



**AGENDA FOR THE COUNCIL MEETING OF THE BOROUGH OF MOUNTAIN LAKES  
HELD AS A REMOTE MEETING ON ZOOM  
OCTOBER 25, 2021**

**EXECUTIVE SESSION – BEGINS AT 7PM  
PUBLIC SESSION – BEGINS AT 7:30 PM**

**To Participate via computer** please use the following link: <https://zoom.us/j/208487754> or call iPhone one-tap : US: +13126266799,, 208487754# or +19292056099,,208487754#  
Or Telephone: Dial (for higher quality, dial a number based on your current location):  
US: +1 312 626 6799 or +1 929 205 6099 or +1 346 248 7799 or +1 669 900 6833 or +1 253 215 8782 or +1 301 715 8592 Webinar ID: 208 487 If calling into the meeting via telephone, the following commands can be entered via DTMF tones using your phone's dial pad while in a Zoom meeting: \*6 - Toggle mute/unmute \*9 - Raise hand (once hand is raised, it cannot be lowered. If you change your mind and choose not to speak, when called upon, please let us know that you have changed your mind).

**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 has been reported to The Citizen and the Morris County Daily Record and The Star Ledger on January 7, 2021 and posted in the municipal building.

**2) ROLL CALL ATTENDANCE - Clerk**

**3) FLAG SALUTE – Mayor**

**4) EXECUTIVE SESSION**

- a. R158-21, Resolution to Enter an Executive Session – Litigation (Tax Appeals) & Attorney - Client Privilege (Approval of Executive Minutes)

**5) COMMUNITY ANNOUNCEMENTS**

**6) RESOLUTIONS**

**7) SPECIAL PRESENTATIONS**

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

**9) BOROUGH COUNCIL DISCUSSION ITEMS**

- a. Creation of Guidelines for Adoption of Community Resolutions

**10) 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.

**11) ATTORNEY'S REPORT**

**12) MANAGER'S REPORT**

- a. Annual Best Practices Review

**13) ORDINANCES TO INTRODUCE**

**14) ORDINANCES TO ADOPT**

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**15) \*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. R159-21, Authorizing the Payment of Bills  
b. R160-21, Authorizing the Refund of Overpayment of Taxes

**\*APPROVAL OF MINUTES**

10/11/21 (Regular)

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

a. *Harry Joelsson to the Green Team as a student member*

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**16) DEPARTMENT REPORTS SUBMITTED FOR FILING**

- Construction Department
- Department of Public Works
- Fire Department
- Health Department
- Police Department
- Recreation Department
- Code Enforcement/Property Maintenance

**17) COUNCIL REPORTS**

**18) 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.

**19) NEXT STEPS AND PRIORITIES**

**20) ADJOURNMENT**

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

**RESOLUTION 158-21**

**“RESOLUTION TO ENTER INTO AN EXECUTIVE SESSION”**

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

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

**WHEREAS**, the Governing Body wishes to discuss:

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

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

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

XX

**CERTIFICATION:** I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on October 25, 2021.

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

Name	Motion	Second	Aye	Nay	Absent	Abstain
Happer						
Korman						
Lane						
Richter						
Sheikh						
Barnett						
Menard						

**Borough of Mountain Lakes**  
**Discussion Item**

Date: TBD

Prepared by: Tom Menard and Khizar Sheikh

**1. Issue:**

Create Borough Council Guidelines for adoption of Community Resolutions.

A "Community Resolution" is a resolution adopted by Borough Council that is supported by, and affects, the residents of Mountain Lakes. These resolutions are meant to be inclusive and can support of a number of community achievements, events, or initiatives (e.g., without limitation, a HS state championship, a retiring borough employee, acknowledgement of teacher, a specific commemorative day or month, etc.).

**2. Current Status/Facts:**

There are no current guidelines in place.

**3. Current Council Policy:**

There is no current formal policy.

**4. Questions for Council:**

1. Whether Community Resolution guidelines should be adopted by Council?
2. If yes, review of following proposal, which aims to balances the desire for Community Resolutions, for Borough Council to consider fairly such resolutions that are supported by the community and Borough Council:
  - (i) Any ML resident can organize a petition of at least 50 ML residents (regardless of whether such residents live in the same household) for a Community Resolution.
  - (ii) The resident shall identify a Council member that agrees to serve as the primary sponsor of the Community Resolution.

- (iii) The primary sponsor must confirm that the petition contains at least 50 ML residents (with the assistance of the Borough Manager or the Borough Manager's delegate), identify two additional Borough Council co-sponsors, and be responsible for drafting the content/text of the Community Resolution.
- (iv) The Community Resolution shall then be presented to the Mayor and Borough Manager for inclusion in the agenda at the following Borough Council meeting as a discussion item. Once added to the agenda as a discussion item, the text of the resolution shall not be altered.
- (v) After such discussion, the Community Resolution shall either be: (a) introduced publicly at the same meeting, with a vote on such Community Resolution at the next subsequent Council meeting; or (b) sent back to step (iii) to for changes/edits to the resolution's text.

**5. Backup Information: N/A**



# 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 for the Borough Council meeting of October 23, 2021.  
CC: Robert Oostdyk, Borough Attorney

Mayor and Council,

**Best Practices Inventory** – 2021's Best Practices Inventory consists of 70 questions, of which 43 are unscored survey questions. Of the 27 scored questions, a score of 15 and above must be attained to avoid any loss of state aid. The Borough has attained a score of 20. The Inventory must be electronically filed with the State no later than November 3<sup>rd</sup>. A copy of the complete Inventory document is attached to this report.

**Water Penalty Charge** – Under a Covid-19 related executive order from Governor Murphy, residential water account late charges have been suspended until 12/31/21. As written, the executive order does not include commercial accounts.

To date, we have not billed late charges to commercial accounts due to system programming challenges. These challenges have now been resolved. While speaking with our vendor, we have learned that all the vendor's clients (13 in total), have opted to extend the penalty moratorium to commercial accounts. As of 10/16/21 chargeable penalties on our commercial properties amount to \$1,705.85 (11 past due accounts). I am requesting Borough Council guidance on whether or not to move forward with charging commercial accounts allowable late charges.

**Scrap Metal Revenue** – As requested, our income from the sale of scrap metal collected at the DPW yard is as follows:

- 2021 – 63,640 lbs, \$4,440.44 (year to date)
- 2020 – 69,220 lbs, \$3,045.07
- 2019 – 80,480 lbs, \$3,739.38



# 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*

SUBJ: Manager's Report for the Borough Council meeting of October 23, 2021.  
Page: 2 of 2

**Electric Vehicle Charging Station** – As previously discussed, I have been working to obtain cost estimates to install a charging station in the Borough owned parking area next to Hapgoods rather than at Borough Hall. To date, I have been unable to obtain all of the information and pricing necessary for a discussion. The delay appears to be due to labor and materials shortages with the vendors who provide the related equipment and services. I have reached out to the grant provider to ask about placing our grant approval on hold pending further information. I am awaiting a reply.

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

**Mitchell**

# Best Practices Inventory Online Platform

2021 Survey

## Mountain Lakes Borough

### Printable Current Answers

001	Core Competencies	Personnel	[1.00] Yes
	<p>The Fair Labor Standards Act (FLSA) is a federal law requiring that overtime pay must be paid for all hours over 40 hours in a work week except for those employees classified as exempt and thus not entitled to overtime. Management employees such as elected officials, managers/administrators, municipal clerks, CFOs, public works superintendents, police chiefs and other department heads are typically classified as having exempt status and thus not entitled to overtime pay. Other municipal employees may also be classified as exempt under the FLSA (please consult labor counsel for detailed guidance). Exempt status also precludes overtime pay for time worked during emergencies, attendance at night meetings and participation in training sessions. Compensated leave time in lieu of cash payments is considered a form of overtime pay unless such leave is utilized in the same pay period. Does your municipality not pay overtime to employees classified as exempt under the FLSA?</p>		
002	Core Competencies	Personnel	[0.00] No
	<p>Has your municipality reviewed and updated its employee personnel manual/handbook within the past three years or upon the conclusion of each of your municipality's collective negotiated agreements (CNAs)? If yes, please provide in the Comments section the date which the personnel manual was officially updated. If not yes, please type "Did Not Answer Yes" into the comment box.</p>		Comment: Did Not Answer Yes
003	Core Competencies	Budget	[1.00] Yes
	<p>Does your municipality complete an initial draft of its annual budget no later than the first week of January (or first week of July if an SFY municipality), and obtain input in crafting the draft budget from elected officials and department heads as appropriate to the form of government?</p>		
004	Best Practices	Budget	[0.50] Yes
	<p>Has your municipality created an accumulated absence liability trust fund pursuant to N.J.A.C. 5:30-15.5? Only answer N/A if your municipality 1) does not offer (for any employee hired after a certain date) payouts upon retirement for accumulated sick leave, and 2) no current employee has a grandfathered right to sick leave payouts upon retirement.</p>		



Core Competencies	Capital Projects
005 Has your municipality adopted a capital program as defined by N.J.A.C. 5:30-4.2, meaning a moving, multi-year plan and schedule for capital projects (including prospective financing sources) and, when pertinent, first year operating costs and savings?	[1.00] Yes
006 Core Competencies	Transparency
007 Best Practices	Transparency
008 Core Competencies	Procurement
009 Best Practices	Procurement
010 Insurance broker fees dependent on the amount of health insurance premiums or fees paid by the municipality are vulnerable to abuse as brokers could face conflicting incentives in seeking lower-cost health insurance alternatives. If your municipality contracts with an insurance broker for health insurance, is the structure for broker payments set at a flat-fee rather than on a commission basis to mitigate the risk of a broker recommending more expensive health insurance coverage to earn higher fees? Only answer N/A if your municipality does not contract with an insurance broker for health insurance.	[1.00] Yes
006 Core Competencies	Transparency
007 Best Practices	Transparency
008 Core Competencies	Procurement
009 Best Practices	Procurement
010 Insurance broker fees dependent on the amount of health insurance premiums or fees paid by the municipality are vulnerable to abuse as brokers could face conflicting incentives in seeking lower-cost health insurance alternatives. If your municipality contracts with an insurance broker for health insurance, is the structure for broker payments set at a flat-fee rather than on a commission basis to mitigate the risk of a broker recommending more expensive health insurance coverage to earn higher fees? Only answer N/A if your municipality does not contract with an insurance broker for health insurance.	[0.50] Yes
010 Insurance broker fees dependent on the amount of health insurance premiums or fees paid by the municipality are vulnerable to abuse as brokers could face conflicting incentives in seeking lower-cost health insurance alternatives. If your municipality contracts with an insurance broker for health insurance, is the structure for broker payments set at a flat-fee rather than on a commission basis to mitigate the risk of a broker recommending more expensive health insurance coverage to earn higher fees? Only answer N/A if your municipality does not contract with an insurance broker for health insurance.	[0.50] N/A

011	Core Competencies	Cybersecurity
A cybersecurity incident response plan is a set of instructions to help detect, respond to, and recover from network security incidents. These plans address areas such as cybercrime, data loss, and service outages. Does your municipality have a cybersecurity incident response plan?		[1.00] Yes
012	Core Competencies	Cybersecurity
Are all municipal employees receiving ongoing cybersecurity training in malware detection, password construction, identifying security incidents and social engineering attacks?		[1.00] Yes
013	Core Competencies	Financial Administration
Pursuant to N.J.S.A. 40A:5-14(d), a local unit's investment policies shall be based on a cash flow analysis prepared by the CFO, with those policies being commensurate with the nature and size of the funds held by the local unit. Has your municipality conducted a cash flow analysis of its deposited and invested funds, and, based on that analysis, does your municipality's cash management plan set policies for your municipality's investments that consider preservation of capital, liquidity, current and historical investment returns, diversification, maturity requirements, costs and fees associated with the investment and, when appropriate, policies of investment instrument administrators?		[1.00] Yes
014	Core Competencies	Budget
Is your municipality ensuring that insurance reimbursements are credited back to the budget appropriation line item in the budget in accordance with N.J.S.A. 40A:5-32, instead of applied as miscellaneous revenue not anticipated? Compliance with this statutory obligation relieves pressure on current year appropriations. Only answer N/A if your municipality had no insurance reimbursements in 2020 or 2021.		[1.00] Yes
015	Core Competencies	Capital Projects
Has your municipality reviewed all completed capital project bond ordinances for remaining balances that can be cancelled by resolution, and revert to their respective balance sheet accounts?		[1.00] Yes
016	Best Practices	Personnel
Has your municipality established by ordinance an anti-nepotism policy that, at minimum, only authorizes the hiring the family members/relatives of municipal officials and employees if the individuals involved would do not work in a direct supervisory relationship, or in job positions in which a conflict of interest could arise. The term "family member/relatives" should be defined to include but not necessarily be limited to spouses, children, siblings, parents, in-laws, and step-relatives.		[0.00] No

017	Core Competencies	Procurement
Has your municipality reviewed with legal counsel and other appropriate officials (e.g. engineer) the boilerplate language in its bid or RFP documents to ensure such language meets legal requirements under the Local Public Contracts Law and pay-to-play, along with other relevant statutes and caselaw?		[1.00] Yes
018	Core Competencies	Transparency
Does your municipality maintain an up-to-date municipal website containing at minimum the following: past three years adopted budgets; the current year proposed budget (including the full adopted budget for the current year when approved by the governing body); most recent annual financial statement and audits; notification(s) for solicitation of bids and RFPs; and meeting dates, minutes and agendas for the governing body, planning board, board of adjustment and all commissions?		[1.00] Yes
019	Core Competencies	Transparency
N.J.S.A. 34:13A-8.2 requires public employers, including municipalities, to file with the Public Employment Relations Commission (PERC) a copy of all contracts negotiated with public employee representatives. This includes, but is not limited to, collective bargaining agreements, memoranda of understanding, contract amendments, and "side letter" or "side bar" agreements. Copies of same may be emailed to <a href="mailto:contracts@perc.state.nj.us">contracts@perc.state.nj.us</a> . Has your municipality filed all current contracts with PERC? Only answer N/A if your municipality does not have any employee labor unions.		[1.00] Yes
020	Core Competencies	Cybersecurity
Does your municipality perform off-network daily incremental backups with weekly full backups of all data?		[1.00] Yes
021	Core Competencies	Shared Services
N.J.A.C. 5:30-3.8(d)(20) requires each municipal user-friendly budget to include a listing of each shared service provided or received, what entity or entities are providing or receiving the service, the beginning and end date of the agreement as applicable, and the amount either received or paid for the service. Does your municipality list on its user-friendly budget each shared services agreement it is a party to, along with the other information required by the above-referenced regulation?		[1.00] Yes

If a Board of Fire Commissioners establishes annual compensation for its fire district commissioners, N.J.S.A. 40A:14-88 requires the municipal governing body to review and approve such compensation before the fire district can submit its annual budget to the voters, or, in the case of fire districts whose Board of Fire Commissioners elections coincides with the November General election, before the district can adopt its annual budget. The fire district shall submit to the municipal governing body for approval the amount of compensation fixed by the Board regardless of whether the amount of compensation is being modified. Oughton v. Board of Fire Comrs., etc., 178 N.J. Super. 565, 570-571 (App. Div. 1981). If any members of the Board of Fire Commissioners in one or more of your municipality's fire districts are authorized by the Board to receive compensation, does your municipality 1) require its fire district(s) to submit such compensation for review on an annual basis; 2) ensure that each Board has adopted a resolution or resolutions fixing the amount of compensation requested for governing body approval; and 3) adopt a resolution approving, disapproving, or modifying the compensation amount fixed by the Board of Fire Commissioners?

[1.00] N/A

N.J.S.A. 40A:65-4(b) requires a copy of each shared services agreement to be filed with the Division of Local Government Services. Has your municipality filed with the Division the most current copy of each shared services agreement under which the municipality provides one or more services to another local unit as defined by N.J.S.A. 40A:65-3 of the Uniform Shared Services and Consolidation Act? Only answer N/A if your municipality does not provide a shared service to another local unit.

[1.00] N/A

Audit findings address areas needing improvement and ignoring these findings devalues the process. Municipalities should correct noted deficiencies. Have the audit findings in your municipality's 2018 audit been identified in a corrective action plan and not been repeated in the 2019 audit? If the answer is no, please list the repeat findings, along with the date the corrective action plan was submitted to DLGS, under Comments. Only answer "N/A" if there were no audit findings in the 2019 audit. If you did not answer no, please type "Did Not Answer No" into the Comment Box.

[0.00] No

Comment: It is recommended that an adequate segregation of duties be maintained with respect to the recording and treasury functions. The Correction Action plan was submitted on

Does your municipality feature a link on its website to the Division of Taxation's Property Tax Relief Program webpage at <https://www.state.nj.us/treasury/taxation/relief.shtml>?

[0.50] Yes

026

Best Practices

Fire Districts

Local Finance Notice 2017-23 describes the avenues through which a municipality can consolidate multiple fire districts into a single fire district. Does your municipality have a single fire district or, if your municipality has multiple fire districts, is it reviewing the feasibility of consolidating its multiple districts into a single district? Only answer N/A if your municipality does not have a fire district.

[0.50] N/A

027

Best Practices

Environment

Have public electric vehicle charging stations been installed, or are they currently being installed, on municipal property?

[0.00] No

028a

Unscored Survey

Shared Services

Does your municipality currently provide the following position to another municipality pursuant to a shared services agreement? If Yes, list under Comments each municipality this applies. If no, insert N/A into Comments. (a) Chief Financial Officer

[0.00] No  
Comment: N/A

028b

Unscored Survey

Shared Services

Does your municipality currently provide the following position to another municipality pursuant to a shared services agreement? If Yes, list under Comments each municipality this applies. If no, insert N/A into Comments. (b) Tax Collector

[0.00] No  
Comment: N/A

028c

Unscored Survey

Shared Services

Does your municipality currently provide the following position to another municipality pursuant to a shared services agreement? If Yes, list under Comments each municipality this applies. If no, insert N/A into Comments. (c) Tax Assessor

[0.00] No  
Comment: N/A

028d

Unscored Survey

Shared Services

Does your municipality currently provide the following position to another municipality pursuant to a shared services agreement? If Yes, list under Comments each municipality this applies. If no, insert N/A into Comments. (d) Municipal Clerk

[0.00] No  
Comment: N/A

028e

Unscored Survey

Shared Services

Does your municipality currently provide the following position to another municipality pursuant to a shared services agreement? If Yes, list under Comments each municipality this applies. If no, insert N/A into Comments. (e) Municipal Treasurer

[0.00] No  
Comment: N/A

028f	Unscored Survey	Shared Services
028f	Does your municipality currently provide the following position to another municipality pursuant to a shared services agreement? If Yes, list under Comments each municipality this applies. If no, insert N/A into Comments. (f) Qualified Purchasing Agent	[0.00] No Comment: N/A
028g	Unscored Survey	Shared Services
028g	Does your municipality currently provide the following position to another municipality pursuant to a shared services agreement? If Yes, list under Comments each municipality this applies. If no, insert N/A into Comments. (g) Certified Public Works Manager	[0.00] No Comment: N/A
028h	Unscored Survey	Shared Services
028h	Does your municipality currently provide the following position to another municipality pursuant to a shared services agreement? If Yes, list under Comments each municipality this applies. If no, insert N/A into Comments. (h) Public Works Superintendent	[0.00] No Comment: N/A
029	Unscored Survey	Shared Services
029	If the answer to at least one part of Question 28 is yes, did one or more of the identified shared service agreements result in the dismissal of a tenured official? If yes, please insert under Comments 1) the position or positions where an agreement resulted in the dismissal of a tenured official; and 2) an estimate of the cost savings anticipated to be achieved by the participating municipalities at the outset of the agreement. If the answer is No or N/A, please insert "No" or "N/A" under Comments. See LFN 2018-3R for more information on this provision of the Common Sense Shared Service Act.	[0.00] N/A Comment: N/A

030

Unscored Survey

Environment

How much did your municipality spend on operational costs associated with managing and treating stormwater runoff in the prior fiscal year, and how much did your municipality appropriate toward same for the current fiscal year? Examples of such costs include street cleaning, conveyance system clean-out, routine maintenance of storm drains and outfall pipes, and stormwater runoff-related educational programs. Also list under Comments the FCOA codes your municipality is using to classify these stormwater-related prior year expenditures and current year appropriations.

Comment: \$21,216.80 was spent during 2020 and approximately \$23,000.00 was budgeted in 2021 on operational costs associated with managing and treating stormwater runoff. FCOA Codes: 26-290-2 Department of Public Works Other Expenses 55-502 Water Utility Other Expenses 41-602-2 Clean Communities Grant Other Expenses 26-290-1 Department of Public Works Salaries & Wages 55-501 Water Utility Salaries & Wages 55-501 Sewer Utility Salaries & Wages

031

Unscored Survey

Financial Administration

Does your municipality currently retain a chief financial officer through a professional services contract?

[0.00] No

032a

Unscored Survey

American Rescue Plan Act

Has your municipality allocated and/or currently plan to allocate ARP Local Fiscal Recovery Fund (LFRF) dollars for the following eligible use? (a) Public Health (EC 1)

[0.00] No

032b

Unscored Survey

American Rescue Plan Act

Has your municipality allocated and/or currently plan to allocate ARP Local Fiscal Recovery Fund (LFRF) dollars for the following eligible use? (b) Negative Econ. Impacts (EC 2)

[0.00] No

032c

Unscored Survey

American Rescue Plan Act

Has your municipality allocated and/or currently plan to allocate ARP Local Fiscal Recovery Fund (LFRF) dollars for the following eligible use? (c) Services to Disproportionately Impacted Communities (EC 3)

[0.00] No

032d	Unscored Survey	American Rescue Plan Act
Has your municipality allocated and/or currently plan to allocate ARP Local Fiscal Recovery Fund (LFRF) dollars for the following eligible use? (d) Premium Pay (EC 4)		[0.00] No
032e	Unscored Survey	American Rescue Plan Act
Has your municipality allocated and/or currently plan to allocate ARP Local Fiscal Recovery Fund (LFRF) dollars for the following eligible use? (e) Water/Sewer/Broadband Infrastructure (EC5)		[0.00] No
032f	Unscored Survey	American Rescue Plan Act
Has your municipality allocated and/or currently plan to allocate ARP Local Fiscal Recovery Fund (LFRF) dollars for the following eligible use? (f) Revenue Replacement (EC 6)		[0.00] No
032g	Unscored Survey	American Rescue Plan Act
Is your municipality currently undecided on how to allocate ARP Local Fiscal Recovery Fund (LFRF) dollars for the previously referenced expenditure categories? Please answer Yes if none of the previous subparts were Yes, otherwise answer No		[0.00] Yes
032h	Unscored Survey	American Rescue Plan Act
Did your municipality decline ARP Local Fiscal Recovery Fund (LFRF) dollars instead? Please answer Yes if none of the previous subparts were Yes, otherwise answer No		[0.00] No
033	Unscored Survey	American Rescue Plan Act
What portion of the first tranche of ARP LFRF dollars will your municipality obligate toward eligible uses by December 31, 2021?		[0.00] Currently Undecided
034	Unscored Survey	American Rescue Plan Act
What portion of the first tranche of ARP LFRF dollars will your municipality obligate toward eligible uses by December 31, 2022?		[0.00] Currently Undecided



Does your municipality pay one or more of its vendors or contractors via an automated clearing house (ACH) transfer and/or a procurement card? Please select one or more of the options provided , as applicable. This question excludes debt service, pension bills, and employee health benefits.

[0.00] None of the Above

036a

Unscored Survey

Procurement

N.J.S.A. 40A:11-41 et seq. authorizes municipalities to establish one or more specified set-aside programs for public procurement. A set-aside program establishes a goal for its contracting agencies of setting aside a certain percentage of the dollar value of total procurements to be awarded as set-aside contracts to one or more qualified enterprises authorized pursuant to N.J.S.A. 40A:11-42. If your municipality has set aside the following program, please select Yes and include under Comments the percentage of the dollar value of total procurements currently establishes as a set-aside goal under the program. Those selecting No shall type "N/A" under Comments. (a) Minority Business Enterprises

[0.00] No

Comment: N/A

036b

Unscored Survey

Procurement

N.J.S.A. 40A:11-41 et seq. authorizes municipalities to establish one or more specified set-aside programs for public procurement. A set-aside program establishes a goal for its contracting agencies of setting aside a certain percentage of the dollar value of total procurements to be awarded as set-aside contracts to one or more qualified enterprises authorized pursuant to N.J.S.A. 40A:11-42. If your municipality has set aside the following program, please select Yes and include under Comments the percentage of the dollar value of total procurements currently establishes as a set-aside goal under the program. Those selecting No shall type "N/A" under Comments. (b) Women's Business Enterprises

[0.00] No

Comment: N/A

036c

Unscored Survey

Procurement

N.J.S.A. 40A:11-41 et seq. authorizes municipalities to establish one or more specified set-aside programs for public procurement. A set-aside program establishes a goal for its contracting agencies of setting aside a certain percentage of the dollar value of total procurements to be awarded as set-aside contracts to one or more qualified enterprises authorized pursuant to N.J.S.A. 40A:11-42. If your municipality has set aside the following program, please select Yes and include under Comments the percentage of the dollar value of total procurements currently establishes as a set-aside goal under the program. Those selecting No shall type "N/A" under Comments. (c) Small Business Enterprises

[0.00] No

Comment: N/A

036d	Unscored Survey	Procurement	[0.00] No Comment: N/A
N.J.S.A. 40A:11-41 et seq. authorizes municipalities to establish one or more specified set-aside programs for public procurement. A set-aside program establishes a goal for its contracting agencies of setting aside a certain percentage of the dollar value of total procurements to be awarded as set-aside contracts to one or more qualified enterprises authorized pursuant to N.J.S.A. 40A:11-42. If your municipality has set aside the following program, please select Yes and include under Comments the percentage of the dollar value of total procurements currently establishes as a set-aside goal under the program. Those selecting No shall type "N/A" under Comments. (d) Veteran Business Enterprises			
037	Unscored Survey	Procurement	[0.00] N/A
If your municipality has established a set-aside program for qualified business enterprises pursuant to N.J.S.A. 40A:11-41 et seq, did your municipality's contract awards meet or exceeded the set-aside goals established by the governing body in the prior fiscal year for each of your municipality's set-aside programs? Only answer N/A if your municipality does not have a set-aside program.			
038	Unscored Survey	Procurement	[0.00] N/A
For a municipality having established a set-aside program for qualified business enterprises, N.J.S.A. 40A:11-48 requires each municipal authority, board, committee or commission authorized to independently award contracts to issue a report to the municipal governing body by January 31 of each year 1) describing their efforts in attaining the municipality's set-aside goals for the prior calendar year; and 2) the percentage of the dollar value of total procurements awarded in the prior calendar year under each set-aside program established by the municipality. Did each of the above-referenced entities submit this report to the municipal governing body in 2021? Answer N/A if your municipality does not have a set-aside program or does not have any authorities, boards, committees or commissions authorized to independently award contracts.			
039	Unscored Survey	Tax Collection	[0.00] Yes
Has your municipality established a ten-day grace period for the payment of property taxes and other municipal charges as authorized by N.J.S.A. 54:5-19?			
040	Unscored Survey	Tax Collection	Comment: File Upload
Complete the Excel-based Tax Sale Report. Upload the completed report using the "Attach File" button toward the bottom of your screen. Type "File Uploaded" in the Comment Box			

2021 Best Practices Inventory - Report on Most Recent Tax Sale

Date of Last Tax Sale	12/4/2019	Type of Sale:	Standard
Live or Electronic			Live
Day of Sale			
# of Line Items:	Total Amounts	Explanation	
Property Taxes	2	\$26,180.91	
Local Cannabis Taxes	0	\$0.00	None
Other Municipal Charges Collected in the Tax Office (exc. Local Assessments)	4	\$4,605.06	Water/Sewer Utility
Other Municipal Charges Certified to Tax Collector from MUA or Sewerage Auth.	0	\$0.00	No MUA or SA
Local Assessment	0	\$0.00	
Other	0	\$0.00	
<b>Total Eligible for Tax Sale</b>	<b>6</b>	<b>\$30,785.97</b>	
Sold to Outside Lien Holders	0	\$0.00	
Struck off or sold to Municipality	0	\$0.00	
Postponed or Not Sold	0	\$0.00	
<b>Total Eligible for Tax Sale</b>	<b>0</b>	<b>\$0.00</b>	
Premiums Bid	138,600.00	\$0.00	
Outside Liens Issued at 18%	0		
Outside Liens Issued at 10% - 17%	0		
Outside Liens Issued at 0% (with no premium) - 9%	0		
Municipal Liens Issued at 18%	0	\$0.00	
Municipal Liens Issued Below 18%	0	\$0.00	

For State Use Only

<b>Total Liens Issued to Outside Lien Holder or Struck off to the Municipality</b>	<b>138,600.00</b>	<b>\$0.00</b>	<b>Total Amount Collected</b>
<b>Total Sold to Outside Lien Holders</b>	<b>0</b>	<b>\$0.00</b>	
<b>Total to Municipality</b>	<b>0</b>	<b>\$0.00</b>	
<b>Total Postponed or Not Sold</b>	<b>0</b>	<b>\$0.00</b>	
	<b>0</b>		

041	Unscored Survey	Opportunity Zones
Is your municipality aware of any real estate development projects or businesses that will be using the Opportunity Zone tax incentive or receiving an Opportunity Fund investment?		[0.00] No
042	Unscored Survey	Opportunity Zones
If your municipality knows of any projects that are using or will be using the Opportunity Zone tax incentive, please include the name of each project, the full address, a short description that includes the primary developer (if applicable), estimated value of the development (i.e. total permitted value), and the project's status (if known) on the Excel form provided on DLGS's Best Practices webpage. Upload the Excel form using the "Attach File" button toward the bottom of your screen. If you have uploaded the Excel form, type "File Uploaded" in the Comment Box. If you have not uploaded the Excel Form, type NA in the Comment Box.		Comment: N/A
043	Unscored Survey	Planning & Economic Development
Does your municipality currently plan to sell any municipally-owned vacant conforming lots by December 31, 2022?		[0.00] No
044a	Unscored Survey	Planning & Economic Development
Does your municipality impose the following requirement upon developers as a condition of granting zoning approval for residential construction and/or residential/commercial mixed use construction? (a) Dedication of Space or Open-Space		[0.00] No
044b	Unscored Survey	Planning & Economic Development
Does your municipality impose the following requirement upon developers as a condition of granting zoning approval for residential construction and/or residential/commercial mixed use construction? (b) Fee In-Lieu of Dedicating Space or Open Space		[0.00] No
044c	Unscored Survey	Planning & Economic Development
Does your municipality impose the following requirement upon developers as a condition of granting zoning approval for residential construction and/or residential/commercial mixed use construction? (c) Fee In-Lieu of Parking		[0.00] No
044d	Unscored Survey	Planning & Economic Development
Does your municipality impose the following requirement upon developers as a condition of granting zoning approval for residential construction and/or residential/commercial mixed use construction? (d) Impact Fee(s) (pro rata share of infrastructure improvement costs)		[0.00] No

044e	Unscored Survey	Planning & Economic Development
044e	Does your municipality impose the following requirement upon developers as a condition of granting zoning approval for residential construction and/or residential/commercial mixed use construction? (e) Provision of Affordable Housing Units	[0.00] Yes
044f	Unscored Survey	Planning & Economic Development
045	Does your municipality impose the following requirement upon developers as a condition of granting zoning approval for residential construction and/or residential/commercial mixed use construction? (f) Affordable Housing Trust Fund Payments	[0.00] No
046	Unscored Survey	Planning & Economic Development
046	Does your municipal land use ordinance provide for an historic preservation commission that is governed under N.J.S.A. 40:55D-107?	[0.00] No
047	Unscored Survey	Planning & Economic Development
047	Does your municipality have an environmental commission, or is your municipality part of a joint environmental commission, that is governed under N.J.S.A. 40:56A-1 et seq.?	[0.00] Yes
047	Unscored Survey	Planning & Economic Development
048	Does your municipality have an industrial commission that is governed under N.J.S.A. 40:55B-1 et seq.?	[0.00] No
048	Unscored Survey	Recreation
048	Does your municipality have a recreation commission that is governed under N.J.S.A. 40:61-17 et seq.?	[0.00] Yes

Return to Question List (./?)  
id=985b5fc9-b521-ec11-b6e6-  
001dd802eaf0)

# Best Practices Inventory Online Platform

2021 Survey

## Mountain Lakes Borough

### Scoring

Current Score: 20.00

Score	Aid Withheld
0 - 6	100% of final aid payment withheld
7 - 10	50% of final aid payment withheld
11 - 14	25% of final aid payment withheld
15 +	No aid withholding

**RESOLUTION AND ORDINANCE REVIEW FOR THE OCTOBER 25, 2021 MEETING**

TO: MAYOR AND COUNCIL

FROM: MITCHELL STERN, MANAGER

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***RESOLUTIONS***

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**R160-21, AUTHORIZING THE REFUND OF OVERPAYMENT OF UTILITIES** - this resolution, requested by the Borough Tax Collector, authorizes a refund in the amount of \$2,453.58 for an overpayment of taxes for Block 128 Lot 6. The mortgage company made a duplicate payment.

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***ORDINANCES TO INTRODUCE***

None

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***ORDINANCES TO ADOPT***

None

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

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

**RESOLUTION 159-21**

**“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 **October 25, 2021** 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 October 25, 2021.

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

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



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

Meeting Date: 10/25/2021 For bills from 10/14/2021 to 10/20/2021

Check#	Vendor	Description	Payment	Check Total
19418	189 - ANCHOR ACE HARDWARE	PO 23517 FIRE DEPT: EQUIPMENT - BLANKET	130.91	130.91
19419	3973 - ARCART & IOVINO ARCHITECTS, PC	PO 23185 BORO HALL: CONSTRUCTION ADMINISTRATION P	2,190.00	2,190.00
19420	191 - ASSOC OF NJ ENVIRONMENTAL COMM	PO 24250 ENVIRONMENTAL REGISTRATION	25.00	25.00
19421	372 - BEN SHAFFER RECREATION, INC	PO 23966 RECREATION - PLAYGROUNDS - MULCH	99.95	99.95
19422	2147 - CCTMO LLC	PO 24209 OCTOBER 2021 - CELL TOWER REIMBURSEMENT	1,941.55	1,941.55
19423	4122 - CENTRAL SUPPLY, INC	PO 24267 BH RENO: SUPPLIES	123.20	123.20
19424	3823 - CHICOBAG COMPANY	PO 24149 ENVIRONMENTAL COMMISSION: PERSONALIZED BA	1,670.00	1,670.00
19425	4150 - CLEARY GIACOBBE ALFIERIE JACOBS,	PO 24277 SEPT 2021 LABOR ATTORNEY FEES	660.00	660.00
19426	431 - COUNTY CONCRETE CORP.	PO 24276 BH: RENOVATION	2,920.00	2,920.00
19427	2396 - COUNTY WELDING SUPPLY CO.	PO 23997 SPW - EQUIPMENT & TOOLS - BLANKET	34.00	34.00
19428	2887 - D&L PAVING CONTRACTORS, INC.	PO 23933 STREETS & ROADS - CURB INSTALLATION	12,350.00	12,350.00
19429	2971 - DIRECT ENERGY BUSINESS	PO 24279 ACCT#: 614054 - 936656 -SEPTEMBER 2021	5.43	5.43
19430	2769 - DOVER DODGE, CHRYSLER, JEEP, INC.	PO 23328 POLICE DEPARTMENT - VEHICLE REPAIRS - BL	191.75	191.75
19431	2985 - EAST COAST TREE EXPERTS, LLC	PO 23561 REFUND FROM POLICE SERVICES	30.00	30.00
19432	4138 - EASTERN CONCRETE MATERIALS, INC	PO 24275 BH: RENOVATION - STONE	1,215.13	1,215.13
19433	4262 - FELDMAN LUMBER - US LBM, LLC	PO 24218 BH:RENOVATION	535.00	535.00
19434	1170 - FERGUSON ENTERPRISES #501	PO 24253 BH RENO: SUPPLIES - BLANKET	36.87	36.87
19435	653 - GANNET NEW JERSEY NEWSPAPERS	PO 23849 BOA/PLANNING: 2021 ADVERTISING - ACCT#31	74.82	74.82
19436	152 - HD SUPPLY CONST & INDUST- WHITECAP	PO 24243 BH: RENOVATION	15.88	15.88
19437	4225 - HECHT TRAILERS, LLC	PO 24166 BH: RENOVATIONS - TRAILER RENTAL - BLANK	224.00	224.00
19438	3903 - HUNTINGTON NATIONAL BANK	PO 23399 POLICE CAR LEASE / CUST# 730289 - 2021 B	2,247.19	2,247.19
19439	3306 - INTERSTATE BATTERY OF NJ DIST #4573	PO 24055 DPW/ POLICE - VEHICLE REPAIRS - BLANKET	166.07	166.07
19440	859 - JCP&L	PO 24282 MASTER ACCT#200 000 574 000/ BILL DATE:	57.81	
		PO 24283 M/A #200 000 054 011/ BILL DATE: OCT 06,	725.46	783.27
19441	4273 - JOSEPH MOTYKA	PO 24254 POLICE: REIMBURSEMENT	150.00	150.00
19442	4002 - KAREN BRENNFLECK	PO 24278 REC: LAKER 55	38.05	38.05
19443	1086 - KENNEDY CULVERT & SUPPLY CO.	PO 24163 BH: RENOVATION	564.14	564.14
19444	4061 - LIBERTY BUILDING PRODUCTS	PO 24129 BOROUGH HALL - RENO PROJECT	953.40	
		PO 24190 BH: RENOVATION	953.40	
		PO 24225 BH: RENOVATIONS - SUPPLIES	1,223.00	
		PO 24242 BH:RENOVATION	4,292.85	7,422.65
19445	2561 - LIFESAVERS, INC.	PO 24213 POLICE: FEES	65.00	65.00
19446	2790 - MC PUBLIC SAFETY TRAINING ACADEMY	PO 24264 FIRE DEPT: TRAINING	50.00	50.00
19447	1408 - MMSG	PO 24102 POLICE: MEDICAL SUPPLIES	862.80	862.80
19448	1295 - MORRIS CTY MUNICIPAL UTILITIES	PO 23709 SOLID WASTE DISPOSAL - BLANKET	12,802.19	12,802.19
19449	4196 - MOUNTAIN LAKES REALTY, LLC	PO 23293 BH: LEASE PAYMENTS FOR TEMP BORO HALL	2,500.00	2,500.00
19450	1394 - MTN. LAKES PUBLIC LIBRARY	PO 23357 2021 MTN LAKES PUBLIC LIBRARY AID - BLAN	25,279.00	25,279.00
19451	1553 - NEW JERSEY NATURAL GAS	PO 24280 SEPT - OCT 2021 SERVICE	748.44	748.44
19452	1533 - NJ DEPT OF COMMUNITY AFFAIRS	PO 24249 3RD QTR 2021 STATE PERMIT SURCHARGE FEES	2,653.00	2,653.00
19453	1562 - NJLM	PO 24151 JOB ADVERTISEMENT - TAX ASSESSOR	115.00	115.00
19454	2727 - ONE CALL CONCEPTS, INC.	PO 22991 ACCT# 12-BML / 2020 JAN - DEC BLANKET	106.88	106.88
19455	4213 - OPTIMUM	PO 23504 BORO (TEMP SPACE) INTERNET SVCS. ACCT# 0	156.23	156.23
19456	3659 - OPTIMUM	PO 24164 BORO TRAILER INTERNET SERVICES ACCT# 078	200.72	200.72
19457	3195 - POWER DMS	PO 24256 POLICE: 2020-2021 ANNUAL POWERSUITE SUBS	4,413.28	4,413.28
19458	479 - RECORDER PUBLISHING CO.	PO 22971 ZBOA/PLANNING BRD - ACCT# 010902 - 2021	31.49	31.49
19459	3990 - RICH TREE SERVICE, INC.	PO 24032 DPW / SHADE TREE REMOVAL	3,875.00	
		PO 24127 DPW / TREE REMOVAL - 42 WILCOX	1,800.00	5,675.00
19460	4027 - RUTGERS, THE STATE UNIV OF NJ	PO 24148 SHADE TREE: CORE TRAINING COURSE	30.00	30.00
19461	3870 - SAI ENTERPRISES, INC	PO 22807 ADMIN: FIREWALL FOR VOICE NETWORK	663.00	
		PO 23322 2021 ANNUAL FIREWALL RENEWAL	5,783.00	6,446.00
19462	4266 - SAMSON METAL SERVICE	PO 24216 BH: RENOVATIONS - METAL	5,029.75	5,029.75
19463	3205 - SECURITY SHREDDING	PO 23858 2021 SHREDDING SERVICES - BLANKET	60.00	60.00
19464	1948 - SHEAFFER SUPPLY, INC.	PO 24226 BH: RENOVATIONS - SUPPLEIS	360.48	360.48
19465	4232 - SOUNDVIEW PROMOTIONAL	PO 24210 RECREATION: CARDS	290.00	290.00
19466	2774 - STAPLES CONTRACT & COMMERCIAL, LLC	PO 24174 ORDER# 7340406218	640.29	640.29
19467	2745 - STATE OF NEW JERSEY	PO 24281 4Q2020 UNEMPLOYMENT REIMURSABLE	249.00	249.00
19468	4222 - STATELINE FABRICATORS, LLC	PO 23617 BH: BORO RENOVATION - STRUCTURAL STEEL	84,471.25	84,471.25
19469	1981 - SUBURBAN DISPOSAL, INC	PO 23476 2021 SOLID WASTE / RECYCLING COLLECTION	36,659.99	36,659.99
19470	3861 - SYNCE/AMAZON	PO 24143 CLERK: ORDER# 112-1673711-3643441	80.33	80.33
19471	603 - TOWNSHIP OF DENVILLE	PO 24232 4Q21 PROPERTY TAXES - TOWPATH	1,128.87	1,128.87
19472	1736 - TWP OF PARSIPPANY - TROY HILLS	PO 23381 2021 SEWER MAINTENANCE CHARGES - BLANKET	39,416.67	39,416.67
19473	2115 - U.S. DEPT. OF AGRICULTURE	PO 24272 APHS - GOOSE MANAGEMENT - CUST# 6001777	2,544.74	2,544.74
19474	4069 - UNITED BUSINESS SYSTEMS	PO 24262 CANON COPIERS - 3RD QTR 2021 - PRINTING	988.65	988.65
19475	2536 - UNUM LIFE INSURANCE COMPANY	PO 23315 STD/LTD / LIFE INSURANCE - 2021 BLANKET	1,375.96	1,375.96
19476	3346 - USA BLUE BOOK	PO 24203 DPW - TRAINNG & EDUCATION	264.88	264.88
19477	2749 - VERIZON	PO 23450 2021 INTERNET SVC: A/C# 853-478-043-0001	52.33	
		PO 23450 2021 INTERNET SVC: A/C# 853-478-043-0001	37.33	
		PO 23450 2021 INTERNET SVC: A/C# 853-478-043-0001	37.33	126.99
19478	2135 - VERIZON WIRELESS	PO 24263 ACCT# 882388054-00001 / SEPT 05 - OCT 0	800.00	800.00

## List of Bills - CLAIMS/CLEARING CHECKING ACCOUNT

Meeting Date: 10/25/2021 For bills from 10/14/2021 to 10/20/2021

Check#	Vendor	Description	Payment	Check Total
19479	3753 - WINNER FORD OF CHERRY HILL	PO 23214 POLICE: 2021 UTILITY INCEPTOR BASE VEHI	33,012.00	33,012.00
TOTAL				305,479.74

**Summary By Account**

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-192-20-200-000	UNANTICIPATED REVENUES (MRNA)			30.00	
01-201-20-100-020	GENERAL ADMIN - OTHER EXPENSE	1,062.13			
01-201-20-110-020	MAYOR & COUNCIL - OTHER EXP'S	25.00			
01-201-20-120-020	MUNICIPAL CLERK - OTHER EXP'S	91.48			
01-201-20-130-020	FINANCE - OTHER EXPENSES	6.86			
01-201-20-140-020	COMPUTER SERVICES	3,960.61			
01-201-20-145-020	TAX COLLECTOR - OTHER EXPENSES	287.16			
01-201-20-155-020	LEGAL SERVICES - OTHER EXPENSE	660.00			
01-201-21-180-020	PLANNING BOARD - OTHER EXPENSE	67.61			
01-201-21-185-020	BD OF ADJUST - OTHER EXPENSES	38.70			
01-201-23-220-020	GROUP INSURANCE PLANS-EMPLOYEE	1,375.96			
01-201-25-240-020	POLICE DEPT - OTHER EXPENSES	9,963.02			
01-201-25-252-020	EMERGENCY MGMT - OTHER EXPENSE	150.00			
01-201-25-255-020	FIRE DEPT - OTHER EXPENSES	180.91			
01-201-26-290-020	STREETS & ROADS - OTHER EXP.	1,617.44			
01-201-26-300-020	SHADE TREE COMMISSION - O/E	4,680.00			
01-201-26-305-020	SOLID WASTE - OTHER EXPENSES	49,462.18			
01-201-26-315-020	VEHICLE REPAIRS & MAINTENANCE	357.82			
01-201-28-370-020	PARKS & PLAYGROUNDS OTHER EXP.	328.05			
01-201-28-375-020	MAINT OF PARKS (BEACHES/LAKES)	2,644.69			
01-201-29-390-020	AID TO PUBLIC LIBRARY	25,279.00			
01-201-31-435-020	ELECTRICITY - ALL DEPARTMENTS	725.46			
01-201-31-437-020	NATURAL GAS	753.87			
01-201-31-440-020	TELECOMMUNICATIONS	800.00			
01-203-20-140-020	(2020) COMPUTER SERVICES		663.00		
01-260-05-100	DUE TO CLEARING			0.00	109,805.50
01-290-55-000-001	DUE TO NJ - DCA TRAINING FEES			2,653.00	
01-290-55-000-005	DUE TO T-MOBILE - SPRINT FEES			1,941.55	
<b>TOTALS FOR</b>	<b>Current Fund</b>	<b>104,517.95</b>	<b>663.00</b>	<b>4,624.55</b>	<b>109,805.50</b>
02-200-40-700-340	Clean Communities Grant			1,670.00	
02-260-05-100	DUE TO CLEARING			0.00	1,670.00
<b>TOTALS FOR</b>	<b>FEDERAL AND STATE GRANTS</b>	<b>0.00</b>	<b>0.00</b>	<b>1,670.00</b>	<b>1,670.00</b>
04-215-55-982-000	2016 CAPITAL ORDINANCE 06-16			5,801.24	
04-215-55-984-000	2018 CAPITAL ORDINANCE 4-18			1,458.92	
04-215-55-987-000	2020 CAPITAL ORDINANCE 4-20			5,089.84	
04-215-55-989-000	2020 CAPITAL ORD. 8-20 BORO HALL RENOV.			107,608.35	
04-260-05-100	DUE TO CLEARING			0.00	119,958.35
<b>TOTALS FOR</b>	<b>General Capital</b>	<b>0.00</b>	<b>0.00</b>	<b>119,958.35</b>	<b>119,958.35</b>
05-201-55-520-520	Water Operating - Other Expenses	1,273.08			
05-260-05-100	DUE TO CLEARING			0.00	1,273.08
<b>TOTALS FOR</b>	<b>Water Operating</b>	<b>1,273.08</b>	<b>0.00</b>	<b>0.00</b>	<b>1,273.08</b>
07-201-55-520-520	Sewer Operating - Other Expenses	39,511.81			
07-260-05-100	DUE TO CLEARING			0.00	39,511.81
<b>TOTALS FOR</b>	<b>Sewer Operating</b>	<b>39,511.81</b>	<b>0.00</b>	<b>0.00</b>	<b>39,511.81</b>

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
14-260-05-100	Due to Clearing			0.00	249.00
14-300-60-000-000	RESERVE FOR UNEMPLOYMENT INSUR			249.00	
<b>TOTALS FOR</b>	<b>Unemployment Trust</b>	<b>0.00</b>	<b>0.00</b>	<b>249.00</b>	<b>249.00</b>
19-260-05-100	DUE TO CLEARING			0.00	33,012.00
19-300-60-000-005	RESERVE FOR POLICE VEHICLE			33,012.00	
<b>TOTALS FOR</b>	<b>Police Outside Detail Trust</b>	<b>0.00</b>	<b>0.00</b>	<b>33,012.00</b>	<b>33,012.00</b>

Total to be paid from Fund 01 Current Fund	109,805.50
Total to be paid from Fund 02 FEDERAL AND STATE GRANTS	1,670.00
Total to be paid from Fund 04 General Capital	119,958.35
Total to be paid from Fund 05 Water Operating	1,273.08
Total to be paid from Fund 07 Sewer Operating	39,511.81
Total to be paid from Fund 14 Unemployment Trust	249.00
Total to be paid from Fund 19 Police Outside Detail Trust	33,012.00
	<b>305,479.74</b>

Checks Previously Disbursed

19417	STATE OF NJ - PWT DIVISION OF TAXAT	PO# 24260	STATE OF NJ - PUBLIC COMMUNITY WAT	446.19	10/15/2021
221377	Depository Trust Company, DTC		PAYMENT OF PRIN AND INT ON BAN	4,819,383.56	9/30/2021
221389	COUNTY OF MORRIS		ACH PAYMENT FOR 2021 PRIMARY MUNIC	3,905.92	10/25/2021
				<b>4,823,735.67</b>	

Totals by fund	Previous Checks/Voids	Current Payments	Total
Fund QUALITY CUSTOM HOMES	4,823,735.67		<b>4,823,735.67</b>
Fund 01 Current Fund	3,905.92	109,805.50	<b>113,711.42</b>
Fund 02 FEDERAL AND STATE GRANTS		1,670.00	<b>1,670.00</b>
Fund 04 General Capital	4,819,383.56	119,958.35	<b>4,939,341.91</b>
Fund 05 Water Operating	446.19	1,273.08	<b>1,719.27</b>
Fund 07 Sewer Operating		39,511.81	<b>39,511.81</b>
Fund 14 Unemployment Trust		249.00	<b>249.00</b>
Fund 19 Police Outside Detail Trust		33,012.00	<b>33,012.00</b>
<b>BILLS LIST TOTALS</b>	<b>9,647,471.34</b>	<b>305,479.74</b>	<b>9,952,951.08</b>

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

Meeting Date: 10/25/2021 For bills from 10/14/2021 to 10/20/2021

Check#	Vendor	Description	Payment	Check Total
5425	4002 - KAREN BRENNFLECK	PO 24241 2021 FINGERPRINTING	24.05	24.05
5426	3861 - SYNCB/AMAZON	PO 24108 TRACK: ORDER# 112-0408706-1072251	22.18	22.18
TOTAL				46.23

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
33-101-01-001-001	CASH - RECREATION			0.00	46.23
33-600-00-090-000	Recreation Trust Reserves			46.23	
<b>TOTALS FOR</b>	<b>Recreation Trust</b>	<b>0.00</b>	<b>0.00</b>	<b>46.23</b>	<b>46.23</b>

Total to be paid from Fund 33 Recreation Trust

46.23

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46.23





# BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

## CONSTRUCTION OFFICE MONTHLY ACTIVITY REPORT

SEPTEMBER 2021

### ADMINISTRATIVE SUMMARY

A nice resurgence in the number of permit applications and project scope has boosted the office totals over previous 'year-to-date' levels. An increase in the number of applications for mechanical replacements in preparation for colder weather ahead has also been experienced.

Prior approval documents have been received for the construction of the hotel and Wawa on Route 46. This project will begin construction about the same time that both the Pulte residential development and the Sunrise senior living projects are wrapping up. Revenues collected for the required permits for this commercial project will be used for services to be provided over the next two years.

While inspection requests for the Pulte and Sunrise projects have declined, residential requests have increased- filling out the workload for the inspection staff. This trend should continue through the holiday season.

Requests are being fielded for issuance of the Construction Records Clearance Certificate prior to the transfer of property. This new ordinance is instrumental in verifying that the work done was code compliant and to finally close out these documents for future property owners.



Mountain Lakes Borough  
 400 BOULEVARD  
 MOUNTAIN LAKES, NJ 07046

## Construction Permit Activity Report

9/1/2021 -> 9/30/2021

### Summary

	<b>Cost:</b>	<b>Count:</b>			
New:	\$0.00	0	Cubic Footage:	38,759 Cu.ft	Permits Issued: 33
Addition:	\$818,900.00	3	Square Footage:	1,180 Sq.ft	Updates Issued: 5
Alteration:	\$449,467.00	34			
Demolition:	\$1,500.00	1			
<b>Total:</b>	<b>\$1,269,867.00</b>	<b>38</b>			

Permits	Count	Permit Fees	Admin Fees	Total	Inspections	Passed	Failed	Other
Building:	17	\$12,220.00	\$0.00	\$12,220.00	B	28	24 %85.7	2 %7.1
Plumbing:	12	\$2,315.00	\$0.00	\$2,315.00	P	18	16 %88.9	1 %5.6
Electrical:	27	\$4,730.00	\$0.00	\$4,730.00	E	45	31 %68.9	11 %24.4
Fire:	8	\$1,199.00	\$0.00	\$1,199.00	F	14	13 %92.9	0 %0
Elevator:	0	\$0.00	\$0.00	\$0.00	V	0	0 %	0 %
Mechanical:	16	\$1,800.00	\$0.00	\$1,800.00	M	14	10 %71.4	0 %0
	<b>80</b>	<b>\$22,264.00</b>	<b>\$0.00</b>	<b>\$22,264.00</b>		<b>119</b>	<b>94</b>	<b>14</b>
DCA Training:	3		144	Other Fees	(Note: Does not include result of none)			
DCA State:	33		1498	\$600.00				
DCA Minimum:	1		1					
	<b>37</b>		<b>\$1,643</b>					

Variations	Total	Paid	Certificates	Issued Total	Paid Total
Building	0	0	CA	43	\$0.00
Plumbing	0	0	CCO	0	\$0.00
Electrical	0	0	CO	1	\$200.00
Fire	0	0	CC	0	\$0.00
Mechanical	0	0	TCO	0	\$0.00
Elevator	0	0	TCC	0	\$0.00
<b>Total:</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>Total:</b>	<b>44</b>	<b>\$200.00</b>

**NOTE:**  
 Information gathered is based on the Issue date for that item, ie permit issue date, certificate issue date.

This will cause discrepancies between the payments section which uses Payment date. Example you took in money for a CO but the CO has not been issued yet.

Permit Subcode Exempted (State) Fees			Permit Subcode Waived (Local) Fees		
	Record Count	Total Exempted		Record Count	Total Waived
Building	0	\$0	Building	0	\$0
Plumbing	0	\$0	Plumbing	0	\$0
Electrical	0	\$0	Electrical	1	\$315
Fire	0	\$0	Fire	0	\$0
Mechanical	0	\$0	Mechanical	0	\$0
Elevator	0	\$0	Elevator	0	\$0
<b>Total:</b>		<b>\$0</b>	<b>Total:</b>		<b>\$315</b>
	<b>Record Count</b>	<b>Total Exempted</b>	<b>Violations</b>	<b>Fines</b>	<b>Paid</b>
DCA Fees	1	\$38	Issued	0	\$0.00

Payments (Based on Payment Date)	
Permit (77)	\$24,580.00
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>\$24,580.00</b>



# BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

## CONSTRUCTION OFFICE SUMMARY OF FEES COLLECTED

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	2,476.00	129,959.00		
JUNE	13,410.00	143,369.00		
JULY	3,900.00	147,269.00		
AUGUST	21,791.00	169,060.00		
SEPTEMBER	14,343.00	183,403.00		
OCTOBER	61,757.00	245,160.00	Enclave fees	36,825.00
NOVEMBER	18,634.00	263,794.00		
DECEMBER	6,934.00	270,728.00		

PERIOD	2021 COLLECTED	YEAR TO DATE	COMMENTS	AMOUNT
JANUARY	11,663.00	11,663.00		
FEBRUARY	40,193.00	51,856.00	Enclave fees	27,748.00
MARCH	37,128.00	88,984.00	Enclave fees	28,144.00
APRIL	10,024.00	99,008.00		
MAY	26,651.00	125,659.00		
JUNE	11,789.00	137,448.00		
JULY	12,009.00	149,457.00		
AUGUST	9,533.50	158,990.00		
SEPTEMBER	24,580.00	183,570.00		
OCTOBER				
NOVEMBER				
DECEMBER				





# Mountain Lakes Borough

*Deposit Payment Totals 9/1/2021 to 9/30/2021*

Starting Receipt  
PMT-21-00701

Ending Receipt  
PMT-21-00789

Cash Total  
\$487.00

Check Total  
\$39,956.50

Charge Total  
\$0.00

Grand Total  
\$40,443.50

Bag #

Deposit Account

AH 20-300-60-000-000

DCA 01-290-55-000-001

ENG 01-192-08-105-015

UCC 01-192-08-160-000

ZON 01-192-08-105-017

YTD Payments	Payments
\$19,784.00	\$15,313.50
\$10,055.00	\$1,650.00
\$6,300.00	\$600.00
\$162,235.00	\$22,330.00
\$5,500.00	\$550.00
<hr/> \$203,874.00	<hr/> \$40,443.50

**BOROUGH OF MOUNTAIN LAKES**  
**DEPARTMENT OF PUBLIC WORKS**

Department Activity  
September 2021

**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:**

- DPW
  - Tree trimming along Boulevard
  - Drainage repair – Crane Rd.
  - Emergency tree removal call-out – West Shore
  - Blacktop curbing installed on Yorke
  - Basin cleaning/pipe jetting – Larchdell, Briarcliff, Sherwood
  - Street sign repairs
  - Brush maintenance completed at Mountain Lake Dam
  - Historical Society driveway repaired
  - Firehouse bunting installed
  - Storm cleanup
    - Basin cleanings
    - Tree limbs and branches removed from streets
  
- Birchwood
  - 9-11 memorial cleanup and mulch
  - Swimming lane ropes washed and stored
  - Floating docks removed from lake
  
- Island Beach
  - Diving boards, ladders and floating docks stored
  
- Recreation Department
  - New tennis nets installed
  - Stump removal – Pocono & Raynold

**Vacation/Sick Time:**

- 86 Vacation Hours; 8 Sick Hours

# Borough of Mountain Lakes

## BOARD OF HEALTH

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



### September Health Department Activity Report – 2021

This monthly narrative provides an overview of the Health Officer, Health Department and staff activities during the past month. Additional supplemental reports from Environmental, Nursing, and Health Education are forwarded to clarify activities.

Vaccine requests are very low at the present time. We are in the process of offering clinics either free standing or in conjunction with other programs such as back to school programs. We are also in the process of discussing with the school system any needs they may have for vaccination for return to school.

We have been in continued contact with the Superintendents of schools and nurses, during this month in preparation for school opening.

General guidance provided to businesses, schools and municipal government agencies.

**Please see the link below for the current Executive Order requiring school staff to be vaccinated:**

<https://nj.gov/infobank/eo/056murphy/pdf/EO-253.pdf>

All individuals 12+ are eligible to receive Pfizer vaccine.

**Please see the link below for the current out of state guidance for quarantine timelines.**

<https://covid19.nj.gov/faqs/nj-information/travel-and-transportation/are-there-travel-restrictions-to-or-from-new-jersey>

Due to flooding conditions as a result of Tropical Storm Ida, inspections of food establishments were performed and when, requested, input and guidance provided to residents regarding potential concerns over flooding and mold conditions.

We continue to participate in weekly Zoom and Teams meetings with State Department of Health, County Agencies, LINCS and Health Officers in order to best implement state guidance.

The Nursing Department continues to investigate COVID cases on COMM CARE and in CDRSS. Our nurses along with local and state funded staff are continuing to contact trace cases, as they occur.

This past month we have experienced continued increases in the level of COVID-19 activity.

Currently Mt. Lakes has 5 cases with a 14-day look back.

#### **Activities**

- Review ongoing guidance from NJDOH/CDC regarding best practices for quarantine and vaccine programs.
- Provided weekly COVID report each Thursday with State updates and Charts.
- Continue to inform and discuss with residents, business owners and agencies various employment questions and issues they have.
- Continue to monitor staff activities regarding public health inspections and complaints. (see environmental, health education and nursing reports)
- Begin to monitor increased Delta Variant virus transmission

**Testing Site:**

Public and private testing sites continue to operate throughout Northern NJ.

Stay Well.

Respectfully Submitted,

F. Michael Fitzpatrick, Health Officer

# MOUNTAIN LAKES BORO POLICE DEPARTMENT

Agency Activity Report

By CFS Classification

From Date: 9/1/2021 To Date: 9/30/2021

Report Date: 10/21/2021 9:29:48 AM

Classification code	Description	Total Events	0000-0800	0801-1600	1601-2359
0600	Theft	5	0	5	0
1000	Forgery Counterfeit	1	0	1	0
1100	Fraud	3	0	1	2
1300	Stolen Property	1	0	1	0
1400	Malicious Mischief	4	0	2	2
2000	Family Offense	1	0	0	1
2400	Disorderly Conduct	2	0	1	1
2600	All Other Offenses	6	0	2	4
4000	Non Criminal Investigations	24	2	14	8
4100	Fire Related	10	1	5	4
5000	Lost Found Property	2	0	2	0
5500	Animal Complaints	8	1	4	3
6000	Traffic Accidents	3	0	1	2
6300	Traffic Enforcement	216	24	123	69
6500	Parking Enforcement	22	4	18	0
6600	Traffic Services	12	0	8	4
7000	Public Services	334	109	75	150
7500	Assist other Agency	66	6	51	9
8000	Warrants	1	1	0	0
9000	Administrative	352	91	156	105
	<b>Total:</b>	1073	239	470	364

# MOUNTAIN LAKES BORO POLICE DEPARTMENT

## Officer Citation Report

From Date : 9/1/2021 To Date : 9/30/2021

Report Date : 10/21/2021 9:30 AM

Officers Name	Badge Number	Traffic Stops	Equipment	Moving	Radar	Parking	Ordinance	Warnings	Total
XX	XX	1	0	0	0	0	0	0	0
XX	XX	0	0	0	0	0	0	0	0
XX	XX	42	8	4	0	0	0	0	12
XX	XX	14	5	1	0	0	0	0	6
XX	XX	0	0	0	0	0	0	0	0
XX	XX	61	18	2	0	0	0	0	20
XX	XX	0	0	0	0	0	0	0	0
XX	XX	22	2	0	0	0	0	0	2
XX	XX	38	12	3	0	0	0	0	15
XX	XX	0	0	0	0	0	0	0	0
XX	XX	0	0	0	0	0	0	0	0
<b>Total:</b>		178	45	10	0	0	0	0	55

**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>												
	2015	2016	2017	2018	2019	2020	2021	2015	2016	2017	2018	2019	2020	2021	2015	2016	2017	2018	2019	2020	2021							
Jan	106	58	236	216	79	588	324	64	127.5	22	15	14	0	42	\$0	\$0	\$0	\$158	\$0	\$154	\$0	\$2,989	\$3,164	\$2,998	\$4,159	\$4,348	\$9,570	\$7,154
Feb	104	142	226	252	86	444	266	34	11	84	104	220	111	189.5	\$0	\$0	\$0	\$0	\$210	\$258	\$0	\$4,641	\$7,750	\$7,009	\$4,927	\$2,138	\$4,789	\$21,810
March	82	82	238	310	110	332	180	96	139	198	148.5	168	74.5	81	\$0	\$0	\$151	\$0	\$0	\$0	\$0	\$6,541	\$7,689	\$12,822	\$29,829	\$6,254	\$4,081	\$7,510
April	72	46	209.5	0	106	456	240	218	138	154	250	265.5	0	226	\$271	\$0	\$0	\$0	\$422	\$0	\$263	\$8,942	\$4,657	\$5,399	\$12,146	\$27,385	\$3,990	\$12,820
May	188	69	128	204	96	564	204	322	192	254	178	169	36	681	\$0	\$0	\$0	\$0	\$993	\$0	\$0	\$11,708	\$16,276	\$12,700	\$24,263	\$29,828	\$5,202	\$18,415
June	144	85	140	130	106	540	312	152	299	268	208	254	194	727.5	\$0	\$0	\$0	\$193	\$0	\$0	\$0	\$18,386	\$6,352	\$17,917	\$21,572	\$32,632	\$21,692	\$25,194
July	128	140	318	152	47	442	420	428	592	518	524	84.5	551	877	\$0	\$0	\$0	\$158	\$0	\$0	\$0	\$27,256	\$31,836	\$31,018	\$24,005	\$27,180	\$26,802	\$32,344
August	114	182	272	94	246	312	168	585	528	606	682	748	708	792	\$0	\$0	\$140	\$193	\$0	\$0	\$263	\$30,377	\$20,059	\$21,042	\$18,754	\$34,709	\$22,125	\$30,577
Sept	71.5	92	276	94	180	256	70	228	364.5	294	375.5	222.5	389	280	\$0	\$954	\$0	\$0	\$0	\$0	\$0	\$13,746	\$12,484	\$21,047	\$16,316	\$22,108	\$20,166	\$23,313
Oct	82	94	332	106	154	314		302	414	125	208	216	292		\$0	\$0	\$0	\$0	\$0	\$0	\$250	\$16,914	\$15,755	\$12,876	\$14,514	\$15,865	\$17,041	
Nov	96.5	188	346	148	426	302		145	164	274.5	235.5	176	287		\$0	\$0	\$0	\$246	\$0	\$0	\$0	\$8,770	\$11,241	\$18,359	\$15,103	\$17,554	\$10,442	
Dec	121	392	392	254	600	424		157.5	217.5	171	346.5	144.5	376		\$0	\$0	\$302	\$0	\$0	\$0	\$0	\$5,481	\$19,991	\$18,360	\$20,920	\$21,126	\$25,206	
<b>Total</b>	<b>1309</b>	<b>1570</b>	<b>3114</b>	<b>1960</b>	<b>2236</b>	<b>4974</b>	<b>2184</b>	<b>2731.5</b>	<b>3186.5</b>	<b>2968.5</b>	<b>3275</b>	<b>2682</b>	<b>3018.5</b>	<b>3896</b>	<b>\$271</b>	<b>\$354</b>	<b>\$593</b>	<b>\$947</b>	<b>\$1,625</b>	<b>\$412</b>	<b>\$776</b>	<b>\$155,753</b>	<b>\$157,266</b>	<b>\$181,548</b>	<b>\$206,506</b>	<b>\$241,128</b>	<b>\$171,046</b>	<b>\$179,137</b>

**September**

<u>Total Overtime</u>
<u>Hours Paid</u>
\$23,313.21

<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>
280	97.5	34.82%

<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>
70	48	68.57%

One Officer out on terminal leave prior to retirement accounted for 168 of 280 hours of vacation/comp time.

**Operating with 11 Officers**

- 1 Hour related to arrest/investigations
- 3 hours MLHS Football
- 2.5 Hours Bicycle Rodeo at the Esplanade
- 24 Hours of Scheduling changes due to promotions and subsequent reassignments
- 88.5 Hours of Mandatory Training
- 3 Hours of Vehicle repair



# BOROUGH OF MOUNTAIN LAKES

## Recreation Department

### Department Activity September 2021

The Recreation Commission met on September 21, 2021. Topics of discussion included an update of the summer beach season. An ongoing discussion was held regarding possibly charging fees for the pavilions/bathrooms, and year-round storage for kayaks, etc. In addition, there was new discussions about the need for a Mountain Lakes Day Committee (current chair retired), HUB Lakes representative (Mark Odenwelder), and options for the Xmas tree locations.

- Reviewed summer camps and overall numbers at camps. (see below)
- Assisted with various uniform and equipment needs for the Recreation Field Hockey program. Procured turf and lights time.
- Continued to update Mountain Lakes website with details of recreation events.
- Researched and booked entertainment/speakers for 55+ group for the remainder of 2021.
- Lakers 55+ - Resumed meetings in Library. Speaker for September was Ken Souler on ethics and philosophy.
- Provided support, registration, turf time to fall sports programs: Field hockey, cross country, soccer, men's soccer and men's basketball as needed.
- Secured use of beaches for Alumni groups, Herd, resident parties, Town Club, Boy Scouts overnight and Home & School events. Both pavilions are booked for many dates through December.
- Met with HUB lakes Board to discuss current season. Decided to introduce Corn Hole for 2022.
- ML HUB teams excelled this year. Woman's Golf won and Men's Softball made it to the semi-finals.
- Beaches closed on Saturday, September 4<sup>th</sup>. All equipment cleaned and put in order in the Birchwood shed and the Island beach storage room.
- Mr. Wallace worked as Asst. Beach Director in Vicki Allison's absence for a total of 6 days. This is good to have a back up who knows the system.
- Worked with DPW for the ongoing requests from the MLHS tennis coach.
- USSI Camps continuing at Taft Field and Tennis courts.
- Assisted Police Chief with many 5K requests, designed form to be placed on website.
- Helped the clergy in town to organize the 20<sup>th</sup> Anniversary September 11<sup>th</sup> Prayer Service at Birchwood Lake. Well attended.
- Assisted High School Volleyball team to organize a Beach Volleyball Tournament for High School Students. Well attended.
- Investigated Tree Lighting options. From uplighting the existing tree, to hanging large stars, to illuminating the tree with projected lights

	2018	2019	2020	2021
			<b>COVID</b>	
<b>Tennis</b>	15	38	outsource	outsource
<b>Sail</b>	146	195	136	190
<b>Rec Camp</b>	345	365	204	414
<b>Surf</b>	9	17	cancel	20
<b>Teen Camp</b>	98	116	cancel	90
<b>Swim Lessons</b>	NA	NA	NA	29



# 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: 10/21/21  
SUBJECT: Monthly Report September 2021

The following lists code enforcement/property maintenance issues for the month of September 2021:

- 9/7: Follow up on complaint about property maintenance violations on Roberts Drive
- 9/18: Follow up on Roberts Drive property maintenance complaint. Spoke with the owner of the property and he was advised that the work needs to be completed by 9/22 or a summons would be issued.
- 9/21: Signs removed from ROW at the intersection of Midvale and Crescent
- 9/22: Work completed at the Roberts Drive address
- 9/30: Follow up on a trespassing complaint from a Laurel Hill Road resident. Matter resolved
- 9/30: 2 cars parked at North Briarcliff and Boulevard with for sale signs in violation of zoning ordinance. Owner notified to remove the cars.

## **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
9/21	50 Boulevard	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.