



**AGENDA FOR THE COUNCIL MEETING OF THE BOROUGH OF MOUNTAIN LAKES
HELD AS A REMOTE MEETING ON ZOOM
APRIL 27, 2020
PUBLIC SESSION – BEGINS AT 7:30 PM**

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 January 7, 2020 and posted 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

9) ATTORNEY'S REPORT

10) MANAGER'S REPORT

11) ORDINANCES TO ADOPT

- a. Ordinance 5-20, Ordinance Authorizing the Salary and/or Wages of the Officers and Employees of the Borough of Mountain Lakes, County of Morris, New Jersey

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.

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**

- a. R101-20, Authorizing the Payment of Bills
b. R102-20, Authorizing 2020 Municipal Employees' Salary

***APPROVAL OF MINUTES**

4/13/20 (Regular) *Horst not Eligible*

BOROUGH OF MOUNTAIN LAKES

March 9, 2020

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***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**

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

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 April 27, 2020.

Midvale Rd & Briarcliff Rd Sidewalk Replacement - We have received very favorable pricing to replace the asphalt paths with concrete sidewalks on these roads. On Midvale (north side), replacement will occur from The Station Restaurant driveway to Haswell Field. On Briarcliff, from Howell to Dartmouth. The total cost of the replacement will be \$70,005 and will come from the 2019 capital budget for curbs and sidewalks.

I am approximately \$6,000 short to be able to replace the asphalt path with concrete sidewalk on the south side of Midvale from Crescent to Intervale (\$31,200). If Borough Council approves a request to cancel the balance of the 2016 Capital Ordinance item designated Public Works - HD Pick-Up, I will have enough money to complete this section of sidewalk.

Community Outreach - A letter to every address in the Borough with information on how the Borough communicates, along with a list of Coronavirus related resources has been created and will be mailed within the next few days. A copy of the letter is attached to this report. I would like to acknowledge members of the Borough's Health Commission for their efforts and contributions to the letter.

Borough Hall Power Failure - As previously reported, Borough Hall experienced a power spike that damaged computer equipment. The cause of the spike has been determined to have been caused by the Borough Hall backup generator. The generator, purchased in 1991, is well past its useful life and must be replaced. I am working with our Borough Engineer to determine the appropriate replacement unit. Replacement cost is expected to be between \$35,000 - \$50,000. Once I have quotes for the replacement, I will share them with you.

Please reach out with questions or concerns.

Mitchell



BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

Mitchell Stern
Borough Manager
mstern@mtnlakes.org

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

April 2020

Dear Residents of Mountain Lakes,

As we navigate through this challenging time, our first priority is the health, safety and well-being of our community. We want to ensure that important information from the Borough is reaching all residents, including updates regarding COVID-19 and resources available to you.

For Information from the Borough:

- **Weekly Borough E-Mails:** Visit www.mtnlakes.org/eblast to sign up for weekly e-mails containing important Borough news and announcements.
- **Emergency Alerts:** Visit www.nixle.com or **text 07046 to 888-777** to subscribe to real-time emergency information via email or text.
- **Borough Website and Social Media:** Visit the Borough website at www.mtnlakes.org or connect with the Borough on social media by following us on Facebook (*Borough of Mountain Lakes* and *Mountain Lakes Police*) and Twitter (*@mtnlakesnj*).

For COVID-19 and Other Health-Related Questions and Resources:

- NJ 211 has been activated to help handle COVID-19 related phone calls. Just **dial 2-1-1**.
- For statewide COVID19 updates **text NJCOVID to 898-211**. For live text assistance, **text 07046 to 898-211**.
- The Borough's Health Services can be reached at **973-680-4024**.
- For resources including CDC updates and guidance for schools, colleges, businesses, long-term care facilities, health care professionals and public health professionals, visit the New Jersey Department of Health website at www.nj.gov/health/coronavirus.
- If you are dealing with COVID-19 related anxiety, free and confidential help is available by dialing **866-202-4357**.
- Many healthcare providers offer telehealth appointments if you are in need of this service. While the Borough cannot endorse these businesses, if your HCP does not offer these services, below are two you may wish to contact:
 - **Atlantic Health System** offers a virtual visit for \$20 with coupon code **ATLANTIC20**
 - **RWJ Barnabas Health** offers a virtual visit for \$15 with coupon code **RWJBH15**

Practicing social distancing can be a wonderful opportunity to spend quality time with family, but it can be quite lonely for those isolating on their own. There are volunteers in our community ready and willing to assist those in need. Would you like someone to call and check in on you? If so, please contact Karen Brennfleck, the Borough's Recreation Director for more information. Karen can be reached at kbrennfleck@mtnlakes.org or by phone at (973) 334-3131, ext: 2004.

Our community pulls together during challenging times and this is no exception. We all can do our part in fighting COVID-19 by following important guidelines regarding social distancing, hand washing and wearing a face covering while running essential errands. The Borough as a whole is here to help, and we wish you and your family good health. We will get through this together.

Sincerely,

A handwritten signature in blue ink, appearing to read "Mitchell Stern".

Mitchell Stern
Borough Manager

RESOLUTION AND ORDINANCE REVIEW FOR THE APRIL 27, 2020 MEETING

TO: MAYOR AND COUNCIL

FROM: MITCHELL STERN, MANAGER

RESOLUTIONS

R102-20, Resolution Authorizing 2020 Municipal Employees' Salary– this resolution authorizes the specific salaries for full-time and permanent part-time non-union Borough employees for the year 2020.

ORDINANCES TO ADOPT

Ordinance 5-20, Authorizing the Salary and/or Wages of the Officers and Employees of the Borough of Mountain Lakes, County of Morris, New Jersey – this ordinance authorizes a change in salary range for the Police Chief and creation of salary ranges for Recycling Attendant and Borough Hall Custodian. The change is necessary to accommodate an annual increase to the Chief of Police and the hiring of a Recycling Attendant and Borough Hall Custodian. Upon passage of this ordinance, a corresponding salary resolution will be submitted.

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

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

RESOLUTION 101-20

“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 April 27, 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 April 27, 2020.

Mitchell Stern, Acting Municipal Clerk

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

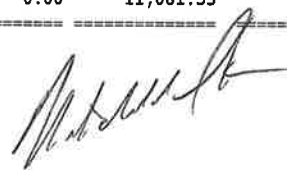
List of Bills - CLAIMS/CLEARING CHECKING ACCOUNT
 Meeting Date: 04/27/2020 For bills from 04/09/2020 to 04/22/2020

Check#	Vendor	Description	Payment	Check Total
17134	124 - AC DAUGHTRY, INC.	PO 21961 DPW - CENTRAL STATION MONITORING - 1ST Q	164.70	
		PO 21961 DPW - CENTRAL STATION MONITORING - 1ST Q	60.00	224.70
17135	219 - ACCESS	PO 21810 ARCHIVE: CUST# 156NFI04790 - MARCH 2020	56.35	
		PO 21918 CUST# 156NFI04790 - APR - JUN 2020	1,271.93	1,328.28
17136	2426 - AGL WELDING SUPPLY CO.	PO 21602 DPW - EQUIPMENT & TOOLS - BLANKET 2020	75.79	75.79
17137	196 - ALLIED OIL	PO 21681 UNLEADED FUEL - BLANKET 2020	371.90	371.90
17138	189 - ANCHOR ACE HARDWARE	PO 21534 POLICE DEPT: ACCT # 001413 - 2020 BLANKE	13.99	13.99
17139	3957 - ATLANTIC COAST FIBERS, LLC	PO 21959 RECYCLING COSTS - MARCH 2020	2,096.71	2,096.71
17140	1481 - CORE & MAIN, LP	PO 21366 ISLAND BEACH PROJECT - PLUMBING MATERIAL	325.00	325.00
17141	431 - COUNTY CONCRETE CORP.	PO 21887 ISLAND BEACH PROJECT - CONCRETE - MCC CO	1,437.50	1,437.50
17142	2396 - COUNTY WELDING SUPPLY CO.	PO 21525 DPW - EQUIPMENT & TOOLS BLANKET 2020	34.00	34.00
17143	576 - DAVE'S TIRE, LLC	PO 21896 VEHICLE REPAIRS - POLICE DEPARTMENT	308.00	308.00
17144	4128 - DF STUDIO, INC.	PO 21905 ISLAND BEACH - BUILDING SUPPLIES	2,276.93	2,276.93
17145	4119 - DOUGLAS EDLER	PO 21763 2020 CELLPHONE REIMBURSEMENT - BLANKET	120.00	120.00
17146	653 - GANNET NEW JERSEY NEWSPAPERS	PO 21579 BOA/PLANNING: ADVERTISING - ACCT#31471	35.69	
		PO 21827 CLERK - 2020 ADVERTISING ACCT#31471 - BL	263.41	299.10
17147	859 - JCP&L	PO 21944 MASTER ACCT#200 000 574 000/ BILL DATE:	63.97	
		PO 21945 M/A #200 000 054 011/ BILL DATE:APR 06,	958.60	
		PO 21946 MAST ACCT# 200 000 021 275 / BILL DATE:	1,717.55	2,740.12
17148	859 - JCP&L	PO 21947 ACCT#100 076 421 971/BILL PRD: 3/05 - 4/	374.72	
		PO 21971 M/A #200 000 053 658 / BILL DATE: 4/06/2	2,355.76	
		PO 21975 M/A #200 000 020 764: BILL DATE: 4/09/20	31.72	2,762.20
17149	1074 - JW PIERSON CO.	PO 21544 DIESEL FUEL - BLANKET	2,304.40	2,304.40
17150	1090 - KENVIL POWER MOWER	PO 21835 STREETS & ROADS - EQUIPMENT REPAIR BLANK	204.70	
		PO 21930 STREETS & ROADS - EQUIPMENT REPAIR	909.37	1,114.07
17151	3480 - LOBELLO ARTS	PO 21936 COVID-19 Social Distancing Signs	500.00	500.00
17152	1338 - MGL PRINTING SOLUTIONS, LLC	PO 21920 NON WINDOW ENVELOPES	201.50	
		PO 21966 NON WINDOW ENVELOPES - COVID-19	201.50	403.00
17153	3926 - MITCHELL STERN	PO 21949 REIMBURSEMENT - COVID-19 ZOOM & VIMEO	130.03	130.03
17154	1408 - MMSG	PO 21538 POLICE: MEDICAL SUPPLIES - 2020 BLANKET	178.38	178.38
17155	1295 - MORRIS CTY MUNICIPAL UTILITIES	PO 21957 SOLID WASTE DISPOSAL - MARCH 2020	9,596.93	9,596.93
17156	1472 - MURPHY, MCKEON P.C.	PO 21950 MARCH 2020 LEGAL SERVICES - TAX APPEALS	2,820.00	2,820.00
17157	1553 - NEW JERSEY NATURAL GAS	PO 21967 MAR - APRIL 2020 SERVICE	1,458.92	1,458.92
17158	3173 - OPTIMUM	PO 21578 FIRE: ACCT# 07876-603439-01-8 CABLE - 20	71.69	71.69
17159	3659 - OPTIMUM	PO 21964 BORO INTERNET SERVICES ACCT# 07876-58071	140.55	140.55
17160	479 - PARKER PUBLICATIONS	PO 21576 ZBOA/PLANNING BRD - ACCT# 010902 - 2020	50.29	50.29
17161	1734 - READYREFRESH BY NESTLE	PO 21569 ACCT# 0016496903 - 2020 BLANKET	110.53	110.53
17162	2397 - ROCKAWAY AUTO RESOURCES, LLC	PO 21653 DPW & POLICE DEPARTMENT VEHICLE REPAIRS	580.56	
		PO 21929 DPW & FIRE DEPT. - VEHICLE REPAIRS	744.07	1,324.63
17163	3870 - SAI ENTERPRISES, INC	PO 21838 LAPTOPS FOR OEM	3,104.56	
		PO 21979 2020 SOPHOS SOFTWARE	2,766.96	5,871.52
17164	4130 - SERVPRO OF DOVER/STILLWATER	PO 21913 DEEP CLEANING OF POLICE DEPT & BORO HALL	10,250.00	10,250.00
17165	1948 - SHEAFFER SUPPLY, INC.	PO 21521 STREETS & ROADS/ WATER DEPARTMENT - TOOL	137.79	
		PO 21908 ISLAND BEACH PROJECT - BUILDING SUPPLIES	352.37	490.16
17166	1981 - SUBURBAN DISPOSAL, INC	PO 21958 SOLID WASTE/RECYCLING COLLECTION - MARCH	36,099.99	36,099.99
17167	3903 - TCF EQUIPMENT FINANCE	PO 21883 POLICE CAR LEASE / CUST# 730289 - 2020 B	2,247.19	2,247.19
17168	1343 - TILCON NY, INC	PO 21902 STREETS & ROADS - QUARRY PROCESS - BLANK	1,775.07	1,775.07
17169	4069 - UNITED BUSINESS SYSTEMS	PO 21938 CANON COPIERS - 1ST QTR 2020 - PRINTING	1,186.49	1,186.49
17170	2536 - UNUM LIFE INSURANCE COMPANY	PO 21968 STD/LTD / LIFE INSURANCE - 2020 BLANKET	5,418.48	5,418.48
17171	2749 - VERIZON	PO 21867 2020 INTERNET SVC: A/C# 853-478-043-0001	37.33	
		PO 21867 2020 INTERNET SVC: A/C# 853-478-043-0001	37.33	
		PO 21867 2020 INTERNET SVC: A/C# 853-478-043-0001	52.33	126.99
17172	2135 - VERIZON WIRELESS	PO 21943 ACCT# 882388054-00001 / MAR 05 - APR 04,	705.22	705.22
17173	2161 - WELDON ASPHALT, INC.	PO 21719 DPW - POTHOLE REPAIRS & MAINTENANCE -	682.75	682.75
TOTAL				99,471.50

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-20-100-020	GENERAL ADMIN - OTHER EXPENSE	2,486.56			
01-201-20-120-020	MUNICIPAL CLERK - OTHER EXP'S	263.41			
01-201-20-140-020	COMPUTER SERVICES	2,405.26			
01-201-20-155-020	LEGAL SERVICES - OTHER EXPENSE	2,820.00			
01-201-21-180-020	PLANNING BOARD - OTHER EXPENSE	31.23			
01-201-21-185-020	BD OF ADJUST - OTHER EXPENSES	54.75			
01-201-23-220-020	GROUP INSURANCE PLANS-EMPLOYEE	5,418.48			

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-25-240-020	POLICE DEPT - OTHER EXPENSES	3,089.67			
01-201-25-255-020	FIRE DEPT - OTHER EXPENSES	71.69			
01-201-26-290-020	STREETS & ROADS - OTHER EXP.	3,980.56			
01-201-26-305-020	SOLID WASTE - OTHER EXPENSES	47,505.00			
01-201-26-306-020	Recycling Tax	288.63			
01-201-26-310-020	BLDG & GROUNDS - MUNIC BLDG	110.53			
01-201-26-315-020	VEHICLE REPAIRS & MAINTENANCE	1,632.63			
01-201-31-435-020	ELECTRICITY - ALL DEPARTMENTS	3,720.80			
01-201-31-437-020	NATURAL GAS	1,458.92			
01-201-31-440-020	TELECOMMUNICATIONS	825.22			
01-201-31-447-020	PETROLEUM PRODUCTS	2,676.30			
01-260-05-100	DUE TO CLEARING			0.00	78,839.64
TOTALS FOR	Current Fund	78,839.64	0.00	0.00	78,839.64
04-215-55-982-000	2016 CAPITAL ORDINANCE 06-16			7,496.36	
04-260-05-100	DUE TO CLEARING			0.00	7,496.36
TOTALS FOR	General Capital	0.00	0.00	7,496.36	7,496.36
05-201-55-520-520	Water Operating - Other Expenses	1,952.67			
05-260-05-100	DUE TO CLEARING			0.00	1,952.67
TOTALS FOR	Water Operating	1,952.67	0.00	0.00	1,952.67
07-201-55-520-520	Sewer Operating - Other Expenses	101.30			
07-260-05-100	DUE TO CLEARING			0.00	101.30
TOTALS FOR	Sewer Operating	101.30	0.00	0.00	101.30
18-260-05-100	Due to Clearing			0.00	11,081.53
18-300-70-000-208	RESERVE FOR STORM RECOVERY			11,081.53	
TOTALS FOR	Other Trust	0.00	0.00	11,081.53	11,081.53



Total to be paid from Fund 01 Current Fund	78,839.64
Total to be paid from Fund 04 General Capital	7,496.36
Total to be paid from Fund 05 Water Operating	1,952.67
Total to be paid from Fund 07 Sewer Operating	101.30
Total to be paid from Fund 18 Other Trust	11,081.53
	99,471.50

Checks Previously Disbursed

17133	STATE OF NJ - PWT DIVISION OF TAXAT	PO# 21935	STATE OF NJ PUBLIC COMMUNITY WATER	4.52	4/14/2020
				4.52	

Totals by fund	Previous Checks/Voids	Current Payments	Total
Fund 01 Current Fund		78,839.64	78,839.64
Fund 04 General Capital		7,496.36	7,496.36
Fund 05 Water Operating	4.52	1,952.67	1,957.19
Fund 07 Sewer Operating		101.30	101.30
Fund 18 Other Trust		11,081.53	11,081.53

ACCOUNT	DESCRIPTION		CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
	BILLS LIST TOTALS	4.52	99,471.50	<u>99,476.02</u>		

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

Developer's Escrow

Meeting Date: 04/27/2020 For bills from 04/09/2020 to 04/22/2020

Check#	Vendor	Description	Payment	Check Total
5185	102 - ANDERSON & DENZLER ASSOC., INC	PO 21976 MARCH 2020 PROFESSIONAL SERVICES - ESCRO	1,132.92	1,132.92
	TOTAL			1,132.92

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
17-101-01-001-002	Escrow - Developers - Checking			0.00	1,132.92
17-500-00-050-232	Atlantic Health System			416.38	
17-500-00-050-251	ROBERT KLINGENBURG			716.54	
TOTALS FOR	Developer's Escrow	0.00	0.00	1,132.92	1,132.92

Total to be paid from Fund 17 Developer's Escrow

1,132.92

1,132.92

List of Bills - (3310101001001) CASH - RECREATION

Recreation Trust

Meeting Date: 04/27/2020 For bills from 04/09/2020 to 04/22/2020

Check#	Vendor	Description	Payment	Check Total
5343	4133 - AMY THOMPSON-HILL	PO 21973 REFUND FOR AATE EVENTS	1,280.00	1,280.00
5344	4132 - DANIEL KAHN	PO 21965 REIMBURSEMENT FOR TEAM SNAPCHAT	129.99	129.99
TOTAL				1,409.99

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
33-101-01-001-001	CASH - RECREATION			0.00	1,409.99
33-600-00-090-000	Recreation Trust Reserves			1,409.99	
TOTALS FOR	Recreation Trust	0.00	0.00	1,409.99	1,409.99

Total to be paid from Fund 33 Recreation Trust

1,409.99
 =====
 1,409.99

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

RESOLUTION 102-20

“RESOLUTION AUTHORIZING 2020 MUNICIPAL EMPLOYEES’ SALARY”

WHEREAS, the Borough Council adopted Ordinance #5-18 setting the salary ranges for various Borough positions;
and

WHEREAS, the Police Benevolent Association Contract sets the salary, wage and compensation for uniformed police officers; and

WHEREAS, the Borough Council of the Borough of Mountain Lakes desires to set the specific salaries for full-time and permanent part-time non-contract Borough employees for the year **2020**.

NOW, THEREFORE, BE IT RESOLVED that the following salaries (see attachment) are retroactive to **January 1, 2020**, and are to be pro-rated where specific dates are indicated:

BE IT FURTHER RESOLVED that eligible employees are entitled to longevity or service allowance payments in addition to the foregoing salaries in accordance with the Personnel Policy and Procedure Manual.

BE IT FURTHER RESOLVED that the Borough Manager is authorized to set the salary level according to the salary ranges in Ordinance #5-18 for all non-permanent part-time and seasonal employees.

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on April 27, 2020.

Mitchell Stern, Acting Municipal Clerk

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

TITLE	2019	2020	\$ CHANGE
BOROUGH MANAGER	\$130,050	\$133,301	\$3,251
DEPUTY CLERK/EXECUTIVE ASSIST. TO MANAGER	\$65,000	\$66,665	\$1,665
BOROUGH CLERK	\$70,000	\$0	\$(70,000)
BOROUGH CLERK - STIPEND	\$0	\$10,000	\$10,000
ASSESSOR - P/T	\$23,712	\$24,304	\$592
COLLECTOR	\$58,482	\$59,944	\$1,462
FINANCE ASSISTANT - PART-TIME 1	\$40,187	\$41,200	\$1,013
CHIEF FINANCIAL OFFICER	\$105,000	\$110,000	\$5,000
FINANCE ASSISTANT – PART TIME 2	\$39,936	\$41,600	\$1,664
CHIEF OF POLICE	\$142,150	\$145,704	\$3,554
RECREATION DIRECTOR – PART TIME	\$28,650	\$29,366	\$716
DIRECTOR - PUBLIC WORKS	\$100,000	\$102,500	\$2,500
ADMINISTRATIVE ASSISTANT - PUBLIC WORKS	\$49,735	\$50,978	\$1,243
FOREMAN	\$77,343	\$0	\$(77,343)
DPW OPERATIONS MANAGER/ASST DPW DIR.	\$67,500	\$69,188	\$1,688
DPW OPERATIONS MANAGER/ASST DPW DIR. 3-1-20	\$69,188	\$70,000	\$812
DRIVER/LABORER	\$53,960	\$56,509	\$2,549
DRIVER/LABORER	\$62,373	\$63,932	\$1,559
CARPENTER/MASON	\$48,960	\$0	\$(48,960)
DRIVER/LABORER	\$45,544	\$46,683	\$1,139
MECHANIC	\$63,251	\$64,832	\$1,581
EQUIPMENT OPERATOR	\$61,147	\$62,676	\$1,529
SENIOR PUBLIC UTILITY SERVICE PERSON	\$72,334	\$74,142	\$1,808
DRIVER/LABORER	\$37,500	\$38,438	\$938
DRIVER/LABORER	\$0	\$35,000	\$35,000
RECEPTIONIST – PART TIME	\$25,903	\$26,551	\$648
PLANNING BOARD SCTY – PART TIME	\$10,321	\$11,326	\$1,005
ZONING BOARD SCTY – PART TIME	\$10,321	\$11,326	\$1,005
CONSTRUCTION CODE OFFICIAL - PT	\$32,779	\$33,598	\$819
PLUMBING SUB-CODE - PT/ BUILD TECH INSP - PT	\$16,944	\$17,368	\$424
ELECTRICAL SUB-CODE - PT	\$14,000	\$14,350	\$350
FIRE SUB-CODE - PT	\$7,800	\$7,995	\$195
BUILDING SUB-CODE OFFICIAL - PT	\$12,000	\$12,300	\$300
BUILDING SUB-CODE OFFICIAL - PT	\$12,500	\$12,813	\$313
PROPERTY MAINTENANCE OFFICIAL	\$32,148	\$32,952	\$804
ZONING OFFICER – PART TIME	\$11,594	\$11,884	\$290
ADMINISTRATIVE SECRETARY - POLICE	\$47,801	\$48,996	\$1,195
EMERGENCY MANAGEMENT DEPUTY CO-ORD	\$2,500	\$2,500	\$0
EMERGENCY MANAGEMENT COORDINATOR	\$3,000	\$3,000	\$0
EMERGENCY MANAGEMENT DEPUTY CO-ORD	\$2,500	\$2,500	\$0
FIRE MARSHALL – PT	\$10,506	\$10,769	\$263
FIRE SAFETY OFFICER – PT	\$4,500	\$4,500	\$0
FIRE DEPT. ADMIN OFFICER – PT	\$7,500	\$7,500	\$0
SECRETARY – BOARD of HEALTH	\$5,000	\$5,000	\$0

CUSTODIAN - PT	\$0	\$17,500	\$17,500
RECYCLING EMPLOYEE - PT	\$0	\$17,500	\$17,500



BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

CONSTRUCTION OFFICE MONTHLY ACTIVITY REPORT

MARCH 2020

ADMINISTRATIVE SUMMARY

As with most aspects of life, the construction industry was adversely affected by the recent coronavirus outbreak. The issuance of multiple executive orders by the governor and subsequent guidance documents by DCA Codes and Standards wreaked havoc on the ability of projects to move forward. Uncertainty about the effects of the virus resulted in many residents to place holds on their projects while they shelter in place.

The Construction Office continues to operate as close to normal as possible, with application reviews and inspection of essential construction projects continuing. All staff have been provided with personal protective equipment and are following the guidelines of the CDC. The DCA Codes and Standards have allowed the inspectors to use discretion in how inspections are performed based on the type and location of the projects. All permit holders have been understanding and cooperative in our effort to continue providing services on a cautionary level.

The review of the current fee schedule has been completed and forwarded to the Manager's Office for review and comment. This fee schedule provides additional details to align it with current modifications of the NJ Uniform Construction Code. An increase in certain fees will allow the Construction Office to meet its statutory requirement of being self-sustaining through collection of user fees. The recent events of COVID-19 will strain the ability to meet this requirement in the short term with the hope that construction activity will resume towards the end of the calendar year.



Construction Permit Activity Report

3/1/2020 -> 3/31/2020

Summary

	Cost:	Count:			
New:	\$0.00	0	Cubic Footage:	13,955 Cu.ft	Permits Issued: 24
Addition:	\$278,237.00	2	Square Footage:	807 Sq.ft	Updates Issued: 0
Alteration:	\$589,807.00	21			
Demolition:	\$0.00	1			
Total:	\$868,044.00	24			

Permits	Count	Permit Fees	Admin Fees	Total	Inspections	Passed	Failed	Other
Building:	8	\$8,609.00	\$0.00	\$8,609.00	B	46	40 %87	3 %6.5
Plumbing:	7	\$655.00	\$0.00	\$655.00	P	25	19 %76	3 %12
Electrical:	12	\$1,134.00	\$0.00	\$1,134.00	E	31	18 %58.1	10 %32.3
Fire:	1	\$75.00	\$0.00	\$75.00	F	21	17 %81	1 %4.8
Elevator:	0	\$0.00	\$0.00	\$0.00	V	0	0 %	0 %
Mechanical:	13	\$1,200.00	\$0.00	\$1,200.00	M	18	15 %83.3	1 %5.6
	41	\$11,673.00	\$0.00	\$11,673.00		141	109	18
DCA Training:	2		52	Other Fees				
DCA State:	19		1213	\$450.00				
DCA Minimum:	3		3					
	24		\$1,268					

(Note: Does not include result of none)

Variations	Total	Paid	Certificates	Issued Total	Paid Total
Building	0	0	CA	16	\$0.00
Plumbing	0	0	CCO	0	\$0.00
Electrical	0	0	CO	3	\$600.00
Fire	0	0	CC	0	\$0.00
Mechanical	0	0	TCO	0	\$0.00
Elevator	0	0	TCC	0	\$0.00
Total:	\$0.00	\$0.00	Total:	19	\$600.00

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

Permit Subcode Exempted (State) Fees			Permit Subcode Waived (Local) Fees		
	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
Total:		\$0	Total:		\$0

Record Count	Total Exempted	Violations	Fines	Paid
DCA Fees	0	Issued	1	\$0.00
	\$0			\$0.00

Payments (Based on Payment Date)	
Permit (53)	\$13,491.00
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
Grand Total	\$13,491.00



BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

CONSTRUCTION OFFICE SUMMARY OF FEES COLLECTED

PERIOD	2018 COLLECTED	YEAR TO DATE	COMMENTS	AMOUNT
JANUARY	10,958.00	10,958.00		
FEBRUARY	4,025.00	14,983.00		
MARCH	3,342.00	18,325.00		
APRIL	8,802.00	27,127.00		
MAY	18,270.00	45,397.00		
JUNE	7,805.00	53,202.00		
JULY	11,359.00	64,561.00		
AUGUST	9,355.00	73,916.00		
SEPTEMBER	9,504.00	83,420.00		
OCTOBER	23,654.00	107,074.00	Enclave fees	13,888.00
NOVEMBER	17,709.00	124,783.00		
DECEMBER	34,113.00	158,896.00	Enclave fees	23,496.00

PERIOD	2019 COLLECTED	YEAR TO DATE	COMMENTS	AMOUNT
JANUARY	12,338.00	12,338.00		
FEBRUARY	4,042.00	16,380.00		
MARCH	23,677.00	40,057.00		
APRIL	8,056.00	48,113.00		
MAY	23,363.00	71,476.00		
JUNE	26,134.00	97,610.00		
JULY	16,904.00	114,514.00	Enclave fees	10,592.00
AUGUST	7,245.00	121,759.00		
SEPTEMBER	8,425.00	130,184.00		
OCTOBER	7,403.00	137,587.00		
NOVEMBER	14,035.00	151,622.00		
DECEMBER	7,618.00	159,240.00		

PERIOD	2020 COLLECTED	YEAR TO DATE	COMMENTS	AMOUNT
JANUARY	106,301.00	106,301.00	Enclave and Sunrise fees	98,243.00
FEBRUARY	5,520.00	111,821.00		
MARCH	13,491.00	125,312.00		
APRIL				
MAY				
JUNE				
JULY				
AUGUST				
SEPTEMBER				
OCTOBER				
NOVEMBER				
DECEMBER				

BOROUGH OF MOUNTAIN LAKES

DEPARTMENT OF PUBLIC WORKS

Department Activity

March 2020

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

Additionally:

Streets & Roads Department:

- Street sweeper went out for repairs on March 4th, 9th and 19th.
- Vactor truck used to clean basins: Condit Rd., N. Briarcliff Rd., Melrose Rd., Bellvale Rd. and Howell Rd.
- Drainage pipe replacement across Morris Ave. from Elm Rd.
- Basin rebuild: 45 Howell Rd., 18 Bellvale Rd., stormwater structure on Van Duyne
- Open space litter collection throughout town including: Elm Rd. Pocket Park, Esplanade, Intervale Circle
- Two loads of styrofoam delivered to Foam Pac
- 3 Yards of topsoil placed along trolley path along Boulevard
- Storm damaged tree removed from Boulevard at Fanny
- Lake aerators turn on - March 6th

- Storm Water
 - Storm drain maps reviewed with Environmental Committee

- Island Beach
 - Extraneous material removal
 - Removed concrete pads under picnic tables
 - Sawcut and removed blacktop from parking lot for sewer line hookup

Water/Sewer Department:

- Fire hydrant repair – 7 Rainbow Trail & Fernwood Trail
- Eight water meter replacements
- Sewer camera used at 209 Morris Ave.
- Valve box repair at Glen Rd & Melrose
- Curb box repair at 379 Morris Ave.
- Meter reading throughout town

Recreation Department:

- Tennis nets and wind screens installed
- Haswell Field leaf clean up
- Park Closed signs installed on Friday March 13th.

Vacation/Sick Time:

- 8 Vacation Hours = 1 Sick Hour
- Implemented alternating three day work week due to Coronavirus



BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

Bill Bender
Fire Chief
info@mlvfd.com

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

TO: Borough Manager Mitchell Stern
DATE: 4/21/20
SUBJECT: March 2020 Report

The following lists the activity for the Mountain Lakes Volunteer Fire Department during the month of March 2020:

FIRE CALLS (6)

LOCATION	DATE	TIME	DESCRIPTION
44 Cresthill RD BT	3/13	12:01 AM	Assist BTFD with structure fire
76 N. Pocono RD	3/15	10:45 PM	Fire Alarm-Malfunction
20 Tower Hill Road	3/16	2:15 PM	Fire Alarm- Malfunction
499 Park Road Parsp.	3/18	10:13 PM	Dispatched to assist Parsippany District 1 (Mt Tabor) for structure fire. Canceled Enroute.
45 Crane Road	3/19	2:45 AM	CO Alarm- High readings of CO in house. Malfunction of Furnace. NJNG responded.
Barka Restaurant	3/28	10:16 AM	Assist Police with large truck that struck Overhead awning.

DRILLS/TRAINING (4)

LOCATION	DATE	TIME	DESCRIPTION
Briarcliff School	3/8	1:00 PM	JFD Drill
Borough	3/10	5:00 PM	Driver Training- Engine 2
Fire Academy	3/10	7:30 PM	5 Members attended safety harness Training
Borough	3/11	5:00 PM	Driver Training- Engine 2
Fire Academy	3/12	7:30 PM	Safety Harness training- part 2
Borough	3/18	12:30 PM	Driver Training- Engine 2
Borough	3/28	11:00 AM	Driver Training-Engine 2

MEETINGS (3)

LOCATION	DATE	TIME	DESCRIPTION
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Fire House	3/3	8:00 PM	Officers Meeting
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LOCATION	DATE	TIME	DESCRIPTION
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COMMUNITY EVENTS (0)

TOTAL MANHOURS 210

Note: As of March 13, 2020 all Fire Department drills, meetings and other department activities were cancelled due to the Corona Virus and the executive order issued by Governor Murphy.

Borough of Mountain Lakes

BOARD OF HEALTH

400 BOULEVARD • MOUNTAIN LAKES, NEW JERSEY 07046

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



February/March 2020

Health Department Report

The purpose of this monthly summary is to provide information regarding the activities of the staff during the past 2 1/2 months.

In early February routine programs were continued such as regular food inspections, complaint inspections within the Environmental Health Division.

Procure as available PPE gloves, wipes, Ox pulse, and BP cuffs

Planning for concerns related to exposure which required multiple changes per week due to limited information available from the State and Federal government at that time.

Coordinated and collaborated with Morris County Health Management for guidance that the County could create for all municipalities based upon local health officer input.

Worked with day care centers/nursery schools regarding guidance documents and practical implementation for concerns regarding spread of COVID-19 and guidance on closure timeline of their business.

Health Education continued to provide information regarding current health education programs. Communication regarding these programs and planning for implementation of future programs.

The Nursing Department completed its normal clinical programs, follow ups and review of lead tracks CDRSS and inventory the vaccines available for childhood and adult vaccine programs.

Standard meetings were attended either in person or by conference call early on during the 1st few weeks of February.

Certain aspects of re- accreditation were worked on especially as it related to quality improvement (QI) self-assessment and review and assessment of staff members.

Early in February, limited information was provided by the State Department of Health and the CDC regarding a Corona virus from Wuhan China. From the end of February to the beginning of March, it became apparent that this virus was going to be of concern to public health.

In early March, specifics began to develop regarding this new virus, named COVID-19 (which is a SARS virus). It was determined that this virus was going to be with us for a while. This determination was based on the significant outbreak that occurred in a nursing home in the state of Washington, along with an outbreak in Italy in and around Milan that had a significant escalating population with the COVID-19 virus. These observations, coupled with the high incidence of death, further increased the concern about this virus in the United States on a large-scale basis.

Activities

- Participated in New Jersey state Department of Health conference calls on a regular basis
- Obtain guidance from NJDOH regarding ever changing rules and best practices
- Review CDC information
- Within February attended 10 meetings in person and in March attended meetings through various online Internet services
- Develop policies for school closings and numerous conversations with superintendent of schools
- Develop protocols in guidance related to food establishments for possible closure. Discussion with food establishment owners regarding responsibilities and priorities pertaining to customers and sanitation
- Provide guidance to Police, Fire and EMS as needed on a regular basis
- Provide information to Borough Manager, Mayor and other leadership within the community
- Review most frequently asked questions with staff to answer COVID questions from the public.
- Train some initial staff for more capacity for CDRSS which is the communicable disease reporting system in New Jersey
- Answer innumerable questions and concerns from municipal and school leadership
- Answer a myriad of questions from residents pertaining to specific circumstances within their family and/or their work environment and/or concerned with disease transfer
- Created and delivered a daily report with information regarding case numbers in the municipality, county and state and also, expired cases. Also providing guidance documents and timely information(see today's report attached with graphic attachment, this is an example of the daily report)
- Discussed with leadership regarding various employment issues for exclusion from work within the municipality/government and businesses

Example of Daily Report

Dear Colleagues

Here is the 12 noon update, from CDRSS for new cases received since our last daily update.

As of April 22 2020 there are 0 new case(s) of COVID-19 in Mt. Lakes

Total: 17

Total Expired Individuals to Date: 1 (0 new)

These are our up to date cases.

New Jersey Hospitals past 24 hours reported 745 COVID-19 patients and the previous 24 to 48 hours 630 COVID-19 patients discharged.

Expired individuals have noted underlying health conditions in almost all cases.

Essex Total Number of Cases: 11,128 (849 expired)

Essex LTC:

40 Facilities with Outbreaks

1,223 Total Cases at Long Term Care Facilities

268 Deaths at Long Term Care Facilities*

Union Total Number of Cases: 10,289 (427 expired)

Union LTC:

28 Facilities with Outbreaks

651 Total Cases at Long Term Care Facilities

139 Deaths at Long Term Care Facilities*

Morris Total Number of Cases: 4,435 (291 expired)

Morris LTC:

36 Facilities with Outbreaks

880 Total Cases at Long Term Care Facilities

162 Deaths at Long Term Care Facilities*

***Includes all deaths reported by Long Term Care facilities to NJDOH CDS; all deaths may not be laboratory confirmed.**

An estimated 61,000 New Jersey residents live in long term care facilities: about 42,000 in the state's 375 skilled nursing facilities and another 19,000 in 240 assisted living residences, according to figures from the Health Care Association of New Jersey.

New Jersey Total Number of Positive Cases: 92,387 (4,753 Expired)

New Jersey Total Number of Negative Cases: 92,439

Long Term Care Facilities Total positive cases: 11,527 (2,048 expired)

Masks- ordered.

Testing continues for first responders as requested.

NURSING HOMES continue to have staffing problems which makes it hard to manage contagion control issues. As a proactive step we have emailed approximately 6 colleges/universities that have nursing programs and have asked for a direct contact to determine availability of 4th year nursing students who can function as a nurse during this outbreak and for other nursing students to function in a helping capacity in some way other than a licensed nurse. We are waiting for a response so we can hopefully make effective connections.

Illness curve - please find attached a new bell curve regarding timelines for disease increase from asymptomatic to symptomatic and then back to being resolved/asymptomatic. You will see a note on the right side indicated 21 days this reflects the amount of extra time that is likely to be needed in total when there is a second family household member that is asymptomatic. The purpose so show the conceptual pattern of this virus during likely transmission times and after likely transmission times which would be 7 days after onset of symptoms or 72 hours after symptoms resolve with no fever plus 72 hours or whichever is longer (7 days disease/72 hours after symptoms of disease resolve)

Public information suggestions:

Primary message: Fresh air can improve your health and wellbeing!

Sub message: Here are some outdoor activities your family can enjoy. For your safety and others, stay at least 6 feet away during this time of social distancing.

Recommended list of activities:

- Go for a leisurely walk or jog
- Bike ride
- Enjoy a backyard picnic
- Garden
- Bird watch
- Driveway chalk art
- Play board games outside

Please see the link below with information from FDA regarding vaping and COVID19:

<https://www.bloomberg.com/news/articles/2020-03-27/vaping-could-increase-health-risks-tied-to-covid-19-fda-says>

Please see a few Telemedicine links below:

1. **Hackensack Meridian Health's** Convenient Care NOW telemedicine program is an option. Register online by filling out a simple form. You can also download the app on your mobile device by searching "Convenient Care NOW" in your app store.

Once registered you can: Initiate a visit, Select a doctor, Request a video call or voice call, Upload pictures if it'll help identify any underlying issues

<https://www.hackensackmeridianhealth.org/HealthU/2020/03/05/when-how-to-use-telemedicine-if-youre-feeling-sick/>

2. **Atlantic Health System:** <https://www.atlantichealth.org/locations/virtual-visit.html>
For a limited time, the cost of a virtual visit is \$20 with coupon code **ATLANTIC20**.

3. **RWJ Barnabas Health:** <https://rwjbhtelemed.org/landing.htm> Cost: \$15; use payment code RWJBH15 OR <https://www.rwjbh.org/our-doctors/urgent-care-online/> app download for pediatric, urgent care, family practice etc.

4. **Summit Medical Group:** <https://www.summitmedicalgroup.com/coronavirus/telemedicine/>
below docs confirmed for accepting new patients
Melissa Berlin, MD
230 Sherman Avenue, Suite C, Glen Ridge NJ
973 743 2321

Cecilia Hostetler
48-50 Fairfield Street Montclair
973-744-8511

<https://apps.apple.com/us/app/cdoc-see-your-doctor-anytime/id1133534055>

MASS TESTING SITES:

Essex County Residents: Newark Weequahic Park – This week Monday-Wednesday-Friday. Go to the County website for details. **APPOINTMENTS ARE REQUIRED**

Morris County Residents: Effective Monday, March 30th, a testing site will be open at County College of Morris by appointment only and with prescription. **See attached Morris County Press Release.** Atlantic healthcare has a site available by appointment only- South Street, Morris Township.

Union County Residents: Kean University – valid prescription is required. Email COVID19@UCNJ.ORG testing center is open Monday through Friday 9am to 5pm.

FEMA SITE :

Bergen and Monmouth Counties still have testing sites open.

Conference call Monday thru Friday will be at to 1:30pm. For those municipalities that would like to be on a joint call please dial into 425-436-6349 the access code is 614148#. If you are not available or prefer not to be on the shared call with other municipalities we serve please let me know and I will make myself available to each community separately.

If you have any immediate issues please contact me with any questions on my cell 973-713-9504

Regards,

F. Michael Fitzpatrick
Health Officer
Bloomfield Township Department of Health & Human Services
1 Municipal Plaza, Room 111
Bloomfield, NJ 07003



Public Health
Prevent. Promote. Protect.


Township of Bloomfield
Department of
Health & Human Services



 973.680.4026
TTY: 7-1-1

 973.680.4825

 mfitzpatrick@bloomfieldwpnj.com

 <http://www.bloomfieldwpnj.com/158/Health-Department-Human-Services>

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COVID-19: AVERAGE TRANSMISSION TO OTHERS & PATIENT SYMPTOM CURVE

INFORMATION AS OF 4/21/2020



PUBLIC HEALTH NETWORK
BLOOMFIELD TOWNSHIP

DEPT OF HEALTH & HUMAN SERVICES, 1 MUNICIPAL PLAZA, BLOOMFIELD, NJ 07003



Public Health
Protect. Promote. Prevent.



Advancing public health performance

Time Used/Overtime by Month

	<u>Sick Time Hours</u>							<u>Vacation/Comp Hours/Per's Day/Bereave</u>							<u>Court Overtime</u>							<u>Department Overtime</u>						
	2014	2015	2016	2017	2018	2019	2020	2014	2015	2016	2017	2018	2019	2020	2014	2015	2016	2017	2018	2019	2020	2014	2015	2016	2017	2018	2019	2020
Jan	104	106	58	236	216	79	588	60	64	127.5	22	15	14	0	\$0	\$0	\$0	\$0	\$158	\$0	\$154	\$9,344	\$2,989	\$3,164	\$2,998	\$4,159	\$4,348	\$9,570
Feb	80	104	142	226	252	86	444	45	34	11	84	104	220	111	\$221	\$0	\$0	\$0	\$0	\$210	\$258	\$10,162	\$4,641	\$7,750	\$7,009	\$4,927	\$2,138	\$4,788
March	128	82	82	238	310	110	332	36	96	139	198	148.5	168	74.5	\$180	\$0	\$0	\$151	\$0	\$0	\$0	\$7,262	\$6,541	\$7,689	\$12,822	\$29,829	\$6,254	\$4,081
Aprl	36	72	46	209.5	0	106	165	218	138	154	250	265.5	\$360	\$271	\$0	\$0	\$0	\$422	\$1,563	\$8,942	\$4,657	\$5,399	\$12,146	\$27,385				
May	94	188	69	128	204	96	220	322	192	254	178	169	\$0	\$0	\$0	\$0	\$0	\$993	\$10,958	\$11,708	\$16,276	\$12,700	\$24,263	\$26,828				
June	104	144	85	140	130	106	257	152	299	268	208	254	\$0	\$0	\$0	\$0	\$193	\$0	\$9,640	\$18,386	\$6,362	\$17,917	\$21,572	\$32,632				
July	68	128	140	318	152	47	520	428	592	518	524	84.5	\$0	\$0	\$0	\$0	\$158	\$0	\$11,237	\$27,256	\$31,836	\$31,018	\$24,005	\$27,180				
August	120	114	182	272	94	246	674	585	528	606	682	748	\$0	\$0	\$0	\$140	\$193	\$0	\$20,462	\$30,377	\$20,059	\$21,042	\$18,754	\$34,709				
Sept	116	71.5	92	276	94	180	131	228	364.5	294	375.5	222.5	\$0	\$0	\$354	\$0	\$0	\$0	\$6,874	\$13,746	\$12,484	\$21,047	\$16,316	\$22,108				
Oct	92	82	94	332	106	154	146	302	414	125	208	216	\$266	\$0	\$0	\$0	\$0	\$0	\$8,543	\$16,914	\$15,755	\$12,876	\$14,514	\$15,865				
Nov	94	96.5	188	346	148	426	256	145	164	274.5	235.5	176	\$0	\$0	\$0	\$0	\$246	\$0	\$9,762	\$8,770	\$11,241	\$18,359	\$15,103	\$17,554				
Dec	164	121	392	392	254	600	175	157.5	217.5	171	346.5	144.5	\$0	\$0	\$0	\$302	\$0	\$0	\$15,512	\$5,481	\$19,991	\$18,360	\$20,920	\$21,126				
Total	1200	1309	1570	3114	1960	2236	1364	2685	2731.5	3186.5	2968.5	3275	2682	185.5	\$1,028	\$271	\$354	\$593	\$947	\$1,625	\$412	\$121,318	\$155,753	\$157,266	\$181,548	\$206,506	\$241,128	\$18,440

March

<u>Total Overtime</u>
<u>Hours Paid</u>
50

<u>Total</u>	<u>Total</u>	<u>% of Hrs Equating to</u>
<u>Vaca/Comp Hrs</u>	<u>Vaca/Comp/Personal/Bereave Hrs</u>	<u>OT</u>
74.5	11.5	15.44%

<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>
332	24	7.23%

- * 11 hrs Arrest/Investigation
- * 3.5 hrs community relations/traffic control
- ** Two Officers out Injury/disability, creating 260 of the 332 sick hours for the month.
Detective and School Resource Officer removed from assignments and are now in patrol to cover minimum staffing/Overtime costs

BOROUGH OF MOUNTAIN LAKES

Recreation Department

Department Activity March 2020

The Recreation Commission did not meet in March because of the Corona virus. The Commission did vote via email to approve the Independence Day fireworks on 7/2/2020 with the rain date of 7/3/2020.

- Continued to book gym time as many of the Junior Laker Basketball teams made the playoffs. Play continued through March 13th.
- Continued to work with Athletic Director Patrick Brunner to Assisted youth Spring sports including track, girls lacrosse, boys lacrosse and Tri-Town Baseball with field, gym and turf requests and schedule changes amidst the limited field availability due to rain this Spring. Coordinated Turf Light Time for boys and girls lacrosse according to MLS Policy 7511.
- Continued planning and promoting summer camps including:
 - Summer Recreation Camp with Yoga and new Soccer Add-On
 - Summer Teen Adventure Camp
 - Tennis Camp – outsourced to USSI
 - Field Hockey Camp
 - Sailing Camp
 - Surfing camp (Buses leave from ML to Asbury Park & home for a 5 days)
 - Teen Adventure Camp (daily excursions to amusement parks, NYC, parks, etc.)
 - Golf Camp
 - Various Sports Camps (supporting MLHS coach camps)

- Assisted residents with various facilities requests.
- Began to secure dates for Summer Concerts on the Beach.
- Attended the Rec Volleyball tournament with the Briarcliff students. Tournament was on 3/3/2020 at Valleyview Middle School in Denville.
- Met with Monica Goscicki and Cara Pagan (MLHS) to discuss Municipal Alliance.
- Met with Sailing Board to discuss possibility of Jake DeNooyer to be substitute Director for Bob Fehon if there were rain dates. Jake accepted the position of “substitute.”
- Ordered Trash Cans for the Cove.
- Updated and entered all online registrations for Summer Recreation Camps.
- Ready to post July 4 online donations if approved by Council.
- Posted and accepted job applications for: Lifeguards, Camp Directors, Teen Adventure Camp Director, Sailing Camp Director, and Counselor positions.
- Ongoing planning and coordination of volunteer efforts for annual Easter Egg Hunt, Trout Stocking and Derby.
- Confirmed newspaper coverage of above events.
- There were concerns from the Environmental Committee and the Lakes Management Committee regarding the stocking on Trout. I contacted the Regional Biologist from the NJDEP, he said he believed that Trout Stocking was acceptable as an educational tool for towns. He supports the choice of species.
- Easter Egg Hunt cancelled due to the Corona virus.
- Trout Derby cancelled due to the Corona virus.

- Laker 55+ was cancelled due to the Corona virus.
- Continued to work with both Adult Soccer teams to share the turf for home games. The league was able to schedule games on alternating weekends. 40+, 50+.
- Began discussion of a Junior Track Board – First meeting scheduled for 3/23/2020 was postponed due to the Corona virus.
- Due to Corona virus, Rack/Ring renewals went online. Thankful to the support of the Borough Manager and Debbie Penniston for the successful implementation of new procedures.



BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

Joe Mullaney
Code Enforcement Officer
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400 Boulevard
Mountain Lakes, NJ 07046
P -973-334-3131 ext .2014
F -973-402-3466

TO: Borough Manager Mitchell Stern
DATE: 4/22/20
SUBJECT: Monthly Report March 2020

The following lists code enforcement/property maintenance issues for the month of March 2020:

- 3/7: Contacted realtors regarding sign violations at a Lake Drive residence and Boulevard residence.
- 3/8: Removed political sign from a tree on Borough property at the intersection of West Shore and N. Pocono Road
- 3/9: Sign at N Pocono and West Shore put up again. Sign removed
- 3/10: Spoke with landscaper regarding parking on Borough land along the Boulevard

SMOKE AND CO DETECTOR INSPECTIONS:

Date:	Location	Pass/Fail
3/10	361 Route 46	Pass
3/24	100 Laurel Hill Rd	Pass

SIGN ENFORCEMENT –Monitor placement of temporary signs for compliance with ordinance.

Parking Enforcement: Monitor parking of landscaping trucks on Boulevard and around town to ensure compliance.

Note: For the time being I am not doing on site visits for smoke and carbon monoxide alarm inspections. Homeowners will complete an affidavit certifying all the detectors are operating properly. Letter of compliance will then be issued.