



**AGENDA FOR THE COUNCIL MEETING OF THE BOROUGH OF MOUNTAIN LAKES  
HELD AS A REMOTE MEETING ON ZOOM**

**MAY 27, 2020**

**EXECUTIVE CLOSED SESSION – BEGINS AT 6:30PM**

**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) 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) EXECUTIVE SESSION**

R106-20 Resolution to Enter an Executive Session – Litigation/Tax Appeals

**5) COMMUNITY ANNOUNCEMENTS**

**6) SPECIAL PRESENTATIONS**

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

**8) PUBLIC COMMENT**

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

**9) BOROUGH COUNCIL DISCUSSION ITEMS**

- a. Discussion of the 2019 Annual Audit
- b. Corrective Action Plan

**10) ATTORNEY'S REPORT**

- a. Historic Preservation Ordinance

**11) MANAGER'S REPORT**

**12) ORDINANCES TO INTRODUCE**

- a. Ordinance 6-20, Amending Chapter 111 of the Revised General Ordinances of the Borough of Mountain Lakes and Revising the Fee Schedule
- b. Ordinance 7-20, Appropriating the Sum of \$6000 Currently Located within General Capital Fund Balance

---

**13) \*CONSENT AGENDA ITEMS**

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

**\*RESOLUTIONS**

- a. R107-20, Authorizing the Payment of Bills
- b. R108-20, Certifying Compliance with Requirements of Audit
- c. R109-20, Authorizing the Cancellation of General Capital Appropriation Balances
- d. R110-20, Appointing Special Police Officers

**\*APPROVAL OF MINUTES**

5/11/20 (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**

---

**14) COUNCIL REPORTS**

**15) 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.

**16) NEXT STEPS AND PRIORITIES**

**17) ADJOURNMENT**





200 Valley Road, Suite 300  
Mt. Arlington, NJ 07856  
973.298.8500

11 Lawrence Road  
Newton, NJ 07860  
973.383.6699

[nisivoccia.com](http://nisivoccia.com)

Independent Member  
BKR International

May 11, 2020

To the Honorable Mayor and Members  
of the Borough Council  
Borough of Mountain Lakes  
Mountain Lakes, New Jersey

We have audited the financial statements of the various funds of the Borough of Mountain Lakes (the "Borough") for the year ended December 31, 2019, and have issued our report thereon dated April 17, 2020. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards* and Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* ("Uniform Guidance"), as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our engagement letter to you. Professional standards also require that we communicate to the following information related to our audit.

#### Significant Audit Findings

##### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Borough are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing accounting policies was not changed during the current year. We noted no transactions entered into by the Borough during the year for which there is a lack of authoritative guidance or consensus. All significant transactions appear to have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to financial statements users and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were:

Management's estimate of the compensated absences liability is based on the historical pattern of employment within the Borough. We evaluated the key factors and assumptions used to develop the compensated absences liability in determining that it is reasonable in relation to the financial statements taken as a whole.

The net pension liabilities are estimated by the respective actuary for either the Police and Firemen's Retirement System (PFRS) or the Public Employee's Retirement System (PERS) of New Jersey. These estimates can be affected significantly by pensionable wages, changes in assumptions and investment returns.

The disclosures in the financial statements are neutral, consistent, and clear.

*Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

*Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. There were no material misstatements detected as a result of our audit procedures.

*Disagreements with Management*

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

*Management Representations*

We have requested certain representations from management that are included in the management representation letter dated April 17, 2020.

*Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Borough's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

*Other Audit Findings or Issues*

- 1.) The Borough does not maintain an adequate segregation of duties with respect to the recording and treasury functions. Segregation of duties refers to separating those functions that place too much control over a transaction or class of transactions that would enable a person to perpetuate errors and prevent detection within a reasonable period of time. The Chief Financial Officer reviews and approves disbursements of funds, prepares the general ledger and payroll and reconciles the bank accounts for the respective funds or accounts. This is due, in part, to the limited number of personnel of the Borough and the decentralized nature of governmental collection procedures. Accordingly, management and the Borough Council should be aware of this situation and realize that the concentration of duties and responsibilities in a limited number of individuals is not desirable from a control point of view. It is recommended that an adequate segregation of duties be maintained with respect to the recording and treasury functions.

To the Honorable Mayor and Members  
of the Borough Council  
Borough of Mountain Lakes  
Page 3

*Other Audit Findings or Issues (Cont'd)*

Management Suggestions:

Federal and State Grant Fund

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

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We were engaged to report on the schedules of expenditures of federal and state awards and the supplementary data schedules, which accompany the financial statements but are not Required Supplementary Information. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

This information is intended solely for the use of Mayor and Members of the Borough Council and management of the Borough of Mountain Lakes and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

  
\_\_\_\_\_  
Nisivoccia LLP

**BOROUGH OF MOUNTAIN LAKES**  
**CORRECTIVE ACTION PLAN**  
**2019 AUDIT**

**Finding 2019-1**

*The Borough does not maintain an adequate segregation of duties with respect to the recording and treasury functions. Segregation of duties refers to separating those functions that place too much control over a transaction or class of transactions that would enable a person to perpetuate errors and prevent detection within a reasonable period of time. The Chief Financial Officer reviews and approves disbursements of funds, general ledger, and payroll and reconciles the bank accounts for the respective funds or accounts. This is due, in part, to the limited number of personnel of the Borough and the decentralized nature of governmental collection procedures. Accordingly, management and the Borough Council should be aware of this situation and realize that the concentration of duties and responsibilities in a limited number of individuals is not desirable from a control point of view.*

**Recommendation of Auditor**

1. An adequate segregation of duties be maintained with respect to the recording and treasury functions.

**Explanation and Corrective Action:**

Given the size of the Township's workforce in the Finance Department, the segregation of duties recommended is not practical. The finance employees' duties are separated as much as possible with only three employees. The cash receipts and disbursements are done by separate employees and reviewed monthly by the Chief Financial Officer. The Chief Financial Officer then reconciles the accounts. For 2019 the Borough Manager was reviewing the trial balances for each account after they were reconciled monthly.

**Implementation Date:        June 1, 2020**

**MURPHY**  
**McKEON P.C.**  
**COUNSELLORS-AT-LAW**

RIVERDALE SOUTH  
51 ROUTE 23 SOUTH, P.O. BOX 70, RIVERDALE, NEW JERSEY 07457  
TELEPHONE: (973) 835-0100 • FACSIMILE: (973) 835-1732  
www.murphymckeonlaw.com

NEW YORK: 25 WEST STREET, WARWICK, NY 10990 • (845) 987-1577

MARTIN F. MURPHY<sup>1</sup>  
JAMES L. McKEON, III<sup>1</sup>  
ROBERT H. OOSTDYK JR.  
ANTHONY M. BUCCO  
SHARON L. WEINER<sup>1</sup>  
DAVID J. RUITENBERG  
JAMES T. BRYCE  
CHRISTOPHER I. WOODS<sup>1</sup>

JAMES M. PARISI<sup>1</sup>  

---

OF COUNSEL:  
DIANA WALSH  
SERENE M. HENNION  
ROBERT S. MEYER

<sup>1</sup> NEW JERSEY & NEW YORK BAR

<sup>2</sup> NEW JERSEY, NEW YORK & PENNSYLVANIA BAR

Writer's Direct:  
Tel. (973) 835-0100 ext. 226  
roostdyk@murphymckeonlaw.com

May 12, 2020

Mayor David Shepherd and Members of the Borough Council  
Borough of Mountain Lakes  
400 Boulevard  
Mountain Lakes, New Jersey 07046

Re: Historic Preservation Ordinance

Dear Mayor Shepherd and Council Members:

The Council requested that I review of the proposed ordinance establishing an historic preservation commission and amending the Historic Preservation Ordinance codified in Article VI of the Land Use Ordinance. If adopted, this ordinance would establish a statutory historic preservation commission and designate and regulate historic landmarks within the Borough.

Our existing Historic Preservation Committee is established by ordinance as a purely advisory body to help develop public awareness and advise the Planning Board and the Council on historic preservation issues. The current Borough ordinance encourages historic preservation by providing special zoning requirements for "contributing dwellings" but does not designate nor fully regulate the preservation of historic properties. The Council has two broad decisions to make 1) should the Borough have a statutory historic preservation commission, and 2) should the Borough designate historic properties within the Borough and adopt full statutory substantive regulation over designated historic properties

The Municipal Land Use Law was amended in 1985 to specifically authorize a municipality to regulate the preservation of historic sites and districts. These regulations provided both substantive regulatory authority and a procedural mechanism to implement these substantive regulations. The regulation of historic preservation is not mandatory, but rather at the discretion of the municipality. The authority given to municipalities includes not only the ability to establish limitations on new development which require applications to a land use board, but also regulations on modification and demolitions of structures which would not have otherwise involved land use board jurisdiction. The law authorized the establishment of a municipal historic preservation commission and assigned a role to these commissions. The law provided two options to municipalities establishing a commission. They could assign the commission an advisory role in reviewing applications for permits involving historic sites or districts with the actual determination being made by the local planning board (an "advisory" or "weak" commission) or they could make the commissions decision on permits final and binding (a "regulatory" or "strong" commission).

The draft ordinance would replace our current local advisory committee with a statutory commission within the Borough. In my opinion, if the Borough is going to substantively regulate historic preservation under the authority of historic preservation provisions contained in the Municipal Land Use Law it would need to establish a statutory historic preservation commission in order to insulate its ordinance from a potential challenge. There is a clear statutory procedure for historic preservation regulation and it requires the use of a historic preservation commission.

The proposed ordinance would substantively regulate historic preservation in accordance with the authority provided in the Municipal Land Use Law. The Municipal Land Use Law authorizes a municipality to "designate and regulate historic sites or historic districts and provide design criteria and guidelines therefore". NJSA 40:55D-65.1. The



draft ordinance provides for a process for designation of sites and it regulates how such sites are maintained. It uses a regulatory method which is now well recognized and used in municipalities throughout the State. The use of these types of regulations for historic preservation has been challenged and upheld by the Courts.

A municipality may establish a historic preservation commission without opting to exercise its authority under NJSA 40:55D-65.1 to establish a designation and regulatory process for historic preservation. NJSA 40:55D-111 clearly mandates a role for a historic preservation commission if the zoning ordinance designates and regulates historic sites, but only if the municipality opts to exercise that authority. By implication, this gives the municipality the option to establish a historic preservation commission without also opting to establish a designation and regulatory process for historic preservation. There are valid reasons why it may be advantageous to establish a statutory historic preservation commission to replace the existing Committee. The commission form is widely recognized and its role is clearly established in the law. There is less ambiguity in the role of a statutory commission. The authority of a statutory commission may be more formalized but it really would not substantially increase the role of the existing Committee without additional ordinance changes Mountain Lakes could, in my opinion, opt to establish a historic preservation commission as set forth in the proposed ordinance without enacting the additional substantive regulation also provided for in the draft ordinance. We could not, however, adopt the proposed substantive regulations without forming a statutory commission as proposed in the draft ordinance.

In the event that the Council decides to move forward with establishing a commission and designating and regulating historic properties the draft ordinance generally follows the statutory framework and is well drafted for consideration. I have a few comments and recommendations:

1. The Title should be changed to more accurately reflect the content of the ordinance. I recommend "Ordinance Amending Chapter 40 of the Revised General Ordinances of the Borough of Mountain Lakes, Establishing an Historic Preservation Commission, and Designating and Regulating Historic Landmarks."
2. N.J.S.A. 40:55D-65.1 provides the authority to designate historic landmarks by municipal ordinance. It provides that "all historic sites and historic districts designated in the zoning ordinance shall be based on identifications in the historic preservation plan element of the master plan." Section 40-51 of the draft ordinance provides criteria and lists landmarks. The landmarks are designated in subsection B. The Historic Preservation Plan Element in the Borough Master Plan contains a list of landmarks recommended for designation. It does not include the Masonic Lodge Building which is included in the ordinance. It does include the Mountain Lakes Garage which is not listed in the ordinance. The Master Plan and the Ordinance designations should be consistent. N.J.S.A. 40:55D-65.1 provides that "the governing body may, at any time, adopt, by affirmative vote of a majority of its authorized membership, a zoning ordinance designating one or more historic sites or historic districts that are not based on identifications in the historic preservation plan element, the land use plan element or community facilities plan element, provided the reasons for the action of the governing body are set forth in a resolution and recorded in the minutes of the governing body." This procedure could be used in the event the Council wishes to proceed with the designation of the Masonic Lodge Building. As to the criteria for designation in subsection A, numbers 2, 3, 4 and 8 are criteria also listed in the Master Plan. Again, it would be best if the Master Plan and the Ordinance listed the same criteria. The additional ordinance criteria appear to be appropriate and perhaps the Planning Board could consider including these in future Plans.
3. Section 40-52 A. provides that a member of the Commission "may" be delegated by the Commission to testify before the Planning Board at a hearing on an application reviewed by the Commission. N.J.S.A. 40:55D-110 makes such testimony mandatory. I recommend the word "may" be changed to "shall".
4. Section 40-53 E deals with the Planning Board application review process. Subsection (1) states that the Planning Board need not hold a public hearing to determine "non-necessity" in response to an application. Under the Open Public Meetings Act. I do not see how that Board decides anything without the discussion being public. I also find this to be inconsistent with Paragraph (4) which requires the Board to allow all persons an opportunity to be heard.

I understand that this is an attempt to provide a relatively prompt finding but I do not see how this works within the legal obligations of the Board. Subsection (2) of this section requires the Planning Board to provide notice of a hearing on an application to the applicant by "personal service or certified mail". I'm not sure why these applications should be any different than any other applications before the Board and why the Board (presumably through the Board Secretary) would have an obligation to provide formal notice to an applicant rather than have an expectation that the applicant be responsible for following up on an application. Subsection F of this Section authorizes the Board Chairman to review "minor applications" without a public hearing. This needs to be reviewed carefully with the Board but the legality of such authority raises concerns. Subsection H is titled "Requirement of Obtaining Certificates of Appropriateness for Governmental Actions". The body of this section actually provides for a voluntary "advisory report" to be sought when governmental property is involved. This is a reasonable approach and consistent with the manner in which other land use regulations are addressed on public property. I would suggest that the title be changed to "Advisory Reports for Governmental Actions"

5. Sections 40-56 and 40-57 address enforcement and violations. Section 56 imposes a "duty" on all Borough officials to determine the applicability of the ordinance restrictions. From my prospective imposing a "duty" suggests a potential liability and I find that phrase unusual. I would prefer that the section entitled "Enforcement" simply provide that the provisions of the ordinance may be enforced by the Construction Official, Zoning Officer, or any other municipal official assigned by the Borough Manager. I also find Section 40-57, regarding violations, to be cumbersome and difficult to enforce with all the prerequisite obligations on the Construction Official. The Official needs to have discretion to determine appropriate enforcement actions. Paragraph C seems to require the filing of a legal action for injunctive relief and inexplicably places a duty on "any person" who becomes aware of a violation. Seeking injunctive relief in the Superior Court is costly and, while sometimes very appropriate, needs to be in the discretion of the Borough officials not a mandated response

If you have any questions or concerns with regard to this matter, please do not hesitate to contact me.

Very truly yours,

MURPHY, McKEON, P.C.

*Robert H. Oostdyk, Jr.*

Robert H. Oostdyk, Jr.

RHO/dmd

cc:



# BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

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

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

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

The following represents the Manager's report for the Borough Council meeting of May 27, 2020.

**Beach Badges** - The Borough is selling beach badges for the summer season. At this time, we will be holding off selling guest passes. Because so many area facilities are closed and there are capacity limits for those that are open, we are expecting a significant increase in attendance at our facilities. As we begin the season, we will review daily attendance counts and if appropriate, sell guest passes on-site on a day-to-day basis. Once we get a better handle on visitor counts, we will work towards offering guest passes for sale in advance.

**Midvale and Island Beach Boat Docks** - With social distancing mandates in place, we have no choice but to limit use of these docks to watercraft access only. Activities such as sitting, sunbathing and fishing will not be allowed on the docks until social distancing restrictions are relaxed. Swimming and diving from the docks is already prohibited.

**Birchwood Swim Dock** - Use of this dock will be limited to swim purposes only. As with the Midvale and Island Beach docks, activities such as sitting, sunbathing and fishing will not be permitted.

**Annual Fireworks Display** - Due to the continued ban on large events, we have been left with no alternative but to cancel our annual fireworks display. Should state directives change, I will discuss options with Borough Council before making any decisions.

**Borough Hall Renovation** - The committee will be meeting to finalize a presentation to Borough Council. It is expected that a presentation and funding request will be made during the June 8<sup>th</sup> Borough Council meeting,

Please reach out with questions or concerns.

**Mitchell**

## RESOLUTION AND ORDINANCE REVIEW FOR THE MAY 27, 2020 MEETING

TO: MAYOR AND COUNCIL

FROM: MITCHELL STERN, MANAGER

---

### ***RESOLUTIONS***

**R108-20**, Certifying Compliance with Requirements of Audit – this resolution certifies compliance with the requirements of the Annual Audit and that Borough Council has reviewed, at a minimum, the report entitled “Comments and Recommendations”. Additionally, all Borough Council members are required to sign a Group Affidavit as evidence of their review. Passage of this resolution is a requirement of the NJ Local Finance Board.

**R109-20**, Authorizing the Cancellation of General Capital Appropriation Balances – this resolution cancels remaining balances from past capital funding ordinances. The ordinance balances being cancelled were previously discussed and agreed to by Borough Council.

**R110-20**, Appointing Special Police Officers – this resolution appoints two additional Special Police Officers (Karl Peter Demnitz and Edward Michael Noonan) to assist and augment police manpower as deemed appropriate by the Chief of Police.

---

### ***ORDINANCES TO ADOPT***

**Ordinance 6-20, Amending Chapter 111 of the Revised General Ordinances of the Borough of Mountain Lakes and Revising the Fee Schedule** – this ordinance authorizes fee adjustments for the Construction Department, Planning Board, Zoning Board and Tax Collector.

**Ordinance 7-20, Appropriating the Sum of \$6000 Currently Located within General Capital Fund Balance** – this ordinance is a fully funded general capital ordinance appropriating a portion of the general capital fund balance for capital improvements of curbs and sidewalks. The purpose of this self-funded ordinance is to provide the balance of funding for the Midvale Road sidewalk improvement project as previously discussed.

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

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

**ORDINANCE 06-20**

**ORDINANCE AMENDING CHAPTER 111 OF THE REVISED GENERAL ORDINANCES OF THE  
BOROUGH OF MOUNTAIN LAKES AND REVISING THE FEE SCHEDULE**

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

**Section 1.** Chapter 111 of the Revised General Ordinances of the Borough of Mountain Lakes, entitled "Fee Schedule", shall be amended as follows:

**B. Construction Code**

Type of Service	Fees 2019	Fees 2020
Building Subcode		
Minimum fee	\$75.00	\$80.00
New construction, including additions, per cubic foot of volume	\$0.070	\$0.075
Renovations, alterations and repairs		
Up to first \$50,000 in cost, per \$1,000	\$20.00	\$24.00
Additionally from \$50,001 to and including \$100,000 in cost, per \$1,000	\$12.00	\$20.00
Additionally over \$100,000 in cost, per \$1,000	\$12.00	\$16.00
For the purpose of determining estimated cost, the applicant shall submit such cost data as may be available produced by the architect or engineer of record, or by a recognized estimating firm, or by the contractor. A bona fide contractor's bid, if available, shall be submitted. The Construction Official shall make the final decision regarding estimated cost.		
Fees for combination renovations and additions shall be computed as the sum of the fees computed separately.		
Building or structural demolition		
R5 Use Group, complete	\$500.00	\$500.00
All other use groups, complete	\$1000.00	\$1000.00
R5 Use Group, interior nonstructural	*	\$80.00
All other use groups, nonstructural	*	\$150.00
Garage or accessory building demolition		
R5 Use Group	*	\$80.00
All other use groups	*	\$150.00
Moving a building, per \$1,000 of estimated cost of work	*	\$24.00
Asbestos abatement	\$70.00	\$100.00
Administrative certificate of occupancy	\$14.00	\$25.00
Lead hazard abatement	\$140.00	\$150.00
Administrative certificate of clearance	\$28.00	\$25.00
Flat fees for the following (not subject to minimum fee):		
Swimming pools	\$200.00	\$150.00
Temporary structures		
Sheds, each	*	\$25.00
House and construction trailers, each	*	\$250.00
Tents, each	*	\$120.00
Retaining wall with surface area greater than 550 square feet that is associated with a Class 3 residential	*	\$200.00
Type of Service	Fees 2019	Fees 2020
structure		

Retaining wall with a surface area of 550 square feet or less that is associated with a Class 3 residential structure	*	\$100.00
Retaining wall, newly constructed, at other than a Class 3 residential structure shall be based on the cost of construction.		
Signs, per square foot	\$2.00	\$3.00
Double faced signs shall be based on the area of one face of the sign		
Certificate of occupancy		
New construction, R5 Use Group	\$200.00	\$200.00
All other Use Groups	\$250.00	\$250.00
Additions, R5 Use Group	\$50.00	\$75.00
All other Use Groups	*	\$150.00
Change of use group	*	\$160.00
Certificate of continued occupancy		Minimum of all subcode fees plus Certificate of Occupancy fee
Temporary certificate of occupancy		
Initial issuance	*	No fee
Subsequent renewals, each	*	\$75.00
Certificate of approval		No fee
Plan review, nonrefundable		20% of construction permit fee
Permit surcharge fees		
Permit surcharge [state-mandated, N.J.A.C. 5:23-4.19(b)], per cubic foot of volume (new work and additions only)	*	\$0.00371
Alterations, per \$1 of cost	*	\$0.0019
Variation application as per N.J.A.C. 5:23-2.10		
Class I structure	\$100.00	\$700.00
Class I structure, resubmission	\$100.00	\$250.00
Class II and III structures	\$65.00	\$150.00
Class II and III structures, resubmission	*	\$75.00
Reinstatement of lapsed permit		Minimum of each subcode section not completed 20% of construction permit fee
Change of contractor	*	\$25.00
Closure of outstanding open permit, each	*	\$50.00
Electrical Subcode		
Minimum fee	*	\$80.00
Electrical devices (i.e., lighting outlets, convenience receptacles, wall switches, smoke and heat detectors, fluorescent fixtures, fractional horsepower motors, emergency lights, exit lights, communication points, fire alarm devices, fire alarm control panel)		
1 to 20 devices	\$75.00	\$80.00
Type of Service	Fees 2019	Fees 2020
Each additional 20 devices	\$12.00	\$20.00
Motors (all except those in plug-in appliances)		
1 to 10 horsepower	\$20.00	\$20.00

11 to 50 horsepower	\$50.00	\$75.00
51 to 100 horsepower	\$92.00	\$100.00
Over 100 horsepower	\$457.00	\$450.00
Appliance equipment		
1 to 10 kilowatts	\$20.00	\$20.00
11 to 45 kilowatts	\$50.00	\$75.00
46 to 112.5 kilowatts	\$92.00	\$100.00
Over 112.5 kilowatts	\$457.00	\$450.00
Transformers, generators		
1 to 10 kilowatts	\$20.00	\$50.00
11 to 45 kilowatts	\$50.00	\$100.00
46 to 112.5 kilowatts	\$92.00	\$200.00
Over 112.5 kilowatts	\$457.00	\$450.00
Service entrance, panel, subpanel or disconnect		
Up to 100 amperes	\$50.00	\$75.00
101 to 200 amperes	\$50.00	\$150.00
201 to 1,000 amperes	\$92.00	\$250.00
Over 1,000 amperes	\$457.00	\$450.00
Air-conditioning units (includes disconnect, compressor/condenser, air handler), each	*	\$75.00
Replacement of any system part	*	\$25.00
Burglar alarm system	*	\$50.00
Replacement of any system part	*	\$25.00
Swimming pools (includes receptacle, switch, trench, bonding)	*	\$150.00
Equipotential bonding grid	*	\$50.00
Hydromassage tub	*	\$30.00
Hot tub, spa	*	\$75.00
Certificate of compliance, annual inspection for public swimming pools, spas, hot tubs	\$75.00	\$150.00
Photovoltaic systems		
1 to 50 kilowatts	*	\$80.00
51 to 100 kilowatts	*	\$125.00
Greater than 100 kilowatts	*	\$450.00
Fire Subcode fees		
Minimum fee	\$75.00	\$80.00
Sprinkler systems, each		
Pipe schedule	*	\$100.00
Hydraulically calculated	*	\$100.00
R5 Use Group, 20 or fewer heads	*	\$75.00
Sprinkler system heads, all use groups		
1 to 20 heads	\$65.00	\$80.00
21 to 100 heads	\$120.00	\$150.00
101 to 200 heads	\$229.00	\$300.00
201 to 400 heads	\$594.00	\$750.00
401 to 1,000 heads	\$900.00	\$1,150.00
Over 1,000 heads	*	\$1,450.00
Sprinkler system supervisory devices (i.e., tamper)	*	\$20.00
Type of Service	Fees	Fees
	2019	2020
switches low/high air), each		
Standpipes, each	\$229.00	\$300.00
Fire alarm systems		
Control panel, R5 Use Group, each	*	\$50.00
Control panel, non-R5 Use Group, each	*	\$100.00

Fire alarm systems alarm devices (i.e., smoke detector heads, heat detector heads, pull stations, waterflow alarms)		
1 to 20 devices	\$35.00(1-10)	\$80.00
21 to 100 devices	*	\$150.00
101 to 200 devices	*	\$300.00
201 to 400 devices	*	\$750.00
401 to 1,000 devices	*	\$1,150.00
Over 1,000 devices	*	\$1,450.00
Fire alarm system security devices (i.e., door locks, electromagnetic releases), each	*	\$20.00
Fire alarm system signaling devices (i.e., horns, strobes, bells), each	*	\$10.00
Independent pre-engineered system, each		
Wet chemical system	\$92.00	\$100.00
All other systems	*	\$200.00
Gas- or oil-fired appliances, each		
R5 Use Group	\$46.00	\$50.00
All other use groups	*	\$75.00
Metal chimney liner installation, each	*	\$75.00
Exhaust systems, each		
Commercial kitchen	\$50.00	\$100.00
Smoke control system	*	\$200.00
Incinerators, each	\$65.00	\$460.00
Crematorium, each	\$365.00	\$460.00
Fuel storage tanks		
R5 Use Group, install, remove or abandon, each	\$75.00	\$80.00
All other use groups, install remove or abandon, each		
Up to 275 gallons	*	\$100.00
276 gallons to 1,000 gallons	\$100.00	\$200.00
Each additional 500 gallons	*	\$50.00
Firepump, each	*	\$100.00
Plumbing Subcode		
Minimum fee	\$75.00	\$80.00
Fixtures (i.e., lavatories, kitchen sinks, basins, urinals, water closets, bathtubs, shower stalls, sill cocks, laundry tubs, floor drains, drinking fountains, dishwashers, garbage disposals, clothes washers and similar devices), each	\$15.00	\$25.00
Stacks, each	*	\$65.00
Special devices (i.e., grease traps, oil separators, refrigeration units, utility service connections, backflow preventers, gas service interceptors and fuel oil piping), each		
R5 Use Group	\$15.00	\$50.00
All other use groups	*	\$75.00
Utilization equipment (i.e., steam boilers, hot-water		
Type of Service	Fees	Fees
	2019	2020
boilers, warm-air furnaces), each		
R5 Use Group	*	\$80.00
All other use groups	*	\$100.00
Extension of existing heating systems	*	\$75.00
Air-conditioning units		
R5 Use Group	*	\$50.00
All other use groups	*	\$75.00
Water heaters, each		
R5 Use Group	*	\$50.00



All other use groups	*	\$75.00
Gas piping, each		
R5 Use Group	*	\$50.00
All other use groups	*	\$75.00
Vapor recovery systems, each	*	\$100.00
Required annual re-inspections (i.e., cross-connections, backflow preventers)	*	\$75.00
Medical gas piping, per outlet	*	\$25.00
VAV boxes	*	\$25.00
Humidifiers	*	\$25.00
Premanufactured homes, plan review, and connection inspections	*	\$150.00
Swimming pools	*	\$100.00
<b>Mechanical Subcode</b>		
Minimum fee, initial device installed for an R3 or R5 Use Group residential structure	\$75.00	\$80.00
Each additional device after the first, for an inspection by a mechanical inspector for an R5 or R3 Use Group residential structure	*	\$40.00
<b>Engineering</b>		
Engineering review fee	\$200.00	\$300.00
Review of applications for construction permits which involve new construction, additions, modification of improved lot coverage or other work requiring review as determined by the municipal engineer.		

**G. Planning Board**

	2019	2020
(1) Minor Subdivision	\$350.00	\$450.00
Additional fee, each lot		\$50.00
(2) Major Subdivision		
(a) Preliminary Plat	\$600.00	\$750.00
Additional fee, each lot	\$100.00	\$150.00
Resubmission within one year, of original fee		
Minimum Fee	\$500.00	\$500.00
Resubmission within one year, 50% of original fee		
(b) Final Plat	\$300.00	\$500.00
Additional fee, each lot	\$75.00	\$100.00
(c) Engineering Inspection	\$200.00	\$300.00
Plus % cost of improvements	5%	5%
(d) Additional fee for variance per application	\$250.00	\$250.00
(e) Combine Preliminary & Final Subdivision	Combined fee for Preliminary and final	
(5) Escrow Fee		
Residential Subdivision	\$2,500.00	\$5,000.00
Residential Site Plan (single family home)	\$750.00	\$750.00
Residential Site Plan (multi-unit) <u>per unit</u>	\$750.00	\$1,000.00
Non- Residential Subdivision	\$4,000.00	\$6,000.00
Non- Residential Site Plan	\$2,500.00	\$10,000.00

Review and/or testimony by outside consultant or expert:	\$2,000.00	\$3,500.00
Informal Review	\$750.00	\$750.00
<b>(3) Site Plan</b>		
<b>(a) Preliminary</b>		
(1) Basic	\$300.00	\$500.00
(2) Per 1000 square feet of land	\$5.00	\$5.00
(3) Per 1000 square feet of Building Floor Area	\$50.00	\$50.00
<b>(b) Final</b>		
(1) Basic		\$200.00
(2) Per 1000 square feet of land		\$2.50
(3) Per 1000 square feet of Building Floor Area		\$30.00
(c) Combine Preliminary & Final Subdivision	Combined fee for Preliminary and final	
(d) Resubmission within one year, 50% of original fee Minimum Fee	\$200.00	\$400.00
(e) Engineering inspection, Plus % of cost of improvements	\$200.00 4%	\$200.00 4%
(f) Amended Site Plan	50% of original fee	
<b>(4) Conditional Use or Change in Use Application</b>	\$400.00	\$750.00
<b>H. Zoning Board</b>		
(1) Appeals	\$250.00	\$250.00
(2) C Variances (non-structural)	\$150.00	\$150.00
(3) C variances (structural)	\$250.00	\$250.00
(4) D Variances (1, 2, 3)	\$500.00	\$750.00
(5) D Variance (4, 5, 6)	\$250.00	\$250.00
(6) Interpretation	\$250.00	\$250.00
(7) Issue of Permit	\$250.00	\$250.00
<b>(8) Escrow Fees</b>		
(a) D Variance (1, 2, 3)	\$1,000.00	\$1,500.00
(b) Review and/or testimony by outside consultant or expert:	\$2,000.00	\$3,500.00
(c) Residential Subdivision	\$2,500.00	\$5,000.00
(d) Residential Site Plan (single family home)	\$750.00	\$750.00
Residential Site Plan (multi-unit) <u>per unit</u>	\$750.00	\$1,000.00

(e) Non- Residential Subdivision	\$4,000.00	\$6,000.00
(f) Non- Residential Site Plan	\$2,500.00	\$10,000.00

<b>N. Tax Collector.</b>	2019	2020
Initial request for duplicate tax bill (N.J.S.A.54:4-64)	\$5	\$5
Each Subsequent request for duplicate tax bill	\$25	\$25
Fee for multiple lien redemption requests [Added 12-14-2015 by Ord. No. 14-15]	\$50	\$50
Lien Redemption Administrative Fee	*	\$75
<b>O. Dishonored or returned checks</b> [Added 12-14-2015 by Ord. No. 14-15]	\$20	\$25

\*Represents no fee for 2019

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

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

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

\_\_\_\_\_  
Mitchell Stern, Acting Borough Clerk

Introduced: May 27, 2020

Adopted:

Name	Motion	Second	Aye	Nay	Absent	Abstain	Motion	Second	Aye	Nay	Absent	Abstain
<b>Barnett</b>												
<b>Happer</b>												
<b>Horst</b>												
<b>Korman</b>												
<b>Lane</b>												
<b>Menard</b>												
<b>Shepherd</b>												



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

**RESOLUTION 107-20**

**“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 May 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 May 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: 05/27/2020 For bills from 05/07/2020 to 05/20/2020

Check#	Vendor	Description	Payment	Check Total
17229	219 - ACCESS	PO 22037 CUST# 156NFY04790 MAY-DEC 2020 BLANKET	56.35	56.35
17230	4129 - ACCESSREC, LLC	PO 21910 BIRCHWOOD BEACH: ALL TERRAIN ACCESSIBILI	1,755.00	1,755.00
17231	2426 - AGL WELDING SUPPLY CO.	PO 21602 DPW - EQUIPMENT & TOOLS - BLANKET 2020	73.70	73.70
17232	189 - ANCHOR ACE HARDWARE	PO 22033 FIRE DEPARTMENT - VEHICLE MAINTENANCE	5.99	5.99
17233	3973 - ARCARI & IOVINO ARCHITECTS, PC	PO 21923 PROJECT# 2016 - MUNICIPAL BUILDING ADDITI	6,450.00	6,450.00
17234	372 - BEN SHAFFER RECREATION, INC	PO 21926 MUNICIPAL BUILDINGS/ NON MUNICIPAL/ PARK	560.00	
		PO 21996 PARKS - OUTDOOR MAINTENANCE	280.00	840.00
17235	3828 - BOROUGH OF MADISON	PO 22073 FEBRUARY 2020 IT SERVICES	827.87	
		PO 22079 MARCH 2020 IT SERVICES	1,092.41	1,920.28
17236	2147 - CCTMO LLC	PO 22016 MAY 2020 - CELL TOWER REIMBURSEMENT CROW	1,830.10	1,830.10
17237	440 - CDW GOVERNMENT	PO 21715 WINDOWS 10 COMPUTERS - ACCT# 12686351	2,765.04	2,765.04
17238	4135 - CGPGH, LLC	PO 22064 APARTMENT SERVICES	988.00	988.00
17239	456 - CHADLER SOLUTIONS, LLC	PO 22075 2020 RISK MANAGEMENT CONSULTANT FEE - 1S	4,880.00	4,880.00
17240	3548 - CHRISTOPHER SOMJEN	PO 22025 POLICE: EDUCATIONAL REIMBURSEMENT - CHRI	6,331.00	6,331.00
17241	2902 - CLEMENTE'S AUTO BODY	PO 22084 POLICE VEHICLE REPAIR	2,964.30	2,964.30
17242	1481 - CORE & MAIN, LP	PO 21572 WATER DEPARTMENT - EQUIPMENT - BLANKET 2	125.00	
		PO 22054 ROAD REPAVING - BELLVALE WATER UPGRADE	1,071.00	1,196.00
17243	431 - COUNTY CONCRETE CORP.	PO 22035 ISLAND BEACH PROJECT	1,567.50	1,567.50
17244	2396 - COUNTY WELDING SUPPLY CO.	PO 21525 DPW - EQUIPMENT & TOOLS BLANKET 2020	34.00	34.00
17245	2971 - DIRECT ENERGY BUSINESS	PO 22086 ACCT#: 614054 - 936656 - APRIL 2020	755.98	755.98
17246	2336 - EDUCATIONAL DATA SERVICES	PO 21992 ADMIN: 2020 ANNUAL MEMBERSHIP FEE	2,000.00	2,000.00
17247	4125 - FELDMAN BROTHERS ELECTRICAL SUPPLY CO.,	PO 21934 ISLAND BEACH PROJECT - ELECTRIC BLANKET	1,597.50	
		PO 21955 ISLAND BEACH PROJECT - LIGHTING SUPPLIES	643.65	2,241.15
17248	1170 - FERGUSON ENTERPRISES #501	PO 21931 ISLAND BEACH PROJECT - PLUMBING SUPPLIES	987.07	987.07
17249	769 - FOREST LUMBER	PO 21503 ISLAND BEACH PROJECT - TOOLS & SUPPLIES	33.95	
		PO 22000 ISLAND BEACH - BUILDING SUPPLIES	1,453.59	1,487.54
17250	653 - GANNET NEW JERSEY NEWSPAPERS	PO 21579 BOA/PLANNING: ADVERTISING - ACCT#31471	52.46	
		PO 21827 CLERK - 2020 ADVERTISING ACCT#31471 - BL	78.86	
		PO 22071 CLERK: ACCOUNT# ASB-02138774	276.92	408.24
17251	3587 - HASBROUCK FORESTRY, LLC	PO 22074 ISLAND BEACH - TREE INSPECTION	190.00	190.00
17252	911 - HOME DEPOT CREDIT SERVICES	PO 21648 STREETS & ROADS - EQUIPMENT & TOOLS - BL	99.00	
		PO 21648 STREETS & ROADS - EQUIPMENT & TOOLS - BL	14.75	113.75
17253	3306 - INTERSTATE BATTERY OF NJ DIST #4573	PO 21687 FIRE DEPARTMENT - VEHICLE REPAIRS 2020	854.35	
		PO 22030 DPW - VEHICLE REPAIR & MAINTENANCE	255.90	1,110.25
17254	4137 - J & M TOWING	PO 22040 POLICE: POLICE VEHICLE TOW CHARGES	396.00	396.00
17255	859 - JCP&L	PO 22070 ACCT#100 076 421 971/BILL PRD: 4/07 - 5/	199.48	199.48
17256	3789 - JPMONZO, MUNICIPAL CONSULTING LLC.	PO 22061 DPW - TRAINING & EDUCATION - DOUG EDLER	50.00	50.00
17257	1074 - JW PIERSON CO.	PO 21980 DPW - DIESEL FUEL - BLANKET 2020	427.53	427.53
17258	1090 - KENVIL POWER MOWER	PO 21986 DPW - EQUIPMENT PURCHASE - NJ STATE BID	13,097.19	13,097.19
17259	1438 - MAIN POOL & CHEMICAL COMPANY	PO 21954 WATER DEPARTMENT - TREATMENT OF WELLS -	493.00	493.00
17260	4067 - MALL CHEVROLET	PO 21711 POLICE: KEY FOBS	323.80	323.80
17261	1295 - MORRIS CTY MUNICIPAL UTILITIES	PO 22066 SOLID WASTE DISPOSAL - APRIL 2020	10,020.89	10,020.89
17262	1316 - MOST DEPENDABLE FOUNTAINS, INC	PO 21655 ISLAND BEACH PROJECT - 2020	2,800.00	2,800.00
17263	1394 - MTN. LAKES PUBLIC LIBRARY	PO 21877 2020 MTN LAKES PUBLIC LIBRARY AID - BLAN	24,834.58	24,834.58
17264	1472 - MURPHY, MCKEON P.C.	PO 21917 2020 LEGAL/ RETAINER FEES - BLANKET	4,166.66	
		PO 22065 APRIL 2020 LEGAL SERVICES - TAX APPEALS	1,275.00	5,441.66
17265	1553 - NEW JERSEY NATURAL GAS	PO 22085 APR-MAY 2020 SERVICE	1,431.39	1,431.39
17266	2281 - NEW TECH NORTHEAST WATER TECHNOLOGY	PO 21180 WATER DEPARTMENT - LEAK DETECTION SURVEY	9,050.00	9,050.00
17267	1562 - NJLM	PO 22052 FINANCE: ONLINE MINI CONFERENCE	115.00	115.00
17268	2595 - NORTH JERSEY MUNICIPAL EMPLOYEE	PO 22069 JUNE 2020 DENTAL PREMIUMS - GROUP 1624	2,806.00	2,806.00
17269	2727 - ONE CALL CONCEPTS, INC.	PO 21518 2020 JAN - DEC BLANKET / ACCT# 12-BML	69.36	69.36
17270	3236 - ONE SOURCE OF NEW JERSEY, LLC	PO 21925 S & R - EQUIPMENT REPAIR - BLANKET 2020	358.27	358.27
17271	3173 - OPTIMUM	PO 21578 FIRE: ACCT# 07876-603439-01-8 CABLE - 20	71.69	71.69
17272	3659 - OPTIMUM	PO 21964 BORO INTERNET SERVICES ACCT# 07876-58071	140.55	140.55
17273	479 - PARKER PUBLICATIONS	PO 21576 ZBOA/PLANNING BRD - ACCT# 010902 - 2020	47.94	47.94
17274	4070 - PREMIER CAR WASH COR	PO 21533 POLICE: CAR WASHES - 2020 BLANKET- ACCT	72.00	72.00
17275	1787 - R & J CONTROL, INC.	PO 21604 DPW - BUILDING MAINTENANCE - GENERATORS	175.00	
		PO 22048 BOROUGH HALL - MAINTENANCE -GENERATOR	3,549.50	
		PO 22053 BORO HALL: GENERATOR SERVICE	426.14	4,150.64
17276	1734 - READYREFRESH BY NESTLE	PO 21569 ACCT# 0016496903 - 2020 BLANKET	96.57	96.57
17277	2397 - ROCKAWAY AUTO RESOURCES, LLC	PO 21653 DPW & POLICE DEPARTMENT VEHICLE REPAIRS	270.81	270.81
17278	3695 - RT 23 PATIO & MASON CENTER, LLC	PO 21988 BUILDINGS & GROUNDS - GENERAL MAINTENANC	7.45	7.45
17279	1948 - SHEAFFER SUPPLY, INC.	PO 21521 STREETS & ROADS/ WATER DEPARTMENT - TOOL	73.22	73.22
17280	2774 - STAPLES CONTRACT & COMMERCIAL, LLC	PO 21933 ORDER# 7306915811	72.32	72.32
17281	1981 - SUBURBAN DISPOSAL, INC	PO 21984 SOLID WASTE/RECYCLING COLLECTION - BLANK	35,699.99	35,699.99
17282	3903 - TCF EQUIPMENT FINANCE	PO 21883 POLICE CAR LEASE / CUST# 730289 - 2020 B	2,247.19	2,247.19
17283	335 - TOWN OF BOONTON	PO 22029 SEWER OPERATING - WATER MAIN REPAIR - FA	1,976.44	1,976.44
17284	1536 - TREAS, STATE OF NJ - D.O.H.	PO 22068 MARCH/APRIL 2020 DOG LICENSING FEE	15.60	15.60
17285	2884 - TREASURER, STATE OF NJ	PO 22077 2020 ELEVATOR MAINTENANCE - PUBLIC LIBRA	182.00	182.00

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

Meeting Date: 05/27/2020 For bills from 05/07/2020 to 05/20/2020

Check#	Vendor	Description	Payment	Check Total
17286	4088 - TURN OUT UNIFORMS, INC	PO 21330 POLICE: 2019 UNIFORMS - BLANKET QUOTE#21	348.47	348.47
17287	1736 - TWP OF PARSIPPANY - TROY HILLS	PO 21890 2020 SEWER MAINTENANCE CHARGES - BLANKET	39,166.67	39,166.67
17288	1062 - UNITED SITE SERVICES	PO 21942 APRIL - DECEMBER 2020 BLANKET - CUST# 14	640.00	640.00
17289	2536 - UNUM LIFE INSURANCE COMPANY	PO 21968 STD/LTD / LIFE INSURANCE - 2020 BLANKET	2,863.98	2,863.98
17290	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
17291	2135 - VERIZON WIRELESS	PO 22076 ACCT# 882388054-00001 / APR 05 - MAY 04	705.22	705.22
17292	832 - W.W. GRAINGER, INC	PO 21953 PARKS & PLAYGROUNDS - GRILL REPLACEMENT	522.24	
		PO 21999 STREETS & ROADS - EQUIPMENT & SUPPLIES	203.89	726.13
17293	2228 - WATER WORKS SUPPLY CO, INC	PO 21650 WATER DEPARTMENT - EQUIPMENT & TOOLS - B	222.86	222.86
17294	2172 - WB MASON COMPANY, INC	PO 21799 ORDER# S101489521 - ACCT# C1034398	267.59	
		PO 21820 ORDER#S101642331 - "6MOCCP" and "MCCPC C	24.96	
		PO 22041 ADMIN/DPW ORDER# S103431752 - "6MOCCP"	326.72	619.27
TOTAL				205,409.39

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-20-100-020	GENERAL ADMIN - OTHER EXPENSE	3,601.62			
01-201-20-120-020	MUNICIPAL CLERK - OTHER EXP'S	355.78			
01-201-20-130-020	FINANCE - OTHER EXPENSES	136.58			
01-201-20-140-020	COMPUTER SERVICES	1,103.98			
01-201-20-155-020	LEGAL SERVICES - OTHER EXPENSE	5,441.66			
01-201-21-180-020	PLANNING BOARD - OTHER EXPENSE	50.71			
01-201-21-185-020	BD OF ADJUST - OTHER EXPENSES	49.69			
01-201-22-195-020	UNIFORM CONST - OTHER EXPENSES	691.26			
01-201-23-210-020	INSURANCE - LIABILITY	4,880.00			
01-201-23-220-020	GROUP INSURANCE PLANS-EMPLOYEE	5,669.98			
01-201-25-240-020	POLICE DEPT - OTHER EXPENSES	9,983.17			
01-201-25-255-020	FIRE DEPT - OTHER EXPENSES	71.69			
01-201-26-290-020	STREETS & ROADS - OTHER EXP.	3,654.78			
01-201-26-305-020	SOLID WASTE - OTHER EXPENSES	45,419.50			
01-201-26-306-020	Recycling Tax	301.38			
01-201-26-310-020	BLDG & GROUNDS - MUNIC BLDG	4,513.81			
01-201-26-315-020	VEHICLE REPAIRS & MAINTENANCE	4,747.35			
01-201-28-370-020	PARKS & PLAYGROUNDS OTHER EXP.	522.24			
01-201-28-375-020	MAINT OF PARKS (BEACHES/LAKES)	826.67			
01-201-29-390-020	AID TO PUBLIC LIBRARY	24,834.58			
01-201-31-435-020	ELECTRICITY - ALL DEPARTMENTS	199.48			
01-201-31-437-020	NATURAL GAS	2,187.37			
01-201-31-440-020	TELECOMMUNICATIONS	705.22			
01-201-31-447-020	PETROLEUM PRODUCTS	427.53			
01-260-05-100	DUE TO CLEARING			0.00	122,206.13
01-290-55-000-005	DUE TO T-MOBILE - SPRINT FEES			1,830.10	
<b>TOTALS FOR</b>	<b>Current Fund</b>	<b>120,376.03</b>	<b>0.00</b>	<b>1,830.10</b>	<b>122,206.13</b>
04-215-55-982-000	2016 CAPITAL ORDINANCE 06-16			11,043.01	
04-215-55-984-000	2018 CAPITAL ORDINANCE 4-18			6,450.00	
04-215-55-987-000	2020 CAPITAL ORDINANCE 4-20			13,097.19	
04-260-05-100	DUE TO CLEARING			0.00	30,590.20
<b>TOTALS FOR</b>	<b>General Capital</b>	<b>0.00</b>	<b>0.00</b>	<b>30,590.20</b>	<b>30,590.20</b>
05-201-55-520-520	Water Operating - Other Expenses	2,018.55			
05-203-55-520-520	(2019) Water Operating - Other Expenses		9,050.00		
05-260-05-100	DUE TO CLEARING			0.00	11,068.55
<b>TOTALS FOR</b>	<b>Water Operating</b>	<b>2,018.55</b>	<b>9,050.00</b>	<b>0.00</b>	<b>11,068.55</b>

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
07-201-55-520-520	Sewer Operating - Other Expenses	41,180.44			
07-260-05-100	DUE TO CLEARING			0.00	41,180.44
<b>TOTALS FOR</b>	<b>Sewer Operating</b>	<b>41,180.44</b>	<b>0.00</b>	<b>0.00</b>	<b>41,180.44</b>
13-260-05-100	DUE TO CLEARING			0.00	15.60
13-295-56-000-000	DOG LICENSE FEES-DUE STATE NJ			15.60	
<b>TOTALS FOR</b>	<b>Animal Trust</b>	<b>0.00</b>	<b>0.00</b>	<b>15.60</b>	<b>15.60</b>
23-260-05-100	DUE TO CLEARING			0.00	348.47
23-300-60-000-000	RESERVE FOR POLICE FORF. ASSET			348.47	
<b>TOTALS FOR</b>	<b>Police Forfeited Assets Trust</b>	<b>0.00</b>	<b>0.00</b>	<b>348.47</b>	<b>348.47</b>

Total to be paid from Fund 01 Current Fund	122,206.13
Total to be paid from Fund 04 General Capital	30,590.20
Total to be paid from Fund 05 Water Operating	11,068.55
Total to be paid from Fund 07 Sewer Operating	41,180.44
Total to be paid from Fund 13 Animal Trust	15.60
Total to be paid from Fund 23 Police Forfeited Assets Trust	348.47
	<u>205,409.39</u>

Checks Previously Disbursed

220205	Depository Trust Company, DTC	PAYMENT OF INTEREST ON BONDS DUE 5	7,000.00	5/15/2020
220222	COUNTY OF MORRIS	TAX LIABILITY PAYMENT FOR 2ND QUAR	855,989.13	5/15/2020
			<u>862,989.13</u>	

Totals by fund	Previous Checks/Voids	Current Payments	Total
Fund 01 Current Fund	862,989.13	122,206.13	<b>985,195.26</b>
Fund 04 General Capital		30,590.20	<b>30,590.20</b>
Fund 05 Water Operating		11,068.55	<b>11,068.55</b>
Fund 07 Sewer Operating		41,180.44	<b>41,180.44</b>
Fund 13 Animal Trust		15.60	<b>15.60</b>
Fund 23 Police Forfeited Assets Trust		348.47	<b>348.47</b>
<b>BILLS LIST TOTALS</b>	<b>862,989.13</b>	<b>205,409.39</b>	<b><u>1,068,398.52</u></b>



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

Meeting Date: 05/27/2020 For bills from 05/07/2020 to 05/20/2020

Check#	Vendor	Description	Payment	Check Total
5188	1472 - MURPHY, MCKEON P.C.	PO 22072 APRIL 2020 LEGAL FEES - ESCROW	90.00	90.00
	TOTAL			90.00

**Summary By Account**

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
17-101-01-001-002	Escrow - Developers - Checking			0.00	90.00
17-500-00-050-231	Sunrise Senior Living Management			90.00	
<b>TOTALS FOR</b>	<b>Developer's Escrow</b>	<b>0.00</b>	<b>0.00</b>	<b>90.00</b>	<b>90.00</b>

Total to be paid from Fund 17 Developer's Escrow

90.00  
=====

**List of Bills - (3310101001001) CASH - RECREATION  
Recreation Trust**

Meeting Date: 05/27/2020 For bills from 05/07/2020 to 05/20/2020

Check#	Vendor	Description	Payment	Check Total
5346	1371 - MTN. LAKES BOARD OF EDUCATION	PO 22088 2020 GYM WRESTLING FEES	416.88	416.88
	TOTAL			416.88

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
33-101-01-001-001	CASH - RECREATION			0.00	416.88
33-600-00-090-000	Recreation Trust Reserves			416.88	
<b>TOTALS FOR</b>	<b>Recreation Trust</b>	<b>0.00</b>	<b>0.00</b>	<b>416.88</b>	<b>416.88</b>

Total to be paid from Fund 33 Recreation Trust

416.88

---

416.88

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

**RESOLUTION 108-20**

**“Resolution Certifying Compliance with Requirements of Audit”**

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

**WHEREAS**, the Annual Report of Audit for the year 2019 has been filed by a registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A 40A:5-6, and a copy has been received by each member of the governing body, and

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

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

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

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

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

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

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

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

XX

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

\_\_\_\_\_  
Mitchell Stern, Acting Municipal Clerk

<b>Name</b>	<b>Motion</b>	<b>Second</b>	<b>Aye</b>	<b>Nay</b>	<b>Absent</b>	<b>Abstain</b>
<b>Barnett</b>						
<b>Happer</b>						
<b>Horst</b>						
<b>Korman</b>						
<b>Lane</b>						
<b>Menard</b>						
<b>Shepherd</b>						

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

STATE OF NEW JERSEY)

) SS.

COUNTY OF MORRIS )

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

1. We are duly elected (or appointed) members of the governing body of the Borough of Mountain Lakes in the County of Morris.
2. In the performance of our duties, and pursuant to N.J.A.C. 5:30-6.5, we have familiarized ourselves with the contents of the Annual Municipal Audit filed with the Clerk pursuant to N.J.S.A. 40A:5-6 for the year 2019.
3. We certify that we have personally reviewed and are familiar with, as a minimum, the sections of the Annual Report of Audit entitled:

**GENERAL COMMENTS  
RECOMMENDATIONS**

\_\_\_\_\_(L.S.)  
*Mayor David Shepherd*

\_\_\_\_\_(L.S.)  
*Deputy Mayor Thomas Menard*

\_\_\_\_\_(L.S.)  
*Lauren Barnett*

\_\_\_\_\_(L.S.)  
*Janet Horst*

\_\_\_\_\_(L.S.)  
*Daniel Happer*

\_\_\_\_\_(L.S.)  
*Cynthia Korman*

\_\_\_\_\_(L.S.)  
*Audrey Lane*

Sworn to and subscribed before

Me this \_\_\_\_\_ day of

\_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Notary Public of New Jersey

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

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



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

**RESOLUTION 110-20**

**“RESOLUTION APPOINTING SPECIAL POLICE OFFICERS”**

**WHEREAS**, the Chief of Police has recommended and the Borough Manager has approved the following individuals to be appointed to serve as Special Police Officers as identified below:

Class II Special Police Officer	<b>Karl Peter Demnitz</b>
Class II Special Police Officer	<b>Edward Michael Noonan</b>

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey that said officers have been duly appointed for the 2020 calendar year in accordance with N.J.S.A. 40A: 14-140, and 146.10.

XX

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

\_\_\_\_\_  
Mitchell Stern, Acting Municipal Clerk

<b>Name</b>	<b>Motion</b>	<b>Second</b>	<b>Aye</b>	<b>Nay</b>	<b>Absent</b>	<b>Abstain</b>
<b>Barnett</b>						
<b>Happer</b>						
<b>Horst</b>						
<b>Korman</b>						
<b>Lane</b>						
<b>Menard</b>						
<b>Shepherd</b>						



# BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

## CONSTRUCTION OFFICE MONTHLY ACTIVITY REPORT

APRIL 2020

### ADMINISTRATIVE SUMMARY

A full month of curtailed activity due to the coronavirus has been reflected in the levels of new submissions, inspection activity and collected revenues. Additional restrictions through Executive Orders and subsequent guidance documents issued by various State agencies has further limited the construction industry. Permit holders are slowly adjusting to the maze of regulations and establishing their place in the hierarchy of project status.

Applicants are being encouraged to continue submitting applications for construction permits. The Construction Office will continue performing plan reviews and prepare these submissions for issuance of permits as soon as restrictions are lifted. Inspections of current projects are continuing with modifications made to some locations due to the dwelling being occupied. Staff continues to wear their provided PPE and use their discretion on how to perform their functions.

The short term activity level is still expected to be rather low as a result of current restrictions. With the easing of these restrictions, there is a growing list of applications prepared for issuance of permits, although the overall outlook is for a marked reduction in activity and revenue through the end of the year.





Mountain Lakes Borough  
 400 BOULEVARD  
 MOUNTAIN LAKES, NJ 07046

## Construction Permit Activity Report

4/1/2020 -> 4/30/2020

### Summary

New:	Cost: \$0.00	Count: 0	Cubic Footage: 0 Cu.ft	Permits Issued: 14
Addition:	Cost: \$0.00	Count: 0	Square Footage: 0 Sq.ft	Updates Issued: 4
Alteration:	\$195,243.00	13		
Demolition:	\$5,700.00	5		
<b>Total:</b>	<b>\$200,943.00</b>	<b>18</b>		

Permits				Inspections					
	Count	Permit Fees	Admin Fees	Total		Passed	Failed	Other	
Building:	5	\$815.00	\$0.00	\$815.00	B	42	39 %92.9	0 %0	3 %7.1
Plumbing:	2	\$75.00	\$0.00	\$75.00	P	10	9 %90	0 %0	1 %10
Electrical:	5	\$400.00	\$0.00	\$400.00	E	37	25 %67.6	4 %10.8	8 %21.6
Fire:	7	\$375.00	\$0.00	\$375.00	F	5	4 %80	1 %20	0 %0
Elevator:	0	\$0.00	\$0.00	\$0.00	V	0	0 %	0 %	0 %
Mechanical:	4	\$300.00	\$0.00	\$300.00	M	6	6 %100	0 %0	0 %0
	<b>23</b>	<b>\$1,965.00</b>	<b>\$0.00</b>	<b>\$1,965.00</b>		<b>100</b>	<b>83</b>	<b>5</b>	<b>12</b>
DCA Training:	0		0		(Note: Does not include result of none)				
DCA State:	14		135	\$100.00					
DCA Minimum:	1		1						
	<b>15</b>		<b>\$136</b>						

Variations			Certificates		
	Total	Paid	Issued	Total	Paid Total
Building	0	0	CA	14	\$0.00
Plumbing	0	0	CCO	0	\$0.00
Electrical	0	0	CO	0	\$0.00
Fire	0	0	CC	0	\$0.00
Mechanical	0	0	TCO	1	\$50.00
Elevator	0	0	TCC	0	\$0.00
<b>Total:</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>Total:</b>	<b>15</b>	<b>\$50.00</b>

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

Permit Subcode Exempted (State) Fees			Permit Subcode Waived (Local) Fees		
	Record Count	Total Exempted		Record Count	Total Waived
Building	0	\$0	Building	0	\$0
Plumbing	0	\$0	Plumbing	1	\$75
Electrical	0	\$0	Electrical	0	\$0
Fire	2	\$581	Fire	0	\$0
Mechanical	0	\$0	Mechanical	0	\$0
Elevator	0	\$0	Elevator	0	\$0
<b>Total:</b>		<b>\$581</b>	<b>Total:</b>		<b>\$75</b>

  

Record Count	Total Exempted	Violations	Fines	Paid
DCA Fees 3	\$3	Issued 0	\$0.00	\$0.00

Payments (Based on Payment Date)	
Permit (27)	\$2,171.00
NON-UCC (0)	\$0.00
Variation Payments	\$0.00
Penalty (0)	\$0.00
Inspection Payments	\$0.00
Ongoing Invoice	\$0.00
Test Payments	\$0.00
Other Payments	\$0.00
<b>Grand Total</b>	<b>\$2,171.00</b>



# 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	2,171.00	127,483.00		
MAY				
JUNE				
JULY				
AUGUST				
SEPTEMBER				
OCTOBER				
NOVEMBER				
DECEMBER				

# BOROUGH OF MOUNTAIN LAKES

## DEPARTMENT OF PUBLIC WORKS

Department Activity

April 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:

- Spring cleanups; Kaufmann Park, Briarcliff Park; Memorial Park
- Township repairs/maintenance:
  - Rock wall repair – 10 Rainbow Trail
  - Road basin repair – 104 Morris
  - Concrete left from sidewalk repairs removed – 290 Morris
  - Concrete step repaired – Birchwood dock area
  - Brush removal – 123 Kenilworth
  - Log removal – Elcock by path
  - Tree trimming- 22 Bellvale
  - Tree remnants removed from path from Bellvale to school
  - Basin cleaning & sweeping – Hill Section
  - Curb repair - N. Briarcliff
  - Parking area swept – N. Briarcliff & Boulevard parking lot
  - New trash/recycle containers installed - the Cove
- Mulching/landscaping
  - Library
  - Garden Club areas
  - Railroad driveway to Woodland Rd.
- DPW garage maintenance
  - Built shelving in pole barn
  - Painted the map safe donated to Borough
  - Fabricated metal OEM partitions for pole barn
- Borough litter removal
  - N. Pocono – W. Shore to Denville border
  - N. Pocono – Pinewood Dr.
  - W. Shore corner
  - 33 Laurel Hill – wooded area
  - 210 Laurel Hill
  - Rock Lane by electric box
  - Haswell Field by parking lot
  - Craven Rd.
  - 85 Cobb Rd.
- Street Sign reinstallation
  - Briarcliff Rd.
  - Midvale & Intervale
  - Stonewall & Intervale
  - Barton & Pollard
  - N. Pocono Rd. (speed limit sign)
  - Lookout Rd. (stop sign)

- Island Beach
  - Concrete pad poured for pavilion base
  - Metal support beams fabricated and painted for pavilion
  - Water line installed for showers
  - Stained boards for pavilion
  - Swept parking lot

**Water/Sewer Department:**

- Sewer back up cleaned out – 314 Boulevard
- Rebuilt Golden Anderson pressure valve by the Enclave
- Started digging water service taps: Bellvale Road
- Water fountains turned on at parks.
- New Tech Northeast Water Technology completed the leak survey
- Hydrant flow test completed: Old Bloomfield Ave
- Water main break repair: 186 Boulevard

**Lakes:**

- Leaf removal from water at Midvale Boat Dock
- Boat rack repairs at Midvale boat ramp
- Boat rack repaired at Island Beach
- Spring cleanup at Birchwood Beach, volleyball courts
- Birchwood parking lot graded
- Cleaned spillway at Island Beach
- Picnic table repaired at Birchwood Lake

**Vacation/Sick Time:**

- 16 Vacation Hours = 8 Sick Hours



# BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

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

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

TO: Borough Manager Mitchell Stern  
DATE: 5/18/20  
SUBJECT: March 2020 Report

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

## FIRE CALLS (8)

LOCATION	DATE	TIME	DESCRIPTION
Cobb Road	4/2	4:20 PM	Wire/Transformer Fire
145 Morris Ave	4/8	7:15 AM	Fire Alarm-Malfunction
34 Crestview Rd	4/12	7:42 PM	Fire Alarm-unattended cooking
33 Briarcliff Rd	4/13	11:00 AM	Assist resident with flooded basement
Craig School	4/15	6:30 PM	Fire Alarm-Malfunction
320 Morris Ave	4/16	7:40 PM	Fire Alarm- Malfunction
68 Crestview Road	4/16	8:15 PM	Fire Alarm-Malfunction
60 Rt 46	4/22	5:57 PM	Assist PD with MVA. Truck struck Building.

No Drills or Meetings held during the month of April.

## Community Events (4)

Location	Date	Time	Description
Woodland Ave	4/13	11:00 AM	Birthday Party Drive-by
Elcock Ave	4/14	3:00 PM	Birthday Drive-by for JFD Member
Sherwood Drive	4/14	7:00 PM	Drive by for Heath Care workers and First Responders.
Park Place	4/28	4:30 PM	Drive-by Birthday party

**Total Manhours: 75**

# *Borough of Mountain Lakes*

## BOARD OF HEALTH

400 BOULEVARD • MOUNTAIN LAKES, NEW JERSEY 07046  
Telephone: (973) 334-3131 • Fax: (973) 402-5595



February/March/April 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 masks, 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 some limited information was provided by State Department of Health and some information began to flow in from CDC with relationship to Corona virus from Wuhan China. As the days in the end of February to beginning the March began to unfold it became more apparent that this virus was going to be of some public health concern but not yet the defined.

Within the timeframe in early March the Specifics began to develop regarding this Corona virus and was determined to be called COVID-19 which is a SARS virus. It was determined that this was going to be with us for a while especially in view of the significant outbreak that occurred in the nursing home in the state of Washington which ultimately laid the initial foundation for concern in the United States on a large scale basis in conjunction with that the outbreak in Italy with a significant escalating population with COVID-19 virus in and around Milan initially coupled with the high incidence of death further increased the concern about this virus In the United States.

During late March and early April significant information was provided from NJDOH regarding the expansive concerns

with COVID19 within NJ. Due to our close proximity to New York significant concerns regarding PPE, healthcare systems, long term health care facilities and contact tracing were strategized on a daily basis. Guidance documents were received and discussed with the State Department of Health on a daily basis. Communication with school systems, administrators and businesses occurred on a regular basis to flow through the various situations and concerns raised by local government and individuals. Contact tracing expanded significantly in order to reduce the spread of COVID19 in order to lower the curve. Daily reports were provided to leadership in communities including the Chair of the Health Commission.

### **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 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 EMS as needed on a regular basis
- Provide information to township administrators Mayor's 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.
- Developed a testing program for first responders and municipal employees which was utilized by police, municipal staff members and BOE staff.
- Answered questions regarding positivity rate and death rate within the community including one death within our community.
- Ongoing response to questions pertaining to business opening summer activities etc.

**Time Used/Overtime by Month**

	<u>Sick Time Hours</u>							<u>Vacation/Comp Hours/Pers 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
<b>Jan</b>	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
<b>Feb</b>	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	\$4,789
<b>March</b>	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	\$7,889	\$12,822	\$29,829	\$6,254	\$4,081
<b>April</b>	36	72	46	209.5	0	106	456	165	218	138	154	250	265.5	0	\$360	\$271	\$0	\$0	\$0	\$422	\$0	\$1,563	\$8,942	\$4,657	\$5,399	\$12,146	\$27,385	\$3,930
<b>May</b>	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	\$29,828	
<b>June</b>	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	
<b>July</b>	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	
<b>August</b>	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	
<b>Sept</b>	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	
<b>Oct</b>	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	
<b>Nov</b>	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	
<b>Dec</b>	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	
<b>Total</b>	1200	1309	1570	3114	1960	2236	1820	2685	2731.5	3186.5	2968.5	3275	2682	185.5	\$1,026	\$271	\$354	\$593	\$947	\$1,625	\$412	\$121,918	\$155,753	\$157,266	\$181,548	\$206,506	\$241,128	\$22,371



**APRIL**

<u>Total Overtime</u> <u>Hours Paid</u> 48.5
--

<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>
	<u>Creating OT</u>	
0	0	0.00%

<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>
456	25.5	5.59%

- \* 6 hrs Vehicle Maintenance
- \* 7 hrs arrest/transportations
- \* 10 hours Traffic Control for DPW emergency water repair.

\*\* Three Officers out injury/disability, creating 372 of the 456 sick hours for the month.  
School Resource Officer removed from assignments and are now in patrol to cover minimum staffing/Overtime costs  
Detective Bureau/Support Services currently closed.  
All vacations have been rescinded April 3rd through present.

# MOUNTAIN LAKES BORO POLICE DEPARTMENT

## Officer Citation Report

From Date : 4/1/2020 To Date : 4/30/2020

Report Date : 5/18/2020 12:09 PM

Officers Name	Badge Number	Traffic Stops	Equipment	Moving	Radar	Parking	Ordinance	Warnings	Total
XX	XX	0	0	0	0	0	0	0	0
XX	XX	0	0	0	0	0	0	0	0
XX	XX	0	0	0	0	0	0	0	0
XX	XX	0	0	0	0	0	0	0	0
XX	XX	0	0	0	0	0	0	0	0
XX	XX	1	0	0	0	0	0	0	0
XX	XX	1	0	0	0	0	0	0	0
XX	XX	0	0	0	0	0	0	0	0
XX	XX	0	0	0	0	0	0	0	0
XX	XX	0	0	0	0	0	0	0	0
XX	XX	0	0	0	0	0	0	0	0
XX	XX	1	0	0	0	0	0	0	0
XX	XX	0	0	0	0	0	0	0	0
		<b>Traffic Stops</b>	<b>Equipment</b>	<b>Moving</b>	<b>Radar</b>	<b>Parking</b>	<b>Ordinance</b>	<b>Warnings</b>	<b>Total</b>
		<b>Total:</b>	3	0	0	0	0	0	0

**MOUNTAIN LAKES BORO POLICE DEPARTMENT**

Agency Activity Report

**By CFS Classification**

**From Date: 4/1/2020 To Date: 4/30/2020**

**Report Date: 5/18/2020 9:14:10 AM**

<b>Classification code</b>	<b>Description</b>	<b>Total Events</b>	<b>0000-0800</b>	<b>0801-1600</b>	<b>1601-2359</b>
0500	Burglary	2	0	1	1
1100	Fraud	2	0	1	1
2000	Family Offense	1	0	1	0
2400	Disorderly Conduct	3	0	1	2
2600	All Other Offenses	5	0	4	1
4000	Non Criminal Investigations	20	5	8	7
4100	Fire Related	6	1	0	5
5500	Animal Complaints	8	0	8	0
6000	Traffic Accidents	2	0	1	1
6300	Traffic Enforcement	11	1	6	4
6600	Traffic Services	11	0	10	1
7000	Public Services	355	39	74	242
7500	Assist other Agency	9	0	5	4
9000	Administrative	240	27	136	77
	<b>Total:</b>	675	73	256	346

# BOROUGH OF MOUNTAIN LAKES

## Recreation Department

### Department Activity April 2020

The Recreation Commission virtually met on April 21<sup>st</sup>, 2020 via Zoom. The Recreation Director provided an update regarding the cancellation of the Easter Egg Hunt, Trout Derby and Woods & Lakes Run. In addition, we are going forward with summer hiring for the beaches, recreation camp, sailing camp and swim team contingent upon the facilities being open and enrollment in the camps. At this time, the Borough is considering the cancellation of the July Fireworks which are currently scheduled for July 2, 2020. The Borough Manager is discussing the safety and social distancing rules with the Chief of Police. The Recreation Director shared details regarding summer preparation of the beaches and parks in preparation for increased public use and the beach inspection, specifically the updates for Island Beach Project.

- Continued to postpone spring sports as the school is currently out of session and all facilities closed.
- Ongoing planning and promoting, setting up registration, interviewing, staffing, ordering supplies and supporting summer camps and programs including:
  - Swim Team
  - Summer Recreation Camp
  - Summer Teen Adventure Camp
  - Tennis Camp
  - Sailing Camp
  - Golf Camp
  - Surfing camp (Buses leave daily from ML to Asbury Park and home)
  - Paddle Board Yoga
  - Teen Adventure Camp (daily excursions to amusement parks, NYC, parks, etc.)
  - Various MLHS Coach-run camps
  - Yoga Add-On for Rec Camp and New Soccer Add-On
- Sent most summer employment offers. Minimum wage now \$10.30, adjusted all accordingly.
- Formulated summer training for employees for MEL online classes.
- Assisted residents and town groups with various facilities requests –rule from Rec Commission stating that all Fundraising walks/events should not be during Beach hours.
- Updated website and Facebook page with events and program information.
- Cancelled all Lakers 55 events.
- Reached out several times to the Lakers 55 group offering to pair them up with volunteer shoppers and drivers during the COVID quarantine.
- Ordered Beach Wheel Chair for Birchwood Lake.
- Provided customer service for parents registering their children for summer programs, put COVID statement on the Borough Recreation Website outlining details.
- Successful Boat Registration was streamlined online. Debbie Penniston was an integral part of calling all residents on the list for rack/ring registration. All completed and sold out within 2 days.
- Met with Sailing Board to discuss options if social distancing continues.
- Tried to organize Track Board. Discussions ongoing.



# BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

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

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

TO: Borough Manager Mitchell Stern  
DATE: 5/18/20  
SUBJECT: Monthly Report April 2020

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

- 4/8: Followed up on complaint of illegal dumping along the canal near the ML Club. Contractor doing work at the Club was notified to clean up and remove material that was dumped. Contractor complied. No further action taken.
- 4/8: Followed up on complaint of illegal dumping on Borough property at the intersection of Roberts Drive and Arden Road. Roberts Drive resident dumping brush. Resident advised to clean up and not dump brush/leaves on town property.
- 4/16: Followed up on complaint of illegal dumping at the intersection of Cobb and Boulevard. Landscaper doing work in the area. Advised to clean up and not dump anything on town property.
- 4/20: Spoke with owner of Kohut landscaping regarding parking trucks on Borough property along the Boulevard and Kaufmann Park on Briarcliff Road.

## **SMOKE AND CO DETECTOR INSPECTIONS:**

**Note that on site inspections have been discontinued until further notice. Residents in need of an inspection are completing an affidavit form and certifying that the smoke and carbon monoxide detectors are operable, and a fire extinguisher is present in the kitchen area as required by code. On site inspections will continue when conditions permit.**

Date:	Location	Pass/Fail
4/12	12 Raynold Road	Pass
4/15	78 Tower Hill Road	Pass
4/20	289 Blvd	Pass
4/20	29 Ball Road	Pas
4/27	20 Pollard Road	Pass
4/30	144 Intervale Road	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.