



**MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES
NOVEMBER 8, 2021
HELD AS A REMOTE MEETING ON ZOOM**

CALL TO ORDER AND OPEN PUBLIC MEETINGS ACT STATEMENT

This meeting is being held in compliance with Public Law 1975, Chapter 231, Sections 4 and 13, as notice of this meeting 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.

Mayor Menard called the meeting to order at 7:30p.m.

ROLL CALL ATTENDANCE

Roll Call	<u>Present</u>	<u>Absent</u>		<u>Present</u>	<u>Absent</u>
Happer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sheikh	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Korman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Barnett	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Lane	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Menard	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Richter	<input checked="" type="checkbox"/>	<input type="checkbox"/>			

FLAG SALUTE

Deputy Mayor Barnett led the salute to the flag.

EXECUTIVE SESSION

There was no executive session.

COMMUNITY ANNOUNCEMENTS

Councilmember Korman made the following announcements: There will be a Diwali celebration held at Island Beach on November 13th at 3:30pm. Mountain Lakes High School will be holding their fall drama November 17th through November 20th.

Councilmember Richter announced that the Lakes Management Committee will have its state of the lakes address on December 7th.

Councilmember Happer announced that November 11th is Veteran’s Day and he acknowledged veterans for their service.

SPECIAL PRESENTATIONS

There were no special presentations.

REPORTS OF BOROUGH ESTABLISHED BOARDS, COMMISSIONS AND COMMITTEES

There were no reports.

BOROUGH COUNCIL DISCUSSION ITEMS

Third Quarter 2021 Current Budget Report; Third Quarter 2021 Water Budget Report and Third Quarter 2021 Sewer Budget Report; Trust Balances; Capital Account Balances

Chief Financial Officer (CFO) Monica Goscicki discussed the 2021 third quarter budget reports with the Council. CFO Goscicki provided a detailed memo of the third quarter current fund budget, third quarter water and sewer budgets, trust balances and capital account balances. The Council asked questions of Ms. Goscicki and she answered them.

Ms. Goscicki agreed to research why the cable franchise fee revenue decreased \$1000 and also follow up on Borough’s reimbursement from the swim team for summer salary and wage expenses.

PUBLIC COMMENT

Mayor Menard opened the meeting to the public.

There was no one from the public wishing to speak.



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ATTORNEY'S REPORT

Mr. Oostdyk was directed at the 9/13/21 council meeting to follow up on resolution R147-21 (Authorizing the Award to Furnish and Install Water Meters and Related Equipment for the Replacement of All Outdated Existing Equipment within the Borough) to address the following: purpose of software, strike out liability provisions, address use of information, and cyber security risk. Mr. Oostdyk advised the council of the changes that were made to the software agreement the Borough is required to execute in order to finalize the purchase. The changes are related to the license to use information maintained by the software and pointed out that the permissible use is limited as clarified in the changes to the agreement.

MANAGER'S REPORT

Borough Manager Stern provided his report (attached). Mr. Stern advised that he obtained positive feedback from three references regarding R147-21 (Authorizing the Award to Furnish and Install Water Meters and Related Equipment for the Replacement of All Outdated Existing Equipment within the Borough). The Council asked questions of Mr. Stern and he answered them.

RESOLUTIONS

There were no resolutions.

ORDINANCES TO INTRODUCE

There were no ordinances to introduce.

ORDINANCES TO ADOPT

There were no ordinances to adopt.

***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. *R147-21, Authorizing the Award to Furnish and Install Water Meters and Related Equipment for the Replacement of All Outdated Existing Equipment within the Borough*
- b. *R161-21, Authorizing the Payment of Bills*
- c. *R162-21, Authorizing the Cancellation of General Capital Receivable and Appropriation Balance*
- d. *R163-21, Awarding a Contract for the HVAC System at the Municipal Building to Ferguson HVAC and Gil-Bar Solutions*
- e. *R164-21, Awarding a Contract for the Furnishing of Cold Metal Framing and Exterior Sheathing at the Municipal Building to Windoor LLC*

***APPROVAL OF MINUTES**

- 5/10/21 (Executive)*
- 10/25/21 (Regular)*

***BOARD, COMMITTEE AND COMMISSION APPOINTMENTS**

- a. Ranjan Bose to the Historic Preservation Committee as Member with a term expiring 12/31/23 (*previously appointed, moving positions*)
- b. Brian Adams to the Historic Preservation Committee as Alternate Member #2 with a term expiring 12/31/22



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***Approval of the Consent Agenda**

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

Councilmember Barnett abstained from approving the minutes of 10/25/21.

DEPARTMENT REPORTS SUBMITTED 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

COUNCIL REPORTS

Environmental Commission – Councilmember Happer reported that the commission discussed the following: development in the Borough, upcoming statewide plastic bag ban and, and the commission’s 2022 budget and goals.

Planning Board – Mayor Menard reported that the board approved a minor sign modification at Sunrise Senior Living.

Lakes Management Committee – Councilmember Richter reported that the state of the lakes address will be held on December 7th and also that the committee discussed Grunden’s Pond. Borough Manager Stern provided background information and the status of Grunden’s Pond.

Finance Committee – Councilmember Sheikh reported the following: The committee reviewed the third quarter budget reports and trust accounts; The committee finalized the cover memo for the 10 year capital plan document; The committee decided that the water and sewer reserve calculation will be a percentage of the budget. The water reserve calculation will be 20% of the budget and the sewer reserve calculation will be 15% of the budget; The committee reviewed preliminary projections for year end fund balances and potential reserve contributions; The committee continued discussion of sewer use and moving to flat rate billing.

Zoning Board – Councilmember Richter reported that the board heard an application for 144 Lookout Road for improved lot coverage and adjourned the application for a future date with potential revisions.

Green Team – Councilmember Korman reported that Mountain Lakes has obtained Sustainable New Jersey silver status and will be recognized at the League of Municipalities Sustainable New Jersey luncheon on November 16th.

Personnel Committee – Councilmember Korman reported that the Borough will be creating a solid waste advisory committee in 2022 and will need resident members. Deputy Mayor Barnett reported that the subcommittee completed its review of the Borough’s personnel policies and procedures manual, and it is currently being reviewed by the Borough’s labor attorney.



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PUBLIC COMMENT

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

Mayor Menard opened the meeting to the public.

There was no one from the public wishing to speak.

NEXT STEPS AND PRIORITIES

Mayor Menard reviewed the following next steps and priorities:

Next Step	Completed by	Completion date
Status of Assessment at Sunrise Senior Living as of November 1st	Borough Manager	
Email Blast - Lakes Management State of the Lakes Address Meeting (12/7)	Borough Manager	
Update on Christmas Tree Lighting	Borough Manager	

ADJOURNMENT at 8:27P.M.

Motion made by Councilmember Happer, second by Councilmember Korman to adjourn the meeting at 8:27p.m., with all members in favor signifying by "Aye".

Respectfully Submitted



 Cara Fox, Deputy Borough Clerk