



**AGENDA FOR THE COUNCIL MEETING OF THE BOROUGH OF MOUNTAIN LAKES
HELD AS A REMOTE MEETING ON ZOOM
NOVEMBER 9, 2020
PUBLIC SESSION – BEGINS AT 7:30 PM**

To Participate via computer please use the following link: <https://zoom.us/j/208487754> or call iPhone one-tap : US: +13126266799,, 208487754# or +19292056099,,208487754#
Or Telephone: Dial (for higher quality, dial a number based on your current location):
US: +1 312 626 6799 or +1 929 205 6099 or +1 346 248 7799 or +1 669 900 6833 or +1 253 215 8782 or +1 301 715 8592 Webinar ID: 208 487 754

- 1) CALL TO ORDER AND OPEN PUBLIC MEETINGS ACT STATEMENT – Mayor**
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 October 15, 2020 and posted in the municipal building.
- 2) ROLL CALL ATTENDANCE - Clerk**
- 3) FLAG SALUTE – Mayor**
- 4) EXECUTIVE SESSION**
- 5) COMMUNITY ANNOUNCEMENTS**
- 6) SPECIAL PRESENTATIONS**
- 7) REPORTS OF BOROUGH ESTABLISHED BOARDS, COMMISSIONS AND COMMITTEES**
 - a. Lakes Management – Living Shoreline Pilot Project
- 8) PUBLIC COMMENT**
Please state your name and address for the record. Each speaker is limited to one (1) comment of no more than five (5) minutes and no yielding of time to another person.
- 9) BOROUGH COUNCIL DISCUSSION ITEMS**
 - a. Third Quarter 2020 Current Budget Report
 - b. Third Quarter 2020 Water Budget Report and Third Quarter 2020 Sewer Budget Report
 - c. Trust Balances
 - d. Capital Account Balances
- 10) ATTORNEY'S REPORT**
- 11) MANAGER'S REPORT**
- 12) RESOLUTIONS**
- 13) ORDINANCES TO ADOPT**
 - a. 13-20, Amending Chapter 111 of the Revised General Ordinances of the Borough of Mountain Lakes and Revising the Fee Schedule

PUBLIC COMMENT/HEARING

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.

14) *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**

- a. *R151-20, Authorizing the Payment of Bills*
- b. *R152-20, Authorizing the Refund of Overpayment of Utilities*
- c. *R153-20, Authorizing the Transfer of Appropriations*
- d. *R154-20, Authorizing the Transfer of Current Account Fund Balance to the Shade Tree Trust and Interest Earned on the Shade Tree Trust to Remain in the Trust*
- e. *R155-20, Authorizing the Borough of Mountain Lakes to Apply for a Local Government Emergency Fund (Coronavirus Relief Fund) Grant*

***APPROVAL OF MINUTES**

10/26/20 (Regular)

***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

***BOARD, COMMITTEE AND COMMISSION APPOINTMENTS**

Derek Jackson to the Lakes Management Advisory Committee as a Member with a term expiring 12/31/2020

15) COUNCIL REPORTS

16) 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.

17) NEXT STEPS AND PRIORITIES

18) ADJOURNMENT

Wildwood Lake Living Shoreline Pilot Project

Background: For the past eight to ten months Bob Schindler of SOLitude Lake Management and the Lakes Committee have been discussing the viability of implementing living shoreline project areas for the Borough of Mountain Lakes. After monthly meeting discussions, and pilot project area evaluation, it has been determined that the park at Wildwood Lake would make the most appropriate location for the pilot project due to its location on Borough property, high visibility, and shoreline erosion that is impacting this area. The project will be scheduled for Earth Day 2021, which will allow a coordination with this event, as well as establishing the project early in the season to be successful.

The project site is also a good candidate as the dock that is present offers a divider of the target shoreline area and will allow SOLitude to perform two distinct living shoreline options within the same proposed restoration location. The shoreline area adjacent to the canal will be prepared as a native plant enhancement and stabilization area, while the opposite side of the dock will incorporate a SOX installation, which is a type of fabric that will be laid across the shoreline area and filled with top soil and organic material removed from the area of the lake where it is being installed to create a stabilized shoreline edge. The canal side shoreline edge measures approximately twenty-five (25) feet wide by four (4) feet from the rock edge into the lake. The SOX shoreline restoration area measures an estimated fifteen (15) feet by five (5) feet.

The canal side enhancement area preparation will include weed and accumulated organic material removal, which is minimal, and the movement of a few small rocks that may interfere with plant establishment in the planting area. This enhancement plan will involve the wetland aquatic plant Pickerel Weed (*Pontederia cordata*) and Duck Potato (*Sagittaria latifolia*). The transitional wetland zone, which is the interface area between the lake surface and land, will be planted with Blue-flag Iris (*Iris versicolor*) and Cardinal Flower (*Lobelia Cardinalis*). Finally, the upland area within and behind the existing rock border will be planted with Canada Goldenrod (*Solidago altissima*), Purple Coneflower (*Echinacea purpurea*) and New England Asters (*Symphotrichum novae-angliae*). The area may require temporary fencing to provide an enclosure to allow the plants to become established prior to any potential disturbance.

The opposite side that will incorporate the SOX installation will include removal of accumulated organic material in the installation area, removal of any rocks large enough to interfere, and some cutting of the shoreline edge to provide a suitable transition area for the material. The two large rocks next to the dock can stay and be part of the shoreline stabilization. The SOX installation will start just past the two large rocks. The SOX installation will likely require some additional topsoil, or other suitable material be brought to the area, likely about one cubic yard. Once the SOX fabric is installed, and filled with earthen material, wetland aquatic plants Pickerel Weed (*Pontederia cordata*) and Duck Potato (*Sagittaria latifolia*) will be established in the water on the front edge of the fabric. On top of the SOX a layer of sod will be placed to create a finished shoreline that will establish into mature turfgrass that can grow and provide a buffer, and the transitional wetland zone, which is the interface area between the lake surface and land, will be planted with Blue-flag Iris (*Iris versicolor*) and Cardinal Flower (*Lobelia Cardinalis*). There will be no upland plants established for this portion of the project.

Solitude Lake Management can provide maintenance of the living shoreline areas as an added feature of the annual lake management program to include weeding, and other plant maintenance. SOLitude does not

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warrant any of the plants once they are established and thriving. The annual maintenance cost should not exceed \$500.00 and can be conducted coinciding with our routine weekly monitoring program.

This pilot program is being provided to the Borough of Mountain Lakes at no cost as a 2021 Earth Day event, and an opportunity to provide visual examples of what shoreline enhancement and restoration options there are for other shoreline area that may be in need, or for residents that would have interest in pursuing their own projects. The typical cost of SOX installation is \$100 per linear foot, with a typical minimum installation of fifty (50) to one hundred (100) feet. The cost of the shoreline planting enhancement plan is variable based on the shoreline, and plants to be incorporated, but will run a lower cost than a SOX installation.

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**BOROUGH OF MOUNTAIN LAKES
INTEROFFICE MEMORANDUM**

TO: Mitchell Stern, Borough Manager
SUBJECT: Third Quarter 2020 Current Budget Report
DATE: October 22, 2020

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

Summary:

Revenues: The Borough should realize all revenues by year end except for the Municipal Court fines and costs. I am anticipating being about \$12,000 short due to court cases being postponed and not as many tickets being written due to the pandemic.

Expenditures: After reviewing all of the budget line items the line items of concern are:

- Municipal Clerk Other Expenses – The codification of ordinances is not completed for the year and we have not received the bill for the primary election expenses. Funds might need to be transferred to this account if we go over budget.
- Finance Salaries and Wages – Due to an error on the excel spreadsheet used for the budget, one of the new part-time employees' current portion of their salary was not calculated and was not added to the total finance salaries and wages. A transfer in the amount of \$13,000.00 will have to be made into this line item.
- Annual Audit – Due to a State mandate in reporting the audit on the FAST system additional auditing costs were incurred. A transfer of approximately \$300.00 will be needed.
- Planning Board Other Expenses – The legal bills are of some concern in this account. We will closely monitor this account to see if a transfer of funds is needed.
- Board of Adjustment Other Expenses – Nothing was budgeted for education and training for the new zoning officer. He needed to take some classes; therefore \$1,800.00 will have to be transferred to this line item.
- Dog regulation Funds – All of the budgeted funds in this account get transferred to the dog trust account and then the individual bills are paid out of the trust account. In order to pay for the 4th quarter bills we will need to transfer an additional \$500.00 to this account.
- Recreation Salaries and Wages – The beaches remained open this year with lifeguards on duty through Labor Day. There were no funds budgeted for these salaries. We will have to transfer \$4,400.00 to cover the additional salaries.

Revenues: The majority of our revenue accounts as of 9/30/20 are either at or above 75% collected of the budgeted amount.

- Other Licenses – These fees are for raffle, food handlers, and solicitors' permits, they can vary from year to year.
- Other Fees & Permits – The realized revenue as of 9/30/20 is over the budgeted amount, the other fees and permits consist of: soil erosion permits, tree removal permits, Planning Board

fees, and Zoning Board of Adjustment fees. These fees are based on applications submitted and can vary from year to year.

- Court Revenue – The revenue is down due to the pandemic, we will have a shortage of approximately \$12,000.00 at year end.
- Board of Education Field Lease and Board of Education portion of Solid Waste fees – We have received the first and second quarters and will receive the third and fourth quarters in November.
- The tax collection percentage was 99.06% in the first quarter, 98.53% in the second quarter, and 98.16% in the third quarter. The tax sale is set for 12/9/20 and as of 10/22/20 6 tax accounts and 25 utility accounts are on the list.

Expenditures:

- All Salary & Wage accounts – All salary and wage accounts have the first pay in October charged to them since the funds were transferred on 9/28/20.
- General Administration Other Expenses – As of 9/30/20 the budget expenditures are under budget. The seminar/conference line item is underspent as well as the Affordable Housing Administration services. The postage line item is over right now and we will probably need more funds before the end of the year. This is due to additional mailings and the lease payment and supplies for the new postage machine.
- Mayor & Council Other Expenses – The majority of the funds budgeted for seminars is still remaining.
- Municipal Clerk Other Expenses – Only some of the funds budgeted for the agenda management program were spent and the codification of ordinances and election expenses have not been completely paid for yet.
- Finance Salary & Wages – An error was made on the salary spreadsheet that was used for the budget numbers. A new employee was added and the formula to calculate the current fund portion of her salary was omitted in error. A transfer will have to be made into this account for \$13,000.00.
- Annual Audit – The State mandated that the audit and corresponding reports be submitted on the FAST system. This incurred more auditing costs so funds will have to be transferred into this account to cover this.
- Computer Services – The percentage expended as of 9/30/20 is low however, the police support contract is not paid until December and we have only paid the invoices for the IT maintenance through August.
- Tax Collector – Other Expense - Funds are remaining because not as much was spent on seminars as budgeted.
- Tax Assessor – Other Expense – No bills have been submitted for tax map revisions this year.
- Legal – Other Expense – Nothing has been expended for litigation, and the majority of the funds in the Fair Share Housing and tax appraisal line items is still unspent.
- Planning Board Other Expenses – This account might need some funds transferred into it to cover the legal bills. The payments are through August.
- Board of Adjustment Other Expenses – The percentage expended and encumbered is 96.30 but that includes the legal contract encumbrance for the remainder of the year. Funds will have to be transferred into this account to cover classes that the new zoning officer has to take. This amounts to \$1,800.00.
- Uniform Construction Code – Other Expense – The Spatial Data contract for the year has not been paid but we will be over on this line item by \$2,150.00 due to adding additional seats to the program for new employees. The equipment line item is over also because we needed to by a

new computer for the new employee. There are funds remaining in the seminars/conference line item so we might not have to transfer into this account.

- Insurance – Liability, Worker’s Compensation, and Unemployment Compensation – All three of these are paid out for the year. There are funds remaining in the liability insurance account because we received a reimbursement for the risk management fees.
- Police Other Expenses – This account is under budget because all of the education expenses have not been submitted yet.
- Traffic and Safety Committee – Other Expense – No requisitions have been submitted yet, Chief Bennett is reviewing this.
- Inter local Service Agreements – Both accounts are encumbered for the entire year.
- Emergency Management Other Expenses – Chief Bennett has been trying to order disinfectant items but has not been able to get them. Before year end some of the funds will be spent.
- Fire Department Other Expenses – The percentage expended and encumbered is 58.89% but additional purchase orders will be encumbered before year end. There will be some funds remaining in the training line item that can be used for transfers.
- Volunteer Ambulance Squad Contribution – The contract for ambulance services is encumbered through the end of the year.
- Fire Department – Safety – Other Expense – Funds remain in this budget for training. The program was cancelled due to COVID.
- Streets & Roads - Other Expense – There are funds remaining in several other expense line items. The snow removal line item has funds remaining because we had mild weather in the beginning of the year. There were major improvements made to the heating system and lighting upgrades at the DPW facility in 2019 so not as many funds were expended in the building maintenance account. Due to the pandemic the DPW employees were on a split schedule and there were not enough employees working at one time to do the pot hole repairs, and as of this time the budget amount for contracted pot hole repairs has not been needed but could still be used when the colder weather comes later in the year.
- Shade Tree Other Expenses – The Shade Tree Commission is working with the Borough Manager to finalize the list of trees to be removed.
- Solid Waste – Salary & Wages – Funds are remaining because the recycling attendant was hired later in the year than what was budgeted and the October trash day overtime has not been charged yet. Some funds might be available for transfers.
- Solid Waste Other Expenses – The entire contract for the garbage and recycling is encumbered for the remainder of the year. The subaccount for recycling expenses is over budget but other subaccount balances should cover it.
- Recycling Tax – The tax is only paid through August but this account should be within budget.
- Vehicle Repairs & Maintenance – The oil and antifreeze subaccount is almost expended. In order to make it through the end of the year we will need additional funds in this line item. The fire department subaccount is over budget by about \$4,000.00 due primarily to some major repairs to engine #1; to replace a throttle that controls the pump pressure and to replace the valve for front suction to allow the engine to hook up to the fire hydrant. There were repairs to engine #2 for oil pressure, water temperature, and voltmeter gauges and removal and installation of a charger. The annual maintenance still needs to be done at an estimate amount of \$3,500.00. The total amount needed in this account is \$7,500.00.
- Board of Health Other Expenses – The contract for the year is encumbered.
- Environmental Committee – The majority of funds paid against this account are for the geese management plan, the Committee has not submitted many other requisitions for the other budget line items.

- Woodland Committee – Requisitions have not been submitted by the Committee.
- Dog Regulation – All funds were transferred to the dog trust account and all expenses are paid out of the trust. We will need an additional \$500.00 in this account to pay the 4th quarter expenses.
- Recreation Salary & Wage – This account was overbudget because the beaches remained open with lifeguards on duty through Labor Day. The amount needed to be transferred is \$4,400.00.
- Park & Playground Other Expense – A number of recreation programs had to be cancelled due to the Coronavirus. We can use about \$25,000 from this budget for transfers.
- Maintenance of Parks – The hydro raking has not been completed yet and that will be about \$20,000.00. The funds budgeted for lake bacterial enhancement and spring phoslock treatment were not included when the resolution was approved for the lake treatment program. There will be about \$45,000.00 available in this account for transfers.
- Aid to Public Library – This is encumbered for the entire year.
- Accumulated Leave Compensation – Salary & Wage – These funds have been moved to the trust account.
- Celebration of Public Events – Due to the cancellation of the Memorial Day parade and Mountain Lakes Day the funds were not expended and could be used for transfers.
- Electricity and Street Lighting – The electricity and street lighting are paid through August.
- Natural Gas – The account should be within budget.
- Telecommunications – The account should be within budget.
- Petroleum Products – This account should be within budget.
- Reserve for Salary Adjustment Salary & Wage – This amount can be used for transfers.
- PERS – There are funds remaining in this account to cover the employers' bill for the retro salaries for 2020.
- PFRS – There are funds remaining in this account to cover the employers' bill for the retro salary for 2020.
- Length of Service Awards – This is for the volunteer fire department members and will be paid out in 2021 for all members who qualified during 2020.
- Capital Improvement Fund – The amount needed for the 2020 capital ordinances was transferred to the general capital account to be used as down payment money.
- Grant Expenditures – All amounts are transferred to the grant account and the individual charges are made against the grant fund.
- Debt Service – Payments are made in accordance with the debt service schedule, we will be within budget.
- Deferred Charges – These are funds budgeted for deficits in the general capital account. These are paid out for the entire year.
- Reserve for Uncollected Taxes – A journal entry was made to charge out the full budget amount and credit Amount to be Raised by Taxation.


 Monica Goscicki
 Chief Financial Officer

Current Fund - Revenue Budgets											
Account Number	Description	Activity to 9/30/2020				Activity to 9/30/2019				% Received	% Received
		Budget	Activity	Balance	% Received	Budget	Activity	Balance	% Received		
01-190-07-200-000	AMOUNT TO BE RAISED BY TAXATION	\$6,772,254.82	-\$24,955,109.89	\$31,727,364.71	-368.49%	\$6,651,119.00	-\$24,129,938.52	\$30,781,057.52	-362.80%		
01-192-08-101-000	ANTICIPATED SURPLUS	\$1,354,338.00	\$0.00	\$1,354,338.00	0.00%	\$1,459,338.00	\$1,459,338.00	\$0.00	100.00%		
01-192-08-101-004	CAPITAL SURPLUS - GENERAL CAPITAL	\$230,000.00	\$230,000.00	\$0.00	100.00%	\$55,000.00	\$55,000.00	\$0.00	100.00%		
01-192-08-103-000	LICENSES - LIQUOR	\$12,000.00	\$12,688.00	-\$688.00	105.73%	\$12,000.00	\$12,688.00	-\$688.00	105.73%		
01-192-08-104-000	OTHER LICENSES	\$2,000.00	\$2,290.00	-\$290.00	114.50%	\$500.00	\$2,140.00	-\$1,640.00	428.00%		
01-192-08-105-000	FEES & PERMITS	\$31,500.00	\$40,999.09	-\$9,499.09	130.16%	\$21,500.00	\$27,330.09	-\$5,830.09	127.12%		
01-192-08-106-010	CLERK'S FEES & PERMITS	\$3,500.00	\$4,756.00	-\$1,256.00	135.89%	\$3,000.00	\$4,889.00	-\$1,889.00	162.97%		
01-192-08-110-000	MUNICIPAL COURT FINES & COSTS	\$26,000.00	\$13,506.94	\$12,493.06	51.95%	\$31,000.00	\$20,262.50	\$10,737.50	65.36%		
01-192-08-112-000	INTEREST & COSTS-TAX COLLECTION	\$43,000.00	\$41,777.10	\$1,222.90	97.16%	\$42,000.00	\$29,293.37	\$12,706.63	69.75%		
01-192-08-113-000	INTEREST ON INVESTMENTS	\$20,500.00	\$15,791.60	\$4,708.40	77.03%	\$20,500.00	\$16,615.93	\$3,884.07	81.05%		
01-192-08-115-000	CABLE FRANCHISE FEES	\$18,927.00	\$18,927.01	-\$0.01	100.00%	\$18,619.00	\$18,619.00	\$0.00	100.00%		
01-192-08-116-000	UTILITY FUND BALANCE	\$217,190.00	\$217,190.00	\$0.00	100.00%						
01-192-08-118-000	RECREATION FEES & INCOME	\$60,000.00	\$61,477.70	-\$1,477.70	102.46%	\$60,000.00	\$60,653.00	-\$653.00	101.09%		
01-192-08-119-000	RENT FROM RAILROAD STATIONS	\$37,000.00	\$28,644.30	\$8,355.70	77.42%	\$33,000.00	\$27,810.00	\$5,190.00	84.27%		
01-192-08-120-000	T-MOBILE CELL TOWER LEASE	\$67,500.00	\$52,905.33	\$14,594.67	78.38%	\$64,000.00	\$50,870.52	\$13,129.48	79.49%		
01-192-08-121-000	SPRINT/NEXTEL LEASE-1/2 DUE T-MOBILE	\$19,000.00	\$16,635.75	\$2,364.25	87.56%	\$18,000.00	\$16,151.22	\$1,848.78	89.73%		
01-192-08-122-000	BOARD OF EDUCATION-FIELD LEASE	\$45,000.00	\$22,500.00	\$22,500.00	50.00%	\$45,000.00	\$22,500.00	\$22,500.00	50.00%		
01-192-08-123-000	VERIZON GROUND LEASE (AS OF 1/1/17)	\$31,500.00	\$27,400.05	\$4,099.95	86.98%	\$29,500.00	\$26,601.97	\$2,898.03	90.18%		
01-192-08-125-000	SOLID WASTE FEES	\$53,600.00	\$31,225.88	\$22,374.12	58.26%	\$53,600.00	\$30,542.00	\$23,058.00	56.98%		
01-192-08-126-000	TRASH BAG RECEIPTS	\$188,000.00	\$162,325.00	\$25,675.00	86.34%	\$186,000.00	\$136,417.50	\$49,582.50	73.34%		
01-192-08-160-000	UNIFORM CONSTRUCTION CODE FEES	\$183,000.00	\$164,299.00	\$18,701.00	89.78%	\$141,000.00	\$109,635.00	\$31,365.00	77.76%		
01-192-08-227-000	RESERVE FOR DEBT SERVICE	\$10,331.00	\$10,331.00	\$0.00	100.00%						
01-192-09-000-000	STATE AID REVENUE (NON-GRANT)	\$417,293.00	\$198,845.65	\$218,447.35	47.65%	\$417,293.00	\$317,998.75	\$99,294.25	76.21%		
01-192-10-000-000	FEDERAL & STATE GRANT REVENUE	\$23,745.08	\$23,745.08	\$0.00	100.00%	\$22,998.86	\$22,998.86	\$0.00	100.00%		
01-192-15-499-000	RECEIPTS DELINQUENT TAX	\$287,281.59	\$310,025.58	-\$22,743.99	107.92%	\$186,000.00	\$186,727.10	-\$727.10	100.39%		
01-192-18-001-000	CURRENT YEAR TAXES RECEIVED	\$0.00	\$24,597,727.14	-\$24,597,727.14		\$0.00	\$23,591,202.91	-\$23,591,202.91			
01-192-20-200-000	UNANTICIPATED REVENUES (MRNA)	\$0.00	\$31,611.29	-\$31,611.29		\$0.00	\$58,162.18	-\$58,162.18			
TOTALS		\$10,154,460.49	\$1,382,514.60	\$8,771,945.89		\$9,570,967.86	\$2,174,508.38	\$7,396,459.48			

BOROUGH OF MOUNTAIN LAKES
INTEROFFICE MEMORANDUM

TO: Mitchell Stern, Borough Manager

SUBJECT: Third Quarter 2020 Water Budget Report
Third Quarter 2020 Sewer Budget Report

DATE: October 21, 2020

Attached are the third quarter budget reports for the water operating and sewer operating budgets:

The journal entry to realize the fund balance anticipated in both the water and sewer budgets will be made in October.

Water Operating:

- The total Water Operating budget for 2020 is \$868,650.00, of that amount \$763,000.00 is from water usage fees. Based on the total budget, three quarters' revenue of the water rents would be \$572,250.00. Our receipts through the third quarter were \$506,163.37 which is 66.34% of the budgeted revenue. The percentage collected for what was billed during the third quarter plus the beginning balance was 91.66%. Our revenue collections should exceed our budgeted amount for the year with the excess going to fund balance. As of 10/21/20 \$255,375.96 has been billed for the third quarter.
- The expenditures paid or charged as of 9/30/20 are 67.41% of the total budget. The salaries and wages and social security are slightly under 75% of the budgeted amount, due to some turnover of employees in the DPW. The other expenses are at 64.02% expended, the electric bills are only paid through August.
- The PERS employer bill for 2020 has been paid in full but we will be receiving a bill for the 2020 salary increase in 2021.

Sewer Operating:

- The total Sewer Operating budget is \$898,566.00, of that amount \$860,000.00 is from sewer usage fees. Based on the total budget, three quarters' revenue of the sewer usage fees would be \$645,000.00. Our receipts through the third quarter were \$653,880.13 which is 76.03% of the budgeted revenue. The percentage collected for what was billed during the third quarter plus the beginning balance was 80.86%. Our revenue collections for the year should exceed the budget amount with the excess going to fund balance. As of 10/21/20 \$243,806.38 has been billed for the third quarter.
- The expenditures paid or charged as of 9/30/20 are 83.71% of the total budget. They are on target for the year. The salaries and wages and social security are slightly under 75% due to turnover of some employees in the DPW. The total other expenses are at 90.83% expended because the funds due to Parsippany are encumbered for the entire year.
- The PERS employer bill for 2020 has been paid in full but we will be receiving a bill for the 2020 salary increase in 2021.



Monica Goscicki
Chief Financial Officer

Borough of Mountain Lakes													
Water Operating - Revenue Budgets													
Account Number	Description	Activity to 9/30/2020				Activity to 9/30/2019				Activity to 9/30/2019			
		Budget	Activity	Balance	% Received	Budget	Activity	Balance	% Received	Budget	Activity	Balance	% Received
05-192-08-501-000	ANTICIPATED SURPLUS	\$105,650.00	\$0.00	\$105,650.00	0.00%	\$109,342.00	\$109,342.00	\$0.00	100.00%				
05-192-17-000-000	WATER OPERATING REVENUES	\$763,000.00	\$506,163.37	\$256,836.63	66.34%	\$755,446.00	\$455,430.96	\$300,015.04	60.29%				
05-192-17-100-000	MRNA - INTEREST EARNED	\$0.00	\$10,375.37	-\$10,375.37		\$0.00	\$1,059.40	-\$1,059.40					
TOTALS		\$868,650.00	\$516,538.74	\$352,111.26	59.46%	\$864,788.00	\$565,832.36	\$298,955.64	65.43%				
Water Operating - Expenditure Budgets													
Account Number	Description	Activity to 9/30/2020				Activity to 9/30/2019				Activity to 9/30/2019			
		Budget	Activity	Encumbered	% Expended	Balance	Activity	Budget	% Expended	Balance	Activity	Encumbered	% Expended
05-201-55-510-001	Water Operating - Salary & Wages	\$429,491.00	\$306,959.74	\$0.00	71.47%	\$122,531.26	\$424,373.00	\$316,714.33	\$0.00	\$107,658.67	\$0.00	74.63%	
05-201-55-520-520	Water Operating - Other Expenses	\$374,352.00	\$201,997.38	\$37,663.21	64.02%	\$134,691.41	\$372,227.00	\$212,365.08	\$50,248.55	\$109,613.37	\$50,248.55	70.55%	
05-201-55-527-000	Water - Capital Outlay	\$15,000.00	\$0.00	\$0.00	0.00%	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$0.00	0.00%	
05-201-55-531-000	Water - Social Security	\$32,856.00	\$22,330.64	\$0.00	67.97%	\$10,525.36	\$32,465.00	\$23,214.82	\$0.00	\$9,250.18	\$0.00	71.51%	
05-201-55-532-000	Water - P.E.R.S.	\$16,951.00	\$16,599.22	\$0.00	97.92%	\$351.78	\$20,723.00	\$20,426.12	\$0.00	\$296.88	\$0.00	98.57%	
TOTALS		\$868,650.00	\$547,886.98	\$37,663.21	67.41%	\$283,099.81	\$864,788.00	\$572,720.35	\$50,248.55	\$241,819.10	\$50,248.55	72.04%	

Borough of Mountain Lakes													
Sewer Operating - Revenue Budgets													
Account Number	Description	Activity to 9/30/2020			Activity to 9/30/2019			Activity to 9/30/2019			% Received		
		Budget	Activity	Balance	Budget	Activity	Balance	Budget	Activity	Balance		% Received	
07-192-08-501-000	ANTICIPATED SURPLUS	\$18,566.00	\$0.00	\$18,566.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
07-192-17-000-000	SEWER OPERATING REVENUES	\$860,000.00	\$653,880.13	\$206,119.87	\$873,178.00	\$627,904.77	\$238,566.27	\$71.91%					
07-192-17-001-000	SEWER - MISCELLANEOUS FEES	\$20,000.00	\$26,282.02	-\$6,282.02	\$27,000.00	\$13,167.99	\$1,888.31	48.77%					
TOTALS		\$898,566.00	\$680,162.15	\$218,403.85	\$900,178.00	\$641,072.76	\$240,454.58	71.22%					
Sewer Operating - Expenditure Budgets													
Account Number	Description	Activity to 9/30/2020			Activity to 9/30/2020			Activity to 9/30/2019			% Expended		
		Budget	Activity	Encumbered	Budget	Activity	Balance	Budget	Activity	Encumbered		Balance	
07-201-55-510-001	Sewer Operating - Salary & Wages	\$237,650.00	\$164,730.87	\$0.00	\$72,919.13	\$0.00	\$72,919.13	69.32%	\$247,394.00	\$179,004.52	\$0.00	\$68,389.48	72.36%
07-201-55-520-520	Sewer Operating - Other Expenses	\$620,407.00	\$440,263.65	\$123,244.83	\$56,898.52	\$0.00	\$56,898.52	90.83%	\$608,787.00	\$402,106.38	\$182,651.96	\$24,028.66	96.05%
07-201-55-527-000	Sewer Operating - Capital Outlay	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	0.00%	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%
07-201-55-531-000	Sewer Operating - Social Security	\$18,181.00	\$11,860.01	\$0.00	\$6,320.99	\$0.00	\$6,320.99	65.23%	\$18,926.00	\$13,120.63	\$0.00	\$5,805.37	69.33%
07-201-55-532-000	Sewer Operating - P.E.R.S.	\$12,328.00	\$12,072.16	\$0.00	\$255.84	\$0.00	\$255.84	97.92%	\$15,071.00	\$14,855.36	\$0.00	\$215.64	98.57%
07-201-55-533-001	Sewer Operating - Deferred Charges	\$898,566.00	\$628,976.69	\$123,244.83	\$146,394.48	\$0.00	\$146,394.48	83.71%	\$900,178.00	\$609,086.89	\$182,651.96	\$108,439.15	87.95%
TOTALS													

Borough of Mountain Lakes			
Water and Sewer - Billing and Revenue			
Third Quarter 2020			
	July	August	Sept
Water:			
Beginning Balance	\$10,745.53	\$161,345.35	\$49,931.37
Adjustments (+/-)			
Billed - Including Adjustments	\$240,759.06	\$4,593.19	\$10,023.71
Receipts - Including Adjustments	-\$90,159.24	-\$116,007.17	-\$37,765.07
Ending Balance	\$161,345.35	\$49,931.37	\$22,190.01
Sewer:			
Beginning Balance	\$40,373.87	\$179,930.50	\$76,293.20
Adjustments (+/-)			
Billed - Including Adjustments	\$238,041.75	\$3,570.79	\$2,193.84
Receipts - Including Adjustments	-\$98,485.12	-\$107,208.09	-\$24,090.10
Ending Balance	\$179,930.50	\$76,293.20	\$54,396.94

Borough of Mountain Lakes			
Fund	Capital and Trust Accounts		Cash Balance
Number			9/30/2020
4	General Capital		\$ 5,236,923.38
	Subaccounts - Part of the cash balance		
	Capital Improvement Fund Balance	133,618.91	
	Premium on Bonds - Part of Fund Balance	81,405.25	
6	Water Capital		\$ 13,919.56
8	Sewer Capital		\$ 39,722.79
12	Payroll Agency		\$ 26,611.89
13	Animal Control		\$ 3,105.23
14	Unemployment		\$ 30,221.80
17	Developer's Escrow		\$ 116,606.63
18	Other Trust		\$ 406,021.51
	Subaccounts:		
	Reserve for Municipal Alliance	7,674.76	
	Reserve for Parking Offenses Adj. Act	212.69	
	Fire Marshall Trust	4,714.76	
	Tax Sale Premiums	71,900.00	
	Video Systems for Police Cars	925.00	
	Reserve for Accumulated Absences	60,000.00	
	Reserve for Storm Recovery *	179,484.08	
	Reserve for Liability Insurance	50,000.00	
	* Open purchase orders of \$29,709.63 taken out of the balance		
19	Police Outside Services		\$ 90,408.36
20	Affordable Housing		\$ 5,473.43
23	Police Forfeiture of Assets		\$ 3,121.74
26	Flexible Spending		\$ 3,150.39
32	Shade Tree		\$ 4,250.81
33	Recreation		\$ 255,032.85
	Subaccounts:		
	Historic Preservation Comm.	28,707.85	
	Mountain Lakes Centennial Comm.	15,997.97	
	Spruce Edge Parks/Walkways	14,414.44	
	Various Recreation Programs	195,912.59	
49	Net Payroll		46.04

Borough of Mountain Lakes											
2020 Reserve Accounts											
	Balance 12/31/2019	1st Qtr 2020		2nd Qtr 2020		3rd Qtr 2020		4th Qtr 2020		Balance	
		Increases	Decreases	Increases	Decreases	Increases	Decreases	Increases	Decreases		
Reserve for Tax Appeals	\$252,303.08 **	\$15,648.00		\$222,000.00	\$345,301.07					\$113,354.01	
Reserve for Storm Recovery	\$248,470.10	\$2,000.00		***	\$18,106.53		\$52,879.49			\$179,484.08	
Reserve for Accum. Absences	\$50,000.00					\$10,000.00				\$60,000.00	
Reserve for Liability Insurance	\$50,000.00									\$50,000.00	
Capital Improvement Fund	\$67,944.91			\$93,908.00		\$312,582.00	\$213,000.00			\$193,618.91	
Premium on Bonds	\$91,399.90 *						\$9,934.65			\$81,405.25	

* Premium on Bonds is part of the General Capital Fund Balance. The balance as of 12/31/2019 is the premium from the 2017 bond sale.

** \$216,429.08 of the Reserve for Tax Appeals balance at 12/31/19 is for the settled tax appeal for Fairfield Industries. The final payment is due May 2020.

*** \$2,000.00 donation from Bella Memorial Fund Inc. for Covid 19. State informed municipalities that their Reserve for Storm Recovery could be used for Covid 19 expenses.

Capital Ordinances

Activity to 10/26/2020

*ACTIVITY = Budget - (Balance + Encumbered) (You can include the break out by journal from the report options)

Matching: 042155897600 to 042155896001

Account Number	Description	Budget	Activity	Encumbered	Balance
04-215-55-976-000	2012 Bond Ordinance 17-12				
04-215-55-976-010	Facility Improvements	202,000.00	194,237.06	-	7,762.94
04-215-55-976-011	Borough Computer	15,000.00	15,000.00	-	-
04-215-55-976-012	Road Resurfacing	285,000.00	285,000.00	-	-
04-215-55-976-013	Reconstruction of Curbs & Sidewalks	110,000.00	110,000.00	-	-
04-215-55-976-014	Stormwater Drainage System	65,000.00	65,000.00	-	-
04-215-55-976-015	Water Supply - Well #4, hydrants, shed	141,000.00	141,000.00	-	-
04-215-55-976-016	Equipment Purchases	93,425.00	93,425.00	-	-
		911,425.00	903,662.06		7,762.94
04-215-55-978-000	2014 CAPITAL PROGRAM				
04-215-55-978-001	ACQUISITION OF VARIOUS EQUIPMENT	80,100.00	80,100.00	-	-
04-215-55-978-002	IMPROVEMENT OF MUNICIPAL FACILITIES	251,000.00	251,000.00	-	-
04-215-55-978-003	ACQUISITION OF COMPUTER EQUIPMENT	4,000.00	4,000.00	-	-
04-215-55-978-004	VARIOUS ROAD IMPROVEMENTS	406,300.00	406,300.00	-	-
04-215-55-978-005	CONST & RECONST OF CURBS & SIDEWALKS	100,000.00	100,000.00	-	-
04-215-55-978-006	IMPROVEMENT OF STORM WATER DRAINAGE SYS	65,000.00	65,000.00	-	-
04-215-55-978-007	IMPROV OF WATER SUPPLY & DISTRIBUTION	30,000.00	30,000.00	-	-
		936,400.00	936,400.00		
04-215-55-982-000	2016 CAPITAL ORDINANCE 06-16				
04-215-55-982-001	Police - Recording System	3,500.00	3,500.00	-	-
04-215-55-982-002	Police - Pole Cameras	18,500.00	18,500.00	-	-
04-215-55-982-003	Fire - General Equipment	25,000.00	25,000.00	-	-
04-215-55-982-004	Public Works - Street Signs	18,000.00	18,000.00	-	-
04-215-55-982-005	CERT/Police - Radios	5,000.00	5,000.00	-	-
04-215-55-982-006	Public Works - Road Paving	270,000.00	270,000.00	-	-
04-215-55-982-007	Public Works - Road Paving State Aid	160,000.00	160,000.00	-	-
04-215-55-982-008	Public Works - Curbs & Sidewalks	50,000.00	50,000.00	-	-
04-215-55-982-009	Public Works - Storm Drain System	38,000.00	32,458.76	-	5,541.24
04-215-55-982-010	Water Utility - Insertion Valve	23,000.00	23,000.00	-	-
04-215-55-982-011	Water Utility - Hydrant Replacement	12,000.00	12,000.00	-	-

Capital Ordinances Activity to 10/26/2020

*ACTIVITY = Budget - (Balance + Encumbered) (You can include the break out by journal from the report options)

Matching: 042155978000 to 042155990001

Account Number	Description	Budget	Activity	Encumbered	Balance
04-215-55-982-012	Public Works - Jet Vac	16,000.00	16,000.00	-	-
04-215-55-982-013	Bldgs & Grds - Borough Hall Roof	35,000.00	35,000.00	-	-
04-215-55-982-014	Bldgs & Grds - Railroad Station Steps	55,000.00	23,550.75	-	31,449.25
04-215-55-982-015	Bldgs & Grds - Esplanade Steps	12,000.00	12,000.00	-	-
04-215-55-982-016	Recreation - Midvale Boat Dock	15,000.00	15,000.00	-	-
04-215-55-982-017	Public Works - Blvd Traf. Light Generato	6,000.00	6,000.00	-	-
04-215-55-982-018	Recreation - Midvale Park Improvements	26,000.00	20,535.00	-	5,465.00
04-215-55-982-019	Manager - Annual Computer Upgrades	17,100.00	11,200.58	-	5,899.42
04-215-55-982-020	Manager - Server Upgrade - ECM	45,000.00	30,700.45	-	14,299.55
04-215-55-982-021	Police - Scheduling Software	3,300.00	3,300.00	-	-
04-215-55-982-022	Recreation - Island Beach Improv.	641,350.00	524,781.97	9,764.97	106,803.06
04-215-55-982-023	Recreation - Birchwood Lake Improv.	716,250.00	616,769.90	-	99,480.10
04-215-55-982-024	Sec.20 - Architect & Eng. Beach Projects	165,400.00	161,189.05	-	4,210.95
04-215-55-982-025	Public Works - HD Pick-up	52,000.00	52,000.00	-	-
		2,428,400.00	2,145,486.46	9,764.97	273,148.57
2017 CAPITAL ORDINANCE 05-17					
04-215-55-983-000	Police - Dash Cam System	57,300.00	48,161.27	-	9,138.73
04-215-55-983-002	Fire - Personal Protective Gear (6 sets)	7,488.00	7,488.00	-	-
04-215-55-983-003	Fire - Pagers (2)	900.00	900.00	-	-
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	18,000.00	16,357.94	-	1,642.06
04-215-55-983-006	Public Works - Pollard Rd. Paving	50,000.00	50,000.00	-	-
04-215-55-983-007	Public Works - Road Milling @Gas Co Proj	25,000.00	25,000.00	-	-
04-215-55-983-008	Public Works - Pollard Rd. Water Main	375,000.00	375,000.00	-	-
04-215-55-983-009	Bldg & Grds-Eng & Design Sunset Lake Dam	99,000.00	79,197.49	-	19,802.51
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	43,000.00	43,000.00	-	-
04-215-55-983-012	Fire - Jaws of Life & Telescopic Ram	11,712.00	11,712.00	-	-
		712,300.00	676,816.70	-	35,483.30

Capital Ordinances Activity to 10/26/2020

*ACTIVITY = Budget - (Balance + Encumbered) (You can include the break out by journal from the report options)
 Matching: 0421555976000 to 0421555992001

Account Number	Description	Budget	Activity	Encumbered	Balance
04-215-55-984-000	2018 CAPITAL ORDINANCE 4-18				
04-215-55-984-001	Police Weapon Replacement	10,000.00	9,540.15	459.85	-
04-215-55-984-002	Fire Personal Protective Gear	9,600.00	9,600.00	-	-
04-215-55-984-003	Fire Pager Replacement	900.00	900.00	-	-
04-215-55-984-004	Fire Other Equipment	4,900.00	4,900.00	-	-
04-215-55-984-005	Public Works Repair Concrete Pad - Recyc	40,000.00	40,000.00	-	-
04-215-55-984-006	Public Works Drainage Projects	19,400.00	17,941.08	-	1,458.92
04-215-55-984-007	Pub Wks Rd Repav N.Pocono, Cres. & Gro	575,000.00	575,000.00	-	-
04-215-55-984-008	Public Works Curbs and Sidewalks	141,000.00	141,000.00	-	-
04-215-55-984-009	Water System Fire Hydrant Replace.	25,000.00	23,824.22	-	1,175.78
04-215-55-984-010	Water System Entry Door - Well #3	3,500.00	3,500.00	-	-
04-215-55-984-011	Water System Chlorine Injection Well #2	5,000.00	5,000.00	-	-
04-215-55-984-012	Water System Mag Meters Well #2,3,4	20,000.00	20,000.00	-	-
04-215-55-984-013	Manager Borough Hall Architect	50,000.00	43,719.48	-	6,280.52
04-215-55-984-014	Public Works Engine Replac. 2006 Pick up	3,000.00	3,000.00	-	-
04-215-55-984-015	Public Works Replace 1997 Utility Truck	49,000.00	48,075.00	-	925.00
04-215-55-984-016	Public Works Replace 1997 Toro Tractor	43,000.00	43,925.00	-	(925.00)
04-215-55-984-017	Public Works Replace 2006 Code/Bldg Veh	35,000.00	35,000.00	-	-
04-215-55-984-018	Police On Board Computers	30,000.00	29,074.51	-	925.49
04-215-55-984-019	Manager Lightning Detection System	20,000.00	-	-	20,000.00
04-215-55-984-020	Public Works Repair Fence - Recycling	17,900.00	12,803.83	-	5,096.17
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	50,000.00	26,025.55	-	23,974.45
		1,178,200.00	1,092,828.82	459.85	84,911.33
04-215-55-985-000	2019 CAPITAL ORDINANCE 2-19				
04-215-55-985-001	POLICE LIVESCAN FINGERPRINT STATION	35,000.00	35,000.00	-	-
04-215-55-985-002	POLICE ELEC. SIGNBOARD/SPEED TRAILER	15,385.00	15,385.00	-	-
04-215-55-985-003	FIRE PERSONAL PROTECTIVE EQUIPMENT	28,800.00	9,165.00	19,293.73	341.27
04-215-55-985-004	FIRE OTHER EQUIPMENT	4,900.00	-	4,817.47	82.53
04-215-55-985-005	PUBLIC WORKS VEHICLE LIFT	72,250.00	72,250.00	-	-
04-215-55-985-006	PUBLIC WORKS RD REPAVING POCONO, MIDVALE	428,966.00	428,966.00	-	-
04-215-55-985-007	PUBLIC WORKS CURBS AND SIDEWALKS	141,000.00	141,000.00	-	-
04-215-55-985-008	MANAGER SUNSET LAKE DAM	2,100,000.00	10,131.38	10,050.00	2,079,818.62

Capital Ordinances Activity to 10/26/2020

*ACTIVITY = Budget - (Balance + Encumbered) (You can include the break out by journal from the report options)

Matching: 042155587000 to 042155590001

Account Number	Description	Budget	Activity	Encumbered	Balance
04-215-55-985-009	PUBLIC WORKS DUMP TRUCK	195,000.00	195,000.00	-	-
04-215-55-985-010	PUB WORKS ASBESTOS ABATEMENT DPW FAC.	34,500.00	15,240.00	-	19,260.00
04-215-55-985-011	PARKS TENNIS COURT SURFACE REPAIRS	14,000.00	-	-	14,000.00
04-215-55-985-012	PARKS TENNIS COURT FENCE	21,000.00	-	-	21,000.00
04-215-55-985-013	PARKS MIDVALE PARK AED INSTALL	6,500.00	-	-	6,500.00
04-215-55-985-014	ENGINEERING - SECTION 20 COSTS	5,000.00	4,805.27	-	194.73
04-215-55-985-015	FINANCE - SECTION 20 COSTS	83,655.00	7,013.60	-	76,641.40
2019 CAPITAL ORDINANCE 10-19		3,185,956.00	933,956.25	34,161.20	2,217,838.55
04-215-55-986-000	ROAD REPAVING, MORRIS AVE.	-	-	-	-
04-215-55-986-001	SECTION 20 COSTS - FINANCE COSTS	598,690.00	60,447.77	535,660.30	2,581.93
04-215-55-986-002		11,310.00	675.00	-	10,635.00
		610,000.00	61,122.77	535,660.30	13,216.93
2020 CAPITAL ORDINANCE 4-20					
04-215-55-987-000	FIRE AIR PACK REPLACEMENTS	41,673.00	41,673.00	-	-
04-215-55-987-001	FIRE AIR BOTTLE REPLACEMENTS	48,852.00	48,852.00	-	-
04-215-55-987-002	PUB WKS 52" MOWER	13,500.00	13,500.00	-	-
04-215-55-987-003	PUB WKS HYDRANT REPLACEMENT	15,000.00	-	-	15,000.00
04-215-55-987-004	PUB WKS ROAD REPAVING, CURBS & SIDEWALKS	111,247.00	100,504.71	-	10,742.29
04-215-55-987-005	PUB WKS IMPROV. TO STORMWATER DRAINAGE	10,000.00	-	-	10,000.00
04-215-55-987-006	POLICE RETROFIT POLICE VEHICLE	15,000.00	-	-	15,000.00
04-215-55-987-007	FIRE COMMAND VEHICLE	40,000.00	-	-	40,000.00
04-215-55-987-008	FIRE RETROFIT COMMAND VEHICLE	10,000.00	-	-	10,000.00
04-215-55-987-009	PUB WKS 2 MASON DUMP TRUCKS	40,000.00	-	-	40,000.00
04-215-55-987-010	ENGINEERING SECTION 20 COSTS	135,000.00	-	-	10,000.00
04-215-55-987-011	FINANCE SECTION 20 COSTS	10,000.00	9,257.33	124,812.00	10,188.00
04-215-55-987-012	FINANCE SECTION 20 COSTS	30,571.00	-	-	742.67
04-215-55-987-013	PUB WKS CONDDIT ROAD	250,000.00	8,234.28	208,840.00	32,925.72
04-215-55-987-014	PUB WKS MORRIS AVE.	151,323.00	18,092.06	151,323.00	(18,092.06)
		882,166.00	240,113.38	484,975.00	157,077.62

Capital Ordinances

Activity to 10/26/2020

* ACTIVITY = Budget - (Balance + Encumbered) (You can include the break out by journal from the report options)
 Matching: 0421555989000 to 0421555990001

Account Number	Description	Budget	Activity	Encumbered	Balance
04-215-55-988-000	2020 CAPITAL ORDINANCE 7-20	-	-	-	-
04-215-55-988-001	PUB WKS CURBS AND SIDEWALKS	6,000.00	-	-	6,000.00
		6,000.00	-	-	6,000.00
04-215-55-989-000	2020 CAPITAL ORD. 8-20 BORO HALL RENOV.	-	-	-	-
04-215-55-989-001	PERSONNEL	-	18,042.14	-	(18,042.14)
04-215-55-989-002	MATERIALS	3,763,000.00	-	-	3,763,000.00
04-215-55-989-003	SUBCONTRACTORS	-	-	57,966.70	(57,966.70)
04-215-55-989-012	SECTION 20 COSTS - ENGINEER	700,000.00	84,333.10	21,000.00	594,666.90
		4,463,000.00	102,375.24	78,966.70	4,281,658.06
04-215-55-990-000	2020 CAPITAL ORD. 9-20 MORRIS AVE.	-	-	-	-
04-215-55-990-001	ROAD REPAVING, MORRIS AVE.	70,000.00	-	70,000.00	-
		70,000.00	-	70,000.00	-
TOTALS		15,383,847.00	7,092,761.68	1,213,988.02	7,077,097.30



BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

Mitchell Stern
Borough Manager
mstern@mtnlakes.org

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

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

The following represents the Manager's report for the Borough Council meeting of November 9, 2020.

General Election 2020 – I am happy to report that the Borough Clerk's office did not encounter any issues on election day. I would like to acknowledge our Deputy Clerk Cara Fox, for all of her efforts to ensure a smooth day. As with all elections, Cara is at Borough Hall well before 5am and stays until all material is brought back from the polling locations and turned over to Morris County officials, usually well past 9pm. Many thanks to Cara for another job well done.

Board of Education Request – Halsey Field Scoreboard – The Mountain Lakes Board of Education (BOE) is requesting permission to erect a scoreboard at Halsey Field. The request has been vetted by the Joint BOE / Borough Shared Services Committee. The BOE has drafted an agreement between the Board and the Borough for the scoreboard. The agreement has been reviewed by, and meets the approval of, the Borough Attorney. Unless there is objection, I will sign the agreement and the BOE will do the same after their upcoming meeting.

Statewide Bag Ban – On Thursday November 5th, Governor Murphy signed S864, prohibiting the use of single-use plastic and paper bags in all stores and food service businesses statewide effective Spring 2022.

Morris Avenue Road Improvements Update – Morris Ave, between Crane Road and Rockaway Terrace is ready to be paved (expected mid-week). Work will now begin at the north end of the project (Powerville Road) and head south toward Midvale Road. We are still anticipating completion of the project prior to cold weather settling in for the winter.



BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

Mitchell Stern
Borough Manager
mstern@mtnlakes.org

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

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

Speedway Property – At the request of our Environmental Commission, I spoke with the Licensed Site Remediation Professional (LSRP) assigned to monitor the decommissioning of the Speedway fuel station and requested a copy of their final report. I was informed the report is not complete and that the LSRP has one year to complete all required documentation. The LSRP did advise they have no intention to take the full year, but rather expect the report to be completed and filed with NJ DEP within the next few months. The Borough should receive a copy of the report and I will forward it to Borough Council and our Environmental Commission when I receive it.

As always, I encourage anyone with questions or concerns to reach out to me.

Mitchell

RESOLUTION AND ORDINANCE REVIEW FOR THE NOVEMBER 9, 2020 MEETING

TO: MAYOR AND COUNCIL

FROM: MITCHELL STERN, MANAGER

RESOLUTIONS

R152-20, AUTHORIZING THE REFUND OF OVERPAYMENT OF UTILITIES – this resolution, requested by the Borough Manager, authorizes a refund in the amount of \$957.12 to Thomas & Nicole Renna for an overpayment of utility charges for Block 117.01 Lot 12. The refund is necessary due to an overpayment by the property owner.

R153-20, RESOLUTION AUTHORIZING THE TRANSFER OF APPROPRIATIONS - this resolution authorizes the CFO to transfer excess appropriations to appropriations that are insufficient to meet current needs as authorized by N.J.S.A. 40A:4-58. A complete explanation of the transfers is included with the resolution.

R154-20, AUTHORIZING THE TRANSFER OF CURRENT ACCOUNT FUND BALANCE TO THE SHADE TREE TRUST AND INTEREST EARNED ON THE SHADE TREE TRUST TO REMAIN IN THE TRUST – this resolution authorizes the CFO to transfer \$14,500 received from tree removal fees for the Sunrise Assisted Living project and to leave interest earned from the Trust Fund in the Fund as approved by Borough Council.

R155-20, AUTHORIZING THE BOROUGH OF MOUNTAIN LAKES TO APPLY FOR A LOCAL GOVERNMENT EMERGENCY FUND (CORONAVIRUS RELIEF FUND) GRANT – this resolution is required before the Borough can seek reimbursement for qualified expenditures that were made due to the Coronavirus Covid-19 State of Emergency.

ORDINANCES TO ADOPT

13-20, AMENDING CHAPTER 111 OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF MOUNTAIN LAKES AND REVISING THE FEE SCHEDULE – this ordinance authorizes an increase in the amount charged for the purchase of water meters. The fee increase is necessary, as the cost to the Borough for the meters has increased.

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

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

RESOLUTION 151-20

“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 **November 9, 2020** 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 November 9, 2020.

Mitchell Stern, Acting Municipal Clerk

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

List of Bills - CLAIMS/CLEARING CHECKING ACCOUNT

Meeting Date: 11/09/2020 For bills from 10/22/2020 to 11/04/2020

Check#	Vendor	Description	Payment	Check Total
17927	102 - ANDERSON & DENZLER ASSOC., INC	PO 22697 SEPTEMBER 2020 PROFESSIONAL SERVICES	1,541.84	
		PO 22697 SEPTEMBER 2020 PROFESSIONAL SERVICES	666.20	
		PO 22697 SEPTEMBER 2020 PROFESSIONAL SERVICES	1,165.85	
		PO 22697 SEPTEMBER 2020 PROFESSIONAL SERVICES	249.83	3,623.72
17928	372 - BEN SHAFFER RECREATION, INC	PO 22639 RECREATION - PLAYGROUNDS - MULCH	340.91	340.91
17929	3828 - BOROUGH OF MADISON	PO 22693 SEPTEMBER 2020 IT BILLING	1,300.48	1,300.48
17930	440 - CDW GOVERNMENT	PO 22400 ADMIN: LTE ROUTERS - CUST# 12686351	1,042.06	1,042.06
17931	2658 - CHEMSEARCH	PO 22678 STREETS & ROADS - DEPARTMENT SUPPLIES	2,187.35	2,187.35
17932	4090 - CLEAN MAT SERVICES, LLC	PO 22152 BORO- P.D - DPW MATS: 2020 - BLANKET	195.00	195.00
17933	643 - DENVILLE LINE PAINTING, INC.	PO 22651 STREETS & ROADS - LINE STRIPING	1,169.60	1,169.60
17934	3270 - EAGLE POINT GUN	PO 22671 POLICE: AMMUNITION	5,483.31	5,483.31
17935	4012 - EDWARD F. JOYCE, IV	PO 22619 TAX APPEAL REFUND FOR 2020 - RESOLUTION#	16,814.80	16,814.80
17936	2517 - FF1 FIREFIGHTER ONE, LLC	PO 22493 FIRE DEPT: HOSE	1,914.00	
		PO 22569 FIRE DEPT: MIRRORS	1,533.06	
		PO 22665 FIRE DEPT: ANNUAL SERVICE ENGINE 1 AND 2	2,990.00	6,437.06
17937	3396 - FLASHLIGHT DISTRIBUTOR.COM	PO 22344 DPW - SAFETY EQUIPMENT	498.40	498.40
17938	653 - GANNET NEW JERSEY NEWSPAPERS	PO 22395 CLERK - 2020 ADVERTISING-ACCT#31471 - BL	166.92	
		PO 22600 CLERK - 2020 ADVERTISING-ACCT#31471 - BL	53.06	
		PO 22602 BOA/PLANNING: ADVERTISING - ACCT#31471	9.46	
		PO 22602 BOA/PLANNING: ADVERTISING - ACCT#31471	42.57	
		PO 22696 CLERK - 2020 ADVERTISING ACCT#31471 - CO	94.34	366.35
17939	814 - GARDEN STATE HIGHWAY PRODUCTS	PO 22522 STREETS & ROADS - ROADWAY SIGNS	253.76	
		PO 22605 DPW - RECYCLING CENTER SIGN	162.50	416.26
17940	876 - GARDEN STATE LABORATORIES, INC	PO 22106 WATER DEPARTMENT - WELL TESTING - BLANKE	144.00	144.00
17941	3991 - GRM INFORMATION MANAGEMENT SERVICES	PO 22027 2020 ARCHIVE STORAGE - BLANKET- REMAININ	65.00	65.00
17942	3587 - HASBROUCK FORESTRY, LLC	PO 22685 SHADE TREE COMMISSION - CONSULTING/ INSP	475.00	475.00
17943	3393 - INT'L ASSOC OF LAW ENFORCEMENT FIRE	PO 22661 POLICE: 2020-21 MEMBERSHIP DUES	55.00	55.00
17944	859 - JCP&L	PO 22668 MASTER ACCT#200 000 574 000/ BILL DATE:	55.30	
		PO 22669 MAST ACCT#200 000 054 011/ BILL DATE: OC	9.64	
		PO 22670 MASTER ACCT# 200 000 569 000 - OCT 22, 2	3,522.81	
		PO 22672 ACCT#100 141 241 693 / BILL PRD: 9/23 to	50.45	3,638.20
17945	4002 - KAREN BRENNFLECK	PO 22698 REIMBURSEMENT: HALLOWEEN DOOR PRIZES	150.00	150.00
17946	4172 - LUCAS STELLING	PO 22648 SHADE TREE: REIMBURSEMENT - TRAINING	125.00	125.00
17947	3303 - MCLOM	PO 22658 ADMIN: 2020 MC LEAGUE SEMINAR - MITCHELL	50.00	50.00
17948	1338 - MGL PRINTING SOLUTIONS, LLC	PO 22456 TAX COLLECTOR: INK REFILLS	67.00	67.00
17949	4167 - MIKE FITZPATRICK CONTRACTORS, INC	PO 22559 MORRIS AVENUE ROAD IMPROVEMENT PROJECT:	76,793.89	76,793.89
17950	3648 - MOMMOUTH TELECOM	PO 21866 2020 TELEPHONE SERVICES / ACCT# 36289 -	1,381.21	1,381.21
17951	1442 - MORRIS PLAINS SHOES	PO 21549 DPW - UNIFORM REPLACEMENT - 2020 BLANKET	386.00	386.00
17952	1371 - MTN. LAKES BOARD OF EDUCATION	PO 22694 NOVEMBER 2020 MTN LAKES SCHOOL DISTRICT	1,842,902.00	1,842,902.00
17953	881 - NCX	PO 21520 BLANKET: 2020 DNS HOSTING / ACCT# GTI	21.95	21.95
17954	3367 - NEW JERSEY EZ PASS	PO 21537 POLICE: TOLLS - ACCT# 2000 1214 1640 8 -	1.00	1.00
17955	1533 - NJ DEPT OF COMMUNITY AFFAIRS	PO 22655 3RD QTR 2020 STATE PERMIT SURCHARGE FEES	2,851.00	2,851.00
17956	2595 - NORTH JERSEY MUNICIPAL EMPLOYEE	PO 22673 NOVEMBER 2020 DENTAL PREMIUMS - GROUP 16	2,806.00	2,806.00
17957	2500 - NORTON SEWER AND DRAIN	PO 22134 SEWER DEPARTMENT - SEWER LINE SERVICE -	350.00	350.00
17958	3236 - ONE SOURCE OF NEW JERSEY, LLC	PO 22586 STREETS & ROADS - DEPARTMENT SUPPLIES -	463.62	463.62
17959	2968 - OPTIMUM	PO 21464 2020 DPW INTERNET SERVICES ACCT# 07876-6	136.18	136.18
17960	2968 - OPTIMUM	PO 21465 2020 DPW: ACCT# 07876-414565-01-0	11.74	11.74
17961	3173 - OPTIMUM	PO 21578 FIRE: ACCT# 07876-603439-01-8 CABLE - 20	71.69	71.69
17962	479 - PARKER PUBLICATIONS	PO 22234 ZBOA/PLANNING BRD - ACCT# 010902 - 2020	24.44	
		PO 22234 ZBOA/PLANNING BRD - ACCT# 010902 - 2020	53.11	77.55
17963	3113 - PHILLIPS PREISS GRYGIEL LEHENY HUGH	PO 22674 SEPTEMBER 2020 PROFESSIONAL SERVICES - E	155.00	155.00
17964	4070 - PREMIER CAR WASH COR	PO 22275 POLICE: CAR WASHES - 2020 BLANKET(2)- AC	108.00	108.00
17965	3137 - R.R. DONNELLEY	PO 22576 CLERK: VITAL RECORD PAPER	73.50	73.50
17966	1734 - READYREFRESH BY NESTLE	PO 22676 ACCT# 0016496903 - 2020 BLANKET(2)	81.74	81.74
17967	3990 - RICH TREE SERVICE, INC.	PO 22212 DPW - TREE PRUNING - BLANKET	250.00	
		PO 22560 SHADE TREE - TREE REMOVAL - 48 RAINBOW T	1,200.00	
		PO 22563 STORM RECOVERY - STORM ISAIAS - TREE REM	5,175.00	
		PO 22567 SHADE TREE - TREE REMOVAL - 136 KENILWOR	1,800.00	
		PO 22645 STORM RECOVERY - ISAIAS - 6 CRYSTAL CANA	3,250.00	
		PO 22657 SHADE TREE - TREE REMOVAL - 108 INTERVAL	650.00	12,325.00
17968	3330 - RUTGERS UNIVERSITY	PO 22647 ZONING OFFICER: EDUCATION	881.00	881.00
17969	1948 - SHEAFFER SUPPLY, INC.	PO 22616 ISLAND BEACH PROJECT - BUILDING SUPPLIES	144.47	144.47
17970	1935 - SPATIAL DATA LOGIC, INC	PO 22666 CONSTRUCTION: 2020 SPATIAL DATA LOGIC SO	6,400.00	6,400.00
17971	2774 - STAPLES CONTRACT & COMMERCIAL, LLC	PO 21530 POLICE: OFFICE SUPPLIET - 2020 BLANKET	164.95	164.95
17972	3729 - THOMAS DI CENZO	PO 22687 BROTHER WISDOM BAND CONCERT JULY 30, 202	500.00	500.00
17973	603 - TOWNSHIP OF DENVILLE	PO 22656 2020 UCC CONFLICT APPLICATION REIMBURSME	8,140.00	8,140.00
17974	3829 - UNIVERSITY PRODUCTS, INC	PO 22321 HISTORIC PRESERVATION: ORDER# 22321	2,382.30	2,382.30
17975	2172 - WB MASON COMPANY, INC	PO 22499 BORO HALL: ORDER# S107074429 - COVID-19	72.95	72.95
17976	4095 - WEATHERWORKS, LLC	PO 22686 2020/2021 CONTRACT FOR WEATHER FORECAST	1,650.00	1,650.00

List of Bills - CLAIMS/CLEARING CHECKING ACCOUNT

Meeting Date: 11/09/2020 For bills from 10/22/2020 to 11/04/2020

Check#	Vendor	Description	Payment	Check Total	
TOTAL				2,005,977.24	
Summary By Account					
ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-192-08-160-000	UNIFORM CONSTRUCTION CODE FEES			8,140.00	
01-192-18-001-000	CURRENT YEAR TAXES RECEIVED			16,814.80	
01-201-20-100-020	GENERAL ADMIN - OTHER EXPENSE	1,589.98			
01-201-20-120-020	MUNICIPAL CLERK - OTHER EXP'S	387.82			
01-201-20-140-020	COMPUTER SERVICES	808.77			
01-201-20-145-020	TAX COLLECTOR - OTHER EXPENSES	67.00			
01-201-20-155-020	LEGAL SERVICES - OTHER EXPENSE	155.00			
01-201-20-165-020	ENGINEERING SERVICES	1,541.84			
01-201-21-180-020	PLANNING BOARD - OTHER EXPENSE	9.46			
01-201-21-185-020	BD OF ADJUST - OTHER EXPENSES	24.44			
01-201-22-195-020	UNIFORM CONST - OTHER EXPENSES	6,400.00			
01-201-23-220-020	GROUP INSURANCE PLANS-EMPLOYEE	2,806.00			
01-201-25-240-020	POLICE DEPT - OTHER EXPENSES	6,858.69			
01-201-25-252-020	EMERGENCY MGMT - OTHER EXPENSE	825.00			
01-201-25-255-020	FIRE DEPT - OTHER EXPENSES	3,518.75			
01-201-26-290-020	STREETS & ROADS - OTHER EXP.	3,935.06			
01-201-26-300-020	SHADE TREE COMMISSION - O/E	4,500.00			
01-201-26-310-020	BLDG & GROUNDS - MUNIC BLDG	236.74			
01-201-26-315-020	VEHICLE REPAIRS & MAINTENANCE	5,177.35			
01-201-28-370-020	PARKS & PLAYGROUNDS OTHER EXP.	500.00			
01-201-28-375-020	MAINT OF PARKS (BEACHES/LAKES)	340.91			
01-201-31-435-020	ELECTRICITY - ALL DEPARTMENTS	60.09			
01-201-31-436-020	ELECTRICITY - STREET LIGHTING	3,522.81			
01-201-31-440-020	TELECOMMUNICATIONS	1,381.21			
01-207-55-000-000	LOCAL SCHOOL TAXES PAYABLE			1,842,902.00	
01-260-05-100	DUE TO CLEARING			0.00	1,915,354.72
01-290-55-000-001	DUE TO NJ - DCA TRAINING FEES			2,851.00	
TOTALS FOR	Current Fund	44,646.92	0.00	1,870,707.80	1,915,354.72
02-200-40-700-380	Historic Preservation Grant			2,382.30	
02-260-05-100	DUE TO CLEARING			0.00	2,382.30
TOTALS FOR	FEDERAL AND STATE GRANTS	0.00	0.00	2,382.30	2,382.30
04-215-55-982-000	2016 CAPITAL ORDINANCE 06-16			144.47	
04-215-55-986-000	2019 CAPITAL ORDINANCE 10-19			6,793.89	
04-215-55-987-000	2020 CAPITAL ORDINANCE 4-20			333.10	
04-215-55-989-000	2020 CAPITAL ORD. 8-20 BORO HALL RENOV.			832.75	
04-215-55-990-000	2020 CAPITAL ORD. 9-20 MORRIS AVE.			70,000.00	
04-260-05-100	DUE TO CLEARING			0.00	78,104.21
TOTALS FOR	General Capital	0.00	0.00	78,104.21	78,104.21
05-201-55-520-520	Water Operating - Other Expenses	810.20			
05-260-05-100	DUE TO CLEARING			0.00	810.20
TOTALS FOR	Water Operating	810.20	0.00	0.00	810.20
07-201-55-520-520	Sewer Operating - Other Expenses	655.13			
07-260-05-100	DUE TO CLEARING			0.00	655.13
TOTALS FOR	Sewer Operating	655.13	0.00	0.00	655.13

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
18-260-05-100	Due to Clearing			0.00	8,670.68
18-300-70-000-208	RESERVE FOR STORM RECOVERY			8,670.68	
TOTALS FOR	Other Trust	0.00	0.00	8,670.68	8,670.68

Total to be paid from Fund 01 Current Fund	1,915,354.72
Total to be paid from Fund 02 FEDERAL AND STATE GRANTS	2,382.30
Total to be paid from Fund 04 General Capital	78,104.21
Total to be paid from Fund 05 Water Operating	810.20
Total to be paid from Fund 07 Sewer Operating	655.13
Total to be paid from Fund 18 Other Trust	8,670.68
	<hr/>
	2,005,977.24

M. J. Smith

List of Bills - (3310101001001) CASH - RECREATION

Recreation Trust

Meeting Date: 11/09/2020 For bills from 10/22/2020 to 11/04/2020

Check#	Vendor	Description	Payment	Check Total
5367	4002 - KAREN BRENNFLECK	PO 22699 REIMBURSEMENT: 2020 UMPIRE FEES	480.00	480.00
5368	3358 - SPORTS ENGINE, INC	PO 22487 2020 BACKGROUND CHECKS - COUNSELORS & Co	112.00	112.00
5369	3829 - UNIVERSITY PRODUCTS, INC	PO 22321 HISTORIC PRESERVATION: ORDER# 22321	242.83	242.83
TOTAL				834.83

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
33-101-01-001-001	CASH - RECREATION			0.00	834.83
33-600-00-090-000	Recreation Trust Reserves			834.83	
TOTALS FOR	Recreation Trust	0.00	0.00	834.83	834.83

Total to be paid from Fund 33 Recreation Trust

834.83

834.83

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

RESOLUTION 152-20

“RESOLUTION AUTHORIZING THE REFUND OF OVERPAYMENT OF UTILITIES”

WHEREAS, the Tax/Utility Collector certifies that the following property has an overpayment of water and sewer and the property owner has requested the issuance of a refund.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, in the County of Morris and State of New Jersey, that a warrant be drawn to Thomas & Nicole Renna, representing a refund of the 1st quarter 2020 utility overpayment.

Block	Lot	Name & Address	Tax Year	Amount
117.01	12	Thomas & Nicole Renna 25 Sherwood Drive	2020	\$957.12

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 November 9, 2020.

Mitchell Stern, Acting Municipal Clerk

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

Borough of Mountain Lakes UTILITY Account as of 10/29/20

Resident:

RENNA, DR. THOMAS & NICOLE
25 SHERWOOD DR
MOUNTAIN LAKES NJ 07046

Alternate Payer:

None

ID	Account	Route	Block / Lot / Qual	Water Rate	Sewer Rate	Status
14998	406000	11	117.01 12	Res CuFt	Res CuFt	

Meter:	Serial	Type	Size	MXU	ID	Install
	41581599		6-Normal			Unknown

<u>Past Readings</u>					
Date	Reading		Date	Reading	
12/17/18	153360	From Portable Data Unit	1/06/20	168200	From Portable Data Unit
3/22/19	155560	From Portable Data Unit	3/18/20	169900	From Portable Data Unit
6/28/19	158790	From Portable Data Unit	6/26/20	171800	From Portable Data Unit
9/30/19	163990	From Portable Data Unit	9/30/20	175130	From Portable Data Unit

<u>Account Summary</u>									
Bill	Qtr	Reading	Usage	Beginning Balance	All Qtrly Charges	Charge Adjusts	Payment Payments	Payment Adjusts	Ending Balance
	1/18	147300	1460	0.00	168.77	0.00	168.77	0.00	0.00
	2/18	150220	2920	0.00	338.13	0.00	415.60	0.00	77.47-
	3/18	150450	230	77.47-	40.16	0.00	0.00	0.00	37.31-
	4/18	151970	1520	37.31-	127.14	0.00	83.18	0.00	6.65
	1/19	153360	1390	6.65	133.68	0.00	140.33	0.00	0.00
	2/19	155560	2200	0.00	198.58	0.00	213.29	0.00	14.71-
	3/19	158790	3230	14.71-	271.10	0.00	0.00	0.00	256.39
	4/19	163990	5200	256.39	439.31	0.00	0.00	0.00	695.70
	1/20	168200	4210	695.70	358.70	0.00	0.00	0.00	1,054.40
	2/20	169900	1700	1,054.40	387.95	0.00	2,842.35	0.00	1,400.00-
	3/20	171800	1900	1,400.00-	160.18	0.00	0.00	0.00	1,239.82-
	4/20	175130	3330	1,239.82-	282.70	0.00	0.00	0.00	957.12-
No Penalty Due for 10/29/20				Current Balance:		957.12-			

<u>Current Quarter Activity</u>			
	Charges	Payments	Misc.
10/09/20 water	102.31		
sewer	180.39		
water			102.31 Cdt
sewer			180.39 Cdt
4/20 Totals	282.70	0.00	282.70

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

RESOLUTION 153-20

“RESOLUTION AUTHORIZING THE TRANSFER OF APPROPRIATIONS”

WHEREAS, there were excess appropriations to the 2020 Appropriation Budget for the Current Fund; and

WHEREAS, other appropriations are insufficient to meet current needs.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, in the County of Morris and State of New Jersey that, as authorized by N.J.S.A. 40A:4-58, the Chief Financial Officer (CFO) is hereby authorized and directed to make the following transfers:

FROM:		
<u>ACCOUNT NO.</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<u>OTHER EXPENSES:</u>		
01-201-28-370-020	PARKS & PLAYGROUNDS O/E	\$25,000.00
01-201-30-420-020	CELEBRATION OF PUBLIC EVENTS O/E	\$ 6,000.00
01-201-23-210-020	LIABILITY INSURANCE O/E	\$11,300.00
01-201-28-375-020	MAINT. OF PARKS/BEACHES O/E	\$ 2,580.00
	TOTAL	<u>\$44,880.00</u>

TO:		
<u>ACCOUNT NO.</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<u>SALARY & WAGES:</u>		
01-201-25-240-001	POLICE S&W	\$16,400.00
01-201-20-130-001	FINANCE S&W	\$13,000.00
01-201-28-370-001	RECREATION S&W	\$ 4,400.00
<u>OTHER EXPENSES:</u>		
01-201-27-340-020	DOG REGULATION	\$ 500.00
01-201-21-185-020	BOARD OF ADJUSTMENT O/E	\$ 1,800.00
01-201-20-135-020	AUDIT O/E	\$ 280.00
01-201-26-315-020	VEHICLE REPAIR & MAINT. O/E	\$ 8,500.00
	TOTAL	\$44,880.00

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CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on November 9, 2020.

Mitchell Stern, Acting Municipal Clerk

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

BOROUGH OF MOUNTAIN LAKES
BUDGET TRANSFERS 2020
EXPLANATION OF TRANSFERS

Current Budget:

Funds Available

Parks & Playgrounds O/E

Due to the Coronavirus a number of recreation programs were cancelled. 25,000

Celebration of Public Events O/E

Due to the Coronavirus the Memorial Day parade and Mountain Lakes Day were cancelled so funds budgeted were not needed. 6,000

Liability Insurance O/E

There are funds remaining in the liability insurance line item because we received a reimbursement for risk management fees. 11,300

Maintenance of Parks/Beaches O/E

Funds are available in the hydro raking line item because not as much work was performed as was budgeted for. 2,580

Funds Needed

Police S&W

Funds are needed for class II police officers that were patrolling the beaches to enforce Coronavirus regulations. 16,400

Finance S&W

There was an error on the salary spreadsheet for the budget calculations and not enough funds were budgeted. 13,000

Recreation S&W

Funds are being transferred to cover additional hours for the lifeguards and Beach Director to keep the beaches open during this past summer. 4,400

Dog Regulation

Additional funds are needed to cover the 4th quarter expenses. The license fees and initial budget amount will not cover all of the expenses. 500

Board of Adjustment O/E

Funds are needed to cover classes that the new zoning officer has to take. No funds were budgeted in the initial budget. 1,800

Audit O/E

The State mandated that the audit and corresponding reports be submitted on the State FAST system. This caused more auditing costs to be incurred. 280

Vehicle Maintenance & Repair O/E

The oil and antifreeze subaccount is almost expended, in order to make it through the end of the year funds are needed. The fire department subaccount is over budget due primarily to some major repairs to engine #1, to replace a throttle that controls the pump pressure and to replace the valve for front suction to allow the engine to hook up to the fire hydrant. There were repairs to engine #2 for oil pressure, water temperature, and voltmeter gauges and removal and installation of a charger. 8,500

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

RESOLUTION 154-20

“RESOLUTION AUTHORIZING THE TRANSFER OF CURRENT ACCOUNT FUND BALANCE TO THE SHADE TREE TRUST AND INTEREST EARNED ON THE SHADE TREE TRUST TO REMAIN IN THE TRUST”

WHEREAS, the Chief Financial Officer has certified that in 2019, \$14,500.00 has been received and deposited into the current account for tree removal permits from the Sunrise Assisted Living project; and

WHEREAS, since these funds should be used for tree replanting, the funds should be transferred from the current account fund balance to the Shade Tree Trust account; and

WHEREAS, the interest earned on the Shade Tree Trust account had previously been recorded as revenue in the current account, it will now remain in the Shade Tree Trust account:

NOW THEREFORE, BE IT RESOLVED, by the Council of the Borough of Mountain Lakes, that the tree removal permit fees in the amount of \$14,500.00 be transferred and reclassified from the current account fund balance to the Shade Tree Trust account and that any interest earned on the Shade Tree Trust account remain in that trust account.

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CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on November 9, 2020.

Mitchell Stern, Acting Municipal Clerk

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

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

RESOLUTION 155-20

**“RESOLUTION AUTHORIZING THE BOROUGH OF MOUNTAIN LAKES TO APPLY FOR A LOCAL GOVERNMENT
EMERGENCY FUND (CORONAVIRUS RELIEF FUND) GRANT”**

WHEREAS, as the public health emergency associated with the COVID-19 pandemic continues, the most significant negative financial impacts faced by county and municipal governments throughout New Jersey result from extreme economic contraction, deficits in tax and fee revenues, and extraordinary increases in public safety and health and human services expenditures; and

WHEREAS, severe fiscal stress limits the ability of counties and municipalities to maintain essential services and take the steps necessary to fight COVID-19; and

WHEREAS, without substantial federal assistance, residential taxpayers would absorb the primary impact of meeting these extraordinary needs and closing any associated operating deficits; and

WHEREAS, the Department of Community Affairs (“DCA”), through the Division of Local Government Services (“DLGS” or “Division”), has been deemed the lead agency for the distribution of the Local Government Emergency Fund (the “LGEF” or “Program”), provided through an allocation of the State of New Jersey’s CARES Act Coronavirus Relief Fund (CRF Funds); and

WHEREAS, counties and municipalities excluded from the federal government’s direct CRF allocation plan, as well as those counties and municipalities that are currently the most impacted by COVID-19 in comparison to their available resources, are eligible for LGEF funds pursuant to a maximum distribution determined by formula; and

WHEREAS, a total of \$60 million is currently being made available under the Program, with a potential \$60 million more to be allocated; and

WHEREAS, LGEF Grants exist to support costs incurred as part of a local unit’s response to COVID-19.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, that the Borough of Mountain Lakes will apply for the maximum LGEF Grant in the amount of \$42,651.00.

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CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on November 9, 2020.

Mitchell Stern, Acting Municipal Clerk

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