE - AC	63.90	63.90
14195	189 - ANCHOR ACE HARDWARE	PO 18303 DPW - STREETS & ROADS - BLANKET	129.40	
		PO 18500 WATER DEPARTMENT - EQUIPMENT, TOOLS	70.95	
		PO 18636 PARKS & BEACHES - GENERAL MAINTENAN	34.40	234.75
14196	102 - ANDERSON & DENZLER ASSOC., INC	PO 18824 FEBRUARY 2018 PROFESSIONAL SERVICES	160.10	
		PO 18824 FEBRUARY 2018 PROFESSIONAL SERVICES	6,658.95	
		PO 18824 FEBRUARY 2018 PROFESSIONAL SERVICES	720.45	
		PO 18825 JAN 2018 PROF SERVICES - GAS COMPAN	2,977.00	
		PO 18827 MARCH 2018 PROFESSIONAL SERVICES	160.10	10,676.60
14197	102 - ANDERSON & DENZLER ASSOC., INC	PO 18827 MARCH 2018 PROFESSIONAL SERVICES	480.30	
		PO 18827 MARCH 2018 PROFESSIONAL SERVICES	7,851.95	8,332.25
14198	2685 - ASSOCIATION OF NJ RECYCLERS	PO 18746 DPW - TRAINING & EDUCATION	95.00	95.00
14199	3309 - AUDREY LANE	PO 18883 REIMBURSEMENT	21.48	21.48
14200	3479 - BILDISCO MFG., INC.	PO 18595 WATER: WELL #3 - ESTIMATE 8/07/17	3,098.00	3,098.00
14201	3650 - CARA FOX	PO 18888 REIMBURSEMENT	175.29	175.29
14202	2658 - CHEMSEARCH	PO 18300 DPW - VEHICLE REPAIR & MAINTENANCE	1,652.00	1,652.00
14203	2242 - CINTAS CORPORATION NO. 2	PO 18471 DPW - PERSONAL SAFETY EQUIPMENT - B	50.89	
		PO 18471 DPW - PERSONAL SAFETY EQUIPMENT - B	50.90	
		PO 18411 2018 BOROUGH HALL FIRST AID SUPPLIE	75.95	
		PO 18694 POLICE DEPT: FIRST AID SUPPLIES - B	57.11	234.85
14204	3783 - CINTAS, CORP. - UNIFORM RENTALS	PO 18764 DPW - UNIFORM RENTAL	239.50	
		PO 18764 DPW - UNIFORM RENTAL	248.00	
		PO 18764 DPW - UNIFORM RENTAL	280.40	767.90
14205	3925 - CONCEPT EXCAVATING, LLC	PO 18723 DPW - EMERGENCY TREE REMOVAL - STOR	6,000.00	6,000.00
14206	3184 - CONSTELLATION NEWENERGY, INC	PO 18847 MAR/APR 2018 STREET LIGHTING: BILLI	655.42	655.42
14207	1481 - CORE & MAIN, LP	PO 18733 WATER DEPARTMENT - EQUIPMENT	15,360.00	15,360.00
14208	3460 - CORE PROMOTIONS, LLC	PO 18817 POLICE: BIKE RODEO SUPPLIES	545.30	545.30
14209	3927 - CORELOGIC	PO 18816 TAX COLLECTOR: REFUND OF 2018 1ST Q	13,996.84	13,996.84
14210	519 - COUGAR PRESS	PO 18625 ANNUAL RECYLING MAILER - 2018	1,293.00	1,293.00
14211	2396 - COUNTY WELDING SUPPLY CO.	PO 18627 DPW - EQUIPMENT & TOOLS - BLANKET	42.50	42.50
14212	653 - GANNET NEW JERSEY NEWSPAPERS	PO 18557 CLERK - ADVERTISING ACCT#31471 - B	129.17	129.17
14213	506 - DAN COMO & SONS, INC	PO 18788 STORM EMERGENCY BRUSH/DEBRIS REMOVA	1,790.00	
		PO 18865 DPW - LEAF & BRUSH REMOVAL - 2017	960.00	2,750.00
14214	2971 - DIRECT ENERGY BUSINESS	PO 18828 NATURAL GAS: ACCT#: 614054 - 269690	1,326.11	1,326.11
14215	652 - DOVER BRAKE AND CLUTCH CO. INC	PO 18730 DPW - VEHICLE MAINTENANCE	383.88	383.88
14216	2985 - EAST COAST TREE EXPERTS, LLC	PO 18721 DPW - EMERGENCY TREE REMOVAL - STOR	6,000.00	6,000.00
14217	3109 - FERRIERO ENGINEERING, INC	PO 18878 CLIENT NO: ML100 / PROJECT ID: 12ML	248.47	248.47
14218	769 - FORREST LUMBER	PO 18726 DPW & RECREATION - SUPPLIES & TOOLS	63.96	63.96
14219	876 - GARDEN STATE LABORATORIES, INC	PO 18549 WATER DEPARTMENT - TREATMENT OF WEL	856.00	
		PO 18727 WATER DEPARTMENT - TREATMENT OF WEL	282.00	1,138.00
14220	2707 - GNOME COMM, LLC	PO 18762 DPW - BUILDING MAINTENANCE	105.00	105.00
14221	911 - HOME DEPOT CREDIT SERVICES	PO 18465 DPW - EQUIPMENT, TOOLS & SUPPLIES -	77.13	77.13
14222	3817 - IL TORRENTE PIZZA	PO 18632 DPW - EMERGENCY MEALS	68.96	68.96
14223	3306 - INTERSTATE BATTERY OF NJ DIST #4573	PO 18408 VEHICLE REPAIR & MAINTENANCE - BLAN	129.32	129.32
14224	2784 - J&J MOBILE TRUCK REPAIR	PO 18724 DPW - EQUIPMENT REPAIR - STORM 2018	118.00	118.00
14225	859 - JCP&L	PO 18861 ACCT# 100 050 702 156 - BILLING PRD	5.01	
		PO 18860 ACCT# 100 075 505 725 - BILLING PRD	3.20	
		PO 18849 MAST ACCT# 200 000 054 011/ BILL DA	6.12	
		PO 18848 MASTER ACCT# 200 000 569 000 / BILL	3,069.46	3,083.79
14226	1040 - JESCO, INC.	PO 18695 WATER DEPARTMENT - EQUIPMENT REPAIR	2,937.67	
		PO 18768 DPW - EQUIPMENT REPAIR	116.66	3,054.33
14227	1062 - JOHNNY ON THE SPOT, LLC	PO 18745 APR 2018 - CUST ID# 014738 - PORT-A	245.00	
		PO 18734 APR 2018 - CUST ID# 014738 - PORT-A	94.95	
		PO 18801 CUST ID# 014738 - PORT-A-JOHN RENTA	271.90	
		PO 18812 APR/MAY 2018 - CUST ID# 014738 - PO	160.00	
		PO 18853 MAY 2018 - CUST ID# 014738 - PORT-A	85.00	856.85
14228	1074 - JW PIERSON CO.	PO 18370 DPW - DIESEL FUEL - BLANKET	3,584.54	3,584.54

List of Bills - CLAIMS/CLEARING CHECKING ACCOUNT

Meeting Date: 05/14/2018 For bills from 04/20/2018 to 05/10/2018

Check#	Vendor	Description	Payment	Check Total
14229	1090 - KENVIL POWER MOWER	PO 18735 DPW - EQUIPMENT REPAIR	87.83	87.83
14230	1099 - KIMBALL LANDSCAPE ASSOC	PO 18725 DPW - EMERGENCY TREE REMOVAL - STOR	6,000.00	6,000.00
14231	2561 - LIFESAVERS, INC.	PO 18741 POLICE DEPT: AHA BLS CPR Cards	30.00	30.00
14232	1210 - LOEFFEL'S WASTE OIL SVC., INC.	PO 18759 DPW - WASTE OIL RECYCLING	105.00	105.00
14233	2790 - MC PUBLIC SAFETY TRAINING ACADEMY	PO 18790 FIRE DEPT: TRAINING	250.00	250.00
14234	3588 - MCELROY, DEUTSCH, MULVANEY & CARPEN	PO 18838 MARCH 2018 PROFESSIONAL SERVICES -	402.50	402.50
14235	2308 - MCNERNEY & ASSOCIATES, INC.	PO 18839 APPRAISAL FEE FOR TAX YEAR 2016 & 2	7,500.00	7,500.00
14236	1455 - MICRO SYSTEMS-NJ.COM, L.L.C.	PO 18819 2018 PROFESSIONAL SERVICES FOR TAX	2,519.40	2,519.40
14237	3826 - MLHS PROJECT GRADUATION	PO 18884 2018 PROJECT GRADUATION	1,500.00	1,500.00
14238	3648 - MONMOUTH TELECOM	PO 18822 APR 2018 TELEPHONE SERVICES / ACCT#	1,529.59	
		PO 18868 MAY 2018 TELEPHONE SERVICES / ACCT#	1,504.07	3,033.66
14239	1295 - MORRIS CTY MUNICIPAL UTILITIES	PO 18753 DPW - SOLID WASTE TIPPING FEES - JA	11,577.69	
		PO 18752 DPW - SOLID WASTE TIPPING FEES - FE	10,350.49	21,928.18
14240	3922 - MOUNTAIN LAKES BAGEL, INC	PO 18633 DPW - EMERGENCY MEALS	62.25	62.25
14241	1371 - MTN. LAKES BOARD OF EDUCATION	PO 18831 MAY 2018 MTN LAKES SCHOOL DISTRICT	1,693,374.08	1,693,374.08
14242	1472 - MURPHY, MCKEON P.C.	PO 18820 APRIL RETAINER/ MARCH PROF SERVICES	7,406.66	
		PO 18877 MAY RETAINER/ APRIL PROF SERVICES	8,351.66	15,758.32
14243	881 - NCX	PO 18321 BLANKET: 2018 DNS HOSTING / ACCT# G	19.95	19.95
14244	1553 - NEW JERSEY NATURAL GAS	PO 18826 SERVICE FOR: MAR 14 TO APR 11/12,	1,776.65	1,776.65
14245	1534 - TREASURER, STATE OF NJ	PO 18751 DPW - FEES & DUES - HAZARDOUS WASTE	60.00	60.00
14246	1559 - NJ STATE ASSOC. OF CHIEFS OF POLICE	PO 18747 POLICE: ANNUAL TRAINING CONFERENCE	365.00	365.00
14247	2595 - NORTH JERSEY MUNICIPAL EMPLOYEE	PO 18829 MAY 2018 DENTAL PREMIUMS - GROUP 16	2,838.00	2,838.00
14248	2727 - ONE CALL CONCEPTS, INC.	PO 18454 2018 JAN - DEC BLANKET / ACCT# 12-B	91.25	91.25
14249	2968 - OPTIMUM	PO 18850 MAY 2018 DPW INTERNET SERVICES ACCT	110.55	110.55
14250	2968 - OPTIMUM	PO 18851 MAY 2018 DPW: ACCT# 07876-414565-01	10.67	10.67
14251	3173 - OPTIMUM	PO 18859 ACCT# 07876-603439-01-8 / BILL PRD:	70.62	70.62
14252	479 - PARKER PUBLICATIONS	PO 18743 ACCT# 010902 / ZBOA/PLANNING BRD -	94.00	
		PO 18866 ACCT# 010902 / ZBOA/PLANNING BRD -	39.48	133.48
14253	3113 - PHILLIPS PREISS GRYGIEL LLC	PO 18793 MARCH 2018 PROFESSIONAL SERVICES -	310.00	310.00
14254	3888 - PLANET TECHNOLOGIES, INC	PO 18804 2018 OFFICE 365 RENEWAL	708.96	708.96
14255	1713 - POLICE PIPES & DRUMS	PO 18830 2018 MOUNTAIN LAKES MEMORIAL DAY PA	1,200.00	1,200.00
14256	3900 - QUIRK, INC	PO 18852 ARCHIVE STORAGE - APR 2018 - MTN LA	69.16	69.16
14257	1787 - R & J CONTROL, INC.	PO 18729 BOROUGH HALL - BUILDING MAINTENANCE	372.50	372.50
14258	3890 - RDC DESIGN GROUP, LLC	PO 18834 CONTRACT AGREEMENT - WEB MAINTENANC	3,060.00	3,060.00
14259	1734 - READYREFRESH BY NESTLE	PO 18800 ACCT# 0016496903 - 3/13/18 TO 4/12/	160.18	160.18
14260	3492 - RICHARD & MYRNA ELFENBEIN	PO 18808 TAX COLLECTOR: 2Q15 - ELFENBEIN REF	1,000.00	1,000.00
14261	2397 - ROCKAWAY AUTO RESOURCES, LLC	PO 18480 FIRE DEPT: MISC. ENGINE REPAIRS - B	270.85	
		PO 18757 POLICE DEPARTMENT - VEHICLE REPAIRS	276.69	
		PO 18728 DPW - VEHICLE REPAIRS - BLANKET 201	243.27	790.81
14262	3695 - RT 23 PATIO & MASON CENTER, LLC	PO 18761 DPW - CURBS, SIDEWALKS & CATCH BASI	305.58	
		PO 18771 LAKES MANAGEMENT	575.00	880.58
14263	3205 - SECURITY SHREDDING	PO 18811 APRIL 2018 SHREDDING	60.00	60.00
14264	1948 - SHEAFFER SUPPLY, INC.	PO 18755 PARKS & RECREATION - TENNIS COURT M	115.80	
		PO 18736 DPW - EQUIPMENT & TOOLS - 2018 BLAN	19.90	135.70
14265	3696 - SIMONS SAYS LLC	PO 18892 2018 "AFTER THE FIRE PRESENTATION"	1,000.00	1,000.00
14266	2470 - SKYLANDS AREA FIRE EQUIP & TRAINING	PO 18713 FIRE DEPT: QUOTE# 5454	1,418.00	1,418.00
14267	114 - SOLITUDE LAKE MANAGEMENT	PO 18789 2018 LAKE MANAGEMENT - CUST# M1191	5,747.00	
		PO 18840 LAKES: ABRATION	385.00	6,132.00
14268	2774 - STAPLES BUSINESS ADVANTAGE	PO 18407 ORDER# 7191155876	141.67	
		PO 18494 POLICE: ORDER# 7192353572	114.09	
		PO 18791 ORDER# 7196089102	101.74	357.50
14269	2774 - STAPLES BUSINESS ADVANTAGE	PO 18791 ORDER# 7196089102	540.17	
		PO 18797 POLICE: OFFICE SUPPLIES - ORDER #71	167.60	707.77
14270	136 - STEWART & STEVENSON POWER PRODUCTS,	PO 18714 FIRE DEPT: EMERGENCY REPAIR	2,376.23	2,376.23
14271	1692 - THE PLAZA RESTAURANT	PO 18754 DPW - EMERGENCY MEALS	144.20	144.20
14272	2108 - THE UPS STORE 4650	PO 18818 POLICE: POSTAGE FOR DRAEGER	16.90	16.90
14273	3617 - BLOOMFIELD HEALTH DEPARTMENT	PO 18823 2018 PUBLIC HEALTH SERVICES CONTRAC	6,356.00	6,356.00
14274	603 - TOWNSHIP OF DENVILLE	PO 18832 2018 SHARED MUNICIPAL COURT SERVICE	13,935.50	13,935.50
14275	1536 - TREAS, STATE OF NJ - D.O.H.	PO 18874 FEB, MARCH, APR 2018 DOG LICENSING	85.80	85.80
14276	3526 - TRITEC OFFICE EQUIPMENT, INC	PO 18862 RICOH COPIERS - JAN - APR 2018 - PR	1,655.27	1,655.27
14277	3752 - VALERIE A. KGAN	PO 18889 REIMBURSEMENT	172.29	172.29
14278	2186 - W.E. TIMMERMAN CO., INC	PO 18756 DPW - EQUIPMENT REPAIR	50.02	50.02
14279	832 - W.W. GRAINGER, INC	PO 18685 DPW - SAFETY EQUIPMENT	2,930.04	2,930.04

List of Bills - CLAIMS/CLEARING CHECKING ACCOUNT

Meeting Date: 05/14/2018 For bills from 04/20/2018 to 05/10/2018

Check#	Vendor	Description	Payment	Check Total
14280	2161 - WELDON ASPHALT, INC.	PO 18769 DPW - POTHOLE REPAIRS - BLANKET	1,436.60	1,436.60
14281	2182 - WEST CHESTER MACHINERY & SUPPLY CO.	PO 18750 DPW - EQUIPMENT REPAIR	430.00	430.00
14282	3374 - WILLIAM GREY	PO 18773 EMPLOYEE REIMBURSEMENT	50.00	50.00
14283	2737 - YUCKOS, INC.	PO 18760 DPW - DEPARTMENT SUPPLIES	522.00	522.00
TOTAL				1,897,082.86

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-192-18-001-000	CURRENT YEAR TAXES RECEIVED			13,996.84	
01-201-20-100-020	GENERAL ADMIN - OTHER EXPENSE	1,836.44			
01-201-20-101-020	COMMUNICATION ADV. COMM. - OTHER EXPENSE	3,060.00			
01-201-20-110-020	MAYOR & COUNCIL - OTHER EXP'S	76.93			
01-201-20-120-020	MUNICIPAL CLERK - OTHER EXP'S	950.88			
01-201-20-130-020	FINANCE - OTHER EXPENSES	69.01			
01-201-20-140-020	COMPUTER SERVICES	30.62			
01-201-20-145-020	TAX COLLECTOR - OTHER EXPENSES	23.61			
01-201-20-150-020	TAX ASSESSOR - OTHER EXPENSES	2,632.00			
01-201-20-155-020	LEGAL SERVICES - OTHER EXPENSE	23,778.32			
01-201-20-165-020	ENGINEERING SERVICES	17,375.30			
01-201-21-180-020	PLANNING BOARD - OTHER EXPENSE	271.93			
01-201-21-185-020	BD OF ADJUST - OTHER EXPENSES	54.05			
01-201-23-220-020	GROUP INSURANCE PLANS-EMPLOYEE	2,838.00			
01-201-25-240-020	POLICE DEPT - OTHER EXPENSES	2,451.79			
01-201-25-251-020	INTERLOCAL SERVICES: DENVER COURT - OR	13,935.50			
01-201-25-255-020	FIRE DEPT - OTHER EXPENSES	1,738.62			
01-201-25-265-020	FIRE DEPT - SAFETY - OTHER EXP	1,000.00			
01-201-26-290-020	STREETS & ROADS - OTHER EXP.	27,652.86			
01-201-26-305-020	SOLID WASTE - OTHER EXPENSES	22,033.18			
01-201-26-310-020	BLDG & GROUNDS - MUNIC BLDG	532.68			
01-201-26-315-020	VEHICLE REPAIRS & MAINTENANCE	5,382.24			
01-201-27-330-020	BOARD OF HEALTH - OTHER EXP.	6,356.00			
01-201-28-370-020	PARKS & PLAYGROUNDS OTHER EXP.	115.80			
01-201-28-375-020	MAINT OF PARKS (BEACHES/LAKES)	7,662.21			
01-201-30-420-020	CELEBRATION OF PUBLIC EVENTS - O/E	1,200.00			
01-201-31-435-020	ELECTRICITY - ALL DEPARTMENTS	3,083.79			
01-201-31-436-020	ELECTRICITY - STREET LIGHTING	655.42			
01-201-31-437-020	NATURAL GAS	3,102.76			
01-201-31-440-020	TELECOMMUNICATIONS	3,033.66			
01-201-31-447-020	PETROLEUM PRODUCTS	5,155.78			
01-203-26-290-020	(2017) STREETS & ROADS - OTHER EXP.		87.83		
01-203-26-305-020	(2017) SOLID WASTE - OTHER EXPENSES		960.00		
01-205-55-000-000	TAX OVERPAYMENTS			1,000.00	
01-207-55-000-000	LOCAL SCHOOL TAXES PAYABLE			1,693,374.08	
01-260-05-100	DUE TO CLEARING			0.00	1,867,508.13
TOTALS FOR	Current Fund	158,089.38	1,047.83	1,708,370.92	1,867,508.13
02-200-40-700-400	Recycling Tonnage Grant			1,293.00	
02-260-05-100	DUE TO CLEARING			0.00	1,293.00
TOTALS FOR	FEDERAL AND STATE GRANTS	0.00	0.00	1,293.00	1,293.00

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
04-215-55-978-000	2014 CAPITAL PROGRAM			3,098.00	
04-215-55-980-000	2015 CAPITAL ORDINANCE 07-15			15,360.00	
04-215-55-983-000	2017 CAPITAL ORDINANCE 05-17			248.47	
04-260-05-100	DUE TO CLEARING			0.00	18,706.47
TOTALS FOR	General Capital	0.00	0.00	18,706.47	18,706.47
05-201-55-520-520	Water Operating - Other Expenses	7,369.76			
05-260-05-100	DUE TO CLEARING			0.00	7,369.76
TOTALS FOR	Water Operating	7,369.76	0.00	0.00	7,369.76
07-201-55-520-520	Sewer Operating - Other Expenses	619.70			
07-260-05-100	DUE TO CLEARING			0.00	619.70
TOTALS FOR	Sewer Operating	619.70	0.00	0.00	619.70
13-260-05-100	DUE TO CLEARING			0.00	85.80
13-295-56-000-000	DOG LICENSE FEES-DUE STATE NJ			85.80	
TOTALS FOR	Animal Trust	0.00	0.00	85.80	85.80
18-260-05-100	Due to Clearing			0.00	1,500.00
18-300-60-000-100	RESERVE FOR MUNICIPAL ALLIANCE			1,500.00	
TOTALS FOR	Other Trust	0.00	0.00	1,500.00	1,500.00

Total to be paid from Fund 01 Current Fund 1,867,508.13
 Total to be paid from Fund 02 FEDERAL AND STATE GRANTS 1,293.00
 Total to be paid from Fund 04 General Capital 18,706.47
 Total to be paid from Fund 05 Water Operating 7,369.76
 Total to be paid from Fund 07 Sewer Operating 619.70
 Total to be paid from Fund 13 Animal Trust 85.80
 Total to be paid from Fund 18 Other Trust 1,500.00
 1,897,082.86

Checks Previously Disbursed

14188	STATE OF NJ - PWT DIVISION OF TAXAT	PO# 18858	4Q2017 - UNDERPAYMENT NOTICE	48.76	5/02/2018
14187	STATE OF NJ - PWT DIVISION OF TAXAT	PO# 18855	1Q2018 WATER TAX PAYMENT	69.23	5/02/2018
				117.99	

Total paid from Fund 05 Water Operating 117.99
 117.99

Total for this Bills List: 1,897,200.85

List of Bills - (1710101001002) Escrow - Developers - Checking**Developer's Escrow**

Meeting Date: 05/14/2018 For bills from 04/20/2018 to 05/10/2018

Check#	Vendor	Description	Payment	Check Total
5090	102 - ANDERSON & DENZLER ASSOC., INC	PO 18836 MARCH 2018 PROFESSIONAL SERVICES -	10,763.60	10,763.60
5091	3588 - MCELROY, DEUTSCH, MULVANEY & CARPEN	PO 18837 MARCH 2018 PROFESSIONAL SERVICES -	473.18	473.18
5092	3759 - PRINCETON HYDRO, LLC	PO 18835 MARCH 2018 PROFESSIONAL SERVICES -	150.50	150.50
TOTAL				11,387.28

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
17-101-01-001-002	Escrow - Developers - Checking			0.00	11,387.28
17-500-00-050-234	Seama & Shomaf			320.20	
17-500-00-050-235	PNC Developers			80.05	
17-500-00-091-304	KING MOUNTAIN LAKES LLC			1,166.68	
17-500-00-091-308	35 POLLARD ROAD LLC			437.50	
17-500-00-091-310	PULTE GROUP - ENCLAVE SITE INSPEC. FEE			9,382.85	
TOTALS FOR	Developer's Escrow	0.00	0.00	11,387.28	11,387.28

Total to be paid from Fund 17 Developer's Escrow

11,387.28

11,387.28

Checks Previously Disbursed

5089	HORNROCK PROPERTIES, LLC	PO# 18875 TO CLOSE OUT SITEWORK PERFORMANCE	15,917.09	5/07/2018
				15,917.09

Total paid from Fund 17 Developer's Escrow

15,917.09

15,917.09

Total for this Bills List: **27,304.37**

List of Bills - (3310101001001) PROVIDENT BANK Recreation Trust

Meeting Date: 05/14/2018 For bills from 04/20/2018 to 05/10/2018

Check#	Vendor	Description	Payment	Check Total
5148	3417 - PRO IMAGE PROMOTIONS, INC.	PO 18778 TRACK: ADDITONAL UNIFORMS	360.00	360.00
5149	3937 - ROBERTA MATALON	PO 18882 REIMBURSEMENT	25.00	25.00
5150	3933 - SHARON GUTHRIE	PO 18785 WOODS & LAKE RUN: REIMBURSEMENT	289.12	289.12
5151	3358 - SPORTS ENGINE, INC	PO 18601 JAN/FEB 2018 BACKGROUND CHECKS	116.35	116.35
TOTAL				790.47

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
33-101-01-001-001	PROVIDENT BANK			0.00	790.47
33-600-00-090-000	Recreation Trust Reserves			790.47	
TOTALS FOR	Recreation Trust	0.00	0.00	790.47	790.47

Total to be paid from Fund 33 Recreation Trust

790.47

790.47

**Resolution 97-18
BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS, NJ**

RESOLUTION – AUTHORIZING THE CANCELLATION OF OUTSTANDING CHECKS OVER SIX MONTHS OLD TO MUNICIPAL CASH BALANCES

WHEREAS, the Chief Financial Officer has determined that the attached list of net payroll checks of the Borough of Mountain Lakes totaling \$952.60 have been outstanding for a period in excess of six months;

NOW, THEREFORE, BE IT RESOLVED that the attached outstanding checks be restored to the Borough cash balances.

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 May 14, 2018.

Valerie A. Egan, Municipal Clerk

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

Check #	Amount
20108	0.95
20110	1.33
20111	1.23
20138	3.50
20140	1.14
20142	0.69
20144	1.07
20146	6.98
20149	1.52
20160	0.57
20162	0.71
20164	4.38
20165	2.14
20167	160.91
20169	9.13
20173	1.94
20176	25.27
20177	2.24
20181	8.04
20183	1.20
20186	5.49
20188	2.10
20189	13.05
20191	46.66
20192	8.59
20193	14.00
20194	3.94
20195	0.83
20197	10.46
20198	7.38
20199	6.48
20201	2.45
20203	6.59
20207	9.29
20208	6.42
20209	14.68
20210	24.37
20216	6.72
20217	18.00
20219	24.67
20220	5.13
20221	0.59
20222	1.26
20231	2.89
20233	0.98
20236	1.20
20237	5.44
20245	1.37
20248	1.28
20250	0.94
20251	0.95
20252	4.01
20256	7.25
20257	31.86
20259	0.75
20264	1.61
20269	30.88
20272	2.92
20274	2.34
20275	0.70
20276	3.73
20278	0.76
20279	0.76
20284	0.41
20287	1.92
20288	1.09
20296	1.22
20297	3.76
20301	16.80
20307	2.79
20309	1.21
20310	2.61
20311	2.88
20314	5.09
20315	2.72
20316	2.26
20323	3.65
20325	1.32
20326	1.84
20330	3.22
20331	6.43
20332	3.20

20333	1.13
20334	0.70
20335	0.76
20336	5.17
20337	3.50
20338	1.30
20342	3.30
20344	2.34
20345	3.08
20346	3.08
20347	1.23
20349	1.16
20351	2.88
20352	1.14
20356	2.05
20357	1.37
20358	0.88
20361	2.02
20362	1.06
20363	6.71
20365	1.27
20367	1.60
20368	3.30
20375	1.58
20376	0.70
20383	2.40
20384	1.61
20385	30.00
20389	0.93
20391	1.80
20392	1.01
20393	3.10
20397	1.46
20398	2.43
20399	1.11
20400	0.87
20402	1.06
20410	18.30
20414	2.97
20415	7.80
20417	0.32
20418	3.16
20419	0.88
20422	1.07
20423	2.65
20431	2.75
20434	2.50
20435	15.00
20437	1.25
20438	1.12
20439	2.88
20440	1.82
20441	1.16
20445	2.30
20446	2.21
20449	0.88
20451	2.62
20452	1.75
20453	7.50
20457	1.99
20458	2.50
20459	0.95
20464	21.40
20467	1.31
20468	53.97
20471	1.01
20476	7.31
20477	0.76
20479	8.85
20485	18.47
20486	9.43
	<u>952.60</u>

BOROUGH OF MOUNTAIN LAKES
CANCELLATION OF OLD CHECKS
EXPLANATION

After reconciling the net payroll bank account through April 30, 2018 there are a number of outstanding checks that are over 6 months old. The payroll checks being cancelled are checks that were issued on February 17, 2017 to current and former employees who had funds deducted from their pay checks to contribute towards the short term disability plan for the period of 2010-2016. The Borough's employee policy manual states that the short term disability plan is to be paid solely by the Borough. The funds that were deducted from the employees' pay checks were never taken out of the payroll account and netted against the Borough's cost of the short term disability. Any checks that are over 6 months old should be cancelled by resolution. Every effort has been made to locate former employees so these funds could be returned. The funds will be transferred to the current fund balance and therefore, if in the future the payee contacts the Borough with proof that they are owed these funds then the funds are paid out of the Borough's fund balance.

Resolution 98-18

BOROUGH OF MOUNTAIN LAKES

Resolution Certifying Compliance with Requirements of Audit

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2017 has been filed by a registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A 40A:5-6, and a copy has been received by each member of the governing body, and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs, and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "General Comments" and Recommendations", and

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments" and Recommendations", as evidenced by the Group Affidavit Form of the governing body attached hereto, and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5, and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local government body to the penalty provisions of R.S. 52:27BB-52 – to wit

R.S. 52:27BB-52 – "A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office."

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Mountain Lakes, in the County of Morris, New Jersey, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board, to show evidence of said compliance.

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 May 14, 2018.

Valerie A. Egan, Municipal Clerk

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

**GROUP AFFIDAVIT FORM
CERTIFICATION OF THE GOVERNING BODY**

STATE OF NEW JERSEY)

) SS.

COUNTY OF MORRIS)

We, members of the governing body of the Borough of Mountain Lakes, County of Morris, of full age, being duly sworn according to law, upon our oath depose and say:

1. We are duly elected (or appointed) members of the governing body of the Borough of Mountain Lakes in the County of Morris.
2. In the performance of our duties, and pursuant to N.J.A.C. 5:30-6.5, we have familiarized ourselves with the contents of the Annual Municipal Audit filed with the Clerk pursuant to N.J.S.A. 40A:5-6 for the year 2017.
3. We certify that we have personally reviewed and are familiar with, as a minimum, the sections of the Annual Report of Audit entitled:

**GENERAL COMMENTS
RECOMMENDATIONS**

_____(L.S.)
Mayor Lauren Barnett

_____(L.S.)
Deputy Mayor William Barrett

_____(L.S.)
Daniel Happer

_____(L.S.)
Peter Holmberg

_____(L.S.)
Janet Horst

_____(L.S.)
Cynthia Korman

_____(L.S.)
David Shepherd

Sworn to and subscribed before

Me this _____ day of
_____, 20____

Notary Public of New Jersey

The Municipal Clerk shall set forth the reason for the absence of signature of any members of the governing body.

This certificate must be sent to the Division of Local Government Services, PO Box 803, Trenton NJ 08625-0803

BOROUGH OF MOUNTAIN LAKES
PART III

COMMENTS AND RECOMMENDATIONS

YEAR ENDED DECEMBER 31, 2017

BOROUGH OF MOUNTAIN LAKES
COMMENTS AND RECOMMENDATIONS

Contracts and Agreements Required to be Advertised for N.J.S.A. 40A:11-4

N.J.S.A. 40A:11-3 states:

a. " When the cost or price of any contract awarded by the contracting agent in the aggregate does not exceed in a contract year the total sum of \$17,500, the contract may be awarded by a purchasing agent when so authorized by ordinance or resolution, as appropriate to the contracting unit, of the governing body of the contracting unit without public advertising for bids, except that the governing body of any contracting unit may adopt an ordinance or resolution to set a lower threshold for the receipt of public bids or the solicitation of competitive quotations. If the purchasing agent is qualified pursuant to Subsection b. of Section 9 of P.L. 1971, C.198 (N.J.S.A. 40A:11-9), the governing body of the contracting unit may establish that the bid threshold may be up to \$25,000. Such authorization may be granted for each contract or by a general delegation of the power to negotiate and award such contracts pursuant to this section.

b. Any contract made pursuant to this section may be awarded for a period of 24 consecutive months, except that contracts for professional services pursuant to subparagraph (i) of paragraph (a) of subsection (1) of section 5 of P.L. 1971, C.198 (N.J.S.A. 40A:11-5) may be awarded for a period not exceeding 12 consecutive months. The Division of Local Government Services shall adopt and promulgate rules and regulations concerning the methods of accounting for all contracts that do not coincide with the contracting unit's fiscal year.

c. The Governor, in consultation with the Department of the Treasury, shall, no later than March 1 of every fifth year beginning in the fifth year after the year in which P.L. 1999, C.440 takes effect, adjust the threshold amount and the higher threshold amount which the governing body is permitted to establish, as set forth in subsection a. of this section, or the threshold amount resulting from any adjustment under this subsection, in direct proportion to the rise or fall of the index rate as that term is defined in section 2 of P.L. 1971, C.198 (N.J.S.A. 40A:11-2), and shall round the adjustment to the nearest \$1,000. The Governor shall, no later than June 1 of every fifth year, notify each governing body of the adjustment. The adjustment shall become effective on July 1 of the year in which it is made."

N.J.S.A. 40A: 11-4 states: "Every contract awarded by the contracting agent for the provision or performance of any goods or services, the cost of which in the aggregate exceeds the bid threshold, shall be awarded only by resolution of the governing body of the contracting unit to the lowest responsible bidder after public advertising for bids and bidding therefore, except as is provided otherwise in this act or specifically by any other law. The governing body of a contracting unit may, by resolution approved by a majority of the governing body and subject to subsections b. and c. of this section, disqualify a bidder who would otherwise be determined to be the lowest responsible bidder, if the governing body finds that it has had prior negative experience with the bidder."

Effective July 1, 2015 and thereafter the bid threshold in accordance with N.J.S.A. 40A:11-3 and 40A:11-4 (as amended) is \$17,500 for a contracting unit without a qualified purchasing agent and \$40,000 for a contracting unit with a qualified purchasing agent.

The governing body of the municipality has the responsibility of determining whether the expenditures in any category will exceed the bid threshold within the fiscal year. Where question arises as to whether any contract or agreement might result in violation of the statute, the Borough Counsel's opinion should be sought before a commitment is made.

The minutes indicated that bids were requested by public advertising per N.J.S.A. 40A:11-4. The minutes also indicated that resolutions were adopted and advertised authorizing the awarding of contracts or agreements for "Professional Services" and "Extraordinary Unspecifiable Services" per N.J.S.A. 40A:11-5.

BOROUGH OF MOUNTAIN LAKES
COMMENTS AND RECOMMENDATIONS
(Continued)

Contracts and Agreements Required to be Advertised for N.J.S.A. 40A:11-4 (Cont'd)

Inasmuch as the system of records did not provide for an accumulation of payments for categories for the performance of any work or the furnishing or hiring of any materials or supplies, the results of such an accumulation could not reasonably be ascertained. Disbursements were reviewed, however, to determine whether any clear-cut violations existed. None were noted.

Collection of Interest on Delinquent Taxes, Assessments and Utility Charges

The statute provides the method for authorizing interest and the maximum rates to be charged for the nonpayment of taxes on or before the date when they would become delinquent. On January 4, 2017, the governing body adopted a resolution authorizing interest to be charged at the rate of 8% per annum on the first \$1,500 of delinquent taxes and 18% per annum for delinquent taxes in excess of \$1,500, and allows an additional penalty of 6% be collected against a delinquency in excess of \$10,000 on properties that fail to pay the delinquency prior to the end of the calendar year.

On January 4, 2017, the governing body adopted a resolution authorizing interest to be charged at the rate of 8% per annum of delinquent utility charges. It allows for a grace period of 30 days for payment of the utilities bills.

It appears from an examination of the Tax Collector's and Utility Collector's records that interest was generally collected in accordance with the foregoing resolution.

Delinquent Taxes and Tax Title Liens

The last tax sale was held on December 6, 2017, and was complete.

The following comparison is made of the number of tax title liens receivable on December 31, of the last three years:

<u>Year</u>	<u>Number of Liens</u>
2017	0
2016	0
2015	0

Verification of Delinquent Taxes and Other Charges

A test of verification of delinquent charges and current payments was made in accordance with the regulations of the Division of Local Government Services, consisting of verification notices as follows:

<u>Type</u>	<u>Number Mailed</u>
Payments of 2017 Taxes	20
Payments of 2018 Taxes	20
Delinquent Taxes	15
Payments of Water Utility Charges	15
Delinquent Water Utility Charges	15
Payments of Sewer Utility Charges	15
Delinquent Sewer Utility Charges	15

BOROUGH OF MOUNTAIN LAKES
COMMENTS AND RECOMMENDATIONS
(Continued)

Municipal Court

The report of the Municipal Court has been forwarded to the Division of Local Government Services and the Borough's Magistrate under separate cover. Reflected below is a summary of receipts and disbursements for the year ended December 31, 2017.

RECEIPTS AND DISBURSEMENTS FOR THE YEAR ENDED DECEMBER 31, 2017

	Balance Dec. 31, 2016	Receipts	Disbursements	Balance Dec. 31, 2017
Municipal Treasurer:				
Fines and Fees	\$ 4,056.77	\$ 36,826.66	\$ 38,259.29	\$ 2,624.14
Interest	0.61	11.16	9.00	2.77
Transcript Fees		30.00	30.00	
Parking Offense Adjudication Act		2.00		2.00
Municipal Treasurer - Shared Court:				
Public Defender		200.00	200.00	
State Treasurer	3,464.63	36,905.84	38,779.11	1,591.36
County Treasurer	2,239.50	19,699.50	20,501.50	1,437.50
Weights and Measures		100.00	100.00	
Local Park Commission	50.00	250.00	300.00	
Regular Account Deficit	(121.53)			(121.53)
Bail Account	10,180.00	9,331.00	14,331.00	5,180.00
	<u>\$ 19,869.98</u>	<u>\$ 103,356.16</u>	<u>\$ 112,509.90</u>	<u>\$ 10,716.24</u>

During our review of the Municipal Court, which is operated as a shared service, by another municipality, regular account records it was noted that the reconciled bank balance at December 31, 2017 is less than the cash collections for the month of December 2017. This deficit appears to be due to bank charges incurred in prior years that were never reimbursed. In addition, there are also bank charges incurred in 2017 on the December 31, 2017 regular account bank reconciliation.

It is recommended that the Municipal Court regular bank account deficit and bank charges be reviewed for proper disposition.

Management's Response:

The Municipal Court regular bank account deficit and bank charges will be reviewed for proper disposition.

New Jersey Administrative Code Accounting Requirements

The Division of Local Government Services has established three (3) accounting requirements which are prescribed in the New Jersey Administrative Code. They are as follows:

1. Maintenance of an encumbrance accounting system.
2. Fixed asset accounting and reporting system.
3. General ledger accounting and recording system.

The Borough is currently in compliance with the above accounting requirements.

BOROUGH OF MOUNTAIN LAKES
COMMENTS AND RECOMMENDATIONS
(Continued)

Tax Collector

Although improvement from the prior year was noted, a review of the Tax Collector's records revealed that there is still a large tax overpayment balance at year end.

Recommendation:

It is recommended that tax overpayments continue to be reviewed, refunded, applied to current year taxes, or canceled through resolution.

Management's Response:

The Chief Financial Officer and Tax Collector will continue to review overpayment balances and refund, apply, or cancel those balances through resolution.

Sewer Utility Operating Fund

The Sewer Utility Operating Fund incurred an operating deficit required to be raised in the budget of the succeeding year.

Recommendation:

It is recommended that the operations of the sewer utility operating fund be reviewed to identify the necessary steps to be taken to prevent future operating deficits.

Management's Response:

The operations of the sewer utility operating fund be reviewed to identify the necessary steps to be taken to prevent future operating deficits.

Management Suggestions:

Federal and State Grant Fund

During our review of federal and state grants, we noted that a number of grants receivable and reserve balances are several years old. We suggest that a review of the federal and state grants receivable and appropriated grant reserves be conducted to identify those grants which will be collected and disbursed and which grants should be canceled.

Governmental Accounting Standards Board Statements

The next Governmental Accounting Standards Board ("GASB") statement which will have a significant impact on the Borough will be GASB No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other than Pensions*, will be effective for the year ending December 31, 2018 and thereafter. This standard replaces GASB No. 45, *Accounting and Financial Reporting for Postemployment Benefits Other than Pensions*. It is similar to GASB Statement No. 68, *Accounting and Financial Reporting for Pensions* in that successful implementation of this standard will require the provision of certain key financial and non-financial information from the State of New Jersey.

BOROUGH OF MOUNTAIN LAKES
COMMENTS AND RECOMMENDATIONS
(Continued)

Status of Prior Year Recommendations:

Prior year recommendations 2,3,4,6,7,8,9 and 10 were resolved in the current year. Prior year recommendation 5 was partially resolved in the current year. Prior year recommendation 1 and the unresolved portion of prior year recommendation 5 are included as current year recommendations 1 and 3.

BOROUGH OF MOUNTAIN LAKES
SUMMARY OF RECOMMENDATIONS

It is recommended that:

1. An adequate segregation of duties be maintained with respect to the recording and treasury functions.
2. The Municipal Court, operated as a shared service, by another municipality, regular bank account deficit and bank charges be reviewed for proper disposition.
3. Tax overpayments continue to be reviewed, refunded, applied to current year taxes, or canceled through resolution.
4. The operations of the sewer utility operating fund be reviewed to identify the necessary steps to be taken to prevent future operating deficits.

* * * * *

RESOLUTION 99-18
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 **Steven Feldman**, representing a refund of **3rd & 4th quarter 2018** taxes due to an overpayment.

<u>Block</u>	<u>Lot</u>	<u>Name & Address</u>	<u>Amount</u>
129.03	10	Steven Feldman 125 Midvale Road	\$8,625.18

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 May 14, 2018.

Valerie A. Egan, Municipal Clerk

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

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

RESOLUTION 100-18

"RESOLUTION AUTHORIZING THE RELEASE OF TAX SALE PREMIUM

WHEREAS, the Tax Collector certifies that the following lien holder attended the Borough's 2011 Tax Sale and placed a premium on the property referenced below.

WHEREAS, the Tax Collector has certified that the property has been redeemed by way of a chapter 13 bankruptcy. The Tax Collector further certifies that it has been court ordered that the premium held by the Borough of Mountain Lakes be released to the lien holder.

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 **Park Finance II, LLC**, representing the release of the **2011** Tax Sale premium.

<u>Block</u>	<u>Lot</u>	<u>Address</u>	<u>Amount</u>
27	24	65 Crestview Road	\$54,100

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 May 14, 2018.

Valerie A. Egan, Municipal Clerk

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

UNITED STATES BANKRUPTCY COURT
DISTRICT OF NEW JERSEY

Caption in Compliance with D.W.J. LBR 9004-2(c)

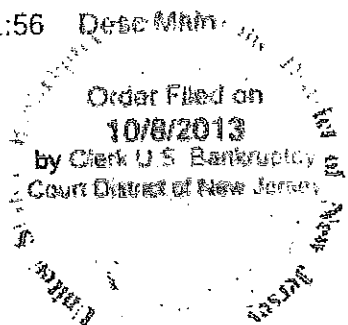
David A. Ast, Esq. DA6948
DAVID ALAN AST, P.C.
222 Ridgedale Avenue
PO Box 1309
Morristown, NJ 07962-1309
973-984-1300
Attorneys for Debtors

Case No. 13-15048

Chapter 13

Hearing Date: Jul:
a.m.

Judge: Donald H. Steckroth



In Re:

ROBERT VOLOSIN and

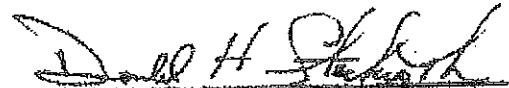
JENNIFER DEFAZIO

Debtors.

CONSENT ORDER EXPUNGING/REDUCING CLAIM OF
PARK FINANCE II LLC

The relief set forth on the following pages, numbered two (2) through two (3) is hereby ORDERED.

DATED: 10/8/2013


Honorable Donald H. Steckroth
United States Bankruptcy Judge

(Page 2)

Debtor: ROBERT VOLOSIN and JENNIFER DEFAZIO
Case No.: 13-15048 DHS
Caption of Order: CONSENT ORDER EXPUNGING/REDUCING CLAIM OF
PARK FINANCE II LLC

This matter being opened to the Court by DAVID A. AST, P.C., attorneys for debtors, Robert Volosin and Jennifer DeFazio, upon the filing of a motion to expunge/reduce the proof of claim filed by Park Finance II LLC, as appearing as Claim No. 8 on the Claims Register (the "Proof of Claim"); and notice having been given to Park Finance II LLC, and Marie-Ann Greenberg, the Chapter 13 trustee, and with the consent of Park Finance II LLC and in the presence of Marie-Ann Greenberg, the Chapter 13 trustee, and Wasserman, Jurista & Stolz (Donald Clarke appearing), attorneys for Union Center Bank, who did not oppose the motion; and the Court having read and considered the moving papers and accepted the motion as unopposed; and the Court having heard the arguments of counsel for the debtors; and good cause being shown,

ORDERED, that the motion of debtors to expunge/reduce the Proof of Claim of Park Finance II LLC be, and hereby is, granted, in part, as set forth herein; and it is further

ORDERED, that the principal amount of the tax sale certificate of \$24,989.26 set forth in the Proof of Claim is allowed in the amount of \$24,989.26 and that no interest shall accrue thereon; and it is further

ORDERED, that the premium paid by Park Finance II LLC to the Borough of Mountain Lakes in the amount of \$34,100 be, and hereby is, disallowed in its entirety from the bankruptcy, however, the Borough of Mountain Lakes must still refund the premium in its entirety to Park Finance II LLC upon completion of the bankruptcy or redemption of the Tax Sale Certificate, whichever occurs first.

With the sole exception of the cram down of the interest rate from 18% to 16%, all other statutory fees due to Park Finance II, LLC are permitted to be assessed, including the year end penalty, the certificate redemption penalty, the recording and search fees, and such statutory fees are due and payable upon redemption or upon completion of the bankruptcy; and it is further

Page 3

Debtor: ROBERT VOLOSIN and JENNIFER DEFAZIO
Case No.: 13-15048 DHS
Caption of Order: ORDER EXPUNGING/REDUCING CLAIM OF
PARK FINANCE II LLC

ORDERED, that the principal amount of the quarterly real estate taxes advanced by Park Finance II LLC to the Borough of Mountain Lakes subsequent to the issuance of the tax sale certificate for 2010 set forth in the Proof of Claim in the amount of \$47,372.26 and the principal amount of the water and sewer and other charges assessed set forth in the Proof of Claim of \$2,503.00, be and hereby are allowed in the total amount of \$49,875.26 and that interest shall be accrue of this amount as set forth herein; and it is further

ORDERED, that any other item set forth on the Proof of Claim not specifically allowed in this Order are disallowed, and it is further

ORDERED, that upon confirmation of the Chapter 13 Plan and Motions, any payment made by the trustee shall be applied by Park Finance II LLC first to the interest bearing portion of its Proof of Claim and then to the non-interest bearing portion of its Proof of Claim; and it is further

ORDERED, that the allowed claim of Park Finance II, LLC as set forth herein consisting of both the interest bearing and non-interest bearing amounts shall not be deemed a "tax claim" pursuant to Bankruptcy Code §511; and it is further

ORDERED, that the interest rate on the interest bearing portion of the allowed Proof of Claim be, and hereby is, crammed down to 16% per annum.

ORDERED, that a copy of this Order shall be served upon Park Financial II LLC and the trustee within seven (7) days from the date hereof.

We hereby consent to the entry of the within order

PARK FINANCE II LLC

BY: 
MICHAEL MASTELLONE,
MANAGER

DAVID ALAN AST, P.C.
Attorneys for the Debtor

By: /s/ David A. Ast

David A. Ast

L:\VIAA Data\Det\CHAP13\Volosin, R\Motion Expunge\Consent Order.131003-2



MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES
APRIL 23, 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 7:30 p.m. in the municipal building.

ROLL CALL ATTENDANCE

Roll Call	Present	Absent		Present	Absent
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 checked="" type="checkbox"/>
Horst	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Barnett	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Korman	<input checked="" type="checkbox"/>	<input type="checkbox"/>			

FLAG

Mayor Barnett led the salute to the flag.

COMMUNITY ANNOUNCEMENTS

Mayor Barnett stated that the start off of Eco Weekend was very successful. 4/27 is the Arbor celebration at 1:30 at Wildwood school. Shredding day and Blood drive will be held this coming weekend. The Shade Tree will be having a presentation on the Emerald Ash Borer on May 9 at 7pm at Mountain Lakes High School. Mr. Holmberg stated that Mountain Lakes Day will be held on Memorial Day weekend at the Esplanade. On June 24th there will be an art show at the Esplanade. Mr. Holmberg congratulated Mr. Happer on becoming a grandfather. Ms. Korman reported that June 2nd will be the Lakes Foundation fund raiser. Mayor Barnett reported that the PBA will be holding their annual Clam and Jam. Mayor Barnett stated that she had an opportunity to meet with Governor Murphy today at a meeting with Morris County Mayors to talk about what his administration is doing and to discuss local issues.

SPECIAL PRESENTATIONS

ACS Relay for Life

Representatives from the American Cancer Society came before the Council to discuss the Relay for Life that will be take place in Morristown on Saturday May 5th. Relay for Life is a fundraiser for the American Cancer Society to raise money for cancer research. They explained what takes place during the Relay.

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

The property owner came before the Council to discuss their redevelopment of this property. They are looking to add a second story, a family friendly activity business, a self-storage facility and a retail area such as a Starbucks or Panera bread. They plan to upgrade the façade of the building with glass and wood. The ingress/egress, parking area and height of the building were discussed. The property owner will be looking for a zone change from Council for this project.

Mayor Barnett opened the meeting to the public to discuss this topic.

Mimi Kaplan, 89 Lake Drive asked about wet lands on the property. She asked about the self-storage business. She stated that it looked like they were going to add a lot of impervious coverage.

Sara Aiken, 120 Morris Avenue, asked if they were looking to put in a rock climbing gym or a trampoline park. He stated that he is speaking with these types of businesses.

Fred Kanter, 81 Hanover Road, asked if there was a requirement for impervious coverage on a commercial property and does this project need a variance because it looks like it is going to be increased. Mr. Kanter was told that yes, the project would need a variance. He asked what the amount of additional impervious coverage the project would cause. Right now the impervious coverage is 51% and the project would have 67% impervious coverage. Mr. Kanter stated that a balance must be struck between private and commercial for the quality of life.



MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES
APRIL 23, 2018
HELD AT BOROUGH HALL, 400 BOULEVARD, MOUNTAIN LAKES, NJ 07046

Sandy Batty, 15 Lockley Court asked if the property owner was going for a use variance or a zone change. She stated the existing zone does not allow retail or the self-storage. She was told that they would be going for a zone change and then move the project to the Planning Board. She asked if they would be asking for a transition waiver for the wetlands. She was told yes. She stated that she agreed with Mr. Kanter, there must be a balance. She stated that she was concerned about the traffic coming into and out of the complex.

Junze Lin, 11 Crestview Road, asked how many stories the self-storage building would be. She was told 4 stories. She asked if the retail space with either the Panera Bread or Starbucks would be regular size or smaller. She was told regular size with a drive through

REPORTS OF BOROUGH ESTABLISHED BOARDS, COMMISSIONS AND COMMITTEE

Environmental Commission presentation regarding the Master Water Plan

Ms. Mimi Kaplan came before the Council to discuss the Master Water Plan. She discussed the existing plan and the recommendations for an updated professional water plan. There was a discussion regarding the amount of water needed for the community and how development impacts water use.

PUBLIC COMMENT

Mayor Barnett opened the meeting to the public

Mr. Fred Kanter, 81 Hanover Road, thanked the Environmental Commission and Mimi Kaplan for her presentation. He spoke about the proposed sign ordinance. He commented that there was language in the ordinance that was unconstitutional. He stated that he has tried to have the council change the borough attorney and engineer. He spoke about the engineer and the Cove park project. He stated that the engineer is responsible for ADA compliance. He spoke about the Borough budget surplus. He stated that the surplus should be used to lower taxes. He made comment regarding the budget as to salary and wages and road projects.

Sara Aiken, 120 Morris Avenue, came before council to discuss putting in a sidewalk from Powerville to Wildwood School. There are very young children in the neighborhood that have no safe way to walk to school. She stated that there are also joggers, cyclists and dog walkers in that area. She was told that Morris Avenue should be repaved in 2019 and that would include repair of sidewalks. She asked about the steps to getting the project done. She stated that there are people that walk on the train tracks because that is safer than walking on Morris Ave. She asked what she could do to make sure that this project gets done. Mayor Barnett stated that this could be discussed at the next Public Works meeting.

Mimi Kaplan, 89 Lake Drive, thanked everyone who participated in Eco Weekend. She mentioned the reusable bag pledge. She mentioned recycling plastics with the Trex Company. She thanked the town for all the work that has been done.

Wade Florence came before the council to discuss the trails in town and people biking on the trail. He stated that there is not supposed to be biking on the trails. He stated that DPW had put signs up stating foot traffic only. There was a discussion as to if there is an ordinance regarding this. Mr. Florence showed the council the ordinance. He stated that Torne Park allows bike riding on trails. Mayor Barnett stated that this will be looked into.

ATTORNEY'S REPORT

No report

MANAGER'S REPORT

Mr. Stern reviewed his report. He spoke about the Beach project. He stated that the project has been reduced in scope and price. He would like to go out to bid soon on this project. Mr. Happer asked about removing the parking lot portion of the project and if there would be a cost to delaying the project. Mr. Stern suggested that the parking lot could be completed by the County Co-op for a savings. Tree removal can also be done by a co-op vendor. Mr. Happer wanted to know how the savings were estimated. Mr. Stern stated that the committee will be meeting and he will report to council after the meeting. Mr. Stern stated that he was tasked to looked to see if he could find any payments that were made by the Borough to have Cove Park weeded. He did not find any payments. He stated that he met with the Mountain Lakes Club. They would like to come before the council at the next meeting. He stated that he is looking into the ADA



MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES
APRIL 23, 2018
HELD AT BOROUGH HALL, 400 BOULEVARD, MOUNTAIN LAKES, NJ 07046

compliance issue at Cove Park. He included a sample generator ordinance in his report for the council's review. He stated that he and the Mayor met with JCP&L to discuss tree maintenance.

ORDINANCES

None

***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**

R88-18, Authorization to pay bills

R89-18, Tax overpayment refunds

R90-18, Amendment to the temporary budget

R91-18, Authorization to enter into an agreement with Laker Ventures LLC for IT review, (removed from Consent)

R92-18, Authorization to enter into an agreement with Topology for Special Planning Services, (removed from Consent)

***APPROVAL OF MINUTES**

Regular minutes of April 9, 2018, (Horst not 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**

Joseph Scura to the Recreation Commission through 12/31/2019

Kevin E. Driscoll to the Environmental Commission as a regular member through 12/31/20

***Approval of the Consent Agenda**

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

There was a discussion regarding the Police Department report and there was a desire to go back to the original form of report.

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

This resolution was tabled.



MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES
APRIL 23, 2018
HELD AT BOROUGH HALL, 400 BOULEVARD, MOUNTAIN LAKES, NJ 07046

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

Council member	M	2nd	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 checked="" 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Barnett	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

COUNCIL REPORTS

Ms. Korman stated that the Shade Tree is looking to be included with the JCP&L discussions regarding tree maintenance. She stated that the computer application they use for tree inventory needs to be updated. Ms. Horst stated that the Shade Tree data base is 18 years old. She stated that volunteers in the Village Area recently planted 86 oaks and several shrubs. She stated that Woodlands is looking to review and index the pocket parks. Mayor Barnett stated that there are a lot of borough projects being discussed in the Public Works Committee.

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

NEXT STEPS AND PRIORITIES

Mayor Barnett reviewed the following next steps and priorities:

Next Step	Completed by	Completion date
Answer Mr. Kanter's budget questions	Mr. Stern	Next meeting
Sidewalk projects	Public Works Committee	TBD
Questions regarding biking on the trails	Mr. Stern and Mr. Oostdyk	TBD
Beach project follow ups	Mr. Stern	After the next committee meeting
IT contract	Mr. Stern	Next meeting

ADJOURNMENT at 10:40 P.M.

Motion made by Councilmember Happer, second by Councilmember Shepherd to adjourn the meeting at 10:40 p.m., with all members in favor signifying by "Aye".

Respectfully Submitted

Valerie A Egan Borough Clerk



Karen Carolonza

Managing Partner

Karen Carolonza is a proven public relations and communications professional with more than 20 years of global experience in the healthcare, chemical and TV news industries. Karen is one of the founding partners of Green Room Communications and built strategic communications teams and offices in Northern New Jersey, New York City and Cambridge, Massachusetts to meet the critical and evolving needs of her clients.

Before starting Green Room, Karen was the director of worldwide public relations at BD (Becton Dickinson & Company), a leading global health communications company and was responsible for the creation of the first-ever global public relations department. Karen supported the areas of internal and external communications, government relations, social investing and business marketing. She and her team developed public relations and advocacy programs in support of key businesses including, HIV/AIDS, TB, Diabetes, Influenza, Healthcare-Associated Infections, Ophthalmology, and other global health issues. During her time at BD, Karen liaised with UNAIDS to announce the Clinton Foundation's move to cut prices on AIDS tests.

Prior to joining BD, Karen was responsible for public relations programs at the Pharmacia Corporation (now Pfizer) supporting the Hospital Products and Oncology businesses.

Karen also served as communications lead at DuPont-Merck as part of the launch team for the first, once-daily HIV medicine. She has additional expertise in corporate PR, including Exxon Chemical Company where she was hired away from TV news to help manage the Valdez crisis. Karen spent the first part of her career as an NBC affiliate television news reporter in the Midwest and East Coast, reporting on key healthcare and political issues.

Karen served as a volunteer on the CDC Foundation to advocate for Health Protection Goals. Karen is a member of the ExlPharma PR Steering Committee and chaired its annual national Summit for six years. She is also on the Boards of the Soft Bones Foundation, Mary's Place by the Sea, the YMCA in northern New Jersey, and the Leading Women Entrepreneur in New Jersey.