



**AGENDA FOR THE COUNCIL MEETING OF THE BOROUGH OF MOUNTAIN LAKES  
HELD AT THE BOROUGH HALL, 400 BOULEVARD, MOUNTAIN LAKES NJ  
FEBRUARY 25, 2019  
PUBLIC SESSION BEGINS AT 8:00 PM**

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

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

**2) ROLL CALL ATTENDANCE - Clerk**

**3) FLAG SALUTE – Mayor**

**4) COMMUNITY ANNOUNCEMENTS**

**5) SPECIAL PRESENTATIONS**

**6) REPORTS OF BOROUGH ESTABLISHED BOARDS, COMMISSIONS AND COMMITTEES**

**7) PUBLIC COMMENT**

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

**8) BOROUGH COUNCIL DISCUSSION ITEMS**

- a) Capital Budget: 2018 Year End Review and Prior Years Unspent
- b) Proposed 2019 Capital Budget
- c) 2018 Borough Council Goals Year End Review
- d) 2019 Borough Council Goals

**9) ATTORNEY'S REPORT**

- a) Update on Affordable Housing Litigation

**10) MANAGER'S REPORT**

**11) ORDINANCES**

**a) Introduction**

- 1. Ordinance 1-19, COLA

CALENDAR YEAR 2019 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK

**b) Adoption**

- 1. None

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**12) \*CONSENT AGENDA ITEMS**

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

**\*RESOLUTIONS**

*R79-19, Authorization to pay bills*

*R80-19, Authorizing a professional services agreement with Phoenix Advisors as Continuing Disclosure Agent*

*R81-19, Approving the certification list of Volunteer Members of the Mountain Lakes Fire Department*



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*R82-19, Approving amendments to the Lincoln Deferred Compensation Plan*

**\*APPROVAL OF MINUTES**

**Regular Minutes**

*January 28, 2019, (Korman not eligible)*

*February 11, 2019, (All eligible)*

**Executive Minutes**

*February 11, 2019, (All eligible)*

**\*BOARD, COMMITTEE AND COMMISSION APPOINTMENTS**

*Joseph Di Pompeo to the Economic Development Advisory Committee through 12/31/2019*

*Sueanne Sylvester to the Affordable Housing Advisory Committee through 12/31/19*

**\*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*

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**13) COUNCIL REPORTS**

**14) 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.

**15) NEXT STEPS AND PRIORITIES**

**16) ADJOURNMENT**



## **BOROUGH OF MOUNTAIN LAKES**

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

### **2018 Borough Council Goals**

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#### **Fiscal Strength & Operational Effectiveness: Ensure efficient use of resources and support operational effectiveness**

- Adopt fiscally responsible 2018 Operating Budget and 2018 Capital Budget in alignment with Borough priorities
- Continue to develop and implement an effective, timely quarterly budget review process
- Introduce a 10-year capital plan assessing the long-range needs of the community to ensure effective management of capital assets
- Support pursuit of grant opportunities by the Borough administration and committees with focus on street paving, public safety facilities and equipment, Sunset dam, and environmental initiatives
- Support the successful transition of Borough administration to the new Borough Manager
- Communicate a clear set of expectations around procedural “basics” for administration, committees, and Council

#### **Openness & Responsiveness: Inform and engage the community**

- Support continued improvement of communication to residents
- Foster volunteerism that is inclusive, connected and collaborative, including support for the successful recruitment, orientation and recognition of volunteers
- Enhance communication with schools, community organizations, local businesses, county officials, and neighboring communities to foster strong relationships

#### **Services & Infrastructure: Provide high quality services, programs and infrastructure**

- Identify opportunities for expanded shared services and revisit existing arrangements to evaluate satisfaction with services and fiscal savings
- Complete review of Resident Survey findings and address service issues identified in the survey
- Support the successful on-time, on-budget completion of all approved capital projects, including new facilities at Island Beach and Birchwood Lake
- Adopt final plan to address Public Safety/Borough Hall facility needs and support preparations for maintained Borough operations while construction/renovation work is being completed

#### **Environmental Stewardship & Community Development: Preserve ML’s environmental resources and foster the unique character of the community**

- Provide support for environmental education and sustainability initiatives
- Develop a deeper understanding of issues regarding the Borough’s water supply
- Support economic development initiatives that increase commercial rates and are a benefit to the community
- Continue to monitor Affordable Housing issues and progress on the Borough’s Affordable Housing Plan



# **BOROUGH OF MOUNTAIN LAKES**

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

## **DRAFT**

### **2019 Borough Council Goals**

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#### **Fiscal Strength & Operational Effectiveness: Ensure efficient use of resources**

- Adopt a fiscally responsible 2019 Operating and Capital Budget in alignment with Borough priorities
- Oversee the introduction of a rolling 10-year capital plan outlining the long-range needs of the community to ensure effective management of capital assets
- Support the pursuit of grant opportunities by the Borough administration and committees with a focus on streets and sidewalks, public safety facilities and equipment, infrastructure projects, recreation, and environmental initiatives
- Document best practices and procedures for Council, Committees, and Administration that improve efficiency, effectiveness and transparency

#### **Openness & Responsiveness: Inform and engage the community (Ongoing initiative)**

- Support continued improvement of communication to residents
- Foster volunteerism that is inclusive, connected and collaborative, including support for the successful recruitment, orientation and recognition of volunteers
- Enhance communication with schools, community organizations, local businesses, county officials, and neighboring communities to foster strong relationships

#### **Services & Infrastructure: Provide high quality services, programs and infrastructure**

- Identify opportunities for expanded shared services and evaluate existing arrangements for cost savings and/or improvement to service level
- Support the successful timely, on-budget completion of approved capital projects, including the Sunset Dam project, and new facilities at Island Beach and Birchwood Lake
- Review the Borough's solid waste and recycling program, and evaluate alternatives
- Adopt a plan to address Public Safety/Borough Hall facility needs and support preparations for maintaining Borough operations while construction/renovation work is in process

#### **Environmental Stewardship & Community Development: Preserve ML's environmental resources and foster the unique character of the community**

- Support environmental, recreational and historic preservation initiatives that support the Master Plan
- Support economic development initiatives that increase commercial rates and are a benefit to the community
- Oversee implementation of the Borough's Affordable Housing Plan



# BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

**Mitchell Stern**  
**Borough Manager**  
[mstern@mtnlakes.org](mailto:mstern@mtnlakes.org)

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

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

The following represents the Manager's report for the Borough Council meeting of February 25, 2019.

**Capital Budget Data** – As requested, I have reviewed all open capital projects (see attached). Items marked “maintain” are those capital improvement projects that either have not yet commenced or are incomplete. Items marked “reallocate” are recommended for reallocation to other needed projects in their original category. Items marked “cancel” are recommended for cancellation with the remaining funds returned to capital improvement fund balance.

**Boulevard Ash Trees** – A number of ash trees along the Boulevard have been marked for removal by JCP&L. JCP&L is not yet able to provide a timeline for when the work will occur.

**Municipal Liability Insurance** – The Borough's insurance provider (Morris County Joint Insurance Fund) is offering its members an additional \$10,000,000 of excess liability coverage (general, auto and law enforcement liability) over the current \$20,000,000 limit. The cost of the additional coverage is at the very favorable rate of \$892 annually. It is my recommendation, and the recommendation of our Risk Manager (Chadler Solutions) to take advantage of the additional coverage. A copy of the memo from the JIF is attached.

**Beach Project** – Attached to this report is an updated project schedule and expense report.

Please reach out with questions or concerns.

**Mitchell**

2012 Ordinance 17-12	Department	Description	Balance	Maintain	Reallocate	Cancel
04-215-55-976-010	Bldg & Grds	Facility Improvements	109,495.94	109,495.94		
04-215-55-976-012	Road	Resurfacing	0.91			0.91
			109,496.85	109,495.94		0.91
<b>2014 Capital Program</b>						
04-215-55-978-006	Improvement	Storm Water Drainage Sys	660.18		660.18	
04-215-55-978-007	Improvement	Water Supply & Distribution	92.20		92.20	
			752.38		752.38	
<b>2016 Ordinance 06-16</b>						
04-215-55-982-001	Police	Recording System	1,650.00			1,650.00
04-215-55-982-002	Police	Pole Cameras	17,100.00			17,100.00
04-215-55-982-006	Public Works	Road Paving	42,186.15		42,186.15	
04-215-55-982-009	Public Works	Storm Drain System	17,978.06		17,978.06	
04-215-55-982-010	Water Utility	Insertion Valve	16,700.00			16,700.00
04-215-55-982-011	Water Utility	Hydrant Replacement	4,120.00	4,120.00		
04-215-55-982-014	Bldg & Grounds	Railroad Station Steps	31,449.25	31,449.25		
04-215-55-982-015	Bldg & Grounds	Esplanade Steps	5,240.00			5,240.00
04-215-55-982-016	Public Works	Midvale Boat Dock	10,761.87			10,761.87
04-215-55-982-017	Public Works	Blvd. Traffic Light Generator	716.63			716.63
04-215-55-982-018	Public Works	Midvale Park Improvements	111.80			111.80
04-215-55-982-019	Manager	Annual Computer Upgrades	10,879.05	10,879.05		
04-215-55-982-020	Manager	Server Upgrade - ECM	20,799.55	20,799.55		
04-215-55-982-021	Police	Scheduling Software	980.00			980.00
04-215-55-982-022	Recreation	Island Beach Improvements	640,669.32	640,669.32		
04-215-55-982-023	Recreation	Birchwood Lake Improvements	644,059.73	644,059.73		
04-215-55-982-024	Section 20	Arctitect & Engineering / Beach	5,435.70	5,435.70		
04-215-55-982-025	Public Works	HD Pick-Up	5,535.36	5,535.36		
			1,476,372.47	1,362,947.96	60,164.21	53,260.30

2017 Ordinance 05-17	Department	Description	Balance	Maintain	Reallocate	Cancel
04-215-55-983-001	Police	Dash Cam System	9,138.73	9,138.73		
04-215-55-983-004	Fire	Positive Pressure Fan	4,900.00	4,900.00		
04-215-55-983-005	Public Works	Street Sign Replacement	1,642.06	1,642.06		
04-215-55-983-006	Public Works	Pollard Rd. Paving	3,418.75		3,418.75	
04-215-55-983-007	Public Works	Road Milling Gas Co. Project	25,000.00		25,000.00	
04-215-55-983-008	Public Works	Pollard Rd. Water Main	708.07			708.07
04-215-55-983-009	Bldg & Grds	Eng & Desgin Sunset Lake Dam	78,411.72	78,411.72		
04-215-55-983-010	Public Works	Aeration System Birchwood	20,000.00	20,000.00		
04-215-55-983-011	Public Works	Pick up Truck Replacement 2	16.69			16.69
			143,236.02	114,092.51	28,418.75	724.76
<b>2018 Ordinance 04-18</b>						
04-215-55-984-001	Police	Weapon Replacement	10,000.00	10,000.00		
04-215-55-984-004	Fire	Other Equipment	448.27	448.27		
04-215-55-984-005	Public Works	Repair Concrete Pad-Recycling	11,200.00	11,200.00		
04-215-55-984-006	Public Works	Drainage Projects	13,414.30	13,414.30		
04-215-55-984-007	Public Works	Repave Pocono, Cres. & Gro	409,206.96	409,206.96		
04-215-55-984-009	Water System	Fire Hydrant Replace	14,498.78	14,498.78		
04-215-55-984-010	Water System	Entry Door-Well #3	172.00	172.00		
04-215-55-984-011	Water System	Chlorine Injection Well #2	305.00	305.00		
04-215-55-984-012	Water System	Mag Meters Well #2, 3, 4	290.00	290.00		
04-215-55-984-013	Manager	Borough Hall Architect	36,700.00	36,700.00		
04-215-55-984-014	Public Works	Engine Replace 2006 Pick up	1.00			1.00
04-215-55-984-015	Public Works	Replace 1997 Utility Truck	3,265.50	3,265.50		
04-215-55-984-016	Public Works	Replace 1997 Toro Tractor	-925.00	-925.00		
04-215-55-984-017	Public Works	Replace 2006 Code/Bldg Veh	10,330.06			10,330.06
04-215-55-984-018	Police	On Board Computers	4,274.60	4,274.60		
04-215-55-984-019	Manager	Lighting Detection System	20,000.00	20,000.00		
04-215-55-984-020	Public Works	Repair Fence-Recycling	17,900.00	17,900.00		
04-215-55-984-021	Park Maintenance	Cove Park Improvements	16,500.00	16,500.00		
04-215-55-984-022	Park Maintenance	Playground Safety Imp.	9,500.00	9,500.00		
04-215-55-984-023	Finance	Section 20 Costs	38,461.45	38,461.45		
			615,542.92	605,211.86	0.00	10,331.06
			2,345,400.64	2,191,748.27	89,335.34	64,317.03

Department/Division	Project	Department Request Amount	Recommended % Down Payment	Short Term Debt - Recommended Bond Anticipation Notes	Short Term Debt - Dept. Request	5% Down Payment	Bond Anticipation Notes	Grants
Police	Livescan Fingerprint Station	35,000	1,750	33,250	1,750		33,250	
	Electronic Signboard/Speed Trailer	15,385	769	14,616	769		14,616	
	Side by Side ATV	15,000			750		14,250	
	Police SUV	55,000			2,750		52,250	
	Radio-Police & OEMV	54,000			2,700		51,300	
	Outbuilding - Storage	45,000			2,250		42,750	
	Sub-total	219,385	2,519	47,865	10,999	0	208,416	
	Personal/Protective Equipment	28,800	1,440	27,360	1,440		27,360	
	Pager Replacement	1,350	0	0	68		1,282	
	Miscellaneous Equipment	4,800	245	4,555	245		4,310	
Vehicle Exhaust Evacuation System	40,600	1,000		2,000		38,600		
Fire Bay Floor Resurfacing	1,000			50		950		
Sub-total	76,050	1,685	32,015	3,603	0	72,248		
None								
TOTAL PUBLIC SAFETY		295,435	4,204	79,881	14,772	0	280,663	0
Stormwater	N. Briarcliff Rd. & Boulevard	6,000	300	5,700	300		5,700	
	Overlook Rd. & Boulevard	6,000	300	5,700	300		5,700	
	Sub-total	12,000	600	11,400	600	0	11,400	0
	Midvale Ave. to Intervale Ave.	104,000	5,200	98,800	5,200		98,800	
	Miscellaneous Repairs	37,000	1,850	35,150	1,850		35,150	
	Sub-total	141,000	7,050	133,950	7,050	0	133,950	0
	Pocahontas Road and Midvale DOT Project	364,798	7,140	356,658	7,140	222,000	134,658	222,000
	Tower Hill Rd. (Boulevard to Lookout Rd.)	56,000	2,800	53,200	2,800		53,200	
	Pollard Rd. (Valley Rd. to #62 Pollard Rd.)	70,000	3,500	66,500	3,500		66,500	
	Ball Rd. (Bellvale Ave. to Elm Rd.)	17,500	875	16,625	875		16,625	
Hanover Rd. (Glen Rd. to Powerville Rd.)	39,273	1,964	37,309	1,964		37,309		
Sub-total	549,571	16,379	531,193	16,379	222,000	311,192	222,000	
Recycling	Genopy over Recycling Center	56,000	0	0	2,750		52,250	
Sub-total	56,000	0	0	2,750	0	52,250	0	
Facilities Improvements	Asbestos Abatement - DPW Facility	34,500	1,725	32,775	1,725		32,775	
Sub-total	34,500	1,725	32,775	1,725	0	32,775	0	
Vehicles (Non-Emergency)	Dump Truck - ML 12	270,000	9,750	260,250	13,900		256,500	
Vehicle Lift		77,250	3,613	73,637	3,683		73,688	
Sub-total	347,250	13,363	323,887	17,363	0	329,888	0	
Parks Maintenance	Tennis Court Surface Repairs (50%)	26,000	14,000	12,000	1,400		26,600	
Tennis Court Fence (50%)		42,000	2,100	39,900	2,100		39,900	
Midvale Park AED Initial		6,500	325	6,175	325		6,175	
Parking Lot and Site Improvements - Birchwood		75,000	0	0	3,750		71,250	
Sub-total	151,500	41,500	39,425	7,575	0	143,825	0	
Water System	Fire Hydrant Replacement Program	25,000	0	0	1,250		23,750	
Air Stripper - Pressure Wash		18,000	900	17,100	900		17,100	
Water Storage Tank - Pressure Wash		15,000	750	14,250	750		14,250	
Water Meter Replacement Program - Phase 1		230,000	0	0	11,500		218,500	
Pipe Rack		12,000	600	11,400	600		11,400	
Sub-total	300,000	45,000	42,750	15,000	0	285,000	0	
TOTAL PUBLIC WORKS		1,590,821	43,441	825,380	66,441	222,000	1,300,380	222,000
Sunset Lake Dam	Rehabilitation	2,100,000	105,000	1,995,000	105,000		1,995,000	
Total		2,100,000	105,000	1,995,000	105,000	0	1,995,000	
Recreation	Goals for Midvale Field	6,000	300	5,700	300		5,700	
Total		6,000	300	5,700	300	0	5,700	
Engineering - Future years' projects		5,000	250	4,750	250		4,750	
Financing costs for notes and bonds (5%)		201,405	9,408	188,155	10,070		181,335	
Total		206,405	9,658	187,487	10,320	0	196,085	
TOTALS		4,198,661	182,603	3,089,458	198,633	222,000	3,777,828	222,000
Grant Funding		(222,000)						
NET CAPITAL FUNDING COSTS		3,976,661						
Down Payment		(198,833)						
Bond Anticipation Notes		3,777,828						
Total		4,198,661						

Per Financial Policy an additional \$10,000 should be added to the current amount needed to budget.



Department/Division	Project	Request Amount	Recommended	5% Down Payment	Bond Anticipation Notes	Grants	Short Term Debt - Dept. Request	5% Down Payment	Bond Anticipation Notes	Grants	
Police	Livestock Fingerprint Station	35,000	35,000	1,750	33,250		1,750		33,250		
	Electronic Signboard/Speed Trailer	15,385	15,385	769	14,616		769		14,616		
	Side by Side ATV	56,000					2,750		52,250		
	Police SUV	54,000					2,700		51,300		
	Radios-Police & OEM	45,000					2,250		42,750		
	Outbuilding - Storage	219,385	50,385	2,519	47,866	0	10,869		208,416		
	Sub-total										
	Personal/Protective Equipment	28,800	28,800	1,440	27,360		1,440		27,360		
	Paper Replacement	1,350	0	0	0		68		1,283		
	Miscellaneous Equipment	4,800	4,900	245	4,655		2,000		4,655		
Vehicle Exhaust Evacuation System	40,000					2,000		38,000			
Fire Bay Floor Resurfacing	1,000					60		950			
Sub-total		79,950	33,700	1,685	32,015	0	3,803		72,248		
None											
TOTAL PUBLIC SAFETY		295,435	84,085	4,204	79,881	0	14,772		280,663	0	
Stormwater	N. Briarcliff Rd. & Boulevard	6,000	6,000	300	5,700		300		5,700		
	Overlook Rd. & Boulevard	6,000	6,000	300	5,700		300		5,700		
	Sub-total	12,000	12,000	600	11,400	0	600		11,400	0	
	Mitvale Ave. to Intervale Ave.	104,000	104,000	5,200	98,800		5,200		98,800		
	Miscellaneous Repairs	37,000	37,000	1,850	35,150		1,850		35,150		
	Sub-total	141,000	141,000	7,050	133,950	0	7,050		133,950	0	
	Pocono Road and Mitvale DOT Project	364,798	364,798	7,140	357,658	222,000	7,140		350,518	222,000	
	Tower Hill Rd. (Boulevard to Lookout Rd.)	58,000	58,000	2,900	55,100		2,900		55,100		
	Pollard Rd. (Valley Rd. to #62 Pollard Rd.)	70,000	70,000	3,500	66,500		3,500		66,500		
	Ball Rd. (Bellvale Ave. to Elm Rd.)	17,500	17,500	875	16,625		875		16,625		
Hanover Rd. (Glen Rd. to Powerville Rd.)	39,273	39,273	1,964	37,309		1,964		37,309			
Sub-total	649,571	649,571	18,379	631,193	222,000	18,379		612,814	222,000		
Recycling	Canopy over Recycling Center	55,000	0	0	0		2,750		52,250	0	
Sub-total	55,000	0	0	0		2,750		52,250	0		
Facilities Improvements	Asbestos Abatement - DPW Facility	34,500	34,500	1,725	32,775		1,725		32,775		
Sub-total	34,500	34,500	1,725	32,775	0	1,725		32,775	0		
Vehicles (Not Emergency)	Dump Truck - ML 12	270,000	195,000	9,750	185,250		13,500		256,500	0	
Vehicles LIR	77,250	72,250	3,613	68,638		3,613		73,388			
Sub-total	347,250	267,250	13,363	253,888		17,363		329,888	0		
Parts Maintenance	Tennis Court Surface Repairs (50%)	28,000	14,000	700	13,300		1,400		26,600		
Tennis Court Fence (50%)	42,000	21,000	1,050	19,950		2,100		38,900			
Mitvale Park AED install	6,500	6,500	325	6,175		325		6,175			
Parking Lot and Site Improvements - Birchwood	75,000		0			3,750		71,250			
Sub-total	151,500	41,500	2,075	38,425	0	7,575		143,825	0		
Water System	Fire Hydrant Replacement Program	25,000	0	0	0		1,250		23,750		
Air Stripper - Pressure Wash	18,000	18,000	900	17,100		900		17,100			
Water Storage Tank - Pressure Wash	15,000	15,000	750	14,250		750		14,250			
Water Meter Replacement Program - Phase 1	230,000	0	0	0		11,500		218,500			
Pipe Rack	12,000	12,000	600	11,400		600		11,400			
Sub-total	300,000	45,000	2,250	42,750	0	15,000		285,000	0		
TOTAL PUBLIC WORKS		1,690,821	1,090,821	43,441	825,380	222,000	68,441		1,300,380	222,000	
Sunset Lake Dam	Rehabilitation	2,100,000	2,100,000	105,000	1,995,000		105,000		1,995,000		
Total	2,100,000	2,100,000	105,000	1,995,000	0	105,000		1,995,000	0		
Recreation	Goals for Mitvale Field	6,000	6,000	300	5,700		300		5,700		
Total	6,000	6,000	300	5,700	0	300		5,700	0		
Engineering - Future years' projects	201,405	5,000	250	4,750		250		4,750			
Financing costs for notes and bonds (5%)	-198,633	188,185	9,408	178,747		10,070		181,335			
Total	206,405	193,155	9,658	183,487	0	10,320		195,085	0		
TOTALS	4,198,661	3,474,061	162,603	3,089,458	222,000	198,833		3,777,828	222,000		
Grant Funding	-222,000	(222,000)									
NET CAPITAL FUNDING COSTS	3,976,661	3,252,061									
Down Payment	-198,633	-162,603									
Bond Anticipation Notes	3,777,828	3,089,458									
4,198,661											

Per Financial Policy an additional \$10,000 should be added to the current amount needed to budget

Department/Division	Project	Request Amount	Short Term Debt - Recommended		Short Term Debt - Dept. Request	
			5% Down Payment	Bond Anticipation Notes	5% Down Payment	Bond Anticipation Notes
Police	Livescan Fingerprint Station	35,000	1,750	33,250	1,750	33,250
	Electronic Signboard/Speed Trailer	15,385	769	14,616	769	14,616
	Side by Side ATV	15,000			750	14,250
	Police SUV	55,000			2,750	52,250
	Radio-Police & OEM	34,000			3,700	51,300
	Outbuilding - Storage	45,000			2,250	42,750
	Sub-total	219,385	2,519	47,866	10,969	208,416
	Personal Protective Equipment	28,800	1,440	27,360	1,440	27,360
	Paper Replacement	1,350	0	0	98	1,253
	Miscellaneous Equipment	4,900	245	4,655	245	4,655
Vehicle Exhaust Evacuation System	40,000			2,000	38,000	
Fire Bay Floor Resurfacing	1,000			50	950	
Sub-total	76,050	1,685	32,015	3,803	72,248	
None						
TOTAL PUBLIC SAFETY		295,435	4,204	79,881	14,772	280,663
TOTAL PUBLIC SAFETY		0	0	0	0	0
Stormwater	N. Briarcliff Rd. & Boulevard	6,000	300	5,700	300	5,700
	Overlook Rd. & Boulevard	6,000	300	5,700	300	5,700
	Sub-total	12,000	600	11,400	600	11,400
	Midvale Ave. to Intervale Ave.	104,000	5,200	98,800	5,200	98,800
	Miscellaneous Repairs	37,000	1,850	35,150	1,850	35,150
	Sub-total	141,000	7,050	133,950	7,050	133,950
	Pocahontas Road and Midvale DOT Project	364,789	7,140	357,649	7,140	357,649
	Tower Hill Rd. (Boulevard to Lockout Rd.)	58,000	2,900	55,100	2,900	55,100
	Pollard Rd. (Valley Rd. to #92 Pollard Rd.)	70,000	3,500	66,500	3,500	66,500
	Bell Rd. (Ballvale Ave. to Elm Rd.)	17,500	875	16,625	875	16,625
Harover Rd. (Glen Rd. to Powerville Rd.)	39,273	1,964	37,309	1,964	37,309	
Sub-total	546,571	16,379	530,192	16,379	513,813	
Canopy over Recycling Center	56,000	0	0	2,750	52,250	
Sub-total	55,000	0	0	2,750	52,250	
Asbestos Abatement - DPW Facility	34,500	1,725	32,775	1,725	32,775	
Sub-total	34,500	1,725	32,775	1,725	32,775	
Dump Truck - M.L. 12	270,000	195,000	75,000	13,500	256,500	
Vehicle Lift	77,250	72,250	3,000	3,853	73,388	
Sub-total	347,250	267,250	78,000	17,353	329,888	
Tennis Court Surface Repairs (50%)	28,000	14,000	14,000	1,400	26,600	
Tennis Court Fence (50%)	42,000	21,000	19,950	2,100	39,900	
Midvale Park AED Install	6,500	325	6,175	325	6,175	
Parking Lot and Site Improvements - Birchwood	75,000	0	0	3,750	71,250	
Sub-total	151,500	41,500	39,425	7,575	143,925	
Fire Hydrant Replacement Program	25,000	0	0	1,250	23,750	
Air Stripper - Pressure Wash	18,000	18,000	17,100	900	17,100	
Water Storage Tank - Pressure Wash	15,000	15,000	14,250	750	14,250	
Water Meter Replacement Program - Phase 1	230,000	0	0	11,500	218,500	
Pipe Rack	12,000	12,000	11,400	600	11,400	
Sub-total	300,000	45,000	42,750	15,000	285,000	
TOTAL PUBLIC WORKS		1,580,821	43,441	825,380	68,441	1,300,380
Sunset Lake Dam	Rehabilitation	2,100,000	105,000	1,995,000	105,000	1,995,000
Total	Total	2,100,000	105,000	1,995,000	105,000	1,995,000
Recreation	Goals for Midvale Field	6,000	300	5,700	300	5,700
Total	Total	6,000	300	5,700	300	5,700
Engineering - Future years' projects	Financing costs for notes and bonds (5%)	5,000	250	4,750	250	4,750
Total	Total	201,405	9,408	178,747	10,070	191,335
TOTALS		206,405	183,155	183,497	10,320	196,085
TOTALS		4,198,661	182,603	3,089,458	198,833	3,777,828
Grant Funding		-222,000				
NET CAPITAL FUNDING COSTS		3,976,661				
Down Payment		-198,633				
Bond Anticipation Notes		3,777,828				
TOTAL		4,198,661				

Per Financial Policy an additional \$10,000 should be added to the current amount needed to budget.

Department/Division	Project	Department Request Amount	Recommended	5% Down Payment	Short Term Debt - Recommended	5% Down Payment	Short Term Debt - Request	Grants
Police	Livescan Fingerprint Station	36,000	1,750	33,250	1,750	33,250		
	Electronic Signboard/Speed Trailer	15,385	769	14,616	768	14,616		
	Side by Side ATV	15,000		14,250	750	14,250		
	Police SUV	55,000		52,250	2,750	52,250		
	Radio-Police & OEM	54,000		51,800	2,200	51,800		
	Outbuilding - Storage	45,000		42,750	2,250	42,750		
	Sub-total	219,385	2,519	47,868	10,869	208,416		
	Personal/Protective Equipment	28,800	1,440	27,360	1,440	27,360		
	Pager Replacement	1,350	0	0	68	1,283		
	Miscellaneous Equipment	4,800	245	4,655	245	4,655		
Vehicle Exhaust Elevation System	40,000		38,000	2,000	38,000			
Fire Bay Floor Resurfacing	1,000		50	50	950			
Sub-total	76,050	1,985	32,015	3,903	72,248			
None								
TOTAL PUBLIC SAFETY		295,435	4,204	79,881	14,772	280,663	0	
Stormwater	N. Briarcliff Rd. & Boulevard	6,000	300	5,700	300	5,700		
	Overbrook Rd. & Boulevard	6,000	300	5,700	300	5,700		
	Sub-total	12,000	600	11,400	600	11,400		
	Midvale Ave. to Intervale Ave.	104,000	5,200	98,800	5,200	98,800		
	Miscellaneous Repairs	37,000	1,850	35,150	1,850	35,150		
	Sub-total	141,000	7,050	133,950	7,050	133,950		
	Pocono Road and Midvale DOT Project	364,798	7,140	357,658	7,140	357,658		
	Tower Hill Rd. (Boulevard to Lookout Rd.)	58,000	2,900	55,100	2,900	55,100		
	Pollard Rd. (Valley Rd. to #62 Pollard Rd.)	70,000	3,500	66,500	3,500	66,500		
	Ball Rd. (Bellvale Ave. to Elm Rd.)	17,500	875	16,625	875	16,625		
Sub-total	549,571	18,379	531,193	18,379	531,193			
Recycling	Canopy over Recycling Center	55,000	0	0	2,750	52,250		
	Sub-total	55,000	0	0	2,750	52,250		
	Asbestos Abatement - DPW Facility	34,500	1,725	32,775	1,725	32,775		
	Sub-total	34,500	1,725	32,775	1,725	32,775		
	Dump Truck - ML-12	270,000	9,750	260,250	9,750	260,250		
	Vehicle Lift	77,250	3,813	73,437	3,813	73,437		
	Sub-total	347,250	13,563	333,687	13,563	333,687		
	Tennis Court Surface Repairs (50%)	28,000	1,400	26,600	1,400	26,600		
	Tennis Court Fence (50%)	42,000	2,100	39,900	2,100	39,900		
	Sub-total	70,000	3,500	66,500	3,500	66,500		
Parks/Maintenance	Midvale Park AED Install	6,500	325	6,175	325	6,175		
	Parking Lot and Site Improvements - Birchwood	75,000	0	75,000	0	75,000		
	Sub-total	151,500	325	151,175	325	151,175		
	Fire Hydrant Replacement Program	25,000	0	25,000	0	25,000		
	Air Stripper - Pressure Wash	18,000	900	17,100	900	17,100		
	Water Storage Tank - Pressure Wash	15,000	750	14,250	750	14,250		
	Water Meter Replacement Program - Phase 1	230,000	0	230,000	0	230,000		
	Pipe Rack	12,000	600	11,400	600	11,400		
	Sub-total	300,000	2,250	297,750	2,250	297,750		
	Sub-total	1,590,821	43,441	1,547,380	43,441	1,547,380		
Water System	Rehabilitation	2,100,000	105,000	1,995,000	105,000	1,995,000		
	Total	2,100,000	105,000	1,995,000	105,000	1,995,000		
	Goals for Midvale Field	6,000	300	5,700	300	5,700		
	Total	6,000	300	5,700	300	5,700		
	Engineering - Future years' projects	5,000	250	4,750	250	4,750		
	Financing costs for notes and bonds (5%)	201,405	9,408	191,997	9,408	191,997		
	Total	206,405	9,658	196,747	9,658	196,747		
	TOTALS	4,198,661	162,603	3,088,458	162,603	3,088,458		
	Grant Funding	(222,000)						
	NET CAPITAL FUNDING COSTS	3,976,661						
Down Payment	(198,833)							
Bond Anticipation Notes	3,777,828							
Net Total	4,198,661							

Per Financial Policy an additional \$10,000 should be added to the current amount needed to budget.

Department/Division	Project	Department Request Amount	Recommended	5% Down Payment	Bond Anticipation Notes	Grants	Short Term Debt - Recommended	5% Down Payment	Bond Anticipation Notes	Grants	Short Term Debt - Dept. Request	5% Down Payment	Bond Anticipation Notes	Grants
Police	Livescan Fingerprint Station	35,000	35,000	1,750	33,250			1,750	33,250		1,750	33,250		
	Electronic Signboard/Speed Trailer	15,385	15,385	769	14,616			769	14,616		769	14,616		
	Side by Side ATV	55,000												
	Police SUV	54,000												
	Radios-Police & OEM	45,000												
	Outbuilding - Storage	219,365	50,365	2,519	47,868			10,969	208,416		10,969	208,416		
	Sub-total													
	Personal/Protective Equipment	26,800	26,800	1,440	27,390			1,440	27,390		1,440	27,390		
	Pager Replacement	1,350	0	0	0			0	0		0	0		
	Miscellaneous Equipment	4,900	4,900	245	4,655			2,000	38,000		2,000	38,000		
Vehicle Exhaust Evacuation System	1,000						50	950		50	950			
Fire Bay Floor Resurfacing	76,050	33,700	1,685	32,015			3,803	72,248		3,803	72,248			
Sub-total														
None														
Sub-total		295,435	0	4,204	79,881		0	14,772	280,663		0			
<b>TOTAL PUBLIC SAFETY</b>														
Stormwater	N. Briarcliff Rd. & Boulevard	6,000	6,000	300	5,700			300	5,700		300	5,700		
	Overlook Rd. & Boulevard	6,000	6,000	300	5,700			300	5,700		300	5,700		
	Sub-total	12,000	12,000	600	11,400			0	11,400		0	11,400		
Curb & Sidewalk	Midvale Ave. to Intervale Ave	104,000	104,000	5,200	98,800			5,200	98,800		5,200	98,800		
	Miscellaneous Repairs	37,000	37,000	1,850	35,150			1,850	35,150		1,850	35,150		
	Sub-total	141,000	141,000	7,050	133,950			7,050	133,950		7,050	133,950		
Paving/Road Work/Misc.	Pocono Road and Midvale DOT Project	364,798	364,798	7,140	355,658		222,000	7,140	355,658	222,000	7,140	355,658	222,000	
	Tower Hill Rd. (Boulevard to Lockout Rd)	58,000	58,000	2,900	55,100			2,900	55,100		2,900	55,100		
	Pollard Rd. (Valley Rd. to #62 Pollard Rd)	70,000	70,000	3,500	66,500			3,500	66,500		3,500	66,500		
	Ball Rd. (Bellvale Ave. to Elm Rd)	17,500	17,500	875	16,625			875	16,625		875	16,625		
	Hanover Rd. (Glen Rd. to Powerville Rd.)	39,273	39,273	1,964	37,309			1,964	37,309		1,964	37,309		
	Sub-total	548,571	548,571	16,379	531,193		222,000	16,379	514,814	222,000	16,379	514,814	222,000	
	Canopy over Recycling Center	55,000	0	0	0			0	0		0	0		
Sub-total	55,000	0	0	0			0	0		0	0			
Facilities Improvements	Asbestos Abatement - DPW Facility	34,500	34,500	1,725	32,775			1,725	32,775		1,725	32,775		
	Sub-total	34,500	34,500	1,725	32,775			1,725	32,775		1,725	32,775		
Vehicles (Non Emergency)	Dump Truck - M-12	270,000	195,000	9,750	185,250			9,750	185,250		9,750	185,250		
	Vehicle Lift	77,250	72,250	3,613	68,638			3,613	68,638		3,613	68,638		
Sub-total	347,250	267,250	13,363	253,888			17,363	253,888		17,363	253,888			
Parks Maintenance	Tennis Court Surfaces Repairs (50%)	28,000	14,000	700	13,300			700	13,300		700	13,300		
	Tennis Court Fence (50%)	42,000	21,000	1,050	19,950			1,050	19,950		1,050	19,950		
	Midvale Park AED install	6,500	6,500	325	6,175			325	6,175		325	6,175		
	Parking Lot and Site Improvements - Birchwood	75,000		0	0			0	0		0	0		
Sub-total	151,500	41,500	2,075	39,425			2,075	39,425		2,075	39,425			
Water System	Fire Hydrant Replacement Program	25,000	0	0	0			0	0		0	0		
	Air Stripper - Pressure Wash	18,000	18,000	900	17,100			900	17,100		900	17,100		
	Water Storage Tank - Pressure Wash	15,000	15,000	750	14,250			750	14,250		750	14,250		
	Water Meter Replacement Program - Phase 1	230,000	0	0	0			0	0		0	0		
Pipe Rack	12,000	12,000	600	11,400			600	11,400		600	11,400			
Sub-total	300,000	45,000	2,250	42,750			15,000	285,000		15,000	285,000			
<b>TOTAL PUBLIC WORKS</b>														
Sunset Lake Dam	Rehabilitation	1,590,821	1,090,821	43,441	825,380		222,000	68,441	1,300,380	222,000	68,441	1,300,380	222,000	
	Total	2,100,000	2,100,000	105,000	1,995,000			105,000	1,995,000		105,000	1,995,000		
Recreation	Goals for Midvale Field	6,000	6,000	300	5,700			300	5,700		300	5,700		
	Total	6,000	6,000	300	5,700			300	5,700		300	5,700		
Seismic Costs	Engineering - Future years' projects	5,000	5,000	250	4,750			250	4,750		250	4,750		
	Financing costs for notes and bonds (5%)	201,405	186,155	9,408	178,747			10,320	191,335		10,320	191,335		
	Total	206,405	191,155	9,658	183,497			10,320	196,085		10,320	196,085		
<b>TOTALS</b>														
	Grant Funding	4,198,661	3,474,061	162,603	3,089,458		222,000	198,633	3,777,828	222,000	198,633	3,777,828	222,000	
	NET CAPITAL FUNDING COSTS	-222,000	(222,000)											
	Down Payment	3,976,661	3,252,061											
	Bond Anticipation Notes	-198,833	-162,803											
	Total	3,777,828	3,089,458											

Per Financial Policy an additional \$10,000 should be added to the current amount needed to budget.

Department/Division	Project	Department Request Amount	Recommended	5% Down Payment	Bond Anticipation Notes	Grants	Short Term Debt - Recommended	5% Down Payment	Bond Anticipation Notes	Grants	Short Term Debt - Dept. Request
Police	Livescan Fingerprint Station	35,000	1,750	33,250			1,750		33,250		33,250
	Electronic Signboard/Speed Trailer	15,385	769	14,616			769		14,616		14,616
	Side by Side ATV	15,000							14,250		14,250
	Police SUV	55,000							52,230		52,230
	Radios-Police & OEM	54,000							51,300		51,300
	Outbuilding - Storage	45,000							2,700		2,700
	Sub-total	219,385	2,518	47,866	0		10,969		2,750		208,416
	Personal/Protective Equipment	28,800	1,440	27,360			1,440		27,360		27,360
	Pager Replacement	1,350	0	0			0		1,283		1,283
	Miscellaneous Equipment	4,900	245	4,655			245		4,655		4,655
Vehicle Exhaust Evacuation System	40,000					2,000		38,000		38,000	
Fire Bay Floor Resurfacing	1,000					50		950		950	
Sub-total	76,050	1,885	32,015	0		3,803		72,248		72,248	
None											
TOTAL PUBLIC SAFETY		295,435	4,204	79,881	0		14,772		280,663		280,663
Stormwater	N. Briarcliff Rd. & Boulevard	6,000	300	5,700			300		5,700		5,700
	Overlook Rd. & Boulevard	6,000	300	5,700			300		5,700		5,700
	Sub-total	12,000	600	11,400			600		11,400		11,400
	Midvale Ave. to Intervale Ave.	104,000	5,200	98,800			5,200		98,800		98,800
	Miscellaneous Repairs	37,000	1,850	35,150			1,850		35,150		35,150
	Sub-total	141,000	7,050	133,950	0		7,050		133,950		133,950
	Pocono Road and Midvale DOT Project	364,798	7,140	357,658	222,000		7,140		350,518		350,518
	Tower Hill Rd. (Boulevard to Lookout Rd.)	58,000	2,900	55,100			2,900		55,100		55,100
	Pollard Rd. (Valley Rd. to #62 Pollard Rd.)	70,000	3,500	66,500			3,500		66,500		66,500
	Ball Rd. (Bellvale Ave. to Elm Rd.)	17,500	875	16,625			875		16,625		16,625
Hanover Rd. (Glen Rd. to Powerville Rd.)	39,273	1,964	37,309			1,964		37,309		37,309	
Sub-total	549,571	16,379	533,193	222,000		16,379		516,814		516,814	
Canopy over Recycling Center	55,000	0	0			0		52,250		52,250	
Sub-total	55,000	0	0			0		52,250		52,250	
Asbestos Abatement - DEW Facility	34,500	1,725	32,775			1,725		32,775		32,775	
Sub-total	34,500	1,725	32,775	0		1,725		32,775		32,775	
Vehicles (Non-Emergency)	Dump Truck - ML 12	270,000	9,750	260,250			9,750		260,250		260,250
	Vehicle Lift	77,250	3,813	73,437			3,813		73,437		73,437
Sub-total	347,250	13,563	333,687	0		13,563		333,687		333,687	
Parks Maintenance	Tennis Court Surface Repairs (50%)	28,000	1,400	26,600			1,400		26,600		26,600
	Tennis Court Fence (50%)	42,000	2,100	39,900			2,100		39,900		39,900
	Midvale Park APD Install	6,500	325	6,175			325		6,175		6,175
	Parking Lot and Site Improvements - Birchwood	75,000	0	75,000			0		75,000		75,000
	Sub-total	151,500	4,825	146,675	0		4,825		146,675		146,675
Water System	Fire Hydrant Replacement Program	25,000	0	25,000			0		23,750		23,750
	Air Stripper - Pressure Wash	18,000	900	17,100			900		17,100		17,100
	Water Storage Tank - Pressure Wash	15,000	750	14,250			750		14,250		14,250
	Water Meter Replacement Program - Phase 1	250,000	0	250,000			0		248,500		248,500
	Pipe Rack	12,000	600	11,400			600		11,400		11,400
Sub-total	300,000	2,250	297,750	0		15,000		282,750		282,750	
TOTAL PUBLIC WORKS		1,590,821	43,441	925,380	222,000		69,441		1,300,380		222,000
Sunset Lake Dam	Rehabilitation	2,100,000	105,000	1,995,000			105,000		1,995,000		1,995,000
	Total	2,100,000	105,000	1,995,000	0		105,000		1,995,000		1,995,000
Recreation	Goals for Midvale Field	6,000	300	5,700			300		5,700		5,700
	Total	6,000	300	5,700	0		300		5,700		5,700
Section 20 Costs	Engineering - Future years' projects	5,000	250	4,750			250		4,750		4,750
	Financing costs for notes and bonds (5%)	201,405	9,408	191,997			9,408		191,335		191,335
	Total	206,405	9,658	196,747	0		10,320		196,085		196,085
TOTALS		4,198,651	162,603	3,089,458	222,000		198,833		3,777,828		222,000
Grant Funding		-222,000	(222,000)								
NET CAPITAL FUNDING COSTS		3,976,651	3,252,051								
Down Payment		-198,833	-162,603								
Bond Anticipation Notes		3,777,828	3,089,458								
TOTAL		4,198,651	3,089,458								

Per Financial Policy an additional \$10,000 should be added to the current amount needed to budget.

Department/Division	Project	Request Amount	Short Term Debt - Recommended		Short Term Debt - Dept. Request	
			5% Down Payment	Bond Anticipation Notes	5% Down Payment	Bond Anticipation Notes
Police	Livescan Fingerprint Station	35,000	1,750	33,250	1,750	33,250
	Electronic Signboard/Speed Trailer	15,385	769	14,616	769	14,616
	Side by Side ATV	55,000				
	Police SUV	54,000				
	Radios-Police & OEM	45,000				
	Outbuilding - Storage	219,385	2,518	47,868	10,969	208,416
	Sub-total					
	Personal/Protective Equipment	28,800	1,440	27,360	1,440	27,360
	Pager Replacement	1,350	0	0	0	0
	Miscellaneous Equipment	4,900	245	4,655	245	4,655
Vehicle Exhaust Evacuation System	40,000			2,000	38,000	
Fire Bay Floor Resurfacing	1,000			50	950	
Sub-total		33,700	1,685	32,015	3,803	72,248
None						
TOTAL PUBLIC SAFETY		295,435	4,204	79,881	14,772	280,663
Stormwater						
N. Briarcliff Rd. & Boulevard		6,000	300	5,700	300	5,700
Overlook Rd. & Boulevard		6,000	300	5,700	300	5,700
Sub-total		12,000	600	11,400	600	11,400
Curb & Stairwalk						
Midvale Ave. to Intervale Ave.		104,000	5,200	98,800	5,200	98,800
Miscellaneous Repairs		37,000	1,850	35,150	1,850	35,150
Sub-total		141,000	7,050	133,950	7,050	133,950
Paving/Road Work/Misc.						
Pocono Road and Midvale DOT Project		364,798	7,140	355,658	7,140	355,658
Tower Hill Rd. (Boulevard to Lookout Rd.)		58,000	2,900	55,100	2,900	55,100
Pollard Rd. (Valley Rd. to #62 Pollard Rd.)		70,000	3,500	66,500	3,500	66,500
Ball Rd. (Bellvale Ave. to Elm Rd.)		17,500	875	16,625	875	16,625
Hanover Rd. (Glen Rd. to Powerville Rd.)		39,273	1,964	37,309	1,964	37,309
Sub-total		548,571	16,379	532,192	16,379	515,182
Recycling						
Canopy over Recycling Center		58,000	0	0	2,750	52,250
Sub-total		58,000	0	0	2,750	52,250
Facilities Improvements						
Asbestos Abatement - DPW Facility		34,500	1,725	32,775	1,725	32,775
Sub-total		34,500	1,725	32,775	1,725	32,775
Vehicles (Non-Emergency)						
Dump Truck - ML 12		270,000	9,750	185,250	13,500	258,500
Vehicle Lift		77,250	3,613	68,638	3,863	73,388
Sub-total		347,250	13,363	253,888	17,363	329,888
Parks Maintenance						
Tennis Court Surfaces Repairs (50%)		28,000	1,400	13,300	1,400	26,600
Tennis Court Fence (50%)		42,000	2,100	18,950	2,100	39,900
Midvale Park AED Install		6,500	325	6,175	325	6,175
Parking Lot and Site Improvements - Birchwood		75,000	0	0	3,750	71,250
Sub-total		151,500	2,075	39,425	7,575	143,925
Water System						
Fire Hydrant Replacement Program		25,000	0	0	1,250	23,750
Air Stripper - Pressure Wash		18,000	900	17,100	900	17,100
Water Storage Tank - Pressure Wash		15,000	750	14,250	750	14,250
Water Meter Replacement Program - Phase 1		230,000	0	0	11,500	218,500
Pipe Rack		12,000	600	11,400	600	11,400
Sub-total		300,000	2,250	42,750	15,000	285,000
TOTAL PUBLIC WORKS		1,980,821	43,441	825,380	69,441	1,300,380
Sunset Lake Dam		2,100,000	105,000	1,995,000	105,000	1,995,000
Rehabilitation		2,100,000	105,000	1,995,000	105,000	1,995,000
Total		2,100,000	105,000	1,995,000	105,000	1,995,000
Recreation						
Goals for Midvale Field		6,000	300	5,700	300	5,700
Total		6,000	300	5,700	300	5,700
Engineering - Future years' projects		5,000	250	4,750	250	4,750
Financing costs for notes and bonds (5%)		201,405	9,408	178,747	10,070	191,335
Total		206,405	9,658	183,497	10,320	196,065
TOTALS		4,198,661	162,603	3,089,458	198,933	3,777,628
Grant Funding		-222,000				
NET CAPITAL FUNDING COSTS		3,976,661				
Down Payment		-198,833				
Bond Anticipation Notes		3,777,628				
TOTAL		4,199,691				

Per Financial Policy an additional \$10,000 should be added to the current amount needed to budget.

**Subject:** Shared Aggregate Limit

**Date:** Wednesday, February 13, 2019 at 10:19:25 AM Eastern Standard Time

**From:** Cathleen A Kiernan PERMA

**To:** Mitchell Stern

February 13, 2019

**Memo to:** Mitchell Stern, Fund Commissioner

Morris County Municipal Joint Insurance Fund

**From:** Cate Kiernan, Executive Director and Edward Cooney, Underwriting Manager

As of January 1, 2019, the MEL is offering its member JIFs additional Casualty (General, Automobile and Law Enforcement Liability) limits. Prior to 2019, the membership had the option of purchasing up to \$20,000,000 of Casualty limits. Another \$10,000,000 (excess of \$20 million) (this layer is shared aggregate by JIF) is now available, totaling \$30,000,000 in limits.

Following are the conditions for the additional \$10,000,000:

- It is part of the MEL Excess Liability policy, and reinsured by Chubb
- Shared annual aggregate limit dedicated to each JIF that chooses to purchase
  - *This differs from the primary \$20,000,000 (\$15,000,000 excess of standard \$5,000,000) where each member receives its own aggregate*
- Only members that purchase the first \$20,000,000 will be eligible
  - *So even if not all members of a single JIF are not at the \$20,000,000, JIF members can still choose to purchase this additional limit*
  - *But if you are at \$20,000,000, you are not required to purchase the additional \$10,000,000*
- The cost is 30% of your \$15,000,000 excess \$5,000,000 assessment.
- It can be purchased at any point in time during the year.

Below is the current limit for your town, the cost to increase to \$20,000,000 and the cost to participate in the JIF shared aggregate of \$10,000,000 excess of \$20,000,000:

Town:	Mountain Lakes
JIF:	Morris County Municipal Joint Insurance Fund
Current Limit:	\$15 excess of \$5 million
Current Optional Limit Assessment	\$2972
Cost to Increase to \$20,000,000	\$0
Cost to Access Shared Aggregate of \$10,000,000	\$892

cc: Mark Todisco



# Birchwood Lake Building Renovation Project

## Trade and Materials Cost Analysis

	Contracted Service	Budgeted	Actual
<b>Demolition</b>			
	Machine Rental	\$ 15,000.00	\$3,920.00
	Dumpster Rental	\$ 11,750.00	\$2,150.00
	Debris Disposal	\$ 2,500.00	\$0.00
	Saw Cutting	\$ 3,600.00	\$5,100.00
		\$ 32,850.00	\$11,170.00
	Precision Companies	\$15,000.00	
	Suburban Contracting	\$650.00/dumpster	
	R. Febbi Contracting	building material removal	
	Affordable Concrete Cutter	\$3,650.00	
		Sub Total	
<b>Masonry</b>			
	Contracted Service		
	Materials		\$292.64
	Footings		\$6,725.00
	Floors	\$ 6,100.00	\$3,580.00
	Walls	\$ 3,650.00	\$26,865.00
	Exterior Wall Extension	\$ 1,200.00	incl. in above figure (\$26,865.00)
	Stucco?	\$ 8,300.00	
	Sidewalks	\$ 3,950.00	
		\$ 23,200.00	
	Rt. 23 Patio		
	Strama & Bros Construction LLC		
	Strama & Bros Construction LLC		
	Strama & Bros Construction LLC		
	Strama & Bros Construction LLC		
		Sub Total	
<b>Carpentry</b>			
	Contracted Service		
	Roof Framing/Sheeting	\$ 4,250.00	
	Interior ceilings finish	\$ 7,100.00	
	Roof Installation	\$ 6,900.00	
	Doors	\$ 14,000.00	
		\$ 32,250.00	
	North East Roof Maintenance	\$3,679.95 - Forest Lumber	
	Advanced Fire Proof Doors	Time & Material Quotation	
		Sub Total	
<b>Plumbing</b>			
	Contracted Service	\$ 12,500.00	\$359.88
	Materials		\$3,460.66
	New water & sewer connection	\$ 2,100.00	\$3,020.21
	Rough Plumbing	\$ 3,300.00	
	Fixtures	\$ 9,200.00	
	Partitions	\$ 14,500.00	
	Accessories	\$ 6,400.00	
	Showers	\$ 8,000.00	
		\$ 56,000.00	
	Modulex Partitions	Quotation to be provided	
	Modulex Partitions		
	Most Dependable Fountains	\$7,790.00	
		Sub Total	

Electrical	Contracted Service	Glander Electric Co.	Time Only Quotation	
	Circuits			\$ 8,900.00
	Rough Wiring			\$ 2,000.00
	Outlets			\$ 1,400.00
	Lighting			\$ 2,200.00
			Sub Total	\$ 6,900.00
				\$ 21,400.00
	Miscellaneous Contracted Service			
	Life Guard Chairs			\$ 14,000.00
	Painting			\$ 1,000.00
	Benches	Barco Products		\$ 2,100.00
	Picnic Tables	Barco Products		\$ 4,200.00
	Waste Receptacles	Barco Products		\$ 9,500.00
	Overhead Doors			\$ 5,500.00
			Sub Total	\$ 36,300.00
			Sub Total	\$ 202,000.00
			Contingency 15%	\$ 30,300.00
			Total	\$ 232,300.00
				<b>\$55,473.39</b>



## RESOLUTION AND ORDINANCE REVIEW FOR THE FEBRUARY 25, 2019 MEETING

TO: MAYOR AND COUNCIL

FROM: MITCHELL STERN, MANAGER

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### ***RESOLUTIONS***

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**R80-18, Authorizing a Contract with Phoenix Advisors, LLC** – this resolution authorizes a contract with Phoenix Advisors as the Borough's Continuing Disclosure Agent and Independent Registered Municipal Advisor in regard to filing reports for the municipality's bonding. The fee for this service has not changed from last year. It has been reviewed and approved by the Borough Manager and the Municipal Attorney.

**R81-19 – Authorizing the certification for the Length of Service Award Program** – this annual resolution certifies the list of fire department members qualified for credit in the LOSAP program. This resolution was requested by the CFO.

**R82-19, Lincoln Deferred Compensation Plan Amendment** – the resolution authorizes the Manager to execute an amended Administrative Services Agreement with Lincoln Financial for its employee 457 plan that Lincoln currently maintains with the Borough. The amendments are necessary to bring the Plan into compliance with several IRS regulations. This resolution is being requested by Lincoln Financial and has no financial impact to the municipality.

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### ***ORDINANCES***

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**Ordinance 1-19 – Ordinance to exceed the municipal budget appropriation limits and to establish a CAP bank** – this ordinance authorizes the Borough to increase the annual budget by up to 3.5% over the previous year, *if necessary*. This ordinance is adopted annually. Adoption of this ordinance is recommended by the Borough CFO and Auditor.

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

**ORDINANCE 1-19**

**CALENDAR YEAR 2019  
ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO  
ESTABLISH A CAP BANK  
(N.J.S.A. 40A: 4-45.14)**

**WHEREAS**, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

**WHEREAS**, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

**WHEREAS**, the Borough Council of the Borough of Mountain Lakes in the County of Morris finds it advisable and necessary to increase its CY 2019 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

**WHEREAS**, the Borough Council hereby determines that a 1% increase in the budget for said year, amounting to \$61,160.21 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

**WHEREAS** the Borough Council hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

**NOW THEREFORE BE IT ORDAINED**, by the Borough Council of the Borough of Mountain Lakes, in the County of Morris, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2019 budget year, the final appropriations of the Borough of Mountain Lakes shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$214,060.74, and that the CY 2019 municipal budget for the Borough of Mountain Lakes be approved and adopted in accordance with this ordinance; and,

**BE IT FURTHER ORDAINED**, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

Introduced:

Adopted:

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

\_\_\_\_\_  
Valerie A. Egan, Municipal Clerk

\_\_\_\_\_  
Lauren Barnett, Mayor

LEGAL NOTICE OF PENDING ORDINANCE

Notice is hereby given that the Ordinance published herewith was introduced and passed upon first reading at a meeting of the Council of the Borough of Mountain Lakes, in the County of Morris, New Jersey, held on the 25<sup>th</sup> day of February 2019. It will be further considered for final passage after public hearing thereon, at a meeting of said Council to be held in the Borough Hall, 400 Boulevard, in said Borough, on March 11, 2019, said meeting to begin at 8:00 pm, and during the week prior to and up to and including the date of such meeting, copies of said Ordinance will be made available at the Clerk's office in said Borough Hall building to members of the general public who shall request the same.

\_\_\_\_\_  
Valerie A. Egan, Municipal Clerk

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

**RESOLUTION 79-19**

**“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 **February 25, 2019** and on file and available for public inspection in the Office of the Treasurer and approved by him for payment, be paid.

XX

**CERTIFICATION:** I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on February 25, 2019.

\_\_\_\_\_  
Valerie A. Egan, Municipal Clerk

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

**List of Bills - CLAIMS/CLEARING CHECKING ACCOUNT**

Meeting Date: 02/25/2019 For bills from 02/07/2019 to 02/20/2019

Check#	Vendor	Description	Payment	Check Total
15338	196 - ALLIED OIL	PO 19943 UNLEADED FUEL - BLANKET 2019	2,435.59	2,435.59
15339	241 - AMERICAN WATER WORKS ASSOC	PO 20079 WATER DEPARTMENT - FEES & DUES	230.00	230.00
15340	189 - ANCHOR ACE HARDWARE	PO 18500 WATER DEPARTMENT - EQUIPMENT, TOOLS	133.57	
		PO 19922 POLICE DEPARTMENT/ACCT# 001413 - 20	23.99	157.56
15341	3957 - ATLANTIC COAST FIBERS, LLC	PO 20040 RECYCLING CHARGE	1,038.99	1,038.99
15342	220 - ATLANTIC SALT, INC.	PO 20009 DPW - SNOW REMOVAL - SALT BLANKET	8,334.56	8,334.56
15343	269 - BEYER FORD, LLC	PO 19856 POLICE DEPARTMENT - VEHICLE REPAIR	2,186.62	2,186.62
15344	2828 - BROWNELLS, INC.	PO 19987 POLICE: 2019 EQUIPMENT BLANKET	98.49	
		PO 20037 POLICE: EQUIPMENT - QUOTE	159.24	257.73
15345	2658 - CHEMSEARCH	PO 20042 DPW - VEHICLE MAINTENANCE - BLANKET	320.70	320.70
15346	448 - COOPER ELECTRIC SUPPLY, CO.	PO 20082 BIRCHWOOD BEACH RENOVATION	453.09	453.09
15347	1481 - CORE & MAIN, LP	PO 19977 WATER DEPARTMENT - EQUIPMENT - BLAN	495.00	495.00
15348	431 - COUNTY CONCRETE CORP.	PO 20039 BIRCHWOOD BEACH PROJECT	1,892.26	1,892.26
15349	2147 - CCTMO LLC	PO 20131 FEB 2019 - CELL TOWER REIMBURSEMENT	1,776.80	1,776.80
15350	3098 - CYNTHIA KORMAN	PO 19890 REIMBURSEMENT- CYNTHIA KORMAN 2018	132.00	132.00
15351	653 - GANNET NEW JERSEY NEWSPAPERS	PO 19901 CLERK - 2019 ADVERTISING ACCT#31471	114.12	
		PO 20067 BOA/PLANNING: ADVERTISING - 2019 B	155.66	269.78
15352	2971 - DIRECT ENERGY BUSINESS	PO 20158 ACCT#: 614054 - 269690, 91, 92 - JA	2,232.12	2,232.12
15353	3515 - DOLAN & DEAN CONSULTING ENGINEERS	PO 20066 JULY/AUG 2018 PROFESSIONAL SERVICES	1,656.25	1,656.25
15354	4012 - EDWARD F. JOYCE, IV	PO 20051 TAX APPEAL REFUND FOR 2017/2018 - R	26,062.00	26,062.00
15355	3276 - EDWARD J. ALBERT & SON, INC.	PO 19380 WATER DEPARTMENT - MAG METERS - CAP	8,220.00	8,220.00
15356	3983 - ENVIRONMENTAL SERVICE & EQUIPMENT C	PO 19670 WATER DEPARTMENT - CHLORINE INJECTI	1,200.00	1,200.00
15357	3109 - FERRIERO ENGINEERING, INC	PO 19690 GRUNDENS POND PROPOSAL / PROJECT NO	2,275.00	
		PO 20004 CLIENT NO: ML100 / PROJECT ID: 12ML	434.00	
		PO 20005 CLIENT NO: ML100 / PROJECT ID: 18ML	372.00	
		PO 20103 CLIENT NO: ML100 / PROJECT ID: 12ML	504.00	3,585.00
15358	769 - FOREST LUMBER	PO 19937 DPW - EQUIPMENT & TOOLS - BLANKET	270.90	270.90
15359	785 - FORESTRY SUPPLIERS, INC.	PO 20142 ORDER# 478683 - CUST# 471339	438.14	438.14
15360	876 - GARDEN STATE LABORATORIES, INC	PO 20112 WATER DEPARTMENT - TREATMENT OF WEL	144.00	144.00
15361	831 - GFOA OF NJ	PO 20170 2019 MEMBERSHIP	90.00	90.00
15362	874 - GRAY SUPPLY CORP.	PO 19447 DPW - STORMWATER MANAGEMENT	2,613.00	2,613.00
15363	911 - HOME DEPOT CREDIT SERVICES	PO 20045 DPW - TOOLS & SUPPLIES - BLANKET 20	13.50	
		PO 20077 BIRCHWOOD BEACH PROJECT - TOOLS & S	369.31	382.81
15364	1001 - INSTANT PRINTING, INC.	PO 20129 2019 FIRE SAFETY BROCHURES	90.00	90.00
15365	4009 - IRWIN & HEINZE, PA	PO 20057 STATE TAX APPEAL REFUND 2018 - RESO	12,465.00	12,465.00
15366	1072 - JACK DOHENY COMPANIES, INC.	PO 19973 WATER DEPARTMENT - VEHICLE REPAIRS	369.96	369.96
15367	859 - JCP&L	PO 20161 M/A #200 000 054 011/ BILL DATE: 2/	1,150.78	
		PO 20162 MASTER ACCT#200 000 574 000/ BILL D	70.46	
		PO 20163 M/A #200 000 020 764: BILL DATE: 2/	130.91	1,352.15
15368	859 - JCP&L	PO 20164 M/A #200 000 053 658 / BILL DATE: 2	2,086.34	
		PO 20168 MAST ACCT# 200 000 021 275 / BILL D	5,492.53	7,578.87
15369	1040 - JESCO, INC.	PO 20010 DPW - EQUIPMENT REPAIR	367.37	367.37
15370	4006 - JET VAC EQUIPMENT, LLC	PO 20012 WATER DEPARTMENT - EQUIPMENT - BLAN	143.87	143.87
15371	1062 - JOHNNY ON THE SPOT, LLC	PO 20030 JAN/FEB 2019 - CUST ID# 014738 - PO	160.00	
		PO 20060 JAN/FEB 2019 - CUST ID# 014738 - PO	160.00	
		PO 20137 FEB 2019 - CUST ID# 014738 - PORT-A	160.00	
		PO 20138 FEB_2019 - CUST ID# 014738 - PORT-A	160.00	640.00
15372	3945 - JOSEPH W. MOTYKA	PO 20118 OEM: VEHICLE USE REIMBURSEMENT	351.53	351.53
15373	1074 - JW PIERSON CO.	PO 20008 DIESEL FUEL - BLANKET 2019	2,001.36	2,001.36
15374	4013 - LEONARD & JUDY POLISAR	PO 20053 STATE TAX APPEAL REFUND 2018 - RESO	3,765.00	3,765.00
15375	1363 - M.J. CORIGLIANO	PO 20101 POLICE DEPARTMENT - EMERGENCY TOW	175.00	175.00
15376	4011 - MINDY OK	PO 20050 TAX OVERPAYMENT REFUND - RESOLUTION	8,831.15	8,831.15
15377	2360 - MOUNTAIN LAKES AUTO SPA, CORP.	PO 19923 POLICE DEPARTMENT - 2019 CAR WASHES	28.00	28.00
15378	3922 - MOUNTAIN LAKES BAGEL, INC	PO 20011 DPW - EMERGENCY MEALS - 2019 BLANKE	248.45	248.45
15379	1394 - MTN. LAKES PUBLIC LIBRARY	PO 20132 MARCH 2019 MTN LAKES PUBLIC LIBRARY	21,916.66	21,916.66
15380	3168 - MUNICIPAL CLERKS ASSOC OF MORRIS CO	PO 20122 CLERK: 2019 MCAMC MTG 2/8/19	70.00	70.00
15381	4015 - NATALIA KASHNIKOW	PO 20052 TAX APPEAL REFUND 2018 - RESOLUTIO	5,256.00	5,256.00
15382	881 - NCK	PO 19879 BLANKET: 2019 DNS HOSTING / ACCT# G	43.90	43.90
15383	1553 - NEW JERSEY NATURAL GAS	PO 20160 JAN 9, 11 & 12 TO FEB 08, 2019 SERV	2,479.37	2,479.37
15384	1534 - TREASURER, STATE OF NJ	PO 20075 WATER DEPARTMENT - WATER ALLOCATION	4,485.00	4,485.00
15385	1554 - NJ PLANNING OFFICIALS, INC.	PO 20076 PLANNING & ZONING: 2019 DUES	370.00	370.00
15386	1568 - NJ WATER ASSOCIATION	PO 20080 WATER DEPARTMENT - FEES & DUES	395.00	395.00
15387	2595 - NORTH JERSEY MUNICIPAL EMPLOYEE	PO 20157 JANUARY 2019 DENTAL PREMIUMS - GROU	2,838.00	2,838.00
15388	3659 - OPTIMUM	PO 20136 FEB 2019 BORO INTERNET FEES: ACCT#	100.55	100.55



**List of Bills - CLAIMS/CLEARING CHECKING ACCOUNT**

Meeting Date: 02/25/2019 For bills from 02/07/2019 to 02/20/2019

Check#	Vendor	Description	Payment	Check Total
15389	479 - PARKER PUBLICATIONS	PO 20058 DEC 2018 - ACCT# 010902 - ZBOA	28.20	28.20
15390	3113 - PHILLIPS PREISS GRYGIEL LEHENY HUGH	PO 20089 DECEMBER 2018 PROFESSIONAL SERVICES	77.50	77.50
15391	3759 - PRINCETON HYDRO, LLC	PO 20059 AUG 2018 PROFESSIONAL SERVICES NOT	368.79	368.79
15392	3028 - REINER GROUP, INC	PO 20144 BOROUGH HALL MAINTENANCE - POLICE	346.25	346.25
15393	3539 - RSC ARCHITECTS	PO 20091 ARCHITECTURAL SERVICES FOR BIRCHWOOD	1,500.00	1,500.00
15394	3695 - RT 23 PATIO & MASON CENTER, LLC	PO 20081 BIRCHWOOD BEACH RENOVATION	2,140.44	2,140.44
15395	285 - SHAWN BENNETT	PO 20107 POLICE: SHAWN BENNETT	32.50	32.50
15396	1948 - SHEAFFER SUPPLY, INC.	PO 19947 DPW & WATER DEPARTMENTS - EQUIPMENT	15.60	15.60
15397	2774 - STAPLES BUSINESS ADVANTAGE	PO 19908 ORDER# 7211500771	772.55	772.55
15398	2774 - STAPLES BUSINESS ADVANTAGE	PO 19919 POLICE: OFFICE SUPPLIES - 2019 BLAN	224.19	224.19
15399	2774 - STAPLES BUSINESS ADVANTAGE	PO 19964 ORDER# 7211813977	69.83	
		PO 20105 ORDER# 7213182496	523.27	593.10
15400	1981 - SUBURBAN DISPOSAL, INC	PO 18970 SOLID WASTE COLLECTION - 2018 BLANK	35,099.99	35,099.99
15401	1981 - SUBURBAN DISPOSAL, INC	PO 20124 SOLID WASTE COLLECTION - JANUARY 20	35,199.99	35,199.99
15402	1981 - SUBURBAN DISPOSAL, INC	PO 20140 BIRCHWOOD BEACH RENOVATION	220.00	220.00
15403	3903 - TCF EQUIPMENT FINANCE	PO 20133 POLICE CAR LEASE - MARCH 2019 / CUS	2,247.19	2,247.19
15404	2037 - TJ'S SPORTWIDE TROPHY & AWARDS, INC	PO 20087 CLERK: NAME PLATES FOR DEPUTY MAYOR	19.50	19.50
15405	1736 - TWP OF PARSIPPANY - TROY HILLS	PO 20134 FEBRUARY 2019 SEWER MAINTENANCE CHA	33,373.00	33,373.00
15406	2749 - VERIZON	PO 19997 2019 INTERNET SVC: A/C# 853-478-043	39.00	
		PO 19997 2019 INTERNET SVC: A/C# 853-478-043	39.00	
		PO 19997 2019 INTERNET SVC: A/C# 853-478-043	53.99	131.99
15407	2135 - VERIZON WIRELESS	PO 20135 ACCT# 882388054-00001 / JAN 05 - FE	787.23	787.23
15408	2182 - WEST CHESTER MACHINERY & SUPPLY CO.	PO 19778 DPW - EQUIPMENT REPAIR	4,509.80	4,509.80
TOTAL				260,924.90

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-20-100-020	GENERAL ADMIN - OTHER EXPENSE	249.34			
01-201-20-110-020	MAYOR & COUNCIL - OTHER EXP'S	19.50			
01-201-20-120-020	MUNICIPAL CLERK - OTHER EXP'S	685.81			
01-201-20-130-020	FINANCE - OTHER EXPENSES	552.73			
01-201-20-140-020	COMPUTER SERVICES	198.44			
01-201-20-145-020	TAX COLLECTOR - OTHER EXPENSES	7.74			
01-201-21-180-020	PLANNING BOARD - OTHER EXPENSE	185.00			
01-201-21-185-020	BD OF ADJUST - OTHER EXPENSES	185.00			
01-201-23-220-020	GROUP INSURANCE PLANS-EMPLOYEE	2,838.00			
01-201-25-240-020	POLICE DEPT - OTHER EXPENSES	2,860.86			
01-201-25-266-020	FIRE DEPT - SAFETY - OTHER EXP	90.00			
01-201-26-290-020	STREETS & ROADS - OTHER EXP.	9,281.30			
01-201-26-300-020	SHADE TREE COMMISSION - O/E	438.14			
01-201-26-305-020	SOLID WASTE - OTHER EXPENSES	35,199.99			
01-201-26-310-020	BLDG & GROUNDS - MUNIC BLDG	346.25			
01-201-26-315-020	VEHICLE REPAIRS & MAINTENANCE	495.70			
01-201-28-375-020	MAINT OF PARKS (BEACHES/LAKES)	705.97			
01-201-29-390-020	AID TO PUBLIC LIBRARY	21,916.66			
01-201-31-435-020	ELECTRICITY - ALL DEPARTMENTS	2,217.25			
01-201-31-437-020	NATURAL GAS	4,711.49			
01-201-31-440-020	TELECOMMUNICATIONS	787.23			
01-201-31-447-020	PETROLEUM PRODUCTS	4,435.09			
01-203-20-110-020	{2018} MAYOR & COUNCIL - OTHER EXP'S		132.00		
01-203-20-165-020	{2018} ENGINEERING SERVICES		2,647.00		
01-203-21-180-020	{2018} PLANNING BOARD - OTHER EXPENSE		2,099.00		
01-203-21-185-020	{2018} BD OF ADJUST - OTHER EXPENSES		109.90		
01-203-25-252-020	{2018} EMERGENCY MGMT - OTHER EXPENSE		351.53		
01-203-26-290-020	{2018} STREETS & ROADS - OTHER EXP.		7,122.80		
01-203-26-305-020	{2018} SOLID WASTE - OTHER EXPENSES		36,138.98		
01-203-26-315-020	{2018} VEHICLE REPAIRS & MAINTENANCE		2,186.62		
01-203-31-435-020	{2018} ELECTRICITY - ALL DEPARTMENTS		1,150.78		
01-203-31-447-020	{2018} PETROLEUM PRODUCTS		1.86		
01-260-05-100	DUE TO CLEARING			0.00	198,503.91

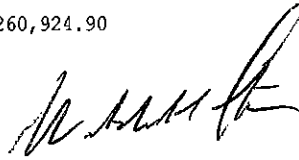
## Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-275-55-000-000	RESERVE FOR TAX APPEALS			56,379.15	
01-290-55-000-005	DUE TO T-MOBILE - SPRINT FEES			1,776.80	
<b>TOTALS FOR</b>	<b>Current Fund</b>	<b>88,407.49</b>	<b>51,940.47</b>	<b>58,155.95</b>	<b>198,503.91</b>
04-215-55-982-000	2016 CAPITAL ORDINANCE 06-16			6,575.10	
04-215-55-983-000	2017 CAPITAL ORDINANCE 05-17			938.00	
04-215-55-984-000	2018 CAPITAL ORDINANCE 4-18			9,420.00	
04-260-05-100	DUE TO CLEARING			0.00	16,933.10
<b>TOTALS FOR</b>	<b>General Capital</b>	<b>0.00</b>	<b>0.00</b>	<b>16,933.10</b>	<b>16,933.10</b>
05-201-55-520-520	Water Operating - Other Expenses	11,406.24			
05-203-55-520-520	(2018) Water Operating - Other Expenses		521.69		
05-260-05-100	DUE TO CLEARING			0.00	11,927.93
<b>TOTALS FOR</b>	<b>Water Operating</b>	<b>11,406.24</b>	<b>521.69</b>	<b>0.00</b>	<b>11,927.93</b>
07-201-55-520-520	Sewer Operating - Other Expenses	33,482.46			
07-260-05-100	DUE TO CLEARING			0.00	33,482.46
<b>TOTALS FOR</b>	<b>Sewer Operating</b>	<b>33,482.46</b>	<b>0.00</b>	<b>0.00</b>	<b>33,482.46</b>
20-260-05-100	Due to Clearing			0.00	77.50
20-300-60-000-000	RESERVE FOR COAH			77.50	
<b>TOTALS FOR</b>	<b>COAH</b>	<b>0.00</b>	<b>0.00</b>	<b>77.50</b>	<b>77.50</b>

Total to be paid from Fund 01 Current Fund	198,503.91
Total to be paid from Fund 04 General Capital	16,933.10
Total to be paid from Fund 05 Water Operating	11,927.93
Total to be paid from Fund 07 Sewer Operating	33,482.46
Total to be paid from Fund 20 COAH	77.50

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260,924.90



**List of Bills - (1710101001002) Escrow - Developers - Checking**

**Developer's Escrow**

Meeting Date: 02/25/2019 For bills from 02/07/2019 to 02/20/2019

Check#	Vendor	Description	Payment	Check Total
5128	3515 - DOLAN & DEAN CONSULTING ENGINEERS	PO 20069 DECEMBER 2018 ESCROW PROFESSIONAL S	1,527.50	1,527.50
5129	3715 - FED EX	PO 20068 SUNRISE DEVELOPEMENT MAILINGS - ACC	73.55	73.55
5130	3113 - PHILLIPS PREISS GRYGIEL LEHENY HUGH	PO 20088 DECEMBER 2018 PROFESSIONAL SERVICES	2,372.50	2,372.50
5131	3759 - PRINCETON HYDRO, LLC	PO 20070 DECEMBER 2018 - ESCROW PROFESSIONAL	996.28	996.28
TOTAL				4,969.83

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
17-101-01-001-002	Escrow - Developers - Checking			0.00	4,969.83
17-500-00-050-231	Sunrise Senior Living Management			73.55	
17-500-00-050-304	New Land Mt. Lakes, LLC.			3,900.00	
17-500-00-091-310	PULTE GROUP - ENCLAVE SITE INSPEC. FEE			996.28	
TOTALS FOR	Developer's Escrow	0.00	0.00	4,969.83	4,969.83

Total to be paid from Fund 17 Developer's Escrow

4,969.83

4,969.83

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

**Recreation Trust**

Meeting Date: 02/25/2019 For bills from 02/07/2019 to 02/20/2019

Check#	Vendor	Description	Payment	Check Total
5233	214 - ARISTOCRAT LIMOUSINE & BUS COMPANY	PO 19724 2019 SKI CLUB - BUS TRIPS - BLANKET	775.00	775.00
5234	3010 - JACKIE BAY	PO 19718 REIMBURSEMENT FOR SAILING EXPENSES	17.00	17.00
5235	3358 - SPORTS ENGINE, INC	PO 20110 Acct # A00006610 12/1/18-12/31/18	64.00	64.00
TOTAL				856.00

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
33-101-01-001-001	PROVIDENT BANK			0.00	856.00
33-600-00-090-000	Recreation Trust Reserves			856.00	
TOTALS FOR	Recreation Trust	0.00	0.00	856.00	856.00

Total to be paid from Fund 33 Recreation Trust

856.00

856.00



**Borough of Mountain Lakes  
Contract Review Checklist**

**Vendor/Professional:** Phoenix Advisors

Financial Impact:

Item	Applicability	Standard	Verified	Reviewer
Affirmative Action	Goods and Services; Professional Services	Employee information report provided	✓	VAE
Business Registration	Goods and Services; Professional Services	Copy of Registration provided	✓	VAE
Attorney Review	All Contracts	Confirmation that the agreement has been reviewed by the Borough Attorney	✓	VAE
Confidentiality	Professional Services; Goods and Services	Provisions when appropriate included in the contract	✓	VAE
Corporate Disclosure	Goods and Services; Professional Services	Disclosure affidavit provided.	✓	VAE
Insurance	All Contracts	Proof of insurance as required by RFP, Specifications, or Contract	✓	VAE
Debarment	Public Works	Vender not currently on the State debarment list	N/A	VAE
Invoice Process	All Contracts	Consistent with Local Public Contracts law and Borough procedures.	✓	VAE
Non-collusion	All Contracts	Non-collusion affidavit has been signed	N/A	VAE
Non-performance	All Contracts	Provision addressing consequences for non-performance or breach of agreement.	✓	VAE
Political Contribution Disclosure	Professional Services	Disclosure language in contract, form completed	✓	VAE
Payment Terms	All Contracts	Do standard payment terms apply?	✓	VAE
Professional Appointment	Professional Services	Has a resolution of appointment been adopted	2/25/19	VAE
Qualifications	Professional Services	Proof of professional licenses/certifications	✓	VAE
Renewal	Professional Services; Goods and services	Provision concerning renewal included where appropriate	N/A	VAE
Term	All Contracts	One year term for professional services, two years for goods and services, or Statutory exception.	✓	VAE
Termination	All Contracts	Right to terminate included when appropriate	✓	VAE
Financial	All contracts	Has the economic impact of the transaction been evaluated?	✓	VAE

Date: 2/14/19

10.53% increase



December 17, 2018

Monica Goscicki, Chief Financial Officer  
Mountain Lakes Borough  
400 Boulevard  
Mountain Lakes, NJ 07046-1520

Dear Ms. Goscicki,

Thank you for recognizing the importance of sound financial disclosure practices, and for choosing Phoenix Advisors to attend to your continuing disclosure requirements.

Timely and complete secondary market disclosure on a continuing basis is not simply a regulatory requirement. It provides the marketplace with financial information concerning the operating condition of an issuer over time, and about specific events occurring after issuance. It is an effective way to put forth to the marketplace an accurate picture of your financial health.

The process of monitoring, collecting, assembling, recording, and filing your documents and information is not an uncomplicated or quick one. But it is one at which Phoenix Advisors is expert, and we are honored that you entrust this responsibility to us.

By renewing your agreement with Phoenix Advisors as your Continuing Disclosure Agent and Independent Registered Municipal Advisors, you can be assured of your continued compliance with your disclosure requirements and having us as your on-hand resource for your municipal finance needs.

Please sign and return your 2019 Agreement at your earliest convenience. You can call us at 609.291.0130 with any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Thompson", is written over a horizontal line.

David Thompson  
Chief Executive Officer

**2019  
AGREEMENT for**



**CONTINUING DISCLOSURE and  
INDEPENDENT REGISTERED MUNICIPAL ADVISOR SERVICES**

**THIS AGREEMENT**, made and entered into on this \_\_\_\_ day of January 2019 (the "Agreement") by and between Mountain Lakes Borough, 400 Boulevard, Mountain Lakes, NJ 07046-1520 (the "Issuer"), and Phoenix Advisors, LLC, 625 Farnsworth Avenue, Bordentown, New Jersey 08505 ("Phoenix Advisors") for the provision of professional services as more fully described in the accompanying Scope of Services.

**WITNESSETH:**

**WHEREAS**, the Issuer has heretofore agreed through the execution of Continuing Disclosure Agreements ("CDAs") in connection with one or more bond issuances to provide certain financial and other information and notices, within specified timeframes, to the marketplace in a manner prescribed by the regulators of the underwriter that purchased said bond issues; and

**WHEREAS**, Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") governs the many aspects of continuing disclosure; and

**WHEREAS**, Phoenix Advisors provides continuing disclosure agent services, has expertise as Continuing Disclosure Agent ("Disclosure Agent"), and has heretofore been appointed by the Issuer to serve as its Disclosure Agent until the expiration of this Agreement, as defined in Section 4 herein; and

**WHEREAS**, Phoenix Advisors, being duly registered as a Municipal Advisor with the Securities and Exchange Commission (the "SEC") and the Municipal Securities Rulemaking Board (the "MSRB"), provides professional municipal advisory services and has heretofore been appointed by the Issuer to be its Independent Registered Municipal Advisor ("IRMA") and to provide such municipal advisory services as may be requested until the expiration of this Agreement, as defined in Section 4 herein; and

**WHEREAS**, the parties desire to set forth herein the terms and conditions under which Phoenix Advisors will provide such services to the Issuer.

NOW, THEREFORE, THE PARTIES HERETO, IN CONSIDERATION OF MUTUAL COVENANTS HEREIN CONTAINED AND OTHER GOOD AND VALUABLE CONSIDERATION, EACH INTENDING TO BE LEGALLY BOUND, HEREBY AGREE AS FOLLOWS:

**Section 1 - CONTINUING DISCLOSURE SERVICES**

- I. The Issuer's Disclosure Agent will assist the Issuer in meeting the secondary market disclosure obligations delineated in its relevant CDAs as specified under the Rule, including the required posting of certain material event ("Event") notices.

The Issuer understands and acknowledges that its full and complete cooperation is requisite to the Disclosure Agent's success assisting the Issuer in maintaining compliance with its CDAs and requirements of the Rule. The Issuer agrees that it will:



- i. Make all documents required to be filed under its CDAs available to the Disclosure Agent in a timely manner.
  - ii. Notify the Disclosure Agent immediately of any Event requiring the filing of a notice under the Rule or its CDAs.
- II. This Agreement applies to bonds issued since the effective date of the secondary market disclosure requirements of the Rule, unless said bonds are excepted under the Rule.
- III. Phoenix Advisors will perform such services relating to its role as the Issuer's Disclosure Agent to a professional standard. The scope of the Disclosure Agent services and methodology are described below:

- i. **Codify Issues That Are Subject to Continuing Disclosure**

To make timely and accurate disclosure filings on the MSRB's Electronic Municipal Market Access Data Port website ("EMMA"), the Disclosure Agent will obtain and examine the Issuer's Official Statements relating to the outstanding bond issues to research the requirements found in the CDAs.

- ii. **Security Setup**

Details of each outstanding issue and filing obligations will be entered into our proprietary database. This security setup allows all database functions to be applied to each outstanding issue.

- iii. **Review Data contained in Annual Financial Statements**

The Disclosure Agent will carefully review the Issuer's financial statements for information concerning debt and lease obligations and discuss with the Issuer its filing or reporting obligations. This will include requirements imposed by financial obligations other than publicly offered securities.

- iv. **Monitor, React, and Meet Filing Deadlines**

A variety of deadlines can be difficult for an issuer to monitor. A schedule of filing dates for outstanding bond issues is a part of the database to ensure that required filings are not missed. We actively monitor each client's unique deadlines to ensure timely filing of required documents. Our proprietary database produces ongoing reports that are used to alert the Issuer to approaching filing deadlines providing an important safeguard for the timely filing of continuing disclosure information.

The Disclosure Agent endeavors to gather required documents from public sources, e.g., state and local websites, to lessen the client's burden. Often, dissemination agents wait for an issuer to provide required documents, then file only on the specific issues for which they were hired. Phoenix Advisors takes a more helpful, proactive approach to client service. When we must obtain documents from clients, we provide email reminders sufficiently in advance of upcoming deadlines, then follow up as necessary until the filing is completed.

- v. **File Financial and Operating Data to Meet Your Obligations**  
In addition to filing Audited Financial information, CDAs require the filing of Operating Data. If the operating data is prepared with the assistance of the Disclosure Agent, the report will typically contain information consistent with the statistical data found in relevant Official Statements. This process often requires collaboration with other of the Issuer's obtained professionals.
- vi. **Confirm Filings to Client in Real Time**  
The MSRB generates a submission confirmation for all disclosure filings made on EMMA. The Disclosure Agent will promptly send the Issuer an email copy of the MSRB's confirmation of every required, voluntary or Event filing made on the Issuer's behalf.
- vii. **File Documents Uniformly, Accurately, and Promptly**  
EMMA is a powerful resource for investors, analysts and, importantly, underwriters that bid on debt issues. It is vital that information filed with EMMA be easily identified. The Disclosure Agent uses consistent naming and filing conventions, applying descriptive titles to filings, and properly associating them with the correct CUSIP on EMMA. The result is a uniform and logical chronology of data where EMMA users can easily find what they need.  
  
The Disclosure Agent files documents on EMMA within forty-eight (48) hours of receipt. However, most documents are filed on the same business day they are received.
- viii. **Coordinate and Submit Voluntary Information**  
Voluntary filings are important. We gather documents including Budgets, Debt Statements, and unaudited financials, then file them as voluntary submissions. Phoenix Advisors' Continuing Disclosure Service goes several important steps further than standard dissemination services. The marketplace is hungry for information. The more factual and complete information the Issuer provides, the more professional and forthcoming their appearance will be to market participants. This encourages market participants to buy and trade debt. Increased demand means better interest rates.
- ix. **Monitor Need for Material Events and Timely Filing of Notices**  
There is a significant list of items that regulators deem to be Events which, if they occur, require a notice to be filed within ten (10) business days of the Event. The occurrence of an Event is often not apparent to those who are not directly involved with a transaction or with the Issuer's financial operations. It is the Issuer's responsibility to always notify the Disclosure Agent of any reportable Event.
- x. **Actively Monitor Issuer Rating Changes**  
Rating changes are also Events which require notices to be filed on EMMA. The Disclosure Agent's staff regularly monitors rating agency news and updates for rating changes that affect the Issuer and the appropriate Event notices are filed. Issuers are always notified by the rating agencies when their ratings are adjusted, when they do, the Issuer must alert the Disclosure Agent.

- xi. **Monitor Bond Insurer and Program Rating Changes**  
If a municipal bond insurer or a state program, e.g., a school bond enhancement program, is affected by a rating change, then all the bonds that carry that insurance or participate in that program will undergo a rating change, too. We monitor these types of rating changes, determine which, if any, of our clients are affected, and file the appropriate Event notices.
- xii. **Provide a Comprehensive Report Each Fiscal Year**  
We know the importance of documentation, and of well-organized files. The Disclosure Agent prepares a continuing disclosure report ("Annual Report") each year that shows every issue on which there is a continuing disclosure obligation, every filing, and every Event notice filed on the Issuer's behalf during the year. The Annual Report also recaps a five (5) year history of the Issuers filings. Investors, underwriters of bonds, and the Issuer want to see the record of filing history extending back for this time period. An accurate record during this timeframe is important to the Issuer when it prepares Official Statements since a misstatement in such a document could have serious legal consequences.
- xiii. **Acceptance of Annual Report**  
The Annual Report highlights any exceptions to filings which were required and the timeliness of filings. The Annual Report is in addition to the copy of the filing confirmation sent to the Issuer when each filing is done by the Disclosure Agent. The Issuer must carefully review said report and relay to the Disclosure Agent within ten (10) business days, any error, discrepancy, omission, or concern relating to the accuracy or completeness of the Annual Report. It is agreed that after ten (10) business days and absent notice from the Issuer, the Annual Report is accepted by the Issuer is accurate and complete.

## **Section 2 - CONTINUING DISCLOSURE SERVICES COMPENSATION**

- I. The bond Issuer will compensate Phoenix Advisors for its services as Disclosure Agent, in accordance as set forth below:

- i. **Disclosure Agent Service:**

- \$1,050 – base fee (for up to three (3) outstanding issues), plus \$100 for each additional outstanding issue, if any, for which filings may be required.

- A setup fee will be charged for each new bond issuance. The setup fee will be \$200 on a bond issue on which Phoenix Advisors acts as Municipal Advisor, or \$450 if Phoenix Advisor is not engaged as Municipal Advisor. The setup fee will be invoiced at the time the new bonds are issued.

- An amendment made to the Rule, effective February 27, 2019, increases the number of material events ("Events") which must be posted through the MSRB's Electronic Municipal Market Access Data Port ("EMMA"). Phoenix Advisors will charge \$100 for each Event filing made under the Rule's new Events. When Phoenix Advisors is engaged as Municipal Advisor on a transaction that involves such Event filing, the fee will be waived.

### Section 3 – INDEPENDENT REGISTERED MUNICIPAL ADVISOR

- I. Under the Dodd-Frank law the SEC requires that any person or entity that provides advice to an issuer of municipal securities be licensed and regulated by the SEC and the MSRB to provide any such advice.
  - i. Professionals providing advice to the Issuer must hold a Series 50 securities license.
  - ii. Phoenix Advisors professionals are Series 50 licensed and are also subject to a continuing education protocol.
  - iii. Under the SEC and MSRB regulations the Municipal Advisor owes a Fiduciary Obligation to the Issuer.
- II. There is no separate fee, financial cost or obligation with regard to the Issuer's appointment of Phoenix Advisors as the Issuer's Independent Registered Municipal Advisor ("IRMA" or "Municipal Advisor"). As the Issuer's IRMA, we will be available to answer general questions concerning outstanding debt issues, market conditions, prepare a preliminary project analysis, or preliminarily review financing proposals received by the Issuer on an as requested basis.
  - iv. The Issuer by designating an IRMA allows third parties, primarily broker-dealer underwriting firms, but also other professional disciplines to submit proposals and ideas concerning financings to the Issuer.
  - v. Failure to actively seek advice from the Municipal Advisor means there is no one on your side appropriately licensed to advise the Issuer concerning the issuance or structure of municipal obligations, including bonds, notes, leases or bank loans the Issuer may embark upon.
- III. When and if the Issuer requests the Municipal Advisor's involvement in a debt issuance, the undertaking of a financial obligation, an in-depth evaluation of a proposal or project, perform a consultant service, or assist with rating agency surveillance, a separate Fee Addendum to this Agreement together with a scope of service will be provided for the Issuer's acknowledgement.

### Section 4 – AGREEMENT TERM AND CONDITIONS

- I. Neither Phoenix Advisors nor any individual representing Phoenix Advisors possesses any authority with respect to any decision of the Issuer or any official of the Issuer beyond the rendition of information or advice. Phoenix Advisors is not legal counsel nor an accountant and is not providing legal or accounting guidance. None of the services contemplated in this Agreement shall be construed as legal services or a substitute for legal services. The Issuer hereby acknowledges its responsibility with respect to federal securities laws and represents its intention to comply in all respects with federal securities laws.
- II. This Agreement, as to continuing disclosure services and municipal advisory services, is subject to annual renewal, and may be terminated by either the Issuer or Phoenix Advisors upon thirty (30) days' prior written notice.
- III. This Agreement shall be construed in accordance with and governed by the laws of the State of New Jersey.

IN WITNESS WHEREOF, The Issuer and Phoenix Advisors has caused this Agreement to be duly executed by its authorized representative, as of the day and year first above written.

**MOUNTAIN LAKES BOROUGH**

**PHOENIX ADVISORS, LLC**

By: \_\_\_\_\_

By:  \_\_\_\_\_

Name: Monica Goscicki

Name: David B. Thompson

Title: Chief Financial Officer

Title: Chief Executive Officer

BOROUGH OF MOUNTAIN LAKES  
COUNTY OF MORRIS  
RESOLUTION 81-19

RESOLUTION APPROVING THE CERTIFICATION LIST OF VOLUNTEER MEMBERS OF THE  
BOROUGH OF MOUNTAIN LAKES FIRE DEPARTMENT

WHEREAS, the Borough adopted Ordinance No. 15-02 which created the Length of Service Awards Program (LOSAP); and

WHEREAS, N.J.S.A. 40A: 14-191 requires that the Emergency Service Organization furnish the Borough council with an annual certification list of all volunteer members who have qualified for credit under the award program for the previous year;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Borough Council of the Borough of Mountain, formally approve the list of the volunteer members of the Borough of Mountain Lakes fire department submitted for the year 2018, a copy of which list is attached here as an addendum; and

BE IT FURTHER RESOLVED that a copy of this list will be posted for at least thirty (30) days in the fire house and the municipal clerk's office.

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 February 25, 2019.

\_\_\_\_\_  
Valerie A. Egan, Municipal Clerk

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



# Mountain Lakes Volunteer Fire Department

MOUNTAIN LAKES, NEW JERSEY 07046

EMERGENCY 911

973-394-1094 - NON EMERGENCY

TO: Monica Goscicki, CFO  
FROM: Joe Mullaney, Administrative Officer  
DATE: February 5, 2019  
SUBJECT: 2018 LOSAP

Be advised that the following members of the Mountain Lakes Volunteer Fire Department qualified for LOSAP during 2018

1. Brendan Baker
2. Bill Bender
3. Brian Caine
4. Steve Castellucci
5. Matt DeSantis
6. Rob Horowitz
7. Tom McElduff
8. Don McNeill
9. G. Douglas McWilliams
10. Joe Mullaney
11. Mike Palazzi III
12. Mike Palazzi IV
13. Ben Payne
14. John Reilly
15. Bob Trachtenberg
16. John von Sternberg
17. Nate Fitch
18. John Lester

Any questions please let me know.






**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 February 25, 2019.

\_\_\_\_\_  
Valerie A. Egan, Municipal Clerk

\_\_\_\_\_  
Mitchell Stern, Manager

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



 Bruce D. Linger CFP®, CRPC®, CCFS™  
Lincoln Financial Advisors Corp.  
61 South Paramus Road, Suite 425  
Paramus, NJ 07652  
Office (201) 556-4564  
Fax (201) 556-4511  
Toll Free 800-445-2448 Ext. 4564  
[Bruce.Linger@LFG.com](mailto:Bruce.Linger@LFG.com)

To: Municipal Employer  
457 Plan Sponsor

From: Lincoln Financial Advisors

Re: Governmental 457(b) Deferred Compensation Plan

Lincoln has updated the 457(b) Governmental Plan Document that you are currently using in order to comply with amended sections of the Internal Revenue Code and the rules and/or regulations issued thereunder; more commonly referred to as "Acts and Regulations". This revised document was submitted and approved by the New Jersey Division of Local Government Services. The Division assigned Identifier Number #92-PD-Lincoln121316 to this document.

The proposed amended plan will have no negative future impact on any participant account and will not negatively affect any past benefits accrued to the participant or the participant's beneficiaries up to the date of the amendment. Likewise this revised plan will not affect your operations or costs to you as the employer.

Enclosed, you will find the following:

1. Sample Resolution to adopt the revised plan document.
2. Copy of the proposed letter that Lincoln will send to the NJ Division of Local Government Services on your behalf.
3. Sample Letter that will need to be sent by the municipality on municipal letterhead to plan participants addressing the impact of the revised plan on their accounts.
4. Plan Document Questionnaire.

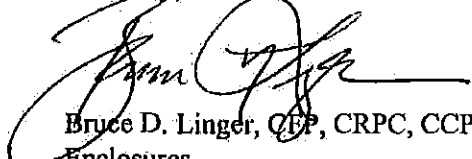
Please return properly executed items 1 and 4 to me for processing. The resolution (Item 1) must have a raised seal or be attested to by the municipal clerk. Lincoln will submit this executed resolution adopting the revised document to the Division of Local Government Services on your behalf.

Once the amended plan has been adopted and approved by the Division you are to distribute the enclosed letter (Item 3) on the Municipality's stationery notifying each participant that the Municipality's 457 Deferred Compensation Plan Document has been updated for "Acts and Regulations". Distribution of this notice can be as a payroll stuffer.

Thank you in advance for your cooperation. **Government guidelines make the adoption of this revised plan document critical to the continuation of your 457(b) Deferred Compensation Plan.**

If you should have questions, please do not hesitate to call.

Sincerely,



Bruce D. Linger, CFP®, CRPC®, CCPC

Enclosures

**CRN-2102872-042618**

Insurance offered through Lincoln affiliates and other fine companies. Lincoln Financial Group is the marketing name for Lincoln Corporation and its affiliates.



**CFP® Bruce D. Linger CFP®, CRPC®, CCFS™**  
Lincoln Financial Advisors Corp.  
61 South Paramus Road, Suite 425  
Paramus, NJ 07652  
Office (201) 556-4564  
Fax (201) 556-4511  
Toll Free 800-445-2448 Ext. 4564  
[Bruce.Linger@LFG.com](mailto:Bruce.Linger@LFG.com)

**NOTE**

Date \_\_\_\_\_

Colleen Kelly  
The Division of Local Government Services  
457 Deferred Compensation Section  
CN803  
101 South Broad Street  
Trenton, NJ 08625

Re: Revised 457 Deferred Compensation Approval Request

Dear Colleen:

The \_\_\_\_\_ Municipality \_\_\_\_\_ has adopted by resolution the amended Lincoln National Life Insurance Company's Deferred Compensation Plan Documents:

<b>Plan Document</b>	<b>Service Agreement</b>
<b>92-PD-Lincoln-121316</b>	<b>94-SA-Lincoln-110217</b>

I have enclosed a copy of the resolution being submitted for approval to the Division. Please feel free to contact the following interested parties if you need additional information:

Bruce Linger, CFP, CRPC, CCPS Lincoln Financial Advisors Corp. 61 South Paramus Road Paramus, NJ 07652 Bruce.Linger@LFG.com	Contact Person, and Title Municipality Name Street Address City and State E-mail Address
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If I can be of any further service, please do not hesitate to call me at 201-556-4564.

Sincerely,

Bruce Linger, CFP, CRPC, CCPS

Enclosure

Item 3

Employer's Letterhead

Suggested - Sample Amended 457 Plan Notification Letter

To: All Employees

From: Governmental Employer

Re: Governmental 457(b) Deferred Compensation Plan

This announcement is to notify you that the plan document governing your Deferred Compensation Plan is being revised to comply with amended sections of the Internal Revenue Code and the rules and/or regulations issued thereunder; more commonly referred to as "Acts and Regulations".

The proposed amendment will have no negative future impact on any participant account and will not negatively affect any past benefits accrued to the participant or the participant's beneficiaries up to the date of the amendment.

The intended plan as amended (Thompson Hines) has been approved by the New Jersey Division of Local Government Services; and has been assigned Identifier Number 92-PD-Lincoln 121316 by the Division.



# BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

## CONSTRUCTION OFFICE MONTHLY ACTIVITY REPORT

JANUARY 2019

### ADMINISTRATIVE SUMMARY

Extreme cold temperatures experienced during the month limited some exterior construction activities and delayed contractor's schedules. Inspection activities continued despite the cold. On days with snow the inspection staff performed their inspections earlier to accommodate the contractors and homeowners.

Construction of the first two buildings at The Enclave at Mountain Lakes is progressing at a faster pace. The framing and utility installations will be completed by the end of next month for the first building (4 units) and shortly thereafter for the second building (5 units).

The new inspectors have settled into their routines and are responding to all requests submitted. All of the Construction Office staff now input their inspection results directly into the software program via their handheld device (phone or tablet). The software allows the inspectors to see results of previous inspections and of the other subcodes.



Mountain Lakes Borough  
 400 BOULEVARD  
 MOUNTAIN LAKES, NJ 07046

## Construction Permit Activity Report

1/1/2019 -> 1/31/2019

### Summary

	<b>Cost:</b>	<b>Count:</b>			
New:	\$0.00	0	Cubic Footage:	16,314 Cu.ft	Permits Issued: 33
Addition:	\$347,500.00	2	Square Footage:	667 Sq.ft	Updates Issued: 1
Alteration:	\$323,883.00	31			
Demolition:	\$1,000.00	1			
<b>Total:</b>	<b>\$672,383.00</b>	<b>34</b>			

Permits	Count	Permit Fees	Admin Fees	Total	Inspections	Passed	Failed	Other	
Building:	8	\$5,952.00	\$0.00	\$5,952.00	B 23	9 %39.1	8 %34.8	6 %26.1	
Plumbing:	10	\$855.00	\$0.00	\$855.00	P 18	13 %72.2	4 %22.2	1 %5.6	
Electrical:	23	\$1,895.00	\$0.00	\$1,895.00	E 66	49 %74.2	12 %18.2	5 %7.6	
Fire:	6	\$597.00	\$0.00	\$597.00	F 15	9 %60	4 %26.7	2 %13.3	
Elevator:	0	\$0.00	\$0.00	\$0.00	V 0	0 %	0 %	0 %	
Mechanical:	13	\$975.00	\$0.00	\$975.00	M 41	35 %85.4	4 %9.8	2 %4.9	
	<b>60</b>	<b>\$10,274.00</b>	<b>\$0.00</b>	<b>\$10,274.00</b>		<b>163</b>	<b>115</b>	<b>32</b>	<b>16</b>
DCA Training:	2		61		(Note: Does not include result of none)				
DCA State:	32		890	\$900.00					
DCA Minimum:	0		0						
	<b>34</b>		<b>\$951</b>						

Variations	Total	Paid	Certificates	Issued Total	Paid Total
Building	0	0	CA 22	\$0.00	\$0.00
Plumbing	0	0	CCO 0	\$0.00	\$0.00
Electrical	0	0	CO 2	\$50.00	\$100.00
Fire	0	0	CC 0	\$0.00	\$0.00
Mechanical	0	0	TCO 0	\$0.00	\$0.00
Elevator	0	0	TCC 0	\$0.00	\$0.00
<b>Total:</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>Total: 24</b>	<b>\$50.00</b>	<b>\$100.00</b>

**NOTE:**  
 Information gathered is based on the Issue date for that item, ie permit issue date, certificate issue date.  
 This will cause discrepancies between the payments section which uses Payment date. Example you took in money for a CO but the CO has not been issued yet.

Permit Subcode Exempted (State) Fees			Permit Subcode Waived (Local) Fees		
	Record Count	Total Exempted		Record Count	Total Waived
Building	0	\$0	Building	0	\$0
Plumbing	0	\$0	Plumbing	0	\$0
Electrical	0	\$0	Electrical	0	\$0
Fire	0	\$0	Fire	0	\$0
Mechanical	0	\$0	Mechanical	0	\$0
Elevator	0	\$0	Elevator	0	\$0
<b>Total:</b>		<b>\$0</b>	<b>Total:</b>		<b>\$0</b>

Record Count	Total Exempted	Violations	Fines	Paid
DCA Fees 0	\$0	Issued 0	\$0.00	\$0.00

Payments (Based on Payment Date)	
Permit (85)	\$12,338.00
NON-UCC (0)	\$0.00
Variation Payments	\$0.00
Penalty (0)	\$0.00
Inspection Payments	\$0.00
Ongoing Invoice	\$0.00
Test Payments	\$0.00
Other Payments	\$0.00
<b>Grand Total</b>	<b>\$12,338.00</b>

# BOROUGH OF MOUNTAIN LAKES CONSTRUCTION OFFICE ANNUAL PERMIT FEES

2/20/2019

	2017 COLLECTED	YEAR TO DATE
JANUARY	9,550	9,550
FEBRUARY	16,180	25,730
MARCH	11,015	36,745
APRIL	14,473	51,218
MAY	8,196	59,414
JUNE	16,031	75,445
JULY	18,388	93,833
AUGUST	20,069	113,902
SEPTEMBER	6,698	120,600
OCTOBER	12,736	133,336
NOVEMBER	9,522	142,858
DECEMBER	6,930	149,788
	2018 COLLECTED	YEAR TO DATE
JANUARY	10,958	10,958
FEBRUARY	4,025	14,983
MARCH	3,342	18,325
APRIL	8,802	27,127
MAY	18,270	45,397
JUNE	7,805	53,202
JULY	11,359	64,561
AUGUST	9,355	73,916
SEPTEMBER	9,504	83,420
OCTOBER	23,654	107,074
NOVEMBER	17,709	124,783
DECEMBER	34,113	158,896
	2019 COLLECTED	YEAR TO DATE
JANUARY	12,338	12,338
FEBRUARY		
MARCH		
APRIL		
MAY		
JUNE		
JULY		
AUGUST		
SEPTEMBER		
OCTOBER		
NOVEMBER		
DECEMBER		

**BOROUGH OF MOUNTAIN LAKES**  
**DEPARTMENT OF PUBLIC WORKS**  
Department Activity  
January 2019

**IN HOUSE**

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

**Streets & Roads Department:**

- Snow removal; plowing, sidewalks and salting
- Various pothole repairs throughout Borough
- Styrofoam delivery to Foam Pack Industries
- Prepare E waste material for pickup from Kuusakoski
- Prepare paperwork and boxing for fluorescent bulb pickup
- Storm Drain/Catch Basin cleanouts
- Assist YMCA with Polar Bear plunge event preparation
- Collect, chip and dispose of Christmas trees and wreaths
- Clearing of canals and streams using rented track-hoe:
  1. Melrose to Kenilworth
  2. Pocono to Crane
  3. Tower Hill to Boulevard
  4. Park Place to Morris – includes YMCA path
- Tour of Water Treatment facility with Borough Council
- Install projector and sound system in Borough Council chambers
- Budget proposal – M.Prusina
- 29 Lakewood Drive - Assist JCP&L with tree removal
- 15 Midvale Road - Remove large limb off borough tree before falling onto resident's garage
- 337 Morris Ave – Repaired berm due to damage during plowing

**Water/Sewer Department:**

- 63 Crane Road - Repair damaged pipe due to water pooling on resident's property
- 10 Cove Place – Sewer backup repair/cleanout

**Recreation:**

- **Beach Project:**
  1. Install radiant heat lines
  2. Plumbing inspection for radiant heat lines
  3. Concrete floor pour in men & women's bathrooms
  4. Start of wall raising

**Vacation/Sick Time:**

- 16 Vacation Hours/64 Sick Hours, 80 Man Hours





# BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

**Bill Bender**  
**Fire Chief**  
[info@mlvfd.com](mailto:info@mlvfd.com)

400 Boulevard  
Mountain Lakes, NJ 07046  
P -973-394-1094

TO: Borough Manager Mitchell Stern  
DATE: 2/14/19  
SUBJECT: January 2019 Report

The following lists the activity for the Mountain Lakes Volunteer Fire Department during the month of January, 2019:

## FIRE CALLS (14)

LOCATION	DATE	TIME	DESCRIPTION
113 RV Road BT	1/7	10:05 AM	Assist Boonton Twp FD
333 Route 46	1/9	10:05 AM	Fire Alarm- Testing system. Did not call
368 RV Road	1/11	11:45 AM	Assist Boonton Twp FD
38 Ball Road	1/12	10:39 AM	Smoke Alarm- Set off by contractors
Island Beach	1/14	8:55 AM	Smoldering remains of a bon fire from an event on 1/13 extinguished
68 Crestview Road	1/14	10:10 AM	Fire Alarm- Set off by contractor
333 Rt 46	1/15	12:39 PM	Fire Alarm- False
Route 46 East	1/20	5:03 PM	Transformer Fire
1 Stonewall Lane	1/22	10:20 AM	Fire Alarm- Set off in Error.
385 RV Road BT	1/22	4:23 PM	Assist Boonton Twp
49 Old Bloomfield	1/25	12:30 PM	Elevator Emergency Alarm- Malfunction
30 Oak Lane	1/27	4:26 PM	Fire in Basement. Power surge protector Overheated causing small fire and smoke Condition.
110 Lookout Road	1/28	6:50 PM	Fire Alarm- Malfunction
429 RV Road BT	1/31	7:24 AM	Assist Boonton Twp FD

## DRILLS (5)

LOCATION	DATE	TIME	DESCRIPTION
Firehouse	1/6	1:00 PM	JFD Drill
Firehouse	1/8	8:00 PM	Senior Drill.
8 Rainbow Trail	1/15	7:30 PM	House Drill. Hose advancement and Operations.
Firehouse	1/20	1:00 PM	JFD Drill

Midvale Boat Dock 1/29 7:30 PM Senior Drill. Ice Rescue

**MEETINGS (8)**

<b>LOCATION</b>	<b>DATE</b>	<b>TIME</b>	<b>DESCRIPTION</b>
Firehouse	1/2	8:00 PM	Officers Meeting
Firehouse	1/7	8:00 PM	Outreach committee
Fire Academy	1/10	7:30 PM	County Chiefs
Firehouse	1/17	9:00 PM	Outreach committee
Firehouse	1/22	8:00 PM	Business meeting
Firehouse	1/22	9:00 PM	Relief Association
Riverdale FD	1/24	7:30 PM	NEMMAA
Firehouse	1/26	10:00 AM	Outreach committee

**Truck and Equipment Checks (1)**

<b>LOCATION</b>	<b>DATE</b>	<b>TIME</b>	<b>DESCRIPTION</b>
Firehouse	1/22	9:00 PM	Truck checks E1. E2 and R1

**COMMUNITY EVENTS: None**

**ANNOUNCEMENTS**

1. Thank you to Tom Menard for allowing the Department to train at 8 Rainbow Trail

**TOTAL MANHOURS: 445**



# Mountain Lakes Volunteer Fire Department

MOUNTAIN LAKES, NEW JERSEY 07046

EMERGENCY 911

973-394-1094 - NON EMERGENCY

TO: Manager Mitchell Stern  
FROM: Joe Mullaney, Administrative Officer  
DATE: 1/24/18  
SUBJECT: 2018 Year End Report

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

## FIRE CALLS:

Structure Fire	1
Car Fire	2
Chimney Fire	1
Appliance Fire	1
Smoke Condition	7
Fire Alarms (False- Malfunction)	51
Fire Alarms-Unattended cooking	9
CO Alarm (With Readings)	8
CO Alarm(False, malfunction, etc)	5
Wire/Transformer Fire/Trees on house	27
Open Burn	2
Gas Leak/Odor	7
Gas Spill	2
Water in basement/burst pipes	6
Ice Rescue	2
Assist Police Department	6
Assist Other Fire Departments	31
<b>TOTAL</b>	<b>168</b>

## DRILLS

Senior Department	26
Junior Department	18
Mutual Aid	2
Fit Testing	4
<b>TOTAL</b>	<b>50</b>

**MEETINGS**

Officer Meetings	11
Business Meetings	11
Relief Association	5
Relief Association Audit	1
Nominating Committee	1
County Chiefs	12
County Caucus	1
Bott Award	1
JFD Officer Selection Committee	2
JFD Orientation	3
Out Reach Committee	3
NEMMAA	4
<b>TOTAL</b>	<b>55</b>

**COMMUNITY EVENTS**

Fire Prevention at Pre-Schools/Wildwood	8
Parades(Little League, Labor Day, Memorial Day	5
Boonton FD Christmas, Mt Tabor Childrens)	
Trout Derby	1
Shredding	2
Blood Drive	2
Scribbles Pre- School Fair	1
Memorial Day Ceremony	1
Mountain Lakes Day	1
4 <sup>th</sup> of July Fireworks	1
Assist with Boonton FD Fireworks	1
Assist with Boonton Twp Fireworks	1
Assist PD(Halloween Safe Zone Bike rodeo)	2
Bike Safety Detail	1
Christmas Tree Lighting	1
Santa Day	1
Annual Dinner Dance	1
<b>TOTAL</b>	<b>30</b>

**WORK DETAILS** 25

**TRUCK CHECKS** 12

**AIR PACK CHECKS** 10

**TOTAL MANHOURS**

<b>JANUARY</b>	<b>650</b>
<b>FEBRUARY</b>	<b>350</b>
<b>MARCH</b>	<b>575</b>
<b>APRIL</b>	<b>460</b>
<b>MAY</b>	<b>675</b>
<b>JUNE</b>	<b>275</b>
<b>JULY</b>	<b>325</b>
<b>AUGUST</b>	<b>300</b>
<b>SEPTEMBER</b>	<b>450</b>
<b>OCTOBER</b>	<b>550</b>
<b>NOVEMBER</b>	<b>410</b>
<b>DECEMBER</b>	<b>460</b>
<b>TOTAL HOURS</b>	<b>5480</b>
<b>TOTAL EVENTS</b>	<b>326</b>

**ANNOUNCEMENTS:**

1. On behalf of the officers and members I would like to take this opportunity thank all of you for your continued support of the Fire Department. In addition a big thank you to all the members of the Borough staff for their help and support during the past year. I look forward to working with all of you during 2019
2. Congratulations to Firefighter Don McNeill for being chosen as Firefighter of the Year
3. The Jr Fire Dept celebrated its 50<sup>th</sup> Anniversary.
4. Engine Two took first place in the Boonton Labor day parade in the category of over 15 years of age but less than 20 years. Kudos to Firefighter Brendan Baker for coordinating this effort!
5. Regretfully Past Chief Wallace Mills (1968-69), Firefighter John Mola and Firefighter and Police Dispatcher Robert Parker passed away in 2018. Rest in peace!

Time Used/Overtime by Month

	Sick Time Hours					Vacation/Comp Hours/Pers Day/Reserve					Court Overtime					Department Overtime					Training/School Hours														
	2013	2014	2015	2016	2017	2013	2014	2015	2016	2017	2013	2014	2015	2016	2017	2013	2014	2015	2016	2017	2013	2014	2015	2016	2017	2018	2019								
Jan	12	104	106	58	236	216	79	12	60	64	127.5	22	15	14	\$0	\$0	\$0	\$0	\$0	\$158	\$0	\$1,522	\$9,344	\$2,989	\$3,164	\$2,998	\$4,119	\$4,348	0	6	60	50	48	51	86
Feb	72	80	104	142	226	252	36	45	34	11	84	104	\$0	\$221	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,262	\$10,162	\$4,641	\$7,750	\$7,009	\$4,927		30	112	75	125	103	15	
March	60	128	82	82	238	310	156	36	96	139	188	148.5	\$0	\$180	\$0	\$0	\$151	\$0	\$0	\$0	\$0	\$16,524	\$7,262	\$6,541	\$7,689	\$12,822	\$29,829		87	52	15	91	115	59	
April	60	36	72	46	209.5	0	60	165	218	138	154	250	\$0	\$380	\$271	\$0	\$0	\$0	\$0	\$0	\$0	\$4,355	\$1,563	\$8,942	\$4,657	\$5,399	\$12,146		59	37	85	60	44	0	
May	96	94	188	69	128	204	132	220	322	192	254	178	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$13,769	\$10,956	\$11,708	\$16,276	\$12,700	\$24,263		93	45	42	120	54	3	
June	96	104	144	85	140	130	204	257	152	299	268	208	\$0	\$0	\$0	\$0	\$0	\$193	\$0	\$0	\$0	\$19,603	\$9,640	\$18,966	\$6,362	\$17,917	\$21,572		53	106	240	95	40	24	
July	72	68	128	140	318	152	407	520	428	592	518	524	\$0	\$0	\$0	\$0	\$0	\$158	\$0	\$0	\$0	\$34,476	\$11,237	\$27,256	\$91,836	\$31,018	\$24,005		20	48	85	105	12	39	
August	72	120	114	182	272	94	600	674	585	528	606	682	\$0	\$0	\$0	\$0	\$140	\$193	\$0	\$0	\$0	\$34,665	\$20,462	\$30,377	\$20,059	\$21,042	\$18,754		22	0	128	115	48	62	
Sept	94	116	71.5	92	276	94	100	131	228	364.5	294	375.5	\$0	\$0	\$0	\$354	\$0	\$0	\$0	\$0	\$0	\$12,410	\$6,874	\$19,746	\$12,464	\$21,047	\$16,316		157	118	66	150	47	58	
Oct	96	92	82	94	332	106	168	146	302	414	125	208	\$0	\$266	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$12,150	\$8,543	\$16,914	\$15,755	\$12,876	\$14,514		40	120	43	253	36	41	
Nov	72	94	96.5	188	346	148	292	256	145	164	274.5	235.5	\$0	\$0	\$0	\$0	\$0	\$246	\$0	\$0	\$0	\$21,516	\$9,762	\$8,770	\$11,241	\$18,359	\$15,103		80	76	40	290	24	179.5	
Dec	106	164	121	392	392	254	168	175	157.5	217.5	171	346.5	\$0	\$0	\$0	\$0	\$302	\$0	\$0	\$0	\$0	\$18,515	\$15,512	\$5,481	\$19,991	\$18,360	\$20,920		10	145	114	167	100	46	
Total	908	1200	1303	1570	3114	1960	2335	2685	2732	3187	2969	3275	\$0	\$1,028	\$271	\$354	\$593	\$947	\$0	\$0	\$0	\$190,769	\$121,318	\$155,753	\$157,266	\$181,548	\$206,506	\$4,348	591	865	983	1621	671	577.5	86

January 2019

<u>Total Overtime</u>
<u>Hours Paid</u>
52.5

<u>Total</u>	<u>Total</u>	
<u>Vaca/Comp Hrs</u>	<u>Vaca/Comp/Personal/Bereave Hrs</u>	<u>% of Hrs Equating to</u>
14	0	0.00%
	<u>Creating OT</u>	<u>OT</u>

<u>Total Sick Time</u>	<u>Total Sick Time</u>	<u>% of Hrs Equating to</u>
<u>Hrs</u>	<u>Hrs Creating OT</u>	<u>OT</u>
79	21.5	27.22%

\* 31 hours mandatory firearms qualifications.

# MLPD Monthly Activity Report

Month/Year	Alarms	False Alarm Charges	False Alarm Collected	Total Arrests	Juv. Arrests	CDS (Drug) Arrests	L.O. Violations	DWI	M.V. Stops	M.V. Summonses	M.V. Accidents	Animal Complaints	Medical	Thefts	Assaults	Burglary/Robbery	Murder	Total Call Volume
January-12	39	\$ 400.00	\$ -	4	0	2	0	0	86	44	18	4	16	6	0	3	0	557
January-13	26	\$ -	\$ -	3	0	0	0	1	65	37	10	6	21	2	1	0	0	553
January-14	16	\$ -	\$ -	6	1	1	5	2	86	63	18	7	12	2	3	2	0	767
January-15	21	\$ -	\$ 850.00	3	0	3	0	0	135	48	5	5	16	3	0	0	0	614
January-16	14	\$ -	\$ -	7	0	1	0	3	166	51	13	6	8	5	0	2	0	647
January-18	15	\$ -	\$ -	8	0	2	1	4	164	76	13	7	14	1	0	0	0	858
January-19	23	\$ -	\$ -	5	1	1	0	0	117	51	6	7	14	2	0	0	0	918
February-12	27	\$ -	\$ -	7	0	1	0	1	136	44	11	11	18	3	0	0	0	524
February-13	17	\$ -	\$ -	6	0	0	0	3	65	55	6	7	10	0	0	0	0	440
February-14	13	\$ -	\$ -	0	0	0	1	0	217	110	10	11	11	1	1	0	0	739
February-15	23	\$ 50.00	\$ 400.00	7	0	0	9	3	91	61	11	9	12	1	0	0	0	595
February-16	18	\$ 50.00	\$ 1,000.00	10	2	3	0	3	201	36	5	6	9	6	0	1	0	723
February-18	14	\$ -	\$ -	8	0	1	2	1	174	63	2	3	9	2	0	0	0	734
February-19	14	\$ -	\$ -	4	0	0	0	0	116	42	6	8	17	5	1	1	0	584
March-12	28	\$ -	\$ -	2	0	1	2	0	98	32	6	3	10	1	0	8	0	570
March-13	21	\$ -	\$ -	2	0	0	2	2	51	33	10	10	10	1	0	0	0	570
March-14	13	\$ -	\$ -	2	0	0	0	0	154	59	9	7	16	1	1	0	0	524
March-15	14	\$ 100.00	\$ 50.00	11	1	5	4	2	94	55	11	9	7	1	1	3	0	610
March-16	12	\$ -	\$ -	16	0	9	0	1	313	91	11	10	15	4	0	0	0	973
March-18	15	\$ -	\$ -	6	0	2	0	2	151	75	10	7	17	3	1	1	0	1030
March-19	14	\$ -	\$ -	4	0	0	0	0	116	42	6	8	17	5	1	1	0	584
April-12	30	\$ -	\$ -	5	0	0	2	2	103	45	13	11	11	5	0	1	0	588
April-13	19	\$ -	\$ -	6	0	1	0	3	44	28	9	7	13	2	2	3	0	533
April-14	20	\$ 50.00	\$ -	5	0	1	1	1	73	35	9	8	12	2	0	0	0	729
April-15	17	\$ -	\$ 50.00	2	0	0	1	0	76	44	13	18	14	4	0	2	0	621
April-16	22	\$ 50.00	\$ -	19	0	12	0	1	267	41	15	7	8	8	1	0	0	820
April-18	14	\$ -	\$ -	7	1	4	0	1	122	58	8	8	7	3	0	0	0	748
April-19	14	\$ -	\$ -	2	0	1	3	0	65	35	15	20	19	1	0	0	0	649



# MLPD Monthly Activity Report

Month/Year	Alarms	False Alarm Charges	False Alarm Collected	Total Arrests	Juv. Arrests	CPS (Drug) Arrests	L.O. Violations	DWI	M.V. Stops	M.V. Summons	M.V. Accidents	Animal Complaints	Medical	Thefts	Assaults	Burglary/Robbery	Murder	Total Call Volume
May-12	20	\$ 100.00	\$ -	2	0	0	0	0	43	15	12	11	16	3	0	1	0	541
May-13	28	\$ -	\$ -	7	2	2	0	0	10	33	9	30	7	3	3	4	0	752
May-15	21	\$ 200.00	\$ -	6	0	0	1	2	79	43	12	18	11	2	0	1	0	646
May-16	11	\$ 100.00	\$ 50.00	13	1	11	0	1	267	38	12	14	13	4	5	0	0	806
May-18	20	\$ -	\$ -	10	0	0	7	2	164	94	11	9	14	3	1	0	0	875
May-19																		
June-12	15	\$ -	\$ -	5	2	3	5	1	64	59	6	21	13	3	0	1	0	571
June-13	14	\$ -	\$ 50.00	1	0	1	0	0	47	21	16	12	9	4	0	0	0	514
June-14	11	\$ 150.00	\$ -	5	1	1	0	0	15	53	15	14	10	0	0	1	0	616
June-15	14	\$ 300.00	\$ 200.00	2	0	0	1	0	81	7	14	9	17	3	0	0	0	698
June-16	21	\$ -	\$ -	15	0	8	4	0	220	70	17	15	9	5	0	1	0	956
June-18	24	\$ -	\$ -	2	0	0	0	0	154	68	11	7	15	5	0	2	0	800
June-19																		
July-12	27	\$ 100.00	\$ -	10	0	1	1	8	72	27	15	14	7	1	0	2	0	566
July-13	25	\$ 200.00	\$ -	5	1	2	5	0	56	17	10	14	8	2	0	1	0	547
July-14	17	\$ 300.00	\$ 100.00	5	0	1	0	0	67	36	13	7	9	0	0	0	0	655
July-15	23	\$ 450.00	\$ 50.00	3	0	0	2	1	116	52	13	15	8	11	0	0	0	705
July-16	22	\$ -	\$ 100.00	15	0	8	1	0	204	52	14	12	19	12	2	12	0	1012
July-18	16	\$ -	\$ -	7	0	2	0	0	128	56	8	5	9	12	2	22	0	828
July-19																		
August-12	30	\$ 200.00	\$ -	6	2	2	1	2	57	23	11	19	14	3	0	1	0	517
August-13	25	\$ 100.00	\$ -	5	0	0	2	0	80	27	10	30	8	5	3	0	0	537
August-14	27	\$ -	\$ -	10	0	0	0	0	188	74	12	20	9	0	0	0	0	655
August-15	27	\$ 100.00	\$ 800.00	4	0	0	0	1	258	82	3	25	13	5	0	4	0	831
August-16	33	\$ -	\$ 250.00	18	0	6	1	0	198	56	8	23	13	3	0	1	0	810
August-18	23	\$ -	\$ -	3	0	0	0	0	121	44	8	11	17	6	0	3	0	794
August-19																		
September-12	8	\$ -	\$ -	5	0	0	0	2	44	22	12	37	12	1	0	2	0	511
September-13	17	\$ -	\$ -	1	0	0	1	0	29	10	9	14	14	2	0	0	0	480
September-14	17	\$ 50.00	\$ 150.00	16	1	1	0	0	155	33	7	17	11	0	0	0	0	596
September-15	28	\$ 550.00	\$ 100.00	5	0	0	1	1	192	80	9	16	19	14	0	1	0	846

# MLPD Monthly Activity Report

Month/Year	Alarms	False Alarm Charges	False Alarm Collected	Total Arrests	Juv. Arrests	CDS (Drug) Arrests	L.O. Violations	DWI	M.V. Stops	M.V. Summonses	M.V. Accidents	Animal Complaints	Medical	Thefts	Assaults	Burglary/Robbery	Murder	Total Call Volume
September-16	20	\$ 200.00	\$ -	9	0	3	0	1	153	40	7	10	10	11	0	11	0	861
September-18	12	\$ -	\$ -	7	0	2	1	1	78	28	9	5	14	11	0	8	0	795
September-19																		
October-12	40	\$ 50.00	N/A	4	0	1	0	0	45	23	14	114	19	3	0	0	0	773
October-13	4	\$ -	\$ 350.00	7	2	0	0	2	66	30	7	33	18	3	2	2	0	667
October-14	22	\$ 150.00	\$ 200.00	21	0	0	0	0	106	52	1	20	13	7	0	1	0	839
October-15	21	\$ 600.00	\$ 550.00	9	0	0	2	3	147	49	11	16	16	2	0	0	0	716
October-16	28	\$ -	\$ -	3	0	2	1	0	105	22	7	13	9	4	0	1	0	708
October-18	13	\$ -	\$ -	3	0	1	0	1	122	55	15	4	15	8	0	0	1	866
October-19																		
November-12	38	\$ 50.00	N/A	4	0	0	0	2	51	35	9	28	12	1	0	1	0	576
November-13	9	\$ -	\$ -	2	0	0	0	1	51	17	10	15	26	6	1	1	0	599
November-14	57	\$ 200.00	\$ 100.00	22	1	0	1	1	107	46	7	11	19	5	0	0	0	625
November-15	28	\$ 550.00	\$ 500.00	7	0	1	0	0	169	42	11	7	13	6	0	2	0	766
November-16	21	\$ -	\$ 200.00	4	0	2	1	0	230	69	10	5	9	4	0	0	0	853
November-18	20	\$ -	\$ -	4	0	2	0	0	81	27	13	5	10	5	0	3	0	804
November-19																		
December-12	17	\$ -	N/A	0	0	0	0	0	73	47	14	17	20	2	2	0	0	581
December-13	22	\$ -	\$ -	5	1	2	0	0	66	28	13	6	14	6	0	1	0	545
December-14	57	\$ 150.00	\$ 250.00	10	3	4	0	0	106	57	10	8	11	2	0	1	0	576
December-15	26	\$ 1,200.00	\$ 450.00	2	0	0	4	0	157	45	16	13	15	6	0	1	0	718
December-16	22	\$ 50.00	\$ -	13	0	6	0	2	194	79	13	8	10	0	0	0	0	855
December-17																		
December-18	25	\$ -	\$ -	3	0	0	0	0	60	21	10	5	16	1	0	0	0	683
December-19																		
2012	333	\$ 830.00	\$ -	54	4	11	17	16	874	510	139	384	179	34	3	12	0	7157
2013	219	\$ 400.00	\$ 400.00	45	4	7	10	12	663	318	122	165	161	36	9	17	0	6506
2014	1,290	\$ 2,150.00	\$ 1,700.00	82	10	17	8	11	1,112	539	115	169	128	43	7	24	0	8,155
2016	263	\$ 4,100.00	\$ 4,000.00	61	1	9	25	13	1,595	608	129	160	161	58	1	14	0	8,306
2018	244	\$ 450.00	\$ 1,600.00	142	3	71	8	12	2,518	645	132	129	132	66	8	29	0	10,034
2018	211	\$ -	\$ -	68	1	16	11	12	1,519	665	118	76	157	60	4	39	1	9,815

# MLPD Monthly Activity Report

Month/Year	Alarms	False Alarm Charges	False Alarm Collected	Total Arrests	Juv. Arrests	CDS (Drug) Arrests	L.O. Violations	DWI	M.V. Stops	M.V. Summonses	M.V. Accidents	Animal Complaints	Medical	Thefts	Assaults	Burglary/Robbery	Murder	Total Call Volume
2019 YTD	23	\$ -	\$ -	5	1	1	0	0	117	51	6	7	14	2	0	0	0	918

# **BOROUGH OF MOUNTAIN LAKES**

## **Recreation Department**

### **Department Activity January 2019**

The Recreation Commission met on January 15<sup>th</sup> 2019. Recreation Director provided a brief update of the request for Art on the Esplanade to be a town event, this was agreed upon. Other topics were to add a Code of Conduct for the Summer Camp Participants, a review of the Field Hockey Clinic and the new Volleyball Clinic. The commission discussed the upcoming Spring Easter Egg Hunt to be held on Sunday, April 14<sup>th</sup> at 1:00pm at Midvale Field and Trout Stocking on April 12<sup>th</sup> and Trout Derby on April 13<sup>th</sup> both at Birchwood Lake. The Recreation Director also mentioned the preliminary planning of summer recreation camps.

In addition, the Recreation Director:

- Met with all Summer Camp Directors to begin planning Summer 2019 camps.
- Secured Broadway Show at a discounted price for Teen Camp.
- Secured Recreation Commission Volunteer to host the Lakers 55+ Event on January 18<sup>th</sup> at the Mountain Lakes Library featuring Dr. James Hart from County College of Morris who presented "Traveling Abroad and the Basics of Human Language and Culture around the World; including Italy, the United Kingdom, Japan, and China."
- Continued to update Mountain Lakes website with details of recreation events.
- Posted all summer job listings online.
- Reviewed Birchwood Lake Beach Construction and recommended swing set to be installed.
- Met with US Sports Institute to discuss possibly hosting camps at Taft field both in spring and in summer.
- Planned Jr. Laker Basketball Kids Nights at MLHS Girls and Boys Varsity games along with AD Patrick Brunner. Both nights were well attended.
- Met with Senior Director for Health Commission from Morristown Hospital for ideas for Lakers 55 program.
- Met with resident about beach concerns for 2019.
- Presented Budget at Town Council.
- Contacted Trout Derby vendor to secure delivery for this year, changed mix of trout species in hopes of more robust, hungrier fish. Secured date for April 2019.
- Continued to assist winter sports with facility requests and support as needed.
- Confirmed transportation and logistics for Ski clubs on a weekly basis, two have been rescheduled due to weather.
- Met with Borough Risk Manager to review all programs and understand which entities are Quasi Entities that are already approved.
- Booked Art at the Esplanade and took in as Town Program.
- Changed Johnny on the Spot locations to only have one ADA compliant bathroom at each location for the winter months.
- Attended HUB Lakes Committee Meeting. Secured date for June Track meet. Looking to host tennis as well. Asked all members to submit COI and Hold Harmless prior to Track meet.



# BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

**Joe Mullaney**  
**Code Enforcement Officer**  
[jmullaney@mtnlakes.org](mailto:jmullaney@mtnlakes.org)

400 Boulevard  
Mountain Lakes, NJ 07046  
P -973-334-3131 ext .2014  
F -973-402-3466

TO: Borough Manager Mitchell Stern  
DATE: 2/14/19  
SUBJECT: Monthly Report January 2019

The following lists code enforcement/property maintenance issues for the month of January 2019:

1/2: Follow up with Fox Hollow Landscaping and Kenilworth Road resident regarding water drainage issue creating a hazardous condition.

1/2: Follow up with N. Pocono Road resident regarding property maintenance violations. Owner has contacted landscaper and work is scheduled to be completed soon.

1/3: Letter sent to Cobb Road resident regarding water draining into the street creating a hazardous condition.

1/4: Follow up on complaint received by DPW regarding water draining from a Glen Road residence on to the parking lot of the Wildwood school creating a hazardous condition. Spoke with resident and advised them of the complaint.

1/4: Spoke with Hanover Road resident regarding sump pump water being drained into the street creating a hazardous condition. Will follow up with resident in 2 weeks.

1/8: Follow up with Cobb Road resident regarding water draining into the street. Corrective action taken.

1/8: Notification to Kohut Landscaping regarding sign violation at a Blvd residence.

1/10: Follow up with Kenilworth Road resident regarding water issue. Work in progress.

1/16: Follow up on complaint from DPW regarding icing condition on Cobb Road

1/16: Follow up on property maintenance violation at North Pocono Road residence. Work in progress

1/17: Contacted painting contractor regarding sign violation on Ball Road

1/21: Follow up on complaint from DPW regarding icing condition on Hanover Road.

1/21: Spoke with Melrose Road resident regarding water drainage from sump pump possible contributing to water issue on Kenilworth Road

1/31: Follow up with Hanover Road resident regarding sump pump water being drained into street. Resident is working on securing quotes from vendors to address the issue

1/31: Contacted Wells Fargo regarding property maintenance violations for a house in foreclosure on Kenilworth Road

1/31: Follow up with Hanover Road resident regarding icing condition in front of their home. Water is draining from a bordering property. Parties will resolve the matter amongst themselves.

**SMOKE AND CO DETECTOR INSPECTIONS:**

Date:	Location	Pass/Fail
1/2	15 Wilcox Drive	Pass
1/2	280 Morris Ave	Pass
1/25	38 Wilcox Drive	Pass

**SIGN ENFORCEMENT** - None for the month



**MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES  
 JANUARY 28, 2019  
 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 9, 2019 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	<u>Present</u>	<u>Absent</u>		<u>Present</u>	<u>Absent</u>
Happer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Menard	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Horst	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Shepherd	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Korman	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Barnett	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Lane	<input checked="" type="checkbox"/>	<input type="checkbox"/>			

**FLAG**

Mayor Barnett led the salute to the flag.

**EXECUTIVE CLOSED SESSION**

**R60-19**, Resolution providing for a meeting not open to the public in accordance with the provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12

**Matters of litigation, tax appeals**

Motion: Happer  
 Second: Shepherd  
 Vote: All ayes

Motion to come back to regular session: Happer  
 Second: Horst  
 Vote: All ayes

Mr. Oostdyk explained to the public what the Council met about in Executive Session

**COMMUNITY ANNOUNCEMENTS**

Mayor Barnett stated that there was a successful panel discussion regarding affordable housing. On January 30<sup>th</sup> there will be a cyber-security seminar at the Library. There will be a Cholesterol Seminar on February 1st at the YMCA.

**SPECIAL PRESENTATIONS**

**Radon Awareness Proclamation**

Mr. Mike Fitzpatrick, Health Officer, came before the Council to discuss the radon awareness program. He stated that radon is the second cause of lung cancer in the United States. He stated that this area has a high level of iron ore which can cause radon gas. He spoke regarding the proclamation that is on this agenda and the free radon testing canisters. Mr. Happer voiced his concern regarding council proclamations and the process of approving what proclamations are placed on the agenda. Ms. Lane voiced her concern regarding the process as well. Mr. Happer also stated his opinion that once Council starts issuing proclamations, organizations will inundate the municipality with requests for proclamations.

In response to these concerns, Mayor Barnett stated that in her time on Council there has been no discussion of or agreement to follow a practice of not considering requests for proclamations like the one for radon awareness. She stated that this proclamation was requested by the Borough's Health Officer and supported by the Borough's Health Commission and Borough Manager and she believes issuing the proclamation is the right thing to do. Mayor Barnett also stated that given the sensitivity around this issue, in the future there will be as much advance notice as possible regarding proclamations.



**MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES**  
**JANUARY 28, 2019**  
**HELD AT BOROUGH HALL, 400 BOULEVARD, MOUNTAIN LAKES, NJ 07046**

**Vote to approve proclamation**

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

**PUBLIC COMMENT**

Mayor Barnett opened the meeting to the public

Jake DeNooyer, 79 Lake Drive, gave his perspective regarding the property taxes in Mountain Lakes in comparison to the ranking of the schools. He stated that Mountain Lakes pays the fifth highest taxes in the State. He mentioned municipal projects that are proposed such as the dam repair and the borough hall renovations. He mentioned sharing services with a neighboring town.

**BOROUGH COUNCIL DISCUSSION ITEMS**

**Discussion regarding a resolution in support of the current level of statewide library delivery services**

Jennifer Lynch, Library Director had come before the Council during the first budget meeting and informed them that library funding through the state for delivery services will be terminated. She then sent a model resolution in support of continuing the delivery services and asked that the Council consider adopting the resolution. This resolution was reviewed. There were two minor amendments made to the draft. This resolution will be on the next agenda.

**2019 Borough Council Goals**

Mr. Shepherd gave an overview of the 2017, 2018 and 2019 Council goals. The following categories were discussed: Fiscal Strength & Operational Effectiveness, Openness & Responsiveness, Services & Infrastructure and Environmental Stewardship & Community Development. It was suggested that pedestrian and traffic safety be added to Service & Infrastructure. Ms. Lane asked for a list of the Borough Manager's goals. Mayor Barnett suggested adding video taping meetings under Openness & Responsiveness. Mr. Stern will look into this. Under Services & Infrastructure it was decided that the dam project be put back on the list. It was suggested that recycling be added as well. It was suggested that the Resident Survey be taken off the list. Under Environmental Stewardship & Community Development, the Master Water Usage Plan was removed. The item regarding the Fair Share Housing Committee working towards settling the Borough's obligation can be removed.

**ATTORNEY'S REPORT**

Mr. Oostdyk mentioned the resolution on the consent agenda approving the settlement with Fair Share Housing regarding the Borough's affordable housing obligation. Mayor Barnett suggested that the Council be mindful of the issues that come up in the League of Municipalities email updates and discuss them under this section of the agenda.

**MANAGER'S REPORT**

Mr. Stern reviewed his report which contained dam issues, the Beach project, radon testing and lead testing

**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.





**MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES  
JANUARY 28, 2019  
HELD AT BOROUGH HALL, 400 BOULEVARD, MOUNTAIN LAKES, NJ 07046**

**\*RESOLUTIONS**

- R35-19, Authorization for an agreement for Planning Services with Phillips, Preiss, Grygiel LLC  
R39-19, Authorization for an agreement for Insurance Risk Services with Chadler Solutions Inc.  
R58-19, Authorizing the adjustment of Building Code salaries  
R61-19, Authorization to pay bills  
R62-19, Authorization to settle a tax appeal for Block 43 Lot 1  
R63-19, Authorization to settle a tax appeal for Block 52 Lot 22  
R64-19, Authorization to settle a tax appeal for Block 78 Lot 38  
R65-19, Authorization to settle a tax appeal for Block 51 Lot 1  
R66-19, Authorization to settle a tax appeal for Block 46 Lot 6  
R67-19, Authorization to settle a tax appeal for Block 39 Lot 12  
R68-19, Authorization of a settlement with the Fair Share Housing Center to resolve the Borough's fair share housing obligation  
R69-19, Authorizing a substitution of a performance surety bond for Pulte Homes  
R70-19, Authorizing AXA-Equitable Life Insurance Company as an additional 457 savings plan administrator for employees  
R71-19, Authorizing an amendment to the Manager's contract (**Ms. Lane abstained from voting on this item**)  
R72-19, Authorizing an agreement with BNY Mellon as a Paying and Redemption Agent  
R73-19, Authorization to settle a tax appeal for Block 78 Lot 25  
R74-19, Authorizing a refund of a tax overpayment for Block 47 Lot 28.02  
R75-19, Authorizing a transfer of appropriations for the Current fund budget

**\*APPROVAL OF MINUTES**

- January 7, 2019, (all eligible)  
January 16, 2019 (all eligible)

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

- Construction Department
- Department of Public Works
- Finance
- Fire Department
- Health Department
- Police Department
- Recreation Department
- Property maintenance report
- Zoning Board of Adjustment Annual Report

**\*BOARD AND COMMITTEE AND COMMISSION APPOINTMENTS**

- Arlene Mirsky, Planning Board, Alternate #1 through 12/31/19  
Kelly Holliday, Planning Board, Alternate #2 through 12/31/20  
Ethan Grodofsky, Lakes Management through 12/31/19  
Alpesh Amin, Lakes Management through 12/31/19  
Tina Gargano, Lakes Management through 12/31/19  
Wilson Mitchell, Finance Advisory Committee through 12/31/19



**MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES  
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*James Murphy, Finance Advisory Committee through 12/31/19*  
*Peter Smith Environmental Commission Member through 12/31/20*  
*Jackie Bay, Environmental Commission, Alternate #1 through 12/31/20*  
*Andrew Scott, Historic Preservation Committee member through 12/31/19*  
*Mark Hoffman, Historic Preservation Committee Alt. #1 through 12/31/20*

**\*Approval of the Consent Agenda**

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

**COUNCIL REPORTS**

Mayor Barnett commented on the Affordable Housing committee. Mr. Happer stated that budget was discussed at the Finance Committee. A selection was made for new members. The fund balance as reviewed. Mayor Barnett stated that Shade Tree is interested in presenting amendments to the Shade Tree ordinance to Council. Ms. Horst stated that Green Team is looking at Sustainable Jersey projects. Ms. Lane stated that Environmental Commission is welcoming back Jackie Bay to the Commission. Ms. Lane inquired about the request from the Environmental Commission for the Master Water plan. They discussed their 2018 and 2019 goals. They will be reviewing environmental ordinances. They are working on a response for the Sunrise Assisted Living development. Mr. Shepherd stated that Historic Preservation is looking for storage space. They are working on an ordinance for historic preservation for commercial buildings. Mr. Menard stated that Recreation discussed Art at the Esplanade, the Easter Egg hunt, and purchasing procedures. Ms. Horst stated that Woodlands discussed cleaning up pocket parks. Mr. Menard and Ms. Lane stated that Public Works discussed capital purchases and memorial benches.

**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.

Mr. Jake DeNooyer, 79 Lake Drive, made a comment regarding the Radon proclamation. He stated that he thought of radon like flu shots, everyone knows about it. He commented on the process of approving items. Do we talk about the topic first or just act on it. He commented on how the Board of Education voted on an important topic the same night the topic was introduced and the results were that there are a lot of new board members. He was not in favor of discussing and adopting items within the same meeting.

**NEXT STEPS AND PRIORITIES**

Mayor Barnett reviewed the following next steps and priorities:

Next Step	Completed by	Completion date
Goals	Ms. Lane & Mr. Shepherd	TBD
Follow up on advertising radon kits	Mr. Stern	Next meeting
Manager goals	Mr. Stern	Next meeting
Information on lead kits	Mr. Stern	TBD
Information on video equipment	Mr. Stern	TBD



**MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES  
JANUARY 28, 2019  
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Anderson Denzler contract resolution	Mr. Stern and Ms. Egan	Next meeting
--------------------------------------	------------------------	--------------

Ms. Lane stated that she was approached in regards to the Council appointing a liaison to the Board of Education. She stated she was willing to volunteer to serve in that position.

**ADJOURNMENT at 10:36 P.M.**

Motion made by Councilmember Shepherd, second by Councilmember Lane to adjourn the meeting at 10:36 p.m., with all members in favor signifying by "Aye".

Respectfully Submitted

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Valerie A Egan Borough Clerk

DRAFT



**MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES  
JANUARY 28, 2019  
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 9, 2019 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**

<b>Roll Call</b>	<b>Present</b>	<b>Absent</b>		<b>Present</b>	<b>Absent</b>
Happer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Menard	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Horst	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Shepherd	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Korman	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Barnett	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Lane	<input checked="" type="checkbox"/>	<input type="checkbox"/>			

**FLAG**

Mayor Barnett led the salute to the flag.

**EXECUTIVE CLOSED SESSION**

**R60-19**, Resolution providing for a meeting not open to the public in accordance with the provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12

**Matters of litigation, tax appeals**

Motion: Happer

Second: Shepherd

Vote: All ayes

Motion to come back to regular session: Happer

Second: Horst

Vote: All ayes

Mr. Oostdyk explained to the public what the Council met about in Executive Session

**COMMUNITY ANNOUNCEMENTS**

Mayor Barnett stated that there was a successful panel discussion regarding affordable housing. On January 30<sup>th</sup> there will be a cyber-security seminar at the Library. There will be a Cholesterol Seminar on February 1st at the YMCA.

**SPECIAL PRESENTATIONS**

**Radon Awareness Proclamation**

Mr. Mike Fitzpatrick, Health Officer, came before the Council to discuss the radon awareness program. He stated that radon is the second cause of lung cancer in the United States. He stated that this area has a high level of iron ore which can cause radon gas. He spoke regarding the proclamation that is on this agenda and the free radon testing canisters.

Mr. Happer indicated that he was supportive of the initiative to educate our residents about radon and provide free testing for radon but voiced his concern regarding this proclamation and the issuance of council proclamations in general and the process of approving what proclamations are placed on the agenda. Specifically, he noted that a proclamation should not issued by the Mayor in our form of government as Council agreed several months ago on another matter and continued that he believes a proclamation is generally considered an official announcement dealing with a matter of great importance. He did not believe that this matter met that criteria and was curious that if it was so important, why was it not discussed until January 27<sup>th</sup> to declare January Radon awareness month given the Governor declared January as Radon Awareness month in mid-December and why have we not communicated to our residents. On the contents of the proclamation he asked if there was support for (i) claiming that the Borough expects a significant number of homes in Mountain Lakes to have elevated levels of radon, (ii) the claim of the estimated lives saved and (iii) what have we found from real estate agents since every real estate transaction generally has a test. He noted that that a 2015 State report



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showed Mountain Lakes had 1500 test sample size resulting in a Tier 2 (out of 3) assignment with only 17% of homes testing above the limits and he viewed significant as a much higher figure and issuing a proclamation that expects significant problems is fear mongering, irresponsible and could have a negative impact on real estate values. On the issuance of proclamations, he noted that traditionally Council has not issued proclamations and resolutions for feel-good initiatives unless required by contractual agreement. He voiced his concern that once you start to issue proclamations and or resolutions supporting feel-good causes you open up the spicket to every organization to request a resolution for their cause. Past Councils have supported this initiative and he cautioned Council not to shift from the practice. He also noted that this Council had spoken about this on various occasions and last year we spoke about setting up some parameters to guide us if we want to get into this type of Council action.

Mr. Happer concluded that for those reasons he would not support issuing a proclamation for declaring January Radon Awareness Month. He indicated he was supportive of the initiative and instead of a proclamation, we take real action to communicate to residents about the subject matter, referencing them to where they can educate themselves and offering the free testing.

~~Mr. Happer voiced his concern regarding council proclamations and the process of approving what proclamations are placed on the agenda. Ms. Lane voiced her concern regarding the process as well. Mr. Happer also stated his opinion that once Council starts issuing proclamations, organizations will inundate the municipality with requests for proclamations.~~

In response to these concerns, Mayor Barnett stated that in her time on Council there has been no discussion of or agreement to follow a practice of not considering requests for proclamations like the one for radon awareness. She stated that this proclamation was requested by the Borough's Health Officer and supported by the Borough's Health Commission and Borough Manager and she believes issuing the proclamation is the right thing to do. Mayor Barnett also stated that given the sensitivity around this issue, in the future there will be as much advance notice as possible regarding proclamations.

**Vote to approve proclamation**

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

**PUBLIC COMMENT**

Mayor Barnett opened the meeting to the public

Jake DeNooyer, 79 Lake Drive, gave his perspective regarding the property taxes in Mountain Lakes in comparison to the ranking of the schools. He stated that Mountain Lakes pays the fifth highest taxes in the State. He mentioned municipal projects that are proposed such as the dam repair and the borough hall renovations. He mentioned sharing services with a neighboring town.

**BOROUGH COUNCIL DISCUSSION ITEMS**

**Discussion regarding a resolution in support of the current level of statewide library delivery services**

Jennifer Lynch, Library Director had come before the Council during the first budget meeting and informed them that library funding through the state for delivery services will be terminated. She then sent a model resolution in support of continuing the delivery services and asked that the Council consider adopting the resolution. This resolution was reviewed. There were two minor amendments made to the draft. This resolution will be on the next agenda.

**2019 Borough Council Goals**



**MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES  
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Mr. Shepherd gave an overview of the 2017, 2018 and 2019 Council goals. The following categories were discussed: Fiscal Strength & Operational Effectiveness, Openness & Responsiveness, Services & Infrastructure and Environmental Stewardship & Community Development. It was suggested that pedestrian and traffic safety be added to Service & Infrastructure. Ms. Lane asked for a list of the Borough Manager's goals. Mayor Barnett suggested adding video taping meetings under Openness & Responsiveness. Mr. Stern will look into this. Under Services & Infrastructure it was decided that the dam project be put back on the list. It was suggested that recycling be added as well. It was suggested that the Resident Survey be taken off the list. Under Environmental Stewardship & Community Development, the Master Water Usage Plan was removed. The item regarding the Fair Share Housing Committee working towards settling the Borough's obligation can be removed.

**ATTORNEY'S REPORT**

Mr. Oostdyk mentioned the resolution on the consent agenda approving the settlement with Fair Share Housing regarding the Borough's affordable housing obligation. Mayor Barnett suggested that the Council be mindful of the issues that come up in the League of Municipalities email updates and discuss them under this section of the agenda.

**MANAGER'S REPORT**

Mr. Stern reviewed his report which contained dam issues, the Beach project, radon testing and lead testing

**ORDINANCES**

None

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**\*CONSENT AGENDA ITEMS**

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

**\*RESOLUTIONS**

R35-19, Authorization for an agreement for Planning Services with Phillips, Preiss, Grygiel LLC

R39-19, Authorization for an agreement for Insurance Risk Services with Chadler Solutions Inc.

R58-19, Authorizing the adjustment of Building Code salaries

R61-19, Authorization to pay bills

R62-19, Authorization to settle a tax appeal for Block 43 Lot 1

R63-19, Authorization to settle a tax appeal for Block 52 Lot 22

R64-19, Authorization to settle a tax appeal for Block 78 Lot 38

R65-19, Authorization to settle a tax appeal for Block 51 Lot 1

R66-19, Authorization to settle a tax appeal for Block 46 Lot 6

R67-19, Authorization to settle a tax appeal for Block 39 Lot 12

R68-19, Authorization of a settlement with the Fair Share Housing Center to resolve the Borough's fair share housing obligation

R69-19, Authorizing a substitution of a performance surety bond for Pulte Homes

R70-19, Authorizing AXA-Equitable Life Insurance Company as an additional 457 savings plan administrator for employees

R71-19, Authorizing an amendment to the Manager's contract (**Ms. Lane abstained from voting on this item**)

R72-19, Authorizing an agreement with BNY Mellon as a Paying and Redemption Agent

R73-19, Authorization to settle a tax appeal for Block 78 Lot 25

R74-19, Authorizing a refund of a tax overpayment for Block 47 Lot 28.02

R75-19, Authorizing a transfer of appropriations for the Current fund budget

**\*APPROVAL OF MINUTES**



**MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES  
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January 7, 2019, (all eligible)  
 January 16, 2019 (all eligible)

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

- Construction Department
- Department of Public Works
- Finance
- Fire Department
- Health Department
- Police Department
- Recreation Department
- Property maintenance report
- Zoning Board of Adjustment Annual Report

**\*BOARD AND COMMITTEE AND COMMISSION APPOINTMENTS**

- Arlene Mirsky, Planning Board, Alternate #1 through 12/31/19
- Kelly Holliday, Planning Board, Alternate #2 through 12/31/20
- Ethan Grodofsky, Lakes Management through 12/31/19
- Alpesh Amin, Lakes Management through 12/31/19
- Tina Gargano, Lakes Management through 12/31/19
- Wilson Mitchell, Finance Advisory Committee through 12/31/19
- James Murphy, Finance Advisory Committee through 12/31/19
- Peter Smith Environmental Commission Member through 12/31/20
- Jackie Bay, Environmental Commission, Alternate #1 through 12/31/20
- Andrew Scott, Historic Preservation Committee member through 12/31/19
- Mark Hoffman, Historic Preservation Committee Alt. #1 through 12/31/20

**\*Approval of the Consent Agenda**

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

**COUNCIL REPORTS**

Mayor Barnett commented on the Affordable Housing committee. Mr. Happer stated that budget was discussed at the Finance Committee. A selection was made for new members. The fund balance as reviewed. Mayor Barnett stated that Shade Tree is interested in presenting amendments to the Shade Tree ordinance to Council. Ms. Horst stated that Green Team is looking at Sustainable Jersey projects. Ms. Lane stated that Environmental Commission is welcoming back Jackie Bay to the Commission. They discussed their 2018 and 2019 goals. They will be reviewing environmental ordinances. They are working on a response for the Sunrise Assisted Living development. Mr. Shepherd stated that Historic Preservation is looking for storage space. They are working on an ordinance for historic preservation for commercial buildings. Mr. Menard stated that Recreation discussed Art at the Esplanade, the Easter Egg hunt, and



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purchasing procedures. Ms. Horst stated that Woodlands discussed cleaning up pocket parks. Mr. Menard stated that Public Works discussed capital purchases and memorial benches.

**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.

Mr. Jake DeNooyer, 79 Lake Drive, made a comment regarding the Radon proclamation. He stated that ~~proclamations were for grandiose matters and~~ he thought of radon like flu shots, everyone knows about it. He commented on the process of approving items. Do we talk about the topic first or just act on it. He commented on how the Board of Education voted on an important topic the same night the topic was introduced and the results were that there are a lot of new board members. He was not in favor of discussing and adopting items within the same meeting.

**NEXT STEPS AND PRIORITIES**

Mayor Barnett reviewed the following next steps and priorities:

Next Step	Completed by	Completion date
Goals	Ms. Lane & Mr. Shepherd	TBD
Follow up on advertising radon kits	Mr. Stern	Next meeting
Manager goals	Mr. Stern	Next meeting
Information on lead kits	Mr. Stern	TBD
Information on video equipment	Mr. Stern	TBD
Anderson Denzler contract resolution	Mr. Stern and Ms. Egan	Next meeting

Ms. Lane stated that she was approached in regards to the Council appointing a liaison to the Board of Education. She stated she was willing to volunteer to serve in that position.

**ADJOURNMENT at 10:36 P.M.**

Motion made by Councilmember Shepherd, second by Councilmember Lane to adjourn the meeting at 10:36 p.m., with all members in favor signifying by "Aye".

Respectfully Submitted

\_\_\_\_\_  
Valerie A Egan Borough Clerk





**MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES  
FEBRUARY 11, 2019  
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 9, 2019 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**

<b>Roll Call</b>	<b>Present</b>	<b>Absent</b>		<b>Present</b>	<b>Absent</b>
Happer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Menard	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Horst	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Shepherd	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Korman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Barnett	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Lane	<input checked="" type="checkbox"/>	<input type="checkbox"/>			

**FLAG**

Mayor Barnett led the salute to the flag.

**EXECUTIVE CLOSED SESSION**

R76-19-, Resolution providing for a meeting not open to the public in accordance with the provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12

**Matters of Attorney Client Privilege – Grundens Pond**

Motion: Happer  
Second: Horst  
Vote: All ayes

Motion to come back to regular session: Shepherd  
Second: Lane  
Vote: All ayes

**COMMUNITY ANNOUNCEMENTS**

Mayor Barnett stated that the 55+ Club will have a 3D printer demonstration at the Library on Friday. Borough Hall will be closed on Monday February 18th. A nutrition event will be held at the YMCA. The High School musical tickets are going on sale.

**PUBLIC COMMENT**

Mayor Barnett opened the meeting to the public  
There was no one who wished to comment.

**BOROUGH COUNCIL DISCUSSION ITEMS**

**2018 Year End Budget Review**

Ms. Goscicki, CFO reviewed the fourth quarter budget. The Current budget was discussed. She stated that most revenue items were either at budget or over budget. The appropriations were discussed. The Sewer Utility budget was reviewed. The revenue was on budget. The appropriations were just under what was budgeted. The Water Utility budget was discussed. Revenues were just over what was expected. The expenses were a little under what was expected.

**2019 Budget Discussion**

Mr. Stern reviewed the Water and Sewer Utility budgets. The Water revenue has a slight increase over last year. Appropriation will increase slightly. The Sewer revenue decreased slightly because there was an additional billing collected in 2018 was actually due from 2017. The appropriation budget has a less than 1% decrease.



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The Current budget was discussed. The Manager's budget was discussed. This budget has a slight decrease. The Communications budget is a zero increase. The Communications budget is for the website which was suggested could be moved into the Manager's budget. The Mayor and Council budget was discussed. The Clerk's budget was discussed. The Clerk's budget has a decrease. The Finance budget was discussed. There is a decrease of a little over 18%. The Audit budget was discussed. There is an increase of a little over 7%. There are added contract services necessary in 2019 that caused the increase. Management information systems budget has a slight increase. Tax Collection budget has an increase for both for salary and for appropriations. The Assessor's budget was discussed. There is a budget increase of approximately 5%. The Legal services budget is flat. The Engineering budget has an increase of about 10%. The Liability Insurance budget has a slight increase. The Group Health Insurance budget has a decrease of approximately 7%. Unemployment insurance is flat. The Health Department budget contract is up slightly. The overall budget increase is .57%. The Animal Control budget has a decrease of approximately 10%. The Accumulated leave budget is flat. The Utilities budget has a slight increase. Reserve for salaries is flat. The PERS budget and PFRS are both increasing. FICA is up slightly. LOSAP is flat. DCRP will decrease. Misc. Grants was discussed. Bond Principle will increase Bond Interest will decrease. Note principle is zero. Deferred Charges has a significant decrease. The Shade Tree budget is up significantly due to the need to take down Ash trees and the replanting of new trees. Solid waste has a slight increase. Recycling tax has an increase. Buildings and Grounds is flat. Vehicle Maintenance has a increase. Environmental Commission is flat. Woodlands increased by \$150. Senior Citizens budget is flat. It was decided that this line item should be included in the Recreation budget. Reserve for Uncollected Taxes is up approximately 3%. Maintenance of Parks has an increase of approximately 13%.

#### **2019 Borough Council Goals**

This topic was tabled and will be discussed at a future meeting.

#### **ATTORNEY'S REPORT**

##### **Minimum wage legislation**

Mr. Oostdyk commented on the minimum wage law. Minimum wage will now apply to local government. Minimum wage did not apply to local government in the past.

#### **MANAGER'S REPORT**

Mr. Stern reviewed his report. It included the following: Sunset Dam project funding, the beach project current expense update, JCP&L tree removal and FEMA reimbursement.

#### **ORDINANCES**

None

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#### **\*CONSENT AGENDA ITEMS**

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

#### **\*RESOLUTIONS**

*R38-19, Authorization to approve a contract with Anderson Denzler as Borough engineer*

*R77-19, Authorization to pay bills*

*R78-19, Support for current level statewide delivery services*

#### **\*APPROVAL OF MINUTES**

*Regular Minutes of January 22, 2019, (all eligible)*

*Regular minutes of January 28, 2019, (Korman not eligible) this item was pulled from the agenda and will be discussed at the next meeting*

*Executive minutes of January 28, 2019, (Korman not eligible)*

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

Construction Department



**MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES**  
**FEBRUARY 11, 2019**  
**HELD AT BOROUGH HALL, 400 BOULEVARD, MOUNTAIN LAKES, NJ 07046**

DRAFT

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

**\*BOARD AND COMMITTEE AND COMMISSION APPOINTMENTS**

Kelly Holliday to the Affordable Housing Advisory Committee with a term running through 12/31/19  
 David Shepherd to the Affordable Housing Advisory Committee as Council Liaison with a term running through 12/31/19

**\*Approval of the Consent Agenda**

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

**COUNCIL REPORTS**

Mr. Happer stated that the Finance Advisory Committee discussed aspects of the budget. Goals and objectives were discussed. The two new members attended. Mayor Barnett stated that Planning Board discussed the Sunrise Assisted Living development. They are also discussing the proposed daycare center. Mr. Shepherd stated that Economic Development met. A new member was discussed. There was a discussion regarding goals for the year. Ms. Horst suggested purchasing CAD software for Economic Development. Ms. Korman attended the Whippany River Watershed meeting. Recharge of water supplies and aquifers was discussed. A tour of the sewer plant was attended by several council members. Ms. Lane stated that she attended the Board of Ed meeting. Enrollment was discussed. They will be losing 16 students. The school budget is being discussed. Mayor Barnett stated that Shade Tree Commission and the Historic Preservation Committee want to come in to Council to talk about ordinances.

**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 present who wished to comment.

**NEXT STEPS AND PRIORITIES**

Mayor Barnett reviewed the following next steps and priorities:

Next Step	Completed by	Completion date
Next budget discussion	Mr. Stern/Mayor Barnett	Next meeting
Revised electronic meeting packet to council	Clerk Valerie Egan	ASAP

**ADJOURNMENT at 10:48 P.M.**



**MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES  
FEBRUARY 11, 2019  
HELD AT BOROUGH HALL, 400 BOULEVARD, MOUNTAIN LAKES, NJ 07046**

Motion made by Councilmember Happer, second by Councilmember Shepherd to adjourn the meeting at 10:48 p.m., with all members in favor signifying by "Aye".

Respectfully Submitted

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Valerie A Egan, Borough Clerk

**DRAFT**

## **JOSEPH G. DI POMPEO, PE, SECB, F.SEI**

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**-Education:** Stevens Institute of Technology, Hoboken, NJ

Master of Engineering, May 1999  
Concentration: Structural Engineering

Bachelor of Engineering, May 1998  
Concentration: Civil Engineering/Construction Management

Senior Design Project: Designed a forty-three story reinforced concrete apartment building in Battery Park City, NY, NY.

Thesis: Response of Long Span Shear Frames to Non-synchronous Support Excitation Generated from Power Spectral Density

Academic Research: Random Vibrations, Non-linear vibrations, Stochastic Dynamic loading

Continuing Education: AISC "Lateral Framing Systems East of the Rockies", AISC "Field Fixes-Common Problems and Solutions", AHIT "Home Inspectors Training Course", ASCE "Designing With Wood, Parts 1 and 2", ASHI "Two Day IRC Seminar", ASCE "Building Security Symposium", AISC "Steel Design After College", ASCE "Structural Design using the IRC", ASCE "Designing Aluminum Structures", AISC "2005 Manual Seminar", NJ-ALPHI "The Old Home", 2008 ASCE/SEI Structures Congress, 2008 CASE Risk Management Convocation, ASCE Practical Issues in Design and Renovation of Steel Structures, 2010 AISC Steel Construction Conference, 2010 SEI Structures Congress, 2011 SEI Structures Congress, 2012 SEI Structures Congress, 2013 SEI Structures Congress, 2014 SEI Structures Congress, 2015 SEI Structures Congress, 2016 SEI Structures Congress, ASCE Fundamentals of Forensic Engineering

**-Licenses and Organizations:**

Licensed Professional Engineer:  
NJ, NY, CT, PA, FL, CO, MD, OR, LA, WI, AZ, IA, OK, MA, VA, WV, IN, KY,  
MN, DE, OH

Licensed Home Inspector: NJ

Professional Societies: ASCE, AISC, NJ-ALPHI, SEI, SECB

Certified by Structural Engineering Certification Board (SECB)

Fellow of the Structural Engineering Institute (SEI) of the American Society of Civil Engineers (ASCE)

Speaker/Educator at various home inspection continuing education seminars

Committee Chair: ASCE Structural Engineering Institute Business and Professional Activities Division Executive Committee, ASCE Structural Engineering Institute Business Practices Committee (Past Chair)

SEI Board of Governors 2016-Present

**-Work History:**

Structural Workshop, LLC, Parsippany, NJ, January 2004-Present

- Owner and Principal Engineer of Structural Engineering and Building Consulting Firm
- Performed and Supervised all aspects of Structural Analysis, Design, Renovation, and Inspection of Commercial, Residential, Retail, Rooftop Heliport, Foundation and Earth Retaining, and Parking Structures.
- Provided Residential Structural Inspections, Commercial Building Inspections, and Structural Inspections on structures of various sizes and conditions

Inspection21 Home Inspection School, Hackensack, NJ, June 2005-2007

- Professional Instructor for Home Inspection Courses

Mc Manus Design Group, Florham Park, NJ, April-August 1998, April 1999-March 2004

- Performed design and analysis of commercial, residential, and industrial buildings utilizing steel framing, steel joists, composite construction, reinforced concrete, masonry, post-tensioned concrete, wood, and cold-formed steel.
- Designed shallow foundations, retaining walls, foundation walls, piles, caissons, and grade beams.
- Performed design, inspection, and supervision of repair and construction of parking garages.
- Designed structures for seismic, wind, and snow loads.
- Utilized proprietary composite joist flooring system and post-tensioned forming system and supervised design-build of four story parking garage.
- Prepared engineering drawings utilizing AutoCAD.
- Performed analysis and design for floor vibrations in commercial buildings.

The Cedars Group, Inc., Hoboken, NJ, August 1998- April 1999

- Performed structural design and analysis of existing and new telecommunications equipment sites using reinforced concrete, structural steel, and masonry.
- Prepared material take-offs and construction estimates
- Performed field inspections and surveys during all phases of design and construction.

Stevens Institute of Technology, Hoboken, NJ, 1999

- Teaching Assistant for undergraduate level Structural Analysis and Structural Steel Design

Joseph DiPompeo and Sons Construction, East Orange, NJ, Summers 1988-1997

- Office and Field Work for Commercial Construction Firm

**-Skills:**

AutoCAD, Revit, FloorVib, MS Office, Risa 3D, Microsoft Project, Risabase, RisaFoot, RisaSection, Risa Masonry, Woodworks, RS Means CostWorks, Quick Books, Tedds

**-Awards:**

1998 ASCE Ridgeway Award, Dr. Sidney Borg Award in Structural Engineering, Gear and Triangle Best Athlete Award, John C. Sim Lacrosse Award, Stevens Institute of Technology Athletic Hall of Fame, Harold Fee Alumni Achievement Award

**-Presentations:** “Current and New Technologies in the Business of Structural Engineering”

Joe DiPompeo, Pat McCormick, Ron LaMere  
2011 ASCE Structures Congress, Las Vegas, NV

“Lessons Learned from the Recession and Where Do We Go From Here”

Joe DiPompeo, Pat McCormick, Ron LaMere, Steve Wilkerson, Paul Hause, Scott Rosemann  
2012 ASCE Structures Congress, Chicago, IL

“Financial Metrics and Monitoring Practices for Structural Engineering Firms”

Joe DiPompeo, Pat McCormick, Steve Wilkerson, Paul Hause, Scott Rosemann  
2014 ASCE Structures Congress, Boston, MA

“Living and Working Through Superstorm Sandy”, Joe DiPompeo

Colorado Association of Structural Engineers, July 2103

**-Publications:** “Adopting New Technologies into Your Business”

Structure Magazine, May 2012

Joe DiPompeo, Pat McCormick, Ron LaMere, Steve Wilkerson, Paul Hause, Scott Rosemann

“Current Business Practices and Future Expectations”

Structure Magazine

Stephanie Slocum, Steve Wilkerson, Joe DiPompeo, Pat McCormick, Andy Fulambakar, Paul Hause, Scott Rosemann

**-Forensic:**

Admitted as an Expert Witness in NJ Superior Court, NJ Administrative Law Court, Zoning Board of Adjustment, Arbitration Proceedings

**-Volunteer:**

Board of Trustees, Stevens Institute of Technology

President, Stevens Institute of Technology Alumni Association (Past)

Board of Governors, Mountain Lakes Club

Buildings and Grounds Committee, Lakeland Hills YMCA

Youth Lacrosse Coach, RYSI, Mountain Lakes Youth Lacrosse

Board of Trustees, Noah's Ark Animal Welfare Association (Past)

# Affordable Housing

Sueanne Peacock Sylvester  
33 Hanover Road  
Mountain Lakes, NJ 07045

February 18, 2019

Dear Borough Council,

It would be my pleasure to serve on the Affordable Housing Advisory Committee for the Borough of Mountain Lakes.

I grew up in Mountain Lakes, as did my husband, Dan Sylvester, and we moved back to raise our twins here 14 years ago.

My original career was in advertising. I was an award winning copywriter at major international ad agencies in NY and Boston for 15 years, then continued to freelance in both advertising and public relations when I moved to Newport Beach California. There I learned the personal rewards of volunteering and public service. As board member, followed by Committee Chair of Race for the Cure, and then President of the Orange County Affiliate of the Susan G. Komen Breast Cancer Foundation, it was an honor to raise millions of dollar for breast cancer programs and research. For more than a decade I helped develop meaningful local programs, build partnerships with hospitals and corporations, manage staff and hundreds of volunteers, and most importantly, save lives.

Moving back to Mountain Lakes, I continued in the non-profit world as the Director of Development for the Sound Start Program at the Lake Drive School.

For the past five years I have been a licensed real estate agent. As a Realtor® at Coldwell Banker, I know the properties, and I am in a unique position to know what's happening in the local market. I also understand what motivates buyers and sellers, landlords and tenants. I keep current with real estate regulations and ethics. I believe this unique background would make me a valuable addition to the Affordable Housing Advisory Committee as it moves forward to meet the fare share obligations for Mountain Lakes.

Thanks for all your do! If you need any more additional information regarding my experience or have questions, please don't hesitate to contact me.

Sincerely,

Sueanne Peacock Sylvester

973-219-8845  
sueanne.sylvester@cbmoves.com



**February 12 through February 25, 2019**

**Borough Committee, Commission & Board Meetings**

**Finance Advisory Committee**  
February 13

**Shade Tree Commission**  
February 13

**Memorial Day Committee**  
February 13

**Green Team**  
February 15

**Environmental Commission**  
February 19

**Historic Preservation Committee**  
February 19

**Recreation Commission**  
February 19

**Public Works Advisory Committee**  
February 21